

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:	May 9, 2022		
Report No.:	SPA-01-21		
Submit comments to Council			

Subject/Title: Site Plan Approval Submission – 1144 Division Street – Super 8 Hotel Development

RECOMMENDATION:

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

THAT Council authorize the preparation of a by-law attached as Schedule E be endorsed and presented to Council for adoption at a Regular Council Meeting to authorize the Mayor and Municipal Clerk to execute a Development Agreement with 2720064 Ontario Inc. and Lakefront Utilities Services Inc. for proposed development on the south side of existing motel (Studio 1 Motel) at 1144 Division Street, Cobourg, subject to 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 January 25, 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 to approve a By-law authorizing the Development Agreement.

4. ORIGIN AND LEGISLATION

In January 2021, the Planning Department received an application for Site Plan Approval (SPA) from 2720064 Ontario Inc. for the development of the vacant south portion (Studio 1) motel at 1144 Division Street. Following a review of the application, planning staff concluded that it constituted a complete application in accordance with the provisions of the *Planning Act* and the Cobourg Official Plan and was formally received by Council on January 25, 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 subject property 1144 Division Street is located on the east side of Division Street and currently known as Studio 1 hotel. The property is approximately 0.492 hectares in area with a frontage of approximately 39.30 metres. The norther portion of the subject property is currently occupied by the Studio 1 Motel, while the vacant southern portion will be subject to development of the proposed 3-storey Super 8 hotel. Refer to **Schedule A - Context Map** and **Schedule B - Site Plan** attached.

The property is designated "*Mixed-Use Area*" in the Official Plan, zoned "*District Commercial (DC)*" in the Comprehensive Zoning By-law No. 085-2003, as amended, and located within the Ganaraska Region Conservation Authority (GRCA) Regulatory Area.

The applicant proposes a 3-storey hotel (Super 8) on the southern portion of the subject lands. The proposed new 3-storey hotel is approximately 812.44 m² with forty eight (48) rooms and sixty nine (69) parking spaces including 4 accessible parking spaces and 1 additional loading space.

6. ANALYSIS

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

- **Existing/ Proposed Site Plan** prepared by Archisystem Inc. dated October 2021
- **Floor Plans** prepared by Archisystem Inc. dated October 2021;
- **Elevations** prepared by Archisystem Inc. dated October 2021;
- **Tree Preservation Plan** prepared by JSW+ Associates dated October 2021;
- **Landscape Plan & Details** S4 Strategy 4 dated October 2021;
- **Plan and Profile** prepared by Land & Building Experts dated September 2021;
- **Site Grading Plan** prepared by Land & Building Experts dated September 2021;
- **Site Servicing Plan** prepared by Land & Building Experts dated September 2021;
- **Electrical Site Plan** prepared by Land & Building Experts dated September 2021;
- **Stormwater Management Report** prepared by Land & Building Experts dated February 2022;
- **Arborist Report** Prepared by JSW+ Associated Dated September 2021;
- **Traffic impact Letter and Swept Path Assessment Study** Prepared by Traffic+ Engineering Ltd. dated November 2020;
- **Urban Design Brief** Prepared by Sol-Arch dated June 2021;
- **Geotechnical Investigation Report** Prepared by Cambium Inc, dated January 2022;
- **Lighting Specification** by Lithonia Lighting.

The following attachments 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 on the east side Division Street, just south of Highway 401, along one of the Town's major arterial roads running north and south. Surrounding uses include service commercial and some retail commercial uses along both sides of Division Street.
- II. The subject property has frontage along Division Street and abuts Shell Gas Station to the north, residential to the east and Heritage Place Mall to the south.
- III. The proposed development has been designed to be accessible by providing appropriate depressed curbs, accessible parking stalls close to

the building, accessible 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 Coordinator.

- IV. The new Hotel development consists of 48 rooms and together with the existing motel, the development provides a total of 69 parking spaces with 4 new barrier free parking spaces and 1 loading space to accommodate customers.
- V. The Development will be landscaped with approximately 7 deciduous trees, 6 coniferous trees, 44 shrubs and 75 perennials for a total of 132 new plantings. Refer to **Schedule C** “*Landscape Plan*” attached.
- VI. The ground floor of the hotel will consist of a main entrance area, reception, laundry facilities, a fitness room, a breakfast area for guests and a glass canopy at the entrance. There are no public food services provided.
- VII. The façade of the building will incorporate a combination of architectural elements such as glass curtain wall, stucco finish on the raised pediment at the corner, and a combination of stucco and brick with a mixture of metal roofs and asphalt shingles. Refer to **Schedule D** “*Building Elevations*” attached.
- VIII. The proposed development will incorporate various sustainable design features including LED lighting, exterior LED lighting, high efficiency HVAC system and on-site underground stormwater storage facilities to mitigate possible drainage spillover to neighboring properties.
- IX. 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 \$5,500.00 for proposed development. As a condition of the development, the developer will be providing the Municipality with a cash-in-lieu of parkland payment of \$10,000.00, a Tree Levy of \$1,128.20 and a Municipal Tree Canopy Compensation of \$2,800.00 will be collected, which will be placed in the Parks tree reserve.

8. CONCLUSION

It is the opinion of Planning Department staff that the site plan application submitted by 2720064 Ontario Inc. to develop the vacant southern portion of 1144 Division Street meets all applicable policies and standards, subject to finalization of details by Municipal Staff and partner review agencies, and execution of a development agreement.