 <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 – Loadstar Trailers, Dodge Street, Immediately north of 115 Dodge Street Andrew Smith Building Design/ 1978327 Ontario Ltd.	
REPORT DATE:	July 25 <sup>th</sup> , 2019.	File #: SPA-07-19

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 Andrew Smith Building Design Inc. on behalf of 1978327 Ontario Ltd. for a 2.12 ha (5.2 ac) parcel of land on Dodge Street, immediately north of 115 Dodge Street in the Lucas Point Business & Industrial Park. 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 property is 2.12 ha (5.2 ac) in area, with 122.5 m frontage along Dodge Street within the Lucas Point Business & Industrial Park. The site is currently vacant. See **Schedule “A”** Key Map.

The Subject Lands are designated as “Employment Area” in the Town of Cobourg Official Plan (2017), and zoned “Light Industrial Exception 1 (LM-1) Zone” in the Comprehensive Zoning By-law No. 85-2003.

The lands are presently owned by the Town of Cobourg. With the permission of the Owner, the applicant has submitted an application for Site Plan Approval which proposes a light industrial development consisting of a 1,784 m<sup>2</sup> (19,200 ft<sup>2</sup>) manufacturing facility for Loadstar Trailers. With regard to parking and access, two driveways are proposed accessing Dodge Street, and a total of twenty-three parking spaces, including two barrier free spaces are provided. See **Schedule “B”** Site Plan (note that the site plan design may change prior to final approval consideration by Council).

#### 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 \$2,000 in application 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

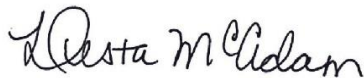
The primary policies affecting this application relate to the Employment Area designation and the Community Design and Improvement policies of the Cobourg Official Plan.

