

# STAFF REPORT

THE CORPORATION OF THE TOWN OF COBOURG



<b>Report to:</b>	Mayor and Council Members	<b>Priority:</b>	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low
<b>Submitted by:</b>	Dave Johnson Planner I – Heritage <a href="mailto:djohnson@cobourg.ca">djohnson@cobourg.ca</a>	<b>Meeting Type:</b>	Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>
<b>Meeting Date:</b>	January 4, 2021		
<b>Report No.:</b>	Planning and Development 001-21		
<a href="#">Submit comments to Council</a>			

**Subject/Title:** Notice of Complete Application for Site Plan Approval, 265-327 Elgin Street East – Elgin Park Re-development, Northumberland County Housing Corporation/Barry Bryan Associates

## RECOMMENDATION:

THAT Council receive this report for information purposes; and,

FURTHER THAT Council receive the application for Site Plan Approval by Northumberland County Housing Corporation/Barry Bryan Associates and refer it 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 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 1.2 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 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.

Additionally, the Planning Department provides written notice of complete Site Plan Approval applications to Council for information purposes, and all Site Plan Approval applications are considered by Council in open session prior to final approval. Finally, information relating to the Site Plan Approval 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 receipt of an application for Site Plan Approval and for Council to refer the application to the Planning Department for a further Report.

### 4. ORIGIN AND LEGISLATION

The Planning Department has received an application for Site Plan Approval from Barry Bryan & Associates on behalf of Northumberland County Housing Corporation to permit a phased 40-unit mixed affordable/market rental housing re-development at 265-327 Elgin Street East. Please refer to **Schedule "A" - Location Map** attached.

The *Planning Act* specifies that no development shall occur within designated Site Plan Control Areas unless Council has approved plans and drawings showing the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided on the site, excluding interior design and the layout of interior areas and the manner of construction and standards for construction, in accordance with the provisions of the Act. In accordance with the Act, if the municipality fails to approve the plans or drawings within 30 days after they are submitted to the municipality, the owner may appeal the failure to approve the plans or drawings to the Local Planning Appeal Tribunal (LPAT).

### 5. BACKGROUND

The Subject Lands are designated as Residential Area – Stable Residential Area in the Town of Cobourg Official Plan (2017) and Residential Type 3 (R3) Zone and Environmental Constraint (EC) Zone in the Town of Cobourg's Comprehensive Zoning By-law No. 85-2003. The owner has applied for Site Plan Approval to run concurrently with a Zoning Bylaw Amendment application already underway to permit the proposal prior to the development occurring.

The development proposal consists of the re-development of the existing 9 semi-detached buildings into four (4) two storey 10-plex buildings, resulting in an increase from 18 to 40 units. Twenty eight (28) of the units will be subsidized by the County (a net increase of 10 subsidized units). See **Schedule "B" - Site Plan** and **Schedule "C" - Elevations Plan** (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:

- Civil Engineering Plans
- Electrical & Photometric Plans
- Architectural Plans
- Floor Plans
- Landscape Plans
- Functional Servicing Report & Stormwater Management Report
- Survey

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 report is for application receipt and information 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, a report will be brought back to Council for consideration of approval.

## 7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no anticipated negative financial implications imposed on the Municipality as a result of the Site Plan Approval application. The Owner has submitted the requisite \$5,500.00 fee and deposit.

## 8. CONCLUSION

The Site Plan Approval application and associated plans and reports for the Elgin Park mixed affordable/market rental housing re-development project are currently being reviewed by the Development Review Team and external partner review agencies before being brought back to Council for final approval.

### Report Approval Details

Document Title:	Notice of Complete Application for Site Plan Approval, 265-327 Elgin Street East – Elgin Park Re-development, Northumberland County Housing Corporation/Barry Bryan Associates
Attachments:	
Final Approval Date:	Dec 28, 2020

