



TOWN OF MINTO

DATE: June 15, 2017
TO: Mayor and Council
FROM: Stacey Pennington, Building Inspector
SUBJECT: Site Plan Approval, JP Horrigan, 121 Frank Lambier Court, 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

Trevor Reading of John Ernewein Limited has applied on behalf of Jim Horrigan, owner/operator of JP Horrigan for site plan approval at 121 Frank Lambier Court. The proposal is to build a 560.3 sq m (6,032 s ft) industrial building constructed with 3 separate units. Clerks, Building and Public Works staff along with Triton Engineering met to review the site plan submitted with a preliminary proposal of the project.

The site plan shown in Appendix “A” outlines the following development details:

- The proposed 560.3 sq m (6,032 s ft) building
- A new loading space with proposed retaining wall, and catch basin draining to the Frank Lambier Court roadside ditch
- A new proposed gravel parking lot with 3 parking spaces to the east of the gravel area
- Site grading is shown with surface drainage to Frank Lambier Court
- Proposed water and sewer service locations complete with existing valves at the property line

In general, staff there is insufficient detail to approve the site plan unless there are conditions that require more detail for approval by Town staff. Among the information needed are final building elevations relative to the road and drainage easement to the north of the lot. Finished floor elevation needs to be set to ensure proper drainage from the building and perimeter site grades set to match the adjoining lands.

This has been communicated to the developer who is preparing a revised plan using elevations supplied by Triton Engineering for Frank Lambier Court and the rear drainage course. They have engaged an engineer to update the drawings to meet the Town's Municipal Servicing and Design Standard. The drawing should be available to Council prior to the meeting with staff and Triton authorized to review for inclusion in the final site plan agreement.

Based on the drawings submitted, Staff and Triton offer the following comments:

Building

The Proposed site complies with the Zoning including building setback, lot coverage parking and other applicable zoning requirements.

Public Works

The current site is serviced from Frank Lambier Court. Sewer and water requirements for the proposed use will be confirmed with the applicant's engineer including the size, location and elevation of the private sewage line and proposed water connection.

The entrance to Frank Lambier Court needs to be defined in detail with some private boulevard area for landscaping between the parking lot and adjacent Town lands. Depending on design the Town may request an easement for ditch maintenance to ensure access to the section of the road maintained by the Town. In addition confirmation of the elevations and connection of the catch basin for the loading dock will be confirmed as well as the treatment of the outlet into the adjacent drainage course.

The applicant will include new geodetic elevations in relation to the neighbouring property and the road. This updated drainage plan will be reviewed to ensure compatibility with ongoing development.

Clerks

The proposal should include partial paving of the front parking area to the South and East of the building and of the current loading dock, or an alternative proposal as agreed upon by the applicant and the Town. Landscaping is recommended including some tree planting on the private boulevard area if possible, on the rear portion of the property or along the lot boundaries. This is required by the Town's tree planting policy approved in 2016. Garbage Storage should be identified.

Upon resubmission, Staff along with Triton Engineering will reassess the submission and address any further identified concerns.

FINANCIAL CONSIDERATIONS

The applicant has submitted the standard Site Plan Approval Fee and Deposit of \$3,600.

RECOMMENDATION:

In consideration of the report from the Building Inspector dated June 16, 2017, Council receives the report for information and approves the submitted draft site plan, prepared by Trevor Reading, John Ernewein Ltd. submitted June 6, 2017 subject to the execution of a site plan agreement with the Town requiring, among other matters, confirmation of the water and sanitary sewer connections, site grading, drainage and paving details, final landscaping and garbage storage, and any other issues as staff see appropriate upon resubmission of the site plan proposal.

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

