

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input checked="" type="checkbox"/> High <input type="checkbox"/> Low
Submitted by:	Glenn McGlashon, MCIP, RPP Director, Planning & Development Division gmcglashon@cobourg.ca	Meeting Type:	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	February 22, 2021		
Report No.:	Planning and Development-007-21		
Submit comments to Council			

Subject/Title: Application for Zoning By-law Amendment, EcoVue Consulting Services, DePalma Dr. and Burnham St.

RECOMMENDATION:

THAT Council receive the Staff Report for information purposes; and,

FURTHER THAT the application be referred to the Planning Department for a report and that the notice requirements of the Planning Act, R.S.O. 1990, c.P. 13, as amended, and the Municipality be implemented, including the scheduling of a Public Meeting.

1. STRATEGIC PLAN

N/A

2. PUBLIC ENGAGEMENT

Sections 34 (10.4) & (13) of the Planning Act, R.S.O 1990, c.P. 13, as amended prescribe statutory public notice requirements for a complete application for Zoning By-law Amendment and for the scheduling of a public meeting.

The notice of a statutory Public Meeting can be provided together with notice of complete application, or separately. 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 with 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.

Under the Town of Cobourg's new public notification procedures, notification will be provided via both a) and b) above, including sign posting. Additionally, the application particulars are posted on the municipal website under the *Planning Applications* page (Planning & Development).

The Municipality's notification procedures for complete applications and public meetings meet and exceed the notice requirements prescribed by the *Planning Act*.

3. PURPOSE

The purpose of this Report is to advise Council and the public of the receipt of an application for Zoning By-law Amendment, and to recommend that Council refer the application to the Planning Department for a report and direct that the notification requirements be implemented in accordance with the *Planning Act* and municipal procedures.

4. ORIGIN AND LEGISLATION

On February 2, 2021, the Planning Department received an application for Zoning By-law Amendment from EcoVue Consulting Services on behalf of the Northumberland Hills Hospital to add a "*Medical Clinic*" to the list of land uses permitted on the vacant parcel of land at the south-west corner of Burnham Street and DePalma Drive (see **Appendix I - Location Map**). Pursuant to the provisions of the *Planning Act*, if the Municipality fails to approve the complete application within 90 days after its receipt by Council, the Owner may appeal the application to the Local Planning Appeal Tribunal (LPAT).

5. BACKGROUND

The subject application proposes an amendment to the Zoning By-law to add a "*Medical Clinic*" to the list of permitted uses in the "Business Park Exception 4 (BP-4) Zone" for the 1.87 ha (4.61 ac) parcel of land located at the south-west corner of Burnham Street and DePalma Drive. The re-zoning would facilitate the development of a medical arts and clinic facility on the subject lands. The application involves the addition of a new use to the existing BP-4 Zone, and there is no concept site development plan proposed or submitted at this time.

The Subject Lands are designated as "Employment Area" in the Town of Cobourg Official Plan (2017) and "Business Park Exception 4 (BP-4) Zone" in the Town of Cobourg's Comprehensive Zoning By-law No. 85-2003. At present, the BP-4 Zone permits a range of employment, business/service and light industrial uses, but does not include a medical clinic. The applicant has submitted a Planning Justification Report and Site Survey in support of the application.

Following a review of the application, Planning staff has concluded that it constitutes a complete application in accordance with the provisions of the

Planning Act and the Cobourg Official Plan and is in a position to be formally received by Council.

6. ANALYSIS

This memo is for application receipt notification purposes only, and there is no staff analysis at this point in time. Once the plans and reports have been reviewed by the Development Review Team and partner review agencies, and a Public Meeting convened, a report will be brought back to Council for consideration.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no anticipated negative financial implications imposed on the Municipality as a result of the application for Zoning By-law Amendment. The Owner has submitted the requisite \$7,500.00 fee and deposit.

8. CONCLUSION

The application package and supporting information are currently being circulated to the Development Review Team for review and comments before being brought back to Council for consideration, including the convening of a Public Meeting.

Report Approval Details

Document Title:	EcoVue NHH Zoning By-law Amendment - Planning and Development-007-21.docx
Attachments:	- Appendix I - Location Map.pdf
Final Approval Date:	Feb 19, 2021

This report and all of its attachments were approved and signed as outlined below:

Tracey Vaughan, Chief Administrative Officer - Feb 19, 2021 - 11:37 AM