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

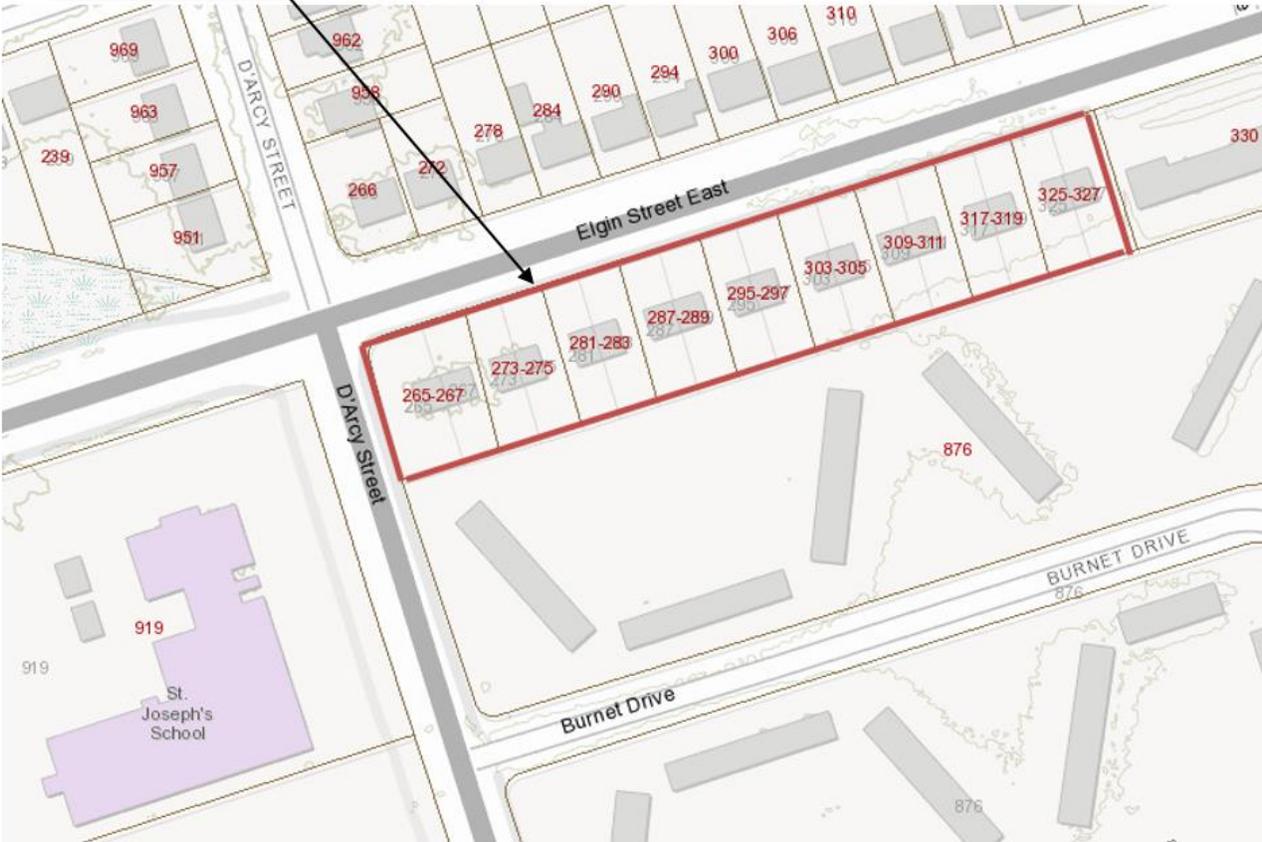
**Glenn, McGlashon, Director of Planning and Development- Dec 28, 2020 - 11:28 AM**

**Brent Larmer, Municipal Clerk / Manager of Legislative Services - Dec 28, 2020 - 11:36 AM**

**Tracey Vaughan, Chief Administrative Officer - Dec 28, 2020 – 12:20 AM**

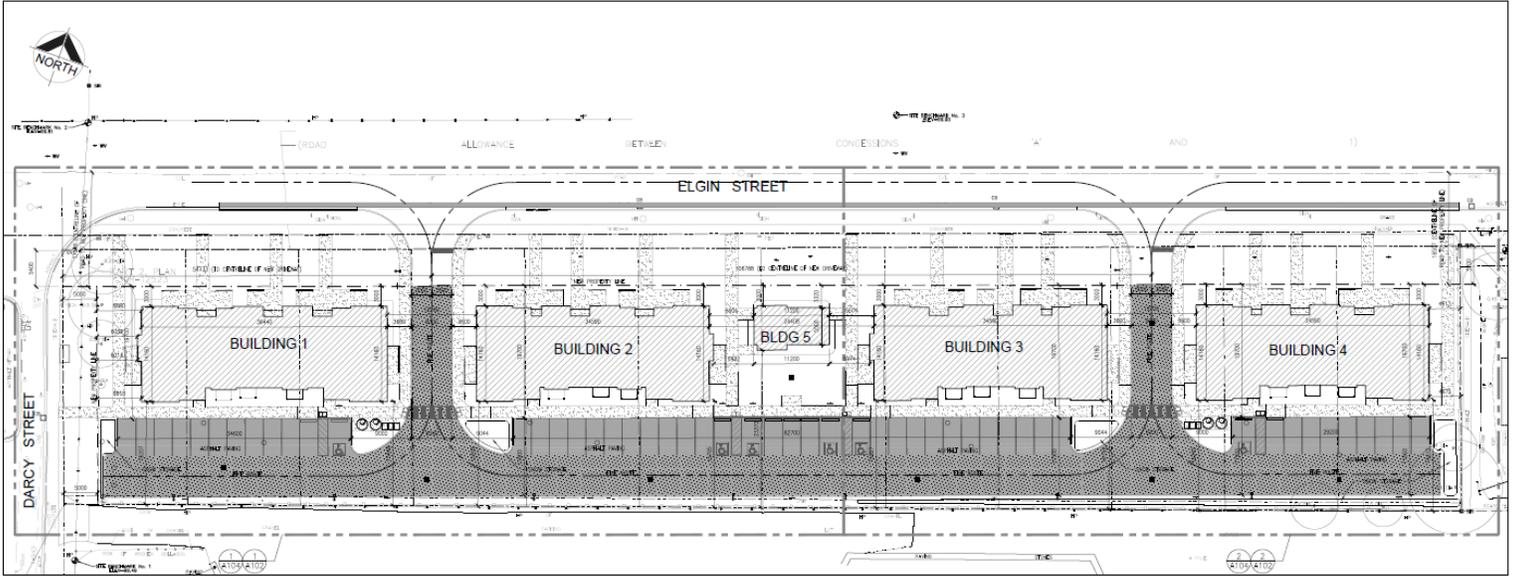
Subject Lands  
265-327 Elgin  
Street East

### Schedule "A" Location Map



# Schedule "B"

## Site Plan



1 OVERALL SITE PLAN  
1/30/00

**Schedule "C"**  
**Elevations Plan**



**ELGIN STREET PERSPECTIVE**