

**TOWN OF MINTO**

DATE: December 19, 2016
TO: Mayor and Council
FROM: Stacey Pennington, Building Inspector
SUBJECT: Site Plan Approval, Clair Ridge Estates,
120 York 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

Clair Ridge Estates proposes to construct a new apartment complex at 120 York Street, Palmerston. The project consists of a triplex and a fourplex. Each unit is 2 bedrooms with an attached single car garage, with a floor area of approximately 960SF. Building Permits are ready for issuance pending the signing of the site plan agreement.

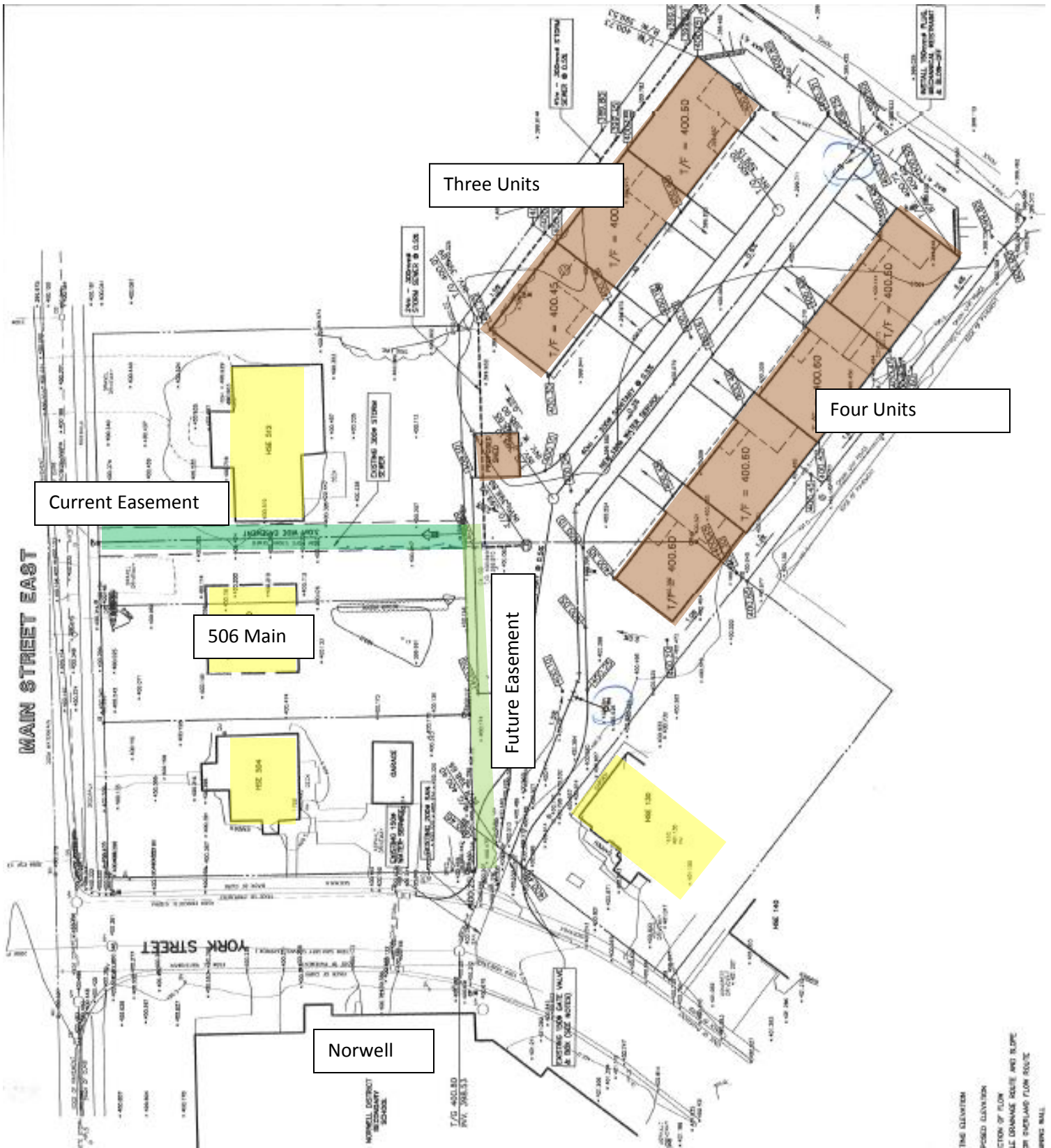
Town staff met in to review a preliminary site plan and requested clarification of storm water management and grading information. Submitted plans included details to including the following:

- A single storey triplex with a total building area of 1201.65 m² (12,934 sf) and a single storey fourplex with a total building area of 1602.4 m² (17,265 sf), and a detached accessory structure for storage related to site maintenance. Each unit has a separate access from a private drive.
- Additional 7 paved parking spaces
- Proposed site complies with the R3-High Density Residential zoning including building setback, lot coverage, parking and other applicable zoning requirements

Town staff in Building and Public Works reviewed the revised site plan submission submitted by MTE Engineering. The proposed site plan is shown on page 4 of this report. The Triton Engineering site plan shows the development in context with homes on Main Street and York. It can be found on Page 2 of this report

COMMENTS**Public Works**

Staff has confirmed access and servicing of the subject lands was addressed through a servicing agreement as a result of a severance in 2015.



The units will be serviced with a 6" Sanitary Sewer and 4" Water Line accessed from York Street. The proposed dwelling to the North, located at 506 Main Street will be serviced through the subject site through the 6.0 metre easement already acquired by the Town (dark green on site plan page 2) as well as a new easement across the subject lands (light green on site plan page e). Arrangements to acquire the new easement will be included in the development agreement for the Town lands.

Storm water management on the subject lands has to be confirmed. There may be a requirement to retain stormwater on the subject lands to prevent flow on to adjoining lands. The Town will require confirmation on the size, location and elevation of the storm water management system on site.

Building

The site plan submission complies with the Town of Minto Zoning By-law 01-86, as amended. All requirements have been met in relation to building area and setbacks. The parking far exceeds the number of parking spaces required. Site elevations for the homes will need to link into final grading and drainage details for the site. Fire route signage must be installed on site to prohibit parking on either side of the private drive.

Lighting and Sidewalk details are not shown on the site plan. Details will be confirmed to the satisfaction of the Town. Suggestions include providing site light on either side of the proposed visitor parking, and sidewalks along one side of private drive if space will allow it.

A tree savings plan was a condition of the rezoning in 2014: Landscaping plans as per the zoning by-law will be confirmed. Mature trees not interfering with construction will remain on site. Landscaped vegetation will also be confirmed prior to signing the agreement.

FINANCIAL CONSIDERATIONS

A site plan agreement is required to confirm construction occurs according to approved plans. Applicants paid the site plan administrative fee and deposit. Additional security may be required for a project such as this where easements are needed. Normal site plan and building permit fees apply.

RECOMMENDATION:

In consideration of the report from the Building Inspector dated December 20th, 2016, Council approves the following documents for 120 York Street, Palmerston:

- a) General Site Plan dated July 2014, Last Revised Date December 2016 prepared by Triton Engineering Services Limited
- b) Servicing Plan prepared by MTE/OLS Ltd.

Subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of final storm water management details, verification of the restoration of the existing sidewalk, confirmation of any required servicing easement and additional water valve accessible by the Town, and final landscaping details all to the satisfaction of Town staff.

And that Council considers passing a by-law in open session to authorize the signing of a site plan agreement for 120 York Street; Palmerston once final plan details are submitted.

Stacey Pennington, Building Inspector

