

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 - Development Planning Department kfernando@cobourg.ca	Meeting Type: Open Session <input checked="" type="checkbox"/> Closed Session <input type="checkbox"/>	
Meeting Date:	May 31, 2021		
Report No.:	SPA-05-21		
Submit comments to Council			

Subject/Title: Site Plan Approval Submission - 420 Division Street - Residential Treatment Centre (2759655 Ontario Ltd. - Canadian Centre for Addictions)

RECOMMENDATION:

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

THAT the By-laws in **Figure 2** and **Figure 3** of the Staff Report be endorsed and presented to Council which: i) authorize the Mayor and Municipal Clerk to execute a Development Agreement with 2759655 Ontario Ltd. for the proposed residential treatment centre located at 420 Division Street, Cobourg, subject to the finalization of details by municipal staff and external agencies, and ii) remove the Holding (H) Symbol from the subject lands upon approval of Site Plan Application.

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, 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 SPA 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.

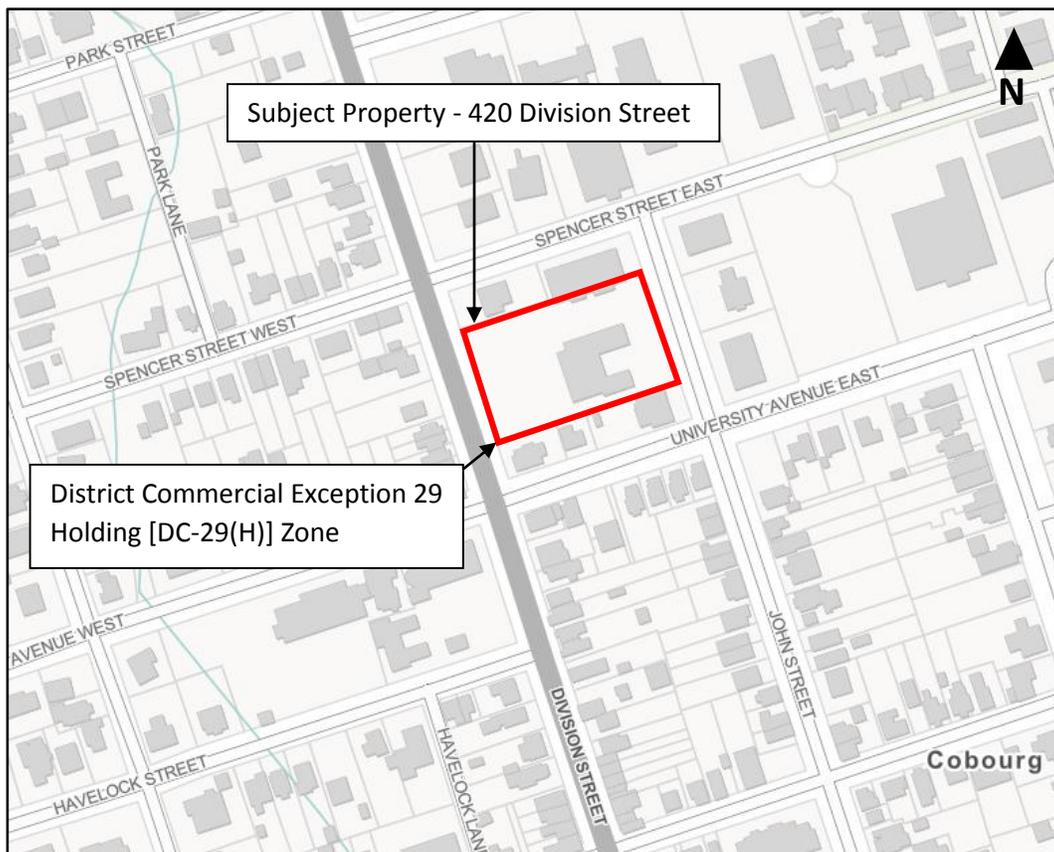
Additionally, the Planning Department provided a written notice of this complete SPA application to Council on April 26, 2021, and all SPA applications are considered by Council in open session prior to final approval. Finally, information relating to the SPA application was posted on the municipal website under the Planning Applications page (Planning & Development).

3. PURPOSE

The purpose of this report is to advise Council of the details of the SPA application and provide recommendations for Council's consideration.

