



TOWN OF MINTO

DATE: October 21, 2016
TO: Mayor and Council
FROM: Stacey Pennington, Building Inspector
SUBJECT: Site Plan Approval, Palmerston Child Care Facility,
530 Prospect Street, Palmerston

STRATEGIC PLAN

Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

Provide strong community development policies and practices that support a family friendly environment, attract family oriented businesses, and enhance Minto as a welcoming, attractive, and safe location. Include resident and business testimonials supporting the family image in publications.

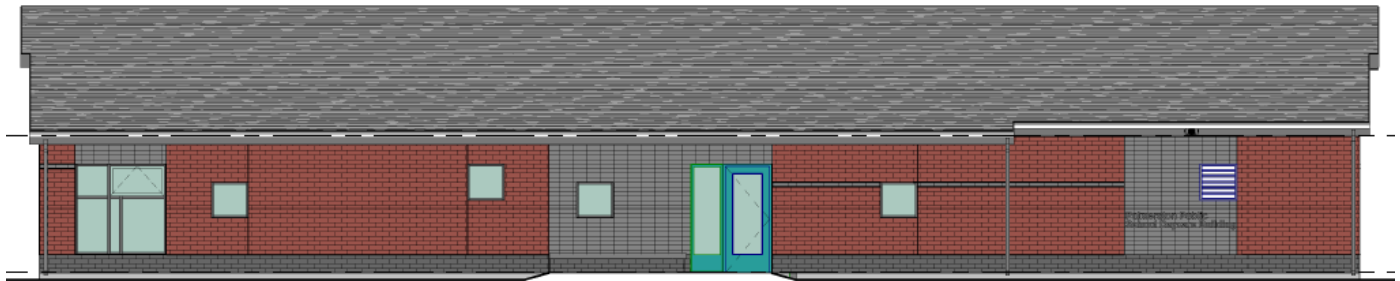
BACKGROUND

Upper Grand District School Board proposes to construct a new one story child care facility on the Palmerston Public School property. Building Department and Public Works Department staff along with Chris Clarke of Triton Engineering met to review the site plan submissions, including the stormwater management report, and were generally pleased with the level of detail provided and the overall look and design of the project. The site plan shows the following details of the development:

