

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 I – Development Planning Department kfernando@cobourg.ca	Meeting Type:	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	January 24, 2022		
Report No.:	SPA-10-21		
Submit comments to Council			

Subject/Title: Site Plan Approval Application – 1025 Elgin Street West —
Westdell Development Corporation for TriBate Asset
Management Corp

RECOMMENDATION:

THAT the Staff Report be received by Council for information purposes; and

THAT attached By-law, **Schedule E**, to the staff report be endorsed and be presented to Council for adoption which authorizes the Mayor and Municipal Clerk to execute a Development Agreement with Tri Bate Asset Management Corporation and Lakefront Utility Services Inc. for the proposed development of a new multi-unit commercial building and a Non-Food Store Retail (NFSR) use at 1025 Elgin Street West, Cobourg, subject to the finalization of details by municipal staff and partner review agencies.

1. STRATEGIC PLAN

N/A

2. 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 Approval (SPA) 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, grading and other applicable technical elements.

In addition, the Municipality requires that the applicant provide notice by posting a 1.2 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 SPA has been submitted to the Municipality. The sign includes a contact number for the Town of Cobourg Planning Department, where plans can be made available for the public to view. One SPA Public Notice sign was erected on Division Street frontage.

Additionally, the Planning Department provided a written notice of complete SPA application to Council on July 19, 2021, 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 of the details of the Site Plan application and provide a recommendation for Council's consideration.

4. ORIGIN AND LEGISLATION

In July 2021, the Planning Department received an application for Site Plan Approval (SPA) from Westdell Development Corporation on behalf of TriBate Asset Management Corporation for a new multi-unit commercial development and Non-Food Store Retail (NFSR) at 1025 Elgin Street West. Following a review of the application, planning staff concluded that it constituted a complete application in accordance with the provisions of the Ontario *Planning Act* and the Cobourg Official Plan and was formally received by Council on July 19, 2021. If Council does not approve the application within 30 days of its receipt, the application may appeal to Ontario Land Tribunal (OLT).

5. BACKGROUND

The property known as 1025 Elgin Street West, located on the south side of the Elgin Street West and part of the existing Staples Development, is a 1.3 hectare (ha) area commercial development with a 62.95 metre frontage that provides access to Staples and Northumberland Mall, and also supports a throughway connection to commercial developments located to the east; Victoria Place Shopping Plaza (number of freestanding developments). Refer to **Schedule "A" Context Map** attached.

The subject property is designated "Shopping Node Area" in the Town of Cobourg's Official Plan and Zoned "Shopping Centre Commercial Exception 1 (SC-1)" in the Comprehensive Zoning By-law No. 085-2003. A Site Specific Exception By-law (091-2019) was granted for Shopping Centre Commercial One Zone to establish one multi-unit commercial building and two restaurant buildings.

The construction of the newly introduced building in front of Dollarama is nearing completion and one restaurant building already exists. The applicant had concurrently applied for a Minor Variance through Committee of Adjustment asking for approval to permit an additional multi-unit commercial building and a Non-Food Store Retail (NFSR) use, which was heard at the July 20th, 2021 meeting, and was conditionally approved. Refer to **Schedule “B” Site Plan** attached.

The proposed development is similar to the commercial pad recently completed in front of the Dollarama building. The proposed five (5) units with 47 parking spaces at the north-west corner of 1025 Elgin Street West would assist the Town of Cobourg achieve the Northumberland County Official Plan target employment projections. The proposed development will be a well-planned addition to the existing shopping complex and under-utilized parking space.

6. ANALYSIS

The following plans and reports were submitted in support of the development:

- **Civil Plans** prepared by Strik Baldinelli Moniz sbm Consultants dated September 29, 2021
- **Elevations** prepared by Patrick David Trottier Architect dated May 31, 2021
- **Lighting Plan** prepared by sbm Consultants dated May 28, 2021
- **OBC Matrix** prepared by Patrick David Trottier Architect dated May 31, 2021
- **Planning Justification Report (PJR)** prepared by sbm Consultants dated August 2021
- **Retail Study** prepared by UrbanMetrics Inc dated April 12, 2021
- **Site Servicing Brief** prepared by sbm Consultants dated September 28, 2021
- **Traffic Impact Study** by sbm Consultants dated May, 2021

The following attachment are included for reference purposes:

Schedule A – Context Map

Schedule B – Site Plan

Schedule C – Landscape Plan

Schedule D – Building Elevations

Schedule E – Agreement Authorization By-law

The following are summary key points associated with the proposal:

- I. The subject property is located within one of the Town’s major arterial commercial/shopping corridors, Elgin Street West, with a mix of commercial, food and shopping land uses. The proposed commercial development will be an addition similar to the multi-unit commercial pad (Starbucks, Firehouse Subs, etc) recently introduced to the west of the proposed development.