4. ORIGIN AND LEGISLATION

In April 2021, an application for Site Plan Approval (SPA) was received by the Planning Department from Weston Consulting on behalf 2759655 Ontario Ltd. (o/a Canadian Centre For Addictions) for a Residential Treatment Facility located at 420 Division Street. The application was formally received by Council and was referred to the Planning Department for a staff report on April 26, 2021. Upon review of the submission, Planning staff confirmed it was complete in accordance with the *Planning Act* requirements, Town of Cobourg's Official Plan Policies, Zoning By-law and other applicable policies and regulations.



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.

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 maintain 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 consist 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
- VII. Part 11 Ontario Building Code Analysis – anticipated as part of Building Permit application

6. ANALYSIS

The following attachments are included for reference purposes:

Figure 1: Site Plan

Figure 2: Agreement Authorization By-law

Figure 3: Holding (H) Symbol Removal By-law

The proposal summarized in the following key points:

- The applicant is proposing a change of use to the existing building from the former Woodlawn Country Inn to a Residential Treatment Centre operated by Canadian Centre for Addictions with 18 rooms for total of 40 patients.
- The property was subject to a Zoning By-law Amendment and the By-law No. 017-2021 was passed by Council on February 22nd, 2021 to allow "Rehabilitation/Detox Treatment Centre" at 420 Division Street, and the

site was rezoned from District Commercial Exception 2 (DC-2) Zone to District Commercial Exception 29 Holding [DC-29(H)] Zone.

- There are no structural changes proposed to the exterior of the building, and only minor changes to the site layout (addition of 2 barrier-free parking spaces). Refer to **Figure 1- Site Plan**.
- Language will be added into the Development Agreement concerning adequate maintenance of the historic features of the building in accordance with sound heritage conservation practices.
- The proposal intends to maintain the existing enclosed amenity space within the courtyard located on the east side (rear) of the building, while also maintaining the small fenced patio area on the north side. All outdoor amenity areas will be secured with wood fencing and locking gates.
- The new use will offer a total of 42 parking stalls (40 regular stalls and 2 new barrier free stalls), and one loading space on the south east corner of the building.
- The existing business signage located on the east side facing Division Street will be removed as part of the site alteration and no new signage is proposed.
- Internally, there are no substantial renovations proposed to the building, other than minor cosmetic improvements, and as such is considered a basic renovation under the Ontario Building Code (OBC).
- The owner will maintain the existing barrier free pedestrian access to the building from the north side, similar to its prior use as an inn/restaurant. Because it is considered a basic renovation under the OBC, no further barrier-free upgrades are required or proposed at this time – should extensive renovations occur in the future, it would be subject to the barrier-free requirements of the OBC.
- While there are minimal alterations proposed to the existing structure, the proponent does intend to provide a series of sustainability initiatives, the majority of which will be implemented to the interior of the building to respect the historic nature of the exterior, including such matters as:
 - Use of low/zero VOC paint;
 - Dual-flush toilets;
 - Installation of urban garden in courtyard, with native plantings;
 - Energy-efficient appliances in kitchen, lounge and laundry areas;
 - Promotion of carpooling and cycling, addition of bicycle racks;
 - Installation of LED lighting;

- Multi-stage waste management program
- Appropriate provisions regarding maintaining on-site safety, security measures and operational performance details will be included in the Development Agreement, including a requirement to submit a detailed Facility Operations/Management Plan if/when required by the Municipality's Chief of Police and/or Fire Chief based on operational performance and calls for emergency response.
- The proposal conforms to the Cobourg Official Plan and Comprehensive Zoning By-law No. 85-2003, and meets all applicable policies, guidelines and standards of Municipality and external review agencies, as such, the Holding (H) Symbol should be removed from the subject property.

7. FINANCIAL IMPLICATIONS/BUDGET IMPACTS

There are no anticipated negative financial implication imposed on Municipality as a result of the application. The owner has submitted an applicable fee and deposit of \$4,475.00 for the proposed development. The owner will be responsible for all legal costs associated with the preparation and registration of the Development Agreement.

8. CONCLUSION

It is the opinion of Planning Department staff that the application for Site Plan Approval by Weston Consulting on behalf of 2759655 Ontario Ltd. (o/a the Canadian Centre for Addictions) to permit a Residential Treatment Centre with 18 rooms for 40 patients meets all the applicable policies and standards, subject to finalization of details by municipal staff and external agencies.

Further, it is the opinion of Planning staff that the submitted Site Plan Approval application satisfies municipal and external agencies' policies and regulations, and the Holding (H) symbol should be removed from the site zoning.