

STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



Report to:	Mayor and Council Members	Priority:	<input type="checkbox"/> High <input type="checkbox"/> Low
Submitted by:	Dave Johnson Planner 1 – Heritage Planning Planning and Development djohnson@cobourg.ca	Meeting Type:	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
Meeting Date:	January 25, 2021		
Report No.:	SPA-01-21		
Submit comments to Council			

Subject/Title: Application for Site Plan Approval – 1144 Division St. Hotel
2720064 Ontario Inc./Dave Chahal

RECOMMENDATION:

THAT the application be received by Council and be referred to the Planning Department for a report.

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 and grading to name a few.

However, the Municipality requires that the applicant provide notice by posting a 1 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 Site Plan Approval has been submitted to the Municipality. The sign must include information in regard to the proposal, and a contact number for the Town of Cobourg Planning Department, where plans can be made available for the public to view. The sign is being prepared and will be erected on-site within 10 business days.

Additionally, the Planning Department provides written notice of complete SPA applications to Council for information purposes, 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

This Report is intended to advise Council and the public of the SPA application, and to recommend that Council receive the application and refer it to the Planning Department for a Report.

4. ORIGIN AND LEGISLATION

In January 2021, the Planning Department received an application for Site Plan Approval from 2720064 Ontario Inc. c/o Dave Chahal for a new motel building. Following a review of the application, Planning staff has concluded that it constitutes a complete application in accordance with the provisions of the Ontario *Planning Act* and the Cobourg Official Plan and is in a position to be formally received by Council. Pursuant to the provisions of the Planning Act, if the Municipality fails to approve the complete application within 30 days after its receipt by Council, the Owner may appeal the application to the Local Planning Appeal Tribunal (LPAT).

5. BACKGROUND

The property is 4,928 m² in area, with 39.30 m frontage, located at 1144 Division Street. The Subject Lands are currently improved with a 16-room, 1-2 storey motel. See Schedule "A" Key Map.

The Subject Lands are designated "Mixed-Use Corridor" in the Official Plan (2017) and "District Commercial (DC) Zone" in the Comprehensive Zoning By-law #85-2003.

The development proposal consists of a new three (3) storey, 848 m² (9,132 sq.ft.) hotel building containing fifty (50) rooms, with parking for 54 vehicles. A total of 70 parking spaces are proposed for both motel buildings. See Schedule "B" Site Plan and Schedule "C" Building Elevations (note that the site plan and building design may change prior to final approval consideration by Council).

The following plans and reports have been submitted in support of the application:

- Architectural Site Plans, Floor Plans, Elevation Drawings, prepared by Archisystem, December 2020;
- Arborist Report, prepared by JSW & Associates, December 2020;
- Traffic Impact Brief, prepared by Traffic & Engineering Ltd, November 2020;
- Lighting Spec Sheet, Lithonia Lighting;

- Storm Water Management Report, prepared by Land & Building Experts, November 2020.

6. ANALYSIS

This memo is for application receipt notification purposes only and there is subsequently no staff analysis at this time. The application package is being circulated to the Development Review Team and applicable agencies/committees for review and comment before being 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. The Owner has submitted the requisite \$5,500.00 in SPA application fees and deposits.

8. CONCLUSION

The SPA application is only being received by Council at this time. The site plan package is being circulated to the Development Review Team and applicable agencies/committees for review and comment before being brought back to Council for consideration.

Report Approval Details

Document Title:	Application Site Plan Approval - 1144 Division St. Hotel.docx
Attachments:	- Key map.PNG - Site plan.PNG - Building elevations.PNG
Final Approval Date:	Jan 14, 2021

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

Rob Franklin - Jan 13, 2021 - 8:35 AM

Glenn McGlashon, Director of Planning and Development - Jan 14, 2021 - 10:51 AM

Tracey Vaughan, Chief Administrative Officer - Jan 14, 2021 - 8:48 PM