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|  COBOURG | THE CORPORATION OF THE TOWN OF COBOURG | |
| | COUNCIL MEMORANDUM | |
| TO: | Mayor and Council | |
| FROM: TITLE: | Dave Johnson Planner 1 - Heritage | |
| DATE OF MEETING: | June 29 th , 2020 | |
| TITLE / SUBJECT: | Application for Approval of a Draft Plan of Subdivision– 377 William Street R.W. Bruynson Inc. / Joshani Homes | |
| REPORT DATE: | June 25 th , 2020. | File #: SU-2020-002 |

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; and,
- b) That the notice requirements of the *Planning Act, RSO 1990*, as amended, and the Municipality be implemented, including the scheduling of a Public Meeting.

3.0 **PUBLIC ENGAGEMENT**

Section 51 (20) of the Planning Act, RSO 1990, c.P.13, as amended prescribes statutory notice requirements for a complete Draft Plan of Subdivision application, and for the scheduling of a public meeting.

Notice of a complete plan of subdivision application and notice of a public meeting can be provided together. The Municipality is required to give notice by *either*:

- a) publication in a newspaper that is of sufficient circulation in the area which the application applies; *or*

b) personal or ordinary service mail to every land owner within 120 metres of the subject land, and by posting a notice, clearly visible from a public highway or other place the public has access on the subject land, or a location chosen by the municipality.

The Municipality's notification procedures for complete applications and public meetings include both a) and b) above, including the posting of a sign on the frontage of the property, which meet and exceed the notice requirements prescribed by the *Planning Act*. In addition, the Town provides this Report to Council for information purposes in open session and posts relevant information regarding the development on its Planning Applications page of the municipal website (Planning & Development).

4.0 **ORIGIN AND LEGISLATION**

On April 15th, 2020, the Planning Department received the final documentation required for an application for approval of a draft plan of subdivision from R.W. Bruynson Inc. on behalf of Joshani Homes for a 0.67 ha (1.65 ac) parcel, known as 377 William 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. Pursuant to the provisions of the *Planning Act*, if the Municipality fails to approve the complete application within 120 days after its receipt by Council, the Owner may appeal the application to the Local Planning Appeal Tribunal (LPAT).

5.0 **BACKGROUND**

The property known as 377 William Street is a 0.67 ha (1.65 ac) parcel, with approximately 40.1 m (131.6 ft) of frontage along William Street. The site has been vacant for many years, and was previously improved by an automotive service station, which has been removed, decontaminated and certified. See **Schedule "A"** Key Map.

The Subject Lands are designated as "Residential" and "Mixed Use Corridor" in the Town of Cobourg Official Plan (2017), and zoned "Residential 3 Exception 21 [R3-21] Zone" and "Multi-Residential 4 Exception 10 [R4-10] Zone" in the Comprehensive Zoning By-law No. 85-2003. A Minor Variance was approved by the Committee of Adjustment in February of 2019 to permit relief from various R4-10 Zone provisions, including setbacks, lot coverage and townhouse block lengths.

The application proposes ten (10) new 1½ storey freehold townhouse lots and four (4) 1½ storey freehold semi-detached lots fronting onto a private common element condominium laneway. The existing R3-21 Zone and R4-10 Zone, as amended, permits the proposed land use, and therefore, a zoning by-law

amendment is not required. See **Schedule “B”** Development Concept Site Plan.

The following attachments are provided for reference purposes:

Schedule “A” Key Map

Schedule “B” Development Concept Site Plan

The following plans and reports have been submitted in support of the application:

- Draft Plan of Subdivision, R.W. Bruynson Inc., March 2020
- Development Site Plan, R.W. Bruynson, March 2020
- Urban Design and Sustainability Report, R.W Bruynson Inc, March 2020
- Landscape Plan, Miriam Mutton, May 2019.
- Traffic Impact Brief, CANDEVCON Limited, March 2020
- Functional Servicing and Stormwater Management Report, CANDEVCON Limited., April 2020
- Storm Water Management Brief, CANDEVCON Limited, November 2019
- Arborist Report, Tree Inventory and Protection Plan, James Guthrie Certified Arborist, April 2019
- Geotechnical Investigation, Soil Engineers Ltd., July 2019
- Environmental Report, Record of Site Condition, 2007
- Noise Feasibility Study, HGC Engineering, March 2020
- Photometric Plan, Datom Group LTD Electrical Engineers, May 2019
- Hydro Distribution Plan, Datom Group LTD Electrical Engineers, May 2019
- Erosion and Sediment Control Plan, CANDEVCON Limited, April 2019
- Outfall Easement Plan, CANDEVCON Limited, April 2019
- Sanitary Sewer Design Matrix, CANDEVCON Limited, November 2019
- Drainage Plan, CANDEVCON Limited, April 2019
- Grading Plan, CANDEVCON Limited, April 2019
- Site Servicing Plan, CANDEVCON Limited, April 2019
- Storm Sewer Design Matrix, CANDEVCON Limited, November 2019

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. Formal public notifications of the applications and future public meeting will be provided in accordance with *Planning Act* regulations and municipal notification procedures.

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 \$8,200.00 in application fees and deposits.

8.0 **CONCLUSION**

The application package and supporting information is deemed complete and is being circulated to the Development Review Team and applicable agencies/committees 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 Provincial Policy Statement (PPS), A Place To Grow Growth Plan, County Official Plan and the Cobourg Official Plan.

10.0 **COMMUNICATION RESULTS**

This Report is intended to: advise Council and the public of the receipt of the application; and, to recommend that Council formally receive the application, refer the application to the Planning Department for a report, and implement the public notification requirements of the *Planning Act* and Municipality, including the scheduling of a Public Meeting.

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

Report Prepared by:



Dave Johnson
Planner 1 – Heritage

Report Approved by:



Glenn J. McGlashon, MCIP, RPP
Director of Planning & Development



SCHEDULE 'A'
KEY MAP



