



## Staff Report for Council Meeting

Date of Meeting: June 24, 2020

Report Number: SRPRS.20.087

Department: Planning and Regulatory Services

Division: Development Planning

**Subject: Request for Comments – Site Plan Application –  
Mount Pleasant Group of Cemeteries – City File  
D06-19013**

---

### Owner:

Mount Pleasant Group of Cemeteries  
65 Overlea Boulevard, Suite 500  
Toronto, Ontario  
M4H 1P1

### Agent:

Walker Nott Dragicevic Associates Limited  
90 Eglinton Avenue East, Suite 970  
Toronto, Ontario  
M4P 2Y3

### Location:

Legal Description: Part of Lots 24 and 25, Concession 3, E.Y.S.  
Municipal Address: 1591 Elgin Mills Road East

### Purpose:

A request for comments concerning a Site Plan application to facilitate the construction of a maintenance building associated with the existing cemetery (Elgin Mills Cemetery) located on the subject lands.

### Recommendation:

- a) That SRPRS.20.087 regarding a Site Plan application submitted by Mount Pleasant Group of Cemeteries for lands known as Part of Lots 24 and 25, Concession 3, E.Y.S., municipally known as 1591 Elgin Mills Road East, City File D06-19013, be received and that all comments be referred back to staff.

## Page 2

### Contact Person:

Joseph M. Liberatore, Planning Technician, phone number 905-747-6354 and/or Deborah Giannetta, Manager of Development – Site Plans, phone number 905-771-5542

### Report Approval:

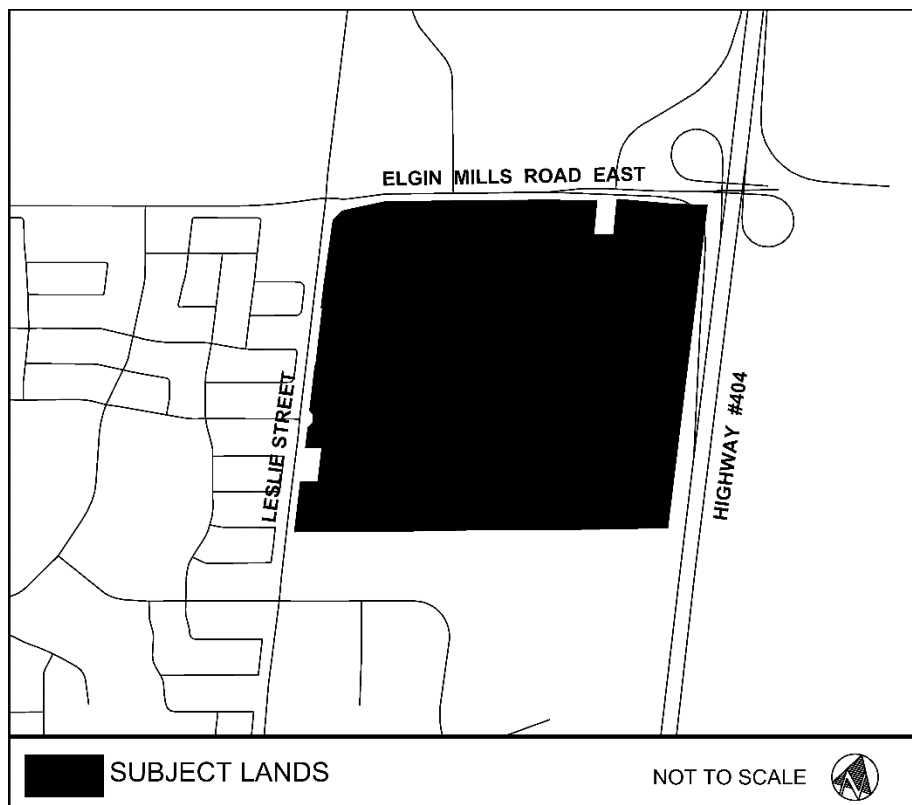
**Submitted by:** Kelvin Kwan, Commissioner of Planning and Regulatory Services

**Approved by:** Mary-Anne Dempster, Interim City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner and City Manager. Details of the reports approval are attached.

### Location Map:

Below is a map displaying the property location. Should you require an alternative format call person listed under “Contact Person” above.



## Page 3

### Background:

The subject Site Plan application was received by the City on March 1, 2019 and was deemed complete on April 16, 2019. The application was subsequently circulated to relevant City Departments and external agencies for review and comment. The purpose of this report is to seek comments from Council with respect to the applicant's Site Plan application.

### Summary Analysis

#### Site Location and Adjacent Uses

The subject lands are located at the southeast corner of Leslie Street and Elgin Mills Road East, and have a total lot area of 70.538 hectares (174.303 acres) (refer to Maps 1 and 2). The lands are currently used as a cemetery (Elgin Mills Cemetery), and are bisected by a tributary of the Rouge River. The lands have frontage along Leslie Street, Elgin Mills Road East, and Highway 404, and abut commercial and industrial uses to the south.