- II. The subject property currently abuts Cobourg West Business Park to the North, Staples and Residential land uses to the south, commercial uses such as A&W Canada and Northumberland Mall to the west and variety other commercial uses (Victoria Place) to the east.
- III. The proposed development has been designed to accommodate persons with mobility challenges and disabilities by providing appropriate depressed curbs, wider barrier-free parking stalls close to the building, barrier-free curb ramps complete with tactile strips, mechanical doors, universal washrooms, rooms and spaces designed to accommodate turning radius requirements of wheelchairs, and dedicated pedestrian sidewalks with bollards, convenient and safe access to all units in accordance with the recommendations of the Accessibility Co-ordinator.
- IV. The development is also connected north to the Elgin Street sidewalk through a 1.67 metre ramp capable of accommodating persons with mobility challenges. A Pedestrian crossing and stop sign, and a convex mirror has been introduced at the bottom of the ramp providing a safer connection from the ramp to the proposed pedestrian sidewalk.
- V. The development provides a 2.0 metre wide concrete sidewalk with bollards along the western building façade to provide a safe access for pedestrian traffic for proposed units.
- VI. The development provides 47 regular parking spaces and 3 new barrier free parking spaces to accommodate customers for the proposed food and Non-Food Store Retail (NFSR). Together with existing Staples commercial building to the south and the newly proposed commercial development, the property will accommodate a total of 162 parking spaces.
- VII. The development will be extensively landscaped with approximately 18 Deciduous trees and approximately 144 deciduous and coniferous shrubs, perennials, grasses and sedges to “green up” the site, and complement the Elgin Street Streetscape as well as the internal parking lot. Coniferous shrubs and perennials are to be introduced along the drive-through lane to provide clear visibility at the ingress and egress to the property, and the deciduous trees are introduced on islands and along the property frontage to provide a strong, green visual appeal. Refer to **Schedule “C”** Landscape Plan attached.
- VIII. The facades of the building will incorporate a combination of architectural block (masonry), face brick and stone cladding, stucco (E.I.F.S.) of varying colours, decorative metal panels, and active and spandrel windows on east side facade, along with landscape treatments, and will create a modern commercial façade consistent with the existing architectural features. Refer to **Schedule “D”** Building Elevations attached.

- IX. The roof design will incorporate parapets to provide a visibly appealing façade from Elgin Street West and screen the proposed rooftop mechanical equipment.
- X. The proposed development will incorporate various sustainable design features, including LED lighting, exterior LED lighting, a high-efficiency HVAC system design and a deep well garbage and recycling unit is proposed for on-site refuse and garbage collection.
- XI. The proposal conforms to the Cobourg Official Plan, Urban & Landscape Design Guidelines, and Comprehensive Zoning By-law No. 85-2003, and meets all applicable policies, guidelines and standards of Municipal and partner review agencies. All outstanding technical requirements and documentation from municipal departments and partner agencies are being finalized and will be addressed prior to executing the Development Agreement.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no anticipated negative financial implications imposed on the Municipality as a result of the application. The owner has submitted an applicable fee and deposit of \$5,850.00 for the proposed development. As a condition of development, the developer will be providing the Municipality with a Cash-in-lieu of parkland payment, which will be determined prior to finalizing the agreement (to be placed in the parkland reserve) and a municipal tree levy of ~\$1,807.00 (for boulevard tree planting).

8. CONCLUSION

It is the opinion of Planning Department staff that the application submitted by Westdell Development Corporation on behalf of TriBate Asset Management Corporation for a new Non-Food Store Retail (NSFR) commercial building of 650 m² located at north-west quadrant of 1025 Elgin Street West meets all applicable policies and standards, subject to finalization of details by municipal staff and partner review agencies and the execution of a Development Agreement.