

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 Planning Department kfernando@cobourg.ca	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
Meeting Date:	April 26, 2021		
Report No.:	Planning and Development-016-21		
Submit comments to Council			

Subject/Title: **Application for Site Plan Approval -- 420 Division Street –
Residential Treatment Centre (Canadian Centre for Addictions)**

RECOMMENDATION:

THAT the Staff Report and application be received by Council; and
FURTHER THAT the application 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 but limited to building layout, access, parking, landscaping, servicing and grading.

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 of the submitted SPA application 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, 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). Finally, those persons on record at the Public Meeting for the Zoning By-law Amendment will be notified of the SPA application.

3. PURPOSE

The purpose of this report is to advise Council and public of submission of a complete Site Plan Approval (SPA) application, and to recommend that Council receive the formal application and refer it to the Planning Department for a report.

4. ORIGIN AND LEGISLATION

In April 2021, an application for Site Plan Approval was received by the Planning Department from Weston Consulting on behalf of 2759655 Ontario Ltd. (o/a Canadian Centre For Addictions) for a Residential Treatment Facility located at 420 Division Street. Upon review of the submission, Planning staff can confirm it is consistent with the *Planning Act* requirements and is considered a complete application. Section 41(2)(4) of the *Planning Act* authorizes the Municipality to review and ensure appropriate development is approved in compliance with the Town of Cobourg's Official Plan or applicable Secondary Plans. 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 proposed Residential Treatment Centre for the Canadian Centre for Addictions is located at the 420 Division Street, the former Woodlawn Country Inn. The subject property has undergone a Zoning By-law Amendment to permit the use and the By-law 017-2021 was passed on February 22, 2021. Please refer to the attached **Schedule "A" - Context Map**.

The subject lands are designated as a Mixed Use Area corridor in the Town of Cobourg's Official Plan (2017) and Zoned "District Commercial Exception 29 Holding [DC-29 (H)] Zone" in the Comprehensive Zoning By-law. The proposal is to convert the existing historic structure into a drug and alcohol rehabilitation treatment centre in compliance with the Ontario Building Code (OBC) and Zoning By-law regulations. The proposed Residential Treatment Centre consists of 18 rooms and will house a maximum of 40 patients during the operational hours. The centre will introduce new barrier-free parking spaces and an accessible/barrier free access at the north side of the building to accommodate all future patrons and staff. There are no significant changes or alterations proposed to the interior or exterior of the existing structure.

The submission consists of the following plans and reports in support of the application;

- I. Cover Letter

- II. SPA Drawings – APR 19 2021
- III. Sanitary and Servicing Memo
- IV. OBC Data Matrix – Part I & II
- V. Barrier Free Requirements
- VI. Letter of Sustainable Initiatives

6. ANALYSIS

This memo is for application receipt notification purposes only and there is subsequently no staff analysis at this stage. The application package is being circulated to the Development Review Team and applicable Agencies/Committees for review and commentary 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 an applicable fee and deposit of \$4,475.00 for the proposed development.

8. CONCLUSION

The SPA application is only being received by Council at this time and a thorough analysis of the proposal will be presented to Council once reviewed by the Development Review Team and applicable Agencies/Committees prior to final approval of the development.

Report Approval Details

Document Title:	Application for Site Plan Approval -- 420 Division Street – Residential Treatment Centre (Canadian Centre for Addictions)
Attachments:	
Final Approval Date:	Apr 22, 2021

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

Glenn McGlashon, Director of Planning and Development – April 22, 2021 - 10:05 AM

Glenn J. McGlashon, MCIP, RPP
Director of Planning & Development

