

 <b>COBOURG</b>	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>	
	<b>STAFF REPORT</b>	
TO:	Mayor and Council	
FROM: TITLE:	Desta McAdam, MCIP, RPP Senior Planner - Development	
DATE OF MEETING:	August 12 <sup>th</sup> , 2019	
TITLE / SUBJECT:	Application Site Plan Approval – Coast Guard Search and Rescue Station, 114 Division Street Allan Teramura, Watson MacEwen Teramura Architects / Federal Department of Fisheries and Oceans (Canadian Coast Guard)	
REPORT DATE:	July 25 <sup>th</sup> , 2019.	File #: SPA-06-19

1.0 CORPORATE STRATEGIC PLAN OBJECTIVE  
N/A

2.0 RECOMMENDATION

The following actions are recommended:

- a) That the application be received by Council and referred to the Planning Department for a report.

3.0 PUBLIC ENGAGEMENT

The Planning Act R.S.O 1990, c.P. 13, as amended does not prescribe any statutory public notice or engagement requirements for Site Plan Applications and Amendments, as these particular applications are recognized as being a detailed, technical review of matters relating to site development, including building layout, access, parking, landscaping, servicing and grading to name a few.

However, the Municipality requires that the applicant provide notice by posting a 1 m x 1.8 m sign on the Subject Lands, in an area visible from the public realm, notifying the public that an application for Site Plan approval has been submitted to the Municipality. The sign must include a contact number for both

the applicant and the Town of Cobourg Planning Department, where plans can be made available for the public to view.

Additionally, the Planning Department provides written notice of complete Site Plan Applications to Council, and all Site Plan Applications are considered by Council in open session prior to final approval. Finally, information relating to the Site Plan Application is posted on the municipal website under the Planning Applications page (Planning & Development).

#### 4.0 ORIGIN AND LEGISLATION

In July 2019, the Planning Department received an application for Site Plan approval from Allan Teramura of Watson MacEwen Teramura Architects on behalf of the Federal Department of Fisheries and Oceans (Canadian Coast Guard) for the redevelopment of the existing Canadian Coast Guard Station situated at 114 Division Street. Following a review of the application, Planning staff has concluded that it constitutes a complete application in accordance with the provisions of the Ontario *Planning Act* and the Cobourg Official Plan and is in a position to be formally received by Council.

#### 5.0 BACKGROUND

The Subject Lands known as 114 Division Street are located on the east pier of Cobourg Harbour. The land is owned by the Town of Cobourg (leased to the Federal Government), and consists of two parcels: a fenced-in parcel to the east containing the existing Search and Rescue Station buildings; and a concrete pier to the west, forming part of the east pier of Cobourg Harbour, where the Canadian Coast Guard boat is moored. The area subject to the proposed Site Plan application is the 1573 m<sup>2</sup> eastern parcel where the existing Coast Guard Search and Rescue buildings are located. See **Schedule “A”** Key Map.

The Subject Lands are designated as “Public Open Space – East Pier” in the Harbour Area Secondary Plan (2017), and zoned “Open Space Exception 2 Holding Exception 1 [OS-2 (H-1)] Zone” in the Comprehensive Zoning By-law No. 85-2003.

The proposal is to demolish and remove the buildings currently improving the property, including the detached dwelling, portable office, detached garage, and accessory buildings, and build a new, 486 m<sup>2</sup> Canadian Coast Guard marine Search and Rescue Station building in their place.

The new building will accommodate the different functions and requirements of Coast Guard activities including, a two-storey residential module and a single storey garage and workshop. The parts of the building are linked by a single storey connection that accommodates an office and ancillary functions. See **Schedule “B”** Site Plan (note that the site plan design may change prior to final approval consideration by Council).

The proposed building design is both intended to integrate into Cobourg's Heritage Waterfront, and address the Federal Government directive for all new buildings to be Net Zero Carbon Neutral ready. Accordingly, a *Passivhaus* design approach is being adopted for the residential wing and connecting breezeway. See **Schedule "C"** Proposed Building Renderings.

#### 6.0 ANALYSIS

This memo is for application receipt notification purposes only and there is subsequently no staff analysis at this time. The application package is being circulated to the Development Review Team and applicable agencies/committees for review and comment before being brought back to Council for consideration.

Pursuant to the provisions of the *Planning Act*, if the Municipality fails to approve the complete applications within thirty (30 days) after its submission, the Owner may appeal the application to the Local Planning Appeal Tribunal.

#### 7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

There are no anticipated negative financial implications imposed on the Municipality as a result of the application. The Owner has submitted the requisite \$5,500.00 in application fees and deposits.

#### 8.0 CONCLUSION

The application package is being circulated to the Development Review Team and applicable agencies for review and comments before being brought back to Council for consideration.

#### 9.0 POLICIES AFFECTING THE PROPOSAL

The primary policies affecting this application relate to the Harbour Area Secondary Plan policies including the Public Open Space East Pier Area designation, and the Community Design and Improvement policies of the Cobourg Official Plan.

#### 10.0 COMMUNICATION RESULTS

This Report is intended to advise Council of the application, and to recommend that Council receive the application, and refer the application to the Planning Department for a report prior to final approval consideration by Council.

Please contact the Planning Department if you have any questions or concerns.

**Report Prepared by:**

*Desta McAdam*

Desta McAdam, MCIP, RPP  
Senior Planner - Development

**Report Approved by:**

*Glenn McGlashon*



Glenn McGlashon  
Director of Planning and Development

**SCHEDULE 'A'**  
**KEY MAP**





**SCHEDULE "C"**  
**PROPOSED BUILDING RENDERINGS**



