

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:	July 11, 2022		
Report No.:	SPA-02-21		
Submit comments to Council			

**Subject/Title: Site Plan Approval – Development Agreement – 727-737
William Street – We-Fix-U Physiotherapy and Foot Health**

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 2452446 Ontario Inc., TD Bank - South East Ontario Commercial Bank and Lakefront Utilities Services Inc. for the proposed addition on the north side of existing building (We-Fix-U) at 727 & 737 William 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 William Street.

Additionally, the Planning Department provided a written notice of complete SPA application to Council on February, 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 February 2021, the Planning Department received an application for Site Plan Approval (SPA) from NDArchitects on behalf of 2452446 Ontario Inc. for the northern vacant portion of 727/737 William 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 February 22, 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 is 4,574.24 m² in area with a frontage of 53.02 m and is located on the west side of William Street. The existing establishment currently occupies the majority of the lands and contains an 851.86 m² building and with a proposed addition of 366.31 m². Refer to **Schedule A** "Context Map" and **Schedule B** "Site Plan" attached.

The subject lands are designated "Mixed-use Corridor" in the Official Plan and zoned "District Commercial (DC)" in the Town of Cobourg Zoning By-law No. 085-2003, as amended.

The proposed development of a new one (1) storey 366.86 m² commercial Building addition on the north side of the existing building. The proposed parking configuration of the development is subjected to further approval and finalization by Town Staff and partner agencies.

6. ANALYSIS

The following plan and report were submitted in support of the development:

- **Architectural Site Plans, Floor Plans, Elevation Drawings**, prepared by NDArchitects;
- **HVAC Design**, prepared by DesignHVAC Experts Inc.;
- **Landscape Plans**, prepared by TRophic Design;
- **Photometric Study**, prepared by Signify;
- **Storm Water Management Report**, prepared by Asterisk Engineering Corporation;
- **Site Servicing Plan**, prepared by Asterisk Engineering Corporation;
- **Grading and Erosion Control Plan**, prepared by Asterisk Engineering Corporation;
- **Drainage Plan**, prepared by Asterisk Engineering Corporation;
- **Structural Plan**, prepared by Ksander & Associates;
- **Transportation Brief**, prepared by Ainley Consulting.

The following attachments are included for reference purposes:

- **Schedule A** – Context Map
- **Schedule B** – Site Plan
- **Schedule C** – Landscape Plan
- **Schedule D** – Agreement Authorization By-law

The following are summary Key points associated with the proposal:

- I. The subject property is located on the west side of William Street along one of Cobourg's main arterial roads connecting to the Downtown Core
- II. William Street consists of mix of residential, commercial, industrial and Environmental Constraint (EC) lands. The subject property is however, mainly surrounded by residential and institutional uses to the west and residential uses to the south sides.
- III. The development has a variety of uses ranging from light industrial/commercial, clinic, and personal services, and the proposed future addition is intended to be used for an expanded personal service use.
- IV. The parking requirements of the development is subject to further approval from Staff to accommodate a functional layout for existing and proposed uses. Town staff can confirm the proposed barrier free parking spaces are in accordance with the Town of Cobourg Zoning By-law requirements.
- V. In order to accommodate the current grade difference between the existing Big Boy Burger restaurant and the proposed new addition, an interlocking retaining wall is proposed along the northern property line and will be providing adequate buffer through the proposed wooden privacy fence.
- VI. The proposal includes a garbage enclosure along the northern property line and will be designed to the Town of Cobourg Zoning By-law provisions.

- VII. The site is expected to be landscaped where possible given the current and proposed layout. According to the submitted landscape plan, 6 trees are proposed on the site, with 344 different shrubs, grasses and perennials are proposed throughout the site. Refer to **Schedule C** “*Landscape Plan*” attached.
- VIII. The development also provides a bike rack within the site to accommodate all modes of transportation.
- IX. Barrier Free access and requirements have been taken into consideration when designing the front of the building and walkways not currently enjoyed at the site. The new proposal shows two barrier free ramps on the south and east sides.
- X. 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 redevelopment, a Cash-in-lieu value of 2% of the lands will be calculated and requested as a condition of the Site Plan Agreement, and the developer will be providing the Municipality with a Tree Levy of \$3,817.00

8. CONCLUSION

It is the opinion of Planning Department staff that the site plan application submitted by 2452446 Ontario Inc. for the proposed 366 m² northern addition to the existing commercial building meets all applicable policies and standards, subject to finalization of details by Municipal Staff and partner review agencies, and execution of a development agreement.

Report Approval Details

Document Title:	Council Approval Memo - Site Plan Approval - 727-737 William Street .docx
Attachments:	<ul style="list-style-type: none">- Schedule A - Context Map.pdf- Schedule B - Site Plan.pdf- Schedule C - Landscape Plan.pdf- Schedule D - Agreement Authorization By-law - 727-737 William Street- July 2022.docx
Final Approval Date:	Jun 30, 2022

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

Rob Franklin - Jun 30, 2022 - 10:04 AM

Tracey Vaughan, Chief Administrative Officer - Jun 30, 2022 - 11:19 AM