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**Date:** November 23, 2018

**To:** Mayor and Council

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**RE:** 2018 Site Plan Approval Update

**Report No.:** PDS 2018-061

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## **AIM**

To provide the Mayor and Council with information on the administrative approval of site plans and/or site plan amendment as per Site Plan Control By-law 128-2015.

## **BACKGROUND**

In December of 2015 Council approved a new site plan control by-law to replace the 2001 by-law. The new by-law provided for a much more detailed outline of where site plan approval was required, reinforced and expanded on the enforcement provisions and provided a tiered approval approach. Site plan approvals were also divided into two categories, Council approved and Administrative approval. This was intended to provide the ability to deal with minor additions and amendments for properties with existing site plan approval in place and to better process smaller new site plan approvals where the development was below a specific dollar value, did not require any other planning approval and was not located next to residentially zoned property. Council approved this approach on the basis that administration would provide periodic updates on administrative approvals.

During 2018 a total of seven application were reviewed and approved by staff. Three applications were for site plan amendments, three were for site plan approval and one was the result of a severance application that required each property to have separate agreements in place.

Item 1 – Mastron Enterprises – 2100 Road 4 E and Bull Market Farms - 2633 County Road 31 (Albuna Town Line). (Appendix A)

Item 2 – Universal Greenhouse Structures – 1956 Settingington Drive. (Appendix B)

Item 3 – Sunvalley Hydroponics Ltd. – 3080 Graham Side Road. (Appendix C)

Item 4 – Sunrite Greenhouses Ltd. – 1462 Seacliff Drive. (Appendix D)

Item 5 – Century 21 Erie Shores Realty Inc. 12 & 14 Main St. W. (Appendix E)

Item 6 – Global Pack Packing Solutions Inc. 32 Dimar Drive. (Appendix F)

Item 7 – Load Boss Logistics - 1971 Road 3 E. (Appendix G)

## **DISCUSSION**

Item 1 - In late 2017 an application for consent was approved that created separate lots for the existing greenhouse and the processing/shipping and office building. As a condition of that approval the applicant was required to make application to amend the existing single site plan agreement and re-register individual agreements specific to each of the new properties. This provides the Town with the ability to address any future growth on the properties separately and updated the agreements to include the new legal descriptions created because of the severance.

Item 2 - The property in question had an existing site plan approval from 2004. The purpose of the amendment application was for the addition of 2,007 sq. m (21,600 sq. ft.) of new production area and a new storage building to replace an older smaller existing building. Storm water management was required for the proposed addition.

Item 3 - The greenhouse on the subject property received site plan approval in 2015 for a multiple phase expansion. The requested amendment related to the final phase of development and involved the adding of one extra bay of greenhouse, the enlargement of the new warehouse area and the demolition and replacement of an existing support area of the original greenhouse. The increase in lot coverage was minimal however, the storm water management plan from 2015 was reviewed and the applicant's engineer confirmed that the existing system would not be impact by the minor increase.

Item 4 - The amendment for the property included the relocation of the proposed future bunkhouses and the addition of a multi-phase containerized growing system to produce lettuce. This addition replaced what was originally proposed as a third phase of warehouse space. The reconfigured bunkhouses are more compact and well located for access, particularly in the case of emergency.

Item 5 - The subject property contained two existing buildings. The proposed redevelopment called for the removal of the smaller single storey building at 12 Main St. W. and construction of a new larger two-story building that would be added to a renovated 14 Main St. W. The entire building would then provide enlarged office space for the business. There is limited parking available to the subject properties now however as part of the approval a third property, also owned by the applicant. will be incorporated as part of the overall development and will supplement the necessary parking for the increase in square footage.

Item 6 - This site plan approval represents the first development in the Ruthven Industrial Park. The proposal was for a 2,392 sq. m (25,750 sq. ft.) warehouse/manufacturing and supporting office area. The new development is for the relocation of an existing business in Kingsville that provides thermoform packaging to a variety of businesses including the greenhouse industry.

Item 7 - The property contains an existing office and service building. The proposed development was for a separate 892 sq. m (9,600 sq. ft.) warehouse to the rear of the existing building. The property did not have an existing site plan approval in place as such a site plan application was required prior to construction. Storm water management was required for the proposed addition along with the installation of the new septic system.

**LINK TO STRATEGIC PLAN**

Support growth of the business community.

**FINANCIAL CONSIDERATIONS**

Each of the developments will result in increased assessment upon completion of the respective projects. Building permit fees will be required in all cases along with development charges where applicable.

**CONSULTATIONS**

<b>Agency or Administrator</b>	<b>Comment</b>
Essex Region Conservation Authority Watershed Planner	<ul style="list-style-type: none"> <li>• ERCA comment from each of the proposed developments was related to the completion of storm water drainage and obtaining ERCA permits where applicable.</li> <li>• No objection was noted to any of the approvals</li> </ul>
Town of Kingsville Management Team	<ul style="list-style-type: none"> <li>• No concerns with the requested amendments or approvals</li> <li>• Any proposed building will need to comply with the requirements of the OBC.</li> <li>• Municipal Services required completion of storm water management on all new items and updates to those where only small revisions had occurred.</li> </ul>
County of Essex	<ul style="list-style-type: none"> <li>• County comment was limited to setbacks where applicable and the requirement of permits for any new access or modifications to existing access.</li> <li>• No access changes were proposed on any of the properties fronting a County Road.</li> </ul>

## RECOMMENDATION

It is recommended that Council receive the 2018 site plan update report for information purposes.

*Robert Brown*

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*Peggy Van Mierlo-West*

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Peggy Van Mierlo-West, C.E.T.  
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