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:**

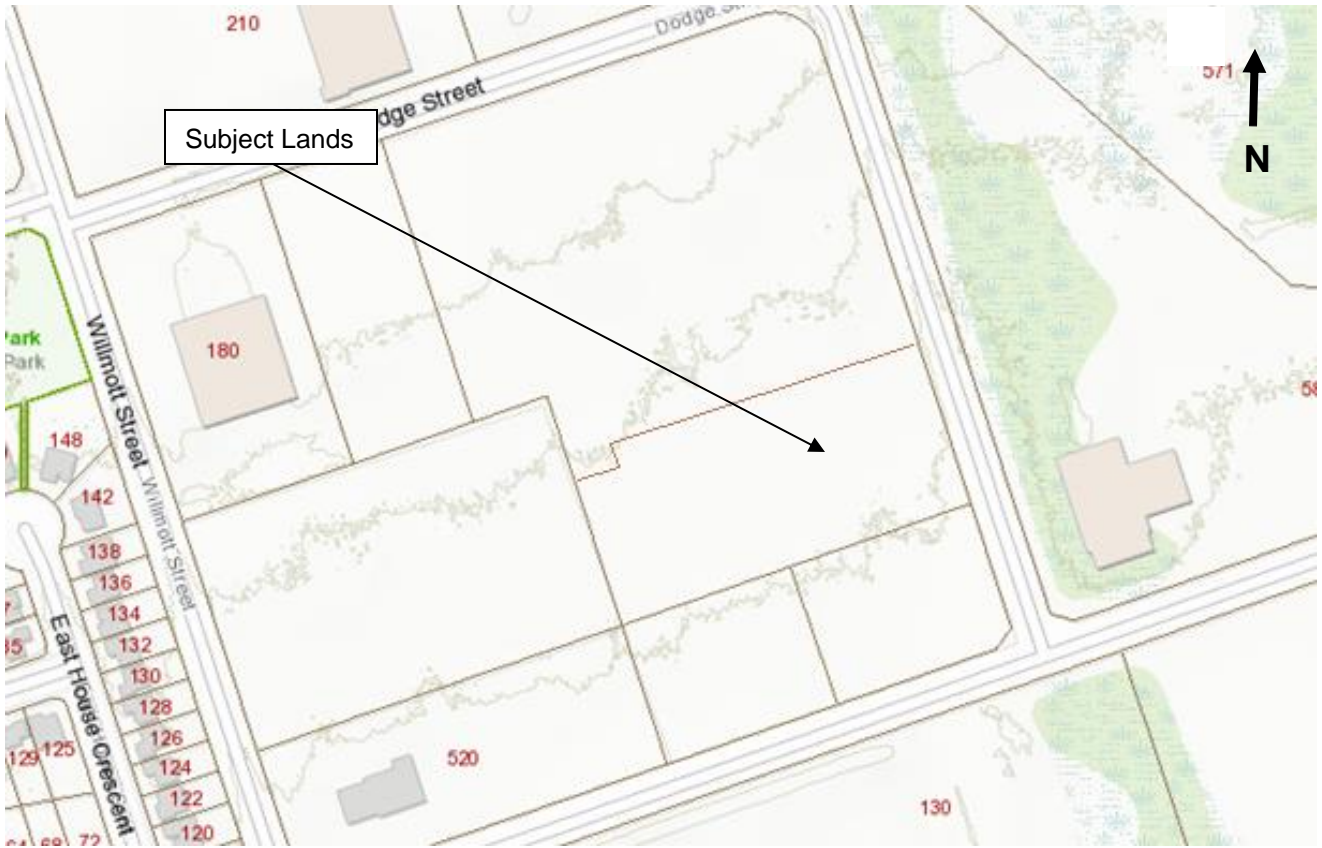


Destina McAdam, MCIP, RPP  
Senior Planner – Development

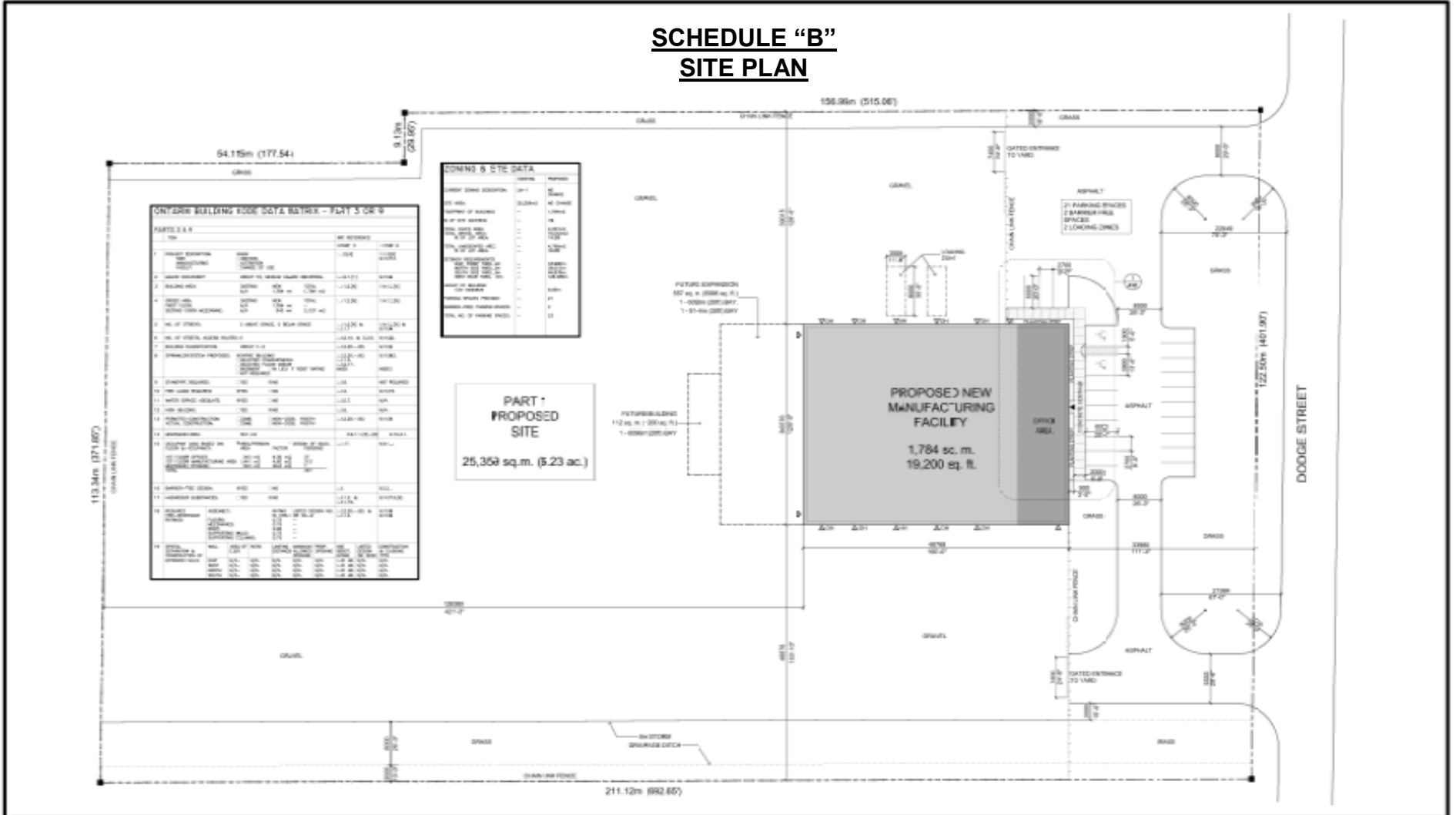


Glenn McGlashon, MCIP, RPP  
Director of Planning & Development

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



# SCHEDULE "B" SITE PLAN



**DALEN**  
GENERAL CONTRACTOR



**ARCHITECTURAL CONSULTANT**  
Christopher Wallace Architects  
1000 Lakeshore Blvd. E.  
Suite 1000  
Scarborough, ON M1S 4T8  
416-291-8888



**REVISED SCHEDULE**

NO.	DATE	DESCRIPTION	BY	CHK.
1	10/1/2019	Issue Preliminary Schedule/Revise	AW	AW
2	10/1/2019	Issue Final Schedule	AW	AW
3	10/1/2019	Issue Final Schedule	AW	AW
4	10/1/2019	Issue Final Schedule	AW	AW

**andrewsmith  
buildingdesign**

**LOADSTAR**  
Building Solutions  
**Manufacturing Facility**  
Bridlewood, Ontario

**PROJECT**  
Site Plan

OWNER	AWG/NO	PROJECT #
DESIGNER	AWG/NO	20B-002
DATE	January 2019	SHEET NO.
SCALE	1:500	<b>A100</b>