#### Development Proposal

The applicant is seeking approval of its proposal to construct a two storey maintenance building associated with the existing cemetery on the subject lands. The following is a summary outlining the pertinent statistics of the applicant's development proposal based on the plans and drawings submitted to the City:

- **Total Lot Area:** 70.538 hectares (174.303 acres)
- **Building Height:** 7.7 metres (25.26 feet) or two storeys
- **Gross Floor Area:** 1,022.1 square metres (11,001.79 square feet)
- **Lot Coverage** 0.10%
- **Number of Parking Spaces:** 5 spaces (1 accessible)

The proposed building is to be located at the southwest corner of the subject lands, fronting onto Leslie Street (refer to Maps 5 and 6). Access to the proposed building is to be from the existing internal driveway from Leslie Street for the cemetery. The building is proposed to be clad in precast concrete panels and steel. Further, landscaping has been proposed along the western portion of the subject lands that abuts Leslie Street where the building is to be located to provide some screening of the building.

#### Supporting Documentation/ Reports

The applicant has submitted the following documents/information to the City in support of its development proposal:

- Site Plan;
- Elevation Plans;
- Floor Plans;

## Page 4

- Site Servicing and Grading Plan;
- Erosion and Sediment Control Plan;
- Stormwater Management Report;
- Erosion and Sediment Control Plan;
- Electrical and Lighting Plan;
- Tree Declaration;
- Landscape Plan;
- Building Elevations;
- Archeological Study;
- Construction Management Plan;
- Noise Study;
- Functional Servicing Report; and,
- Sustainability Metrics and Response Letter.

### Planning Analysis:

#### City of Richmond Hill Official Plan

The subject lands are designated **Major Urban Open Space** in accordance with Schedule A2 - Land Use of the City of Richmond Hill Official Plan (the Plan) (refer to map 4). **Section 4.10.9.1.3** of the Plan specifically applies to the subject lands and permits the existing cemetery and associated uses like the maintenance building proposed by the subject application. Therefore, the subject proposal is consistent with the applicable policies of Plan.

#### Zoning

The subject lands are zoned **Agricultural (A1) Zone** in accordance with By-law 2325-68, as amended (refer to Map 3). Cemeteries and accessory uses as proposed by the subject application are permitted under the **A1 Zone**.

### Departments and External Agency Comments:

The applicant's Site Plan application and associated drawings and reports submitted in support of same have been circulated to various City departments and external agencies for their review and comment. At the time of writing this report, City departments and external agencies have identified no objections and are generally satisfied with respect to modifications the applicant has made to their proposal regarding the building elevations and landscape screening. Final Site Plan approval shall not be granted until such time as all outstanding comments have been satisfactorily addressed prior to finalization and execution of the Site Plan Agreement. City staff are working collaboratively with the applicant to address several technical Development Engineering and York Region comments as this subject Site Plan application proceeds towards final approval.

## Page 5

### Financial/Staffing/Other Implications:

The recommendation does not have any financial, staffing or other implications.

### Relationship to the Strategic Plan:

The applicant's development proposal would align with **Goal Two – Better Choice in Richmond Hill** in that it would contribute to ensuring better choice for employment and facilitating the growth of the Elgin Mills Cemetery. The proposal will further align with **Goal Four – Wise Management of Resources in Richmond Hill** by supporting the use and long term maintenance of the existing cemetery.

### Conclusion:

The applicant has submitted a Site Plan application to the City to facilitate the construction of a two storey maintenance building associated with the existing cemetery located on the subject lands. At this time only minor technical matters remain to be resolved prior to the City's approval of the plans submitted in support of the proposed development. In consideration for the preceding, it is recommended that this staff report be received by Council and that all comments regarding the proposed development be referred back to staff.

### Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. If you require an alternative format please call the contact person listed in this document.

- Map 1 – Aerial Photograph
- Map 2 – Neighbourhood Context
- Map 3 – Existing Zoning
- Map 4 – Official Plan Designation
- Map 5 – Proposed Site Plan
- Map 6 – Proposed Elevations

## Page 6

### Report Approval Details

Document Title:	SRPRS.20.087- Request for Comments – Site Plan Application – 1591 Elgin Mills Road East - City File D06-19013.docx
Attachments:	<ul style="list-style-type: none"><li>- MAP_1_AERIAL PHOTOGRAPH.pdf</li><li>- MAP_2_NEIGHBOURHOOD_CONTEXT.pdf</li><li>- MAP_3_OFFICIAL_PLAN_DESIGNATION.pdf</li><li>- MAP_4_EXISTING_ZONING.pdf</li><li>- MAP_5_PROPOSED SITE PLAN.pdf</li><li>- MAP_6_PROPOSED ELEVATIONS.pdf</li></ul>
Final Approval Date:	Jun 3, 2020

This report and all of its attachments were approved and signed as outlined below:

**Gus Galanis - Jun 2, 2020 - 9:59 AM**

**Kelvin Kwan - Jun 2, 2020 - 11:04 AM**

**MaryAnne Dempster - Jun 3, 2020 - 1:13 PM**