 <b>COBOURG</b>	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>	
	<b>STAFF REPORT</b>	
TO:	Mayor and Council	
FROM: TITLE:	Desta McAdam Planner I – Development	
DATE OF MEETING:	August 13 <sup>th</sup> , 2018.	
TITLE / SUBJECT:	Application to Amend Zoning By-law 85-2003, 22-24 University Avenue West, Cobourg Clark Consulting Services/Habitat for Humanity	
REPORT DATE:	August 9 <sup>th</sup> , 2018.	File #: Z-04-18

#### 1.0 STRATEGIC PLAN

Objective #2: Support the preservation and enhancement of the Town's arts, culture and heritage

Objective #3: Promoting diverse economic development opportunities

Objective 4. Managing Sustainable Growth and Development.

#### 2.0 PUBLIC ENGAGEMENT

Sections 34 (10.4), (12) and (13) of the Planning Act, RSO 1990, c.P.13, as amended prescribe statutory notice requirements for a complete zoning by-law amendment application, and for the scheduling of a public meeting.

Notice of a complete zoning by-law amendment 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 complies with the notice requirements prescribed by the Planning Act. The Planning Department will also be notifying those persons

who made written requests to be notified of any development applications involving the Subject Property in accordance with the provisions of the Planning Act.

### 3.0 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, be implemented, including the scheduling of a Public Meeting.

### 4.0 ORIGIN

The Planning Department has received a complete application from Clark Consulting Services on behalf of Habitat for Humanity of Northumberland for an Amendment to Zoning By-law #85-2003 to permit an increase in residential density at 22-24 University Avenue West (the "Subject Property") from two dwelling units to four dwelling units total.

### 5.0 BACKGROUND

The Subject Property, known as 22-24 University Avenue West, is an existing residential property, improved with a two-storey semi-detached dwelling. The Subject Property has 21.7 m frontage along University Avenue West, an area of 1.375 m<sup>2</sup> (14,800 ft<sup>2</sup>), and is located within the Town of Cobourg's George Street Heritage Conservation District. Refer to **Schedule "A"** Location Map.

The Subject Property is designated as "Stable Residential Area" in the Town of Cobourg Official Plan (2017), and zoned "Residential 3 (R3) Zone" in the Comprehensive Zoning By-law No. 85-2003. Presently, the R3 Zone permits single detached dwellings, semi-detached dwellings, duplex dwellings, and converted dwellings, up to a maximum of two dwelling units on one property. A Zoning By-law Amendment is required in order to permit an increase in residential density from two dwelling units to four dwelling units on the Subject Lands.

The two additional dwelling units would be accommodated through the construction of a two-storey, rear (north) building addition, with a floor area of approximately 93 m<sup>2</sup> (1,000 ft<sup>2</sup>). The proposal is intended to facilitate new affordable housing units through modest residential intensification while maintaining the visual prominence and cultural heritage integrity of the historic house. No substantive changes to the façade of the existing building are proposed.

### 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, including

plans and supporting information, are currently being reviewed by the Development Review Team and applicable agencies/committees before being brought back to Council for consideration. Formal public notification of the application and future public meeting will be provided in accordance with Planning Act regulations. Pursuant to the provisions of the Planning Act, if the Municipality fails to approve the Zoning By-law Amendment application within 150 days after its submission, the Owner may appeal the application to the Local Planning Appeal Tribunal.

7.0 FINANCIAL IMPLICATIONS/BUDGET IMPACT

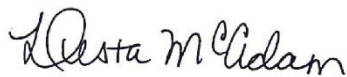
There are no anticipated negative financial implications imposed on the Municipality as a result of a Zoning By-Law Amendment. The applicant has submitted the requisite \$5,500.00 application fee and deposit.

8.0 CONCLUSION

The application package and supporting information are currently being reviewed by the Development Review Team and applicable agencies/committees before being brought back to Council for consideration.

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

Respectfully submitted,



Desta McAdam  
Planner I – Development

