

STAFF REPORT



THE CORPORATION OF THE TOWN OF COBOURG

Report to:	Mayor and Council Members	Priority:	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low
Submitted by:	Kaveen Fernando Planner II – Development Planning and Development Department kfernando@cobourg.ca	Meeting Type:	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	March 28, 2022		
Report No.:	SPA-02-22		
Submit comments to Council			

**Subject/Title: Site Plan Application Submission – East Village – Block 95 –
Sixteen-plex Residential Development**

RECOMMENDATION:

THAT Council receive the Staff Report for information; and,

THAT the application be deemed complete and referred to the Planning and Development Services Department for processing including the preparation of a subsequent recommendation report.

1. STRATEGIC PLAN

Not applicable.

2. PUBLIC ENGAGEMENT

The *Planning Act* as amended does not prescribe any statutory public notice or engagement requirements for Site Plan Approval (SPA) applications as these particular applications are recognized as being a detailed, technical review of matters relating to site development, including but limited to building layout, access, parking, landscaping, servicing and grading.

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 of the submitted SPA application to the Municipality. The sign must include information in regard to the proposal, and a contact number for the Town of Cobourg

Planning Department, where plans can be made available for the public to view. The sign is being prepared and will be erected on-site within 10 business days.

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

3. PURPOSE

The purpose of this report is to advise Council and the public of the submission of a complete Site Plan Approval (SPA) application, and to recommend that the application be deemed complete and refer to the Planning and Development Services Department for processing and review prior to reporting back with a recommendation.

4. ORIGIN AND LEGISLATION

In March 2022, a complete application was received by the Planning Department from Stalwood Homes for a new multi-unit Residential Development on Block 95 of Registered Plan 39M-875 (East Village Phase 4). Upon review of the submission, Planning staff can confirm it is consistent with *Planning Act* requirements. The *Planning Act* authorizes the municipality to review and ensure appropriate development is approved in compliance with the Town of Cobourg's Official Plan or applicable Secondary Plans, the Zoning By-law and applicable design guidelines/standards. Pursuant to the provisions of the *Planning Act*, if the Municipality fails to approve the complete application within 30 days after its receipt by Council, the owner may appeal the application to the Ontario Land Tribunal (OLT).

5. BACKGROUND

The subject property is part of the developing East Village community. The proposed residential development is similar to Blocks 92, 93 and 94 which are now either occupied or under construction. The proposal consists of two 16-plex buildings (a total of 32 residential units) on Block 95 of Registered Plan 39M-875 in Phase 4 of East Village. The subject property is approximately 6,160 m² (0.616 ha) in area with a frontage of 126.88 metres along Drewery Road. This is the last remaining multi-residential block in Phase 4 of East Village - refer to **Schedule "A"** Context Map attached.

The property is designated "Residential Area" in the Town of Cobourg Official Plan and zoned "Multiple Residential Four Exception 26 Holding (R4-26(H)) Zone" in the Comprehensive Zoning By-law No. 85-2003, as amended.

The existing R4-26 Zone only permits 10 dwelling units per building. The property was subject to Minor Variance application (A-04-22) which has the effect of increasing the number of dwelling units permitted within the block from 10 to 16 dwelling units. The minor variance application was approved. The applicant is now seeking site plan approval for the residential development consisting of two buildings each containing sixteen (16) dwelling units with 48 surface parking spaces, including 4 accessible spaces, located along the northern portion of the property. The width of the proposed surface parking area and berm/barrier acts as a safety and noise buffer between the CN/CP Railway Lines and the residential buildings, demonstrating the required

separation distance of 30 metres from the railway right-of-way in accordance with the Zoning By-law and Railway requirements. Refer to **Schedule “B” Site Plan** attached.

The following attachments are included in the report for references:

- **Schedule “A”** – Context Map
- **Schedule “B”** – Site Plan

The following drawings and reports were submitted in support of this submission:

- Stormwater Management Report
- Site Plan
- Site Servicing Plan
- Grading Plan
- Landscape Plan
- Key Plan

6. ANALYSIS

This memo provides background information on the application and a full analysis will be provided in a subsequent report.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

As this is a development application under the Planning Act, there are no financial or budget impacts to report on at this time. The owner has submitted the applicable fee and deposit in the amount of \$9,420.00.

8. CONCLUSION

Staff recommend that the Site Plan Approval application be deemed complete and referred to Staff for processing and review. The application package is being circulated to the Development Review Team (DRT) and applicable agencies and committees for review and comments. Analysis of the proposal will be presented to Council once reviewed by staff and agencies and prior to final consideration of the development.