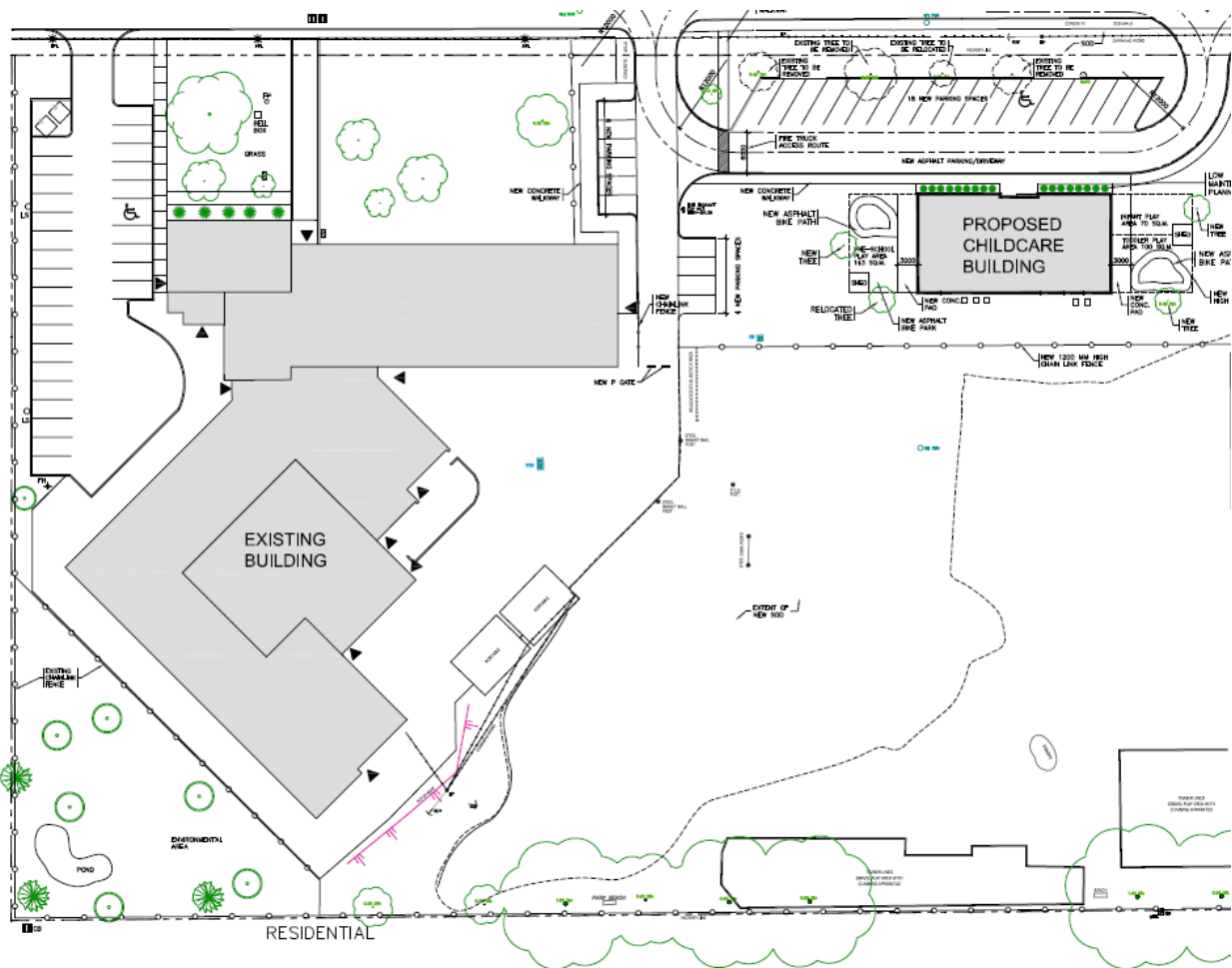
- One story 4558.5 square foot building on the north east side of the property. Including Infant, toddler and preschooler playrooms, change rooms, laundry, barrier free washrooms, kitchen, staff facilities, and offices.
- Paved circular parking for the proposed daycare with one way traffic on-site using existing entrance in the middle of the site exiting to Prospect Street at a new exit on the east side of the property.
- 24 new angled parking spaces will be provided to create a total of 52 spaces on-site; an additional four spaces may be provided depending on project funding. This should help address parking issues for the Palmerston Public School and provide ample parking for the proposed Child Care Facility.
- Accessible concrete sidewalk from paved parking area into front of new Child Care Facility.
- Development eliminates playing field space requiring storm water management plan using the existing tile drainage system as storage attenuation in the event of a flood.
- Proposed site complies with the Institutional Zone including building setback, lot coverage parking and other applicable zoning requirements

To finalize the project for building permit additional storm water management information is needed, along with an additional water valve, and confirmation of pedestrian traffic in relation to proposed on site sidewalks.

The proposed front elevation is shown below:



An excerpt from the site plan highlighting landscaping and parking is shown below:



COMMENTS

To ensure proper drainage on-site staff has requested the engineer confirm details on the existing tile drain since it will be used to retain surface water during certain storm events. The proposal is to use the maintenance chamber structure for Storm Water Management which is acceptable practice provided the owner is aware that some ponding will occur during storm events as water is slowly released into the storm drains.

The daycare will receive water service from a connection to the existing water main supplying the fire hydrant. A new 50mm shut off valve on the main water line to the proposed childcare facility will be required with Town access to the valve. New sidewalk constructed on Prospect Street by the Town must be restored to their current condition.

A site plan agreement has been prepared for review and execution by the developer. Council is asked to consider a by-law allowing the Mayor and Clerk to sign the site plan agreement once the landowner has signed.

FINANCIAL CONSIDERATIONS

A site plan agreement will be required to confirm construction occurs according to approved drawings. Typically no additional security is required for institutional projects such as this. Normal site plan and building permit fees apply.

RECOMMENDATION:

In consideration of the report from the Building Inspector dated October 21, 2016, Council approves the following documents for the Palmerston Child Care Facility, 530 Prospect Street, Palmerston:

- a) C2-1 Erosion and Sediment Control Plan issued for Site Plan Approval October 7, 2016, engineer stamped by B. J. Fritz, October 11, 2016
- b) A1-Site Plan prepared by WalterFedy Issued for Site Plan Approval October 18, 2016;
- c) Site Servicing and Stormwater Management Report, Palmerston Childcare Facility, GMBP File No. 116088, dated October 4, 2016

Subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of the use of the existing tile drainage system for storm water management, the existing Town sidewalk being restored, and 50mm water valve being accessible to the Town.

AND Further that Council considers a by-law in regular session authorizing the Mayor and Clerk to sign the site plan agreement once the landowner has signed.

Stacey Pennington
Building Inspector

ATTACHMENTS

Draft Site Plan Agreement
C2-1 Erosion and Sediment Control Plan