



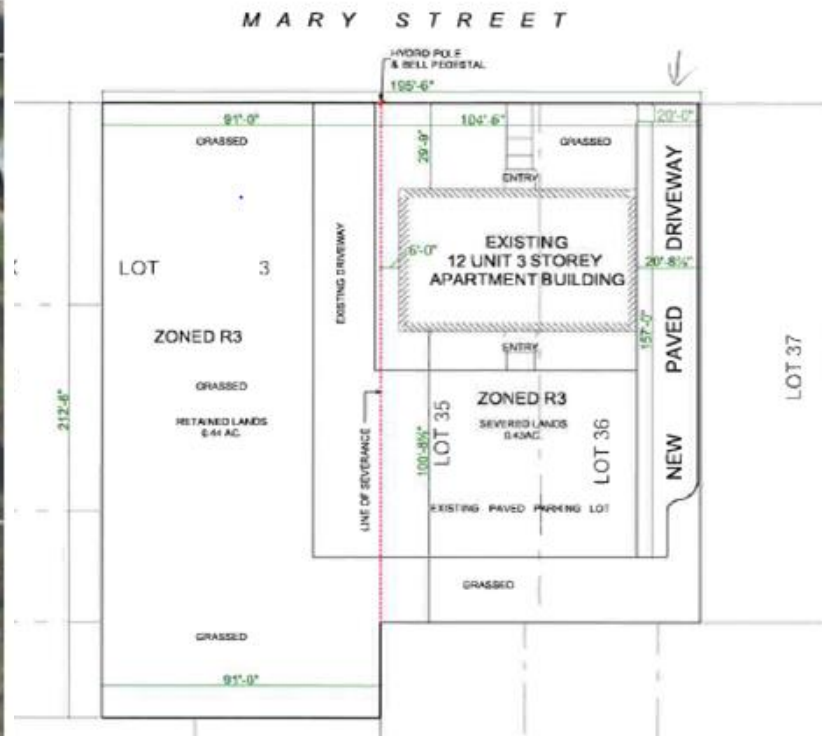
**DATE:** August 30, 2018  
**TO:** Mayor Bridge and Members of Council  
**FROM:** Michelle Brown, Building Assistant  
**RE:** Proposed Site Plan, Dan Sinclair, Mary Street Palmerston

## STRATEGIC PLAN

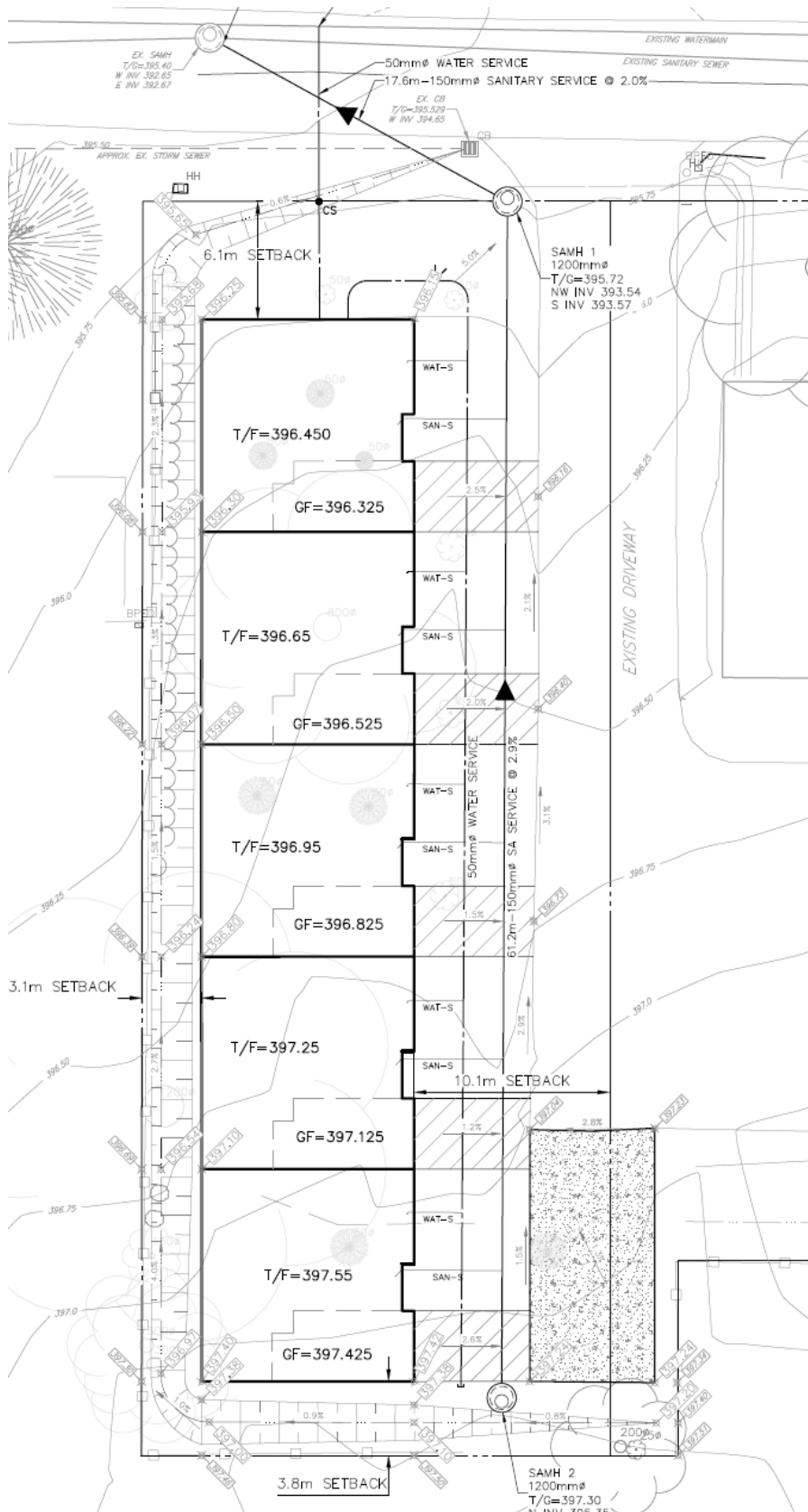
Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial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

## BACKGROUND

The subject property is legally described as Lots 35 & 36, Survey Caswell and Clement's, Part Park Lot 3, Pt Lane, Survey Borthwick's with legal frontage on Mary Street. The property was separated through severance file B129/16 from an abutting 12 unit apartment building as shown below:



The lands were rezoned Residential 3-47 allowing a 5 unit cluster townhouse with a 6.0 metre front yard, a 3.8 metre rear yard and a 3.0 metre side yard.



## COMMENT

The proposed site plan shows five townhouse units with attached garages accessing a private driveway shared with the adjacent 12 unit apartment. The front of the garages is 10 metres from the lot line with sufficient space to manoeuvre vehicles on the existing shared driveway except on the very south end where new asphalt is proposed to provide a proper isle width for the last unit. The developer could flip the most southerly unit to reduce the amount of asphalt required and increase on-site green space, although this is not a mandatory change.

## Public Works:

The proposed building would have access to sanitary sewer, water and storm sewer. Town sanitary maintenance structures are proposed with a 150mm service to the units. The maintenance structure on the lot line and at the rear of the lot as well as the sewer line between shall be maintained by the landowner. Connection to the trunk service on Mary Street is to be completed with qualified contractors and/or supervision.

The 50 mm water service to service the five units must be connected to the Mary Street main by a qualified contractor with proper supervision with the lateral installed on-site maintained by the developer.

Surface water drainage is provided by way of a minimum 150 mm deep swale with 3:1 slopes running from the southern part of the site around behind all five units with outlet to an existing catchbasin on Mary Street. There is an existing privacy fence along the site lot line. The proposed surface water swale is to be kept entirely on the developer's lands so that drainage on to abutting lands does not occur.



*Building Department:*

The site plan shown on the next page complies with R3-47 zone requirements. The proposed building is similar to other rental units provided by this developer in other areas and can be developed independently but in keeping with the character of the area. Rental housing of this type is needed in Minto. Lighting of the buildings should be designed to minimize glare on adjacent lands. Maintenance of the shared driveway should be referenced in the site plan agreement for the lands to ensure that the arrangement between private parties does not involve the Town. Trees removed should be replaced as per Town tree policy on-site if possible or another appropriate location.

**RECOMMENDATION**

That Council receives the Building Assistants August 30, 2018 report entitled Proposed Site Plan, Dan Sinclair, Mary Street Palmerston and approves the general grading and servicing plan prepared by Triton Engineering dated 2018/08/09 subject to the owner executing with the Town a site plan agreement requiring completion within two years and provision of final landscaping details to the Town

Michelle Brown, Building Assistant

Bill White C.A.O. Clerk