

Agenda
Committee of Adjustment

September 1, 2026, 3:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

The public can attend meetings in person. Meetings will be livestreamed to the City's Council and Committees webpage. If there are technical issues with the livestream that cannot be fixed within 15 minutes, the meeting will continue, and a recording will be available later on the webpage or by contacting the City Clerk. Individuals who are unable to speak to an application in person may provide written comments to the Secretary-Treasurer by 12:00 p.m. on the meeting date.

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2. CALL FOR ADDITIONAL BUSINESS	
3. DECLARATIONS OF INTEREST	
4. CONFIRMATION OF MINUTES	
4.a Minutes of the Committee of Adjustment meeting held on July 7, 2026	3
5. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED	
There are no correspondence items being presented for consideration.	
6. ANNOUNCEMENT BY THE CHAIR	
Please be advised that the <i>Planning Act</i> of Ontario indicates that if anyone other than the applicant or agent wishes to receive notice of the decision of the Committee of Adjustment, or in the event that the Committee defers its decision or notice of further proceedings respecting the application, such person or persons must leave their names and addresses in writing with the Secretary-Treasurer of the Committee prior to leaving the hearing.	
In addition, only the applicant, the Minister or a specified person or public body that has an interest in the matter has the right to appeal the decision of the Committee of Adjustment within the defined appeal period. More information concerning how to appeal a decision of the Committee of Adjustment to the Ontario Land Tribunal may be obtained from the Community Services Department (Planning Division) in City Hall.	
7. APPLICATIONS	
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8. CORRESPONDENCE PROVIDED FOR INFORMATION

There are no correspondence items being presented for information.

9. DISCUSSION OF ADDITIONAL BUSINESS

10. NEXT MEETING

11. ADJOURNMENT



Minutes

Committee of Adjustment

July 7, 2026, 3:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Brian Green
Vice Chair Gail McCartney
Member Tyler Hopkins
Member Dinesh Shah

MEMBERS

ABSENT/REGRETS: Member Markus Hawco

STAFF PRESENT: Sabine Robart, Manager of Planning and Heritage
Niels Jensen, Building Inspector
Staci Landry, Secretary-Treasurer/Secretary

1. CALL TO ORDER

Chair Green called the meeting to order at 3:00 p.m.

2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. CONFIRMATION OF MINUTES

4.a Minutes of the Committee of Adjustment meeting held on June 2, 2026

CA-260707-001

Moved by Vice Chair McCartney

"THAT the minutes of the Committee of Adjustment meeting held on June 2, 2026 be approved as printed."

Carried.

5. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED

There were no correspondence items presented for consideration.

6. ANNOUNCEMENT BY THE CHAIR

Chair Green advised that the *Planning Act* of Ontario indicates that if anyone other than the applicant or agent wishes to receive notice of the decision of the Committee of Adjustment, or in the event that the Committee defers its decision or notice of further proceedings respecting the application, such person or persons must leave their names and addresses in writing with the Secretary-Treasurer of the Committee prior to leaving the hearing.

In addition, only the applicant, the Minister or a specified person or public body that has an interest in the matter has the right to appeal the decision of the Committee of Adjustment within the defined appeal period. More information concerning how to appeal a decision of the Committee of Adjustment to the Ontario Land Tribunal may be obtained from the Community Services Department (Planning Division) in City Hall.

7. APPLICATIONS

7.a Application File No. A06-2026 for 875 8th Avenue East

The Secretary-Treasurer provided an overview of the application, property details, and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a detailed description of the policy framework, an overview of the facts of the application, and a summary of the provisional recommendations. The Manager recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-26-064.

Chair Green inquired if the applicant or agent had any comments. Applicant, Jackson Penner was in attendance and advised that they agree with the recommendation from planning staff.

Chair Green inquired if there were any comments from members of the public. No members of the public spoke in support of or in opposition to the application.

Committee had no questions or requests for further information from staff.

CA-260707-002

Moved by Member Hopkins

"THAT in consideration of Staff Report CS-26-064 respecting Minor Variance A06-2026 by Jackson Penner on behalf of Joe Watson for the property known as 875 8th Avenue East, the Committee of Adjustment confirms no further notice of the application is required and approves the minor variance as the Committee concludes that the requested variance maintains the general intent and purpose of the City's Official Plan and Zoning By-law, is minor in nature, and desirable for the appropriate

development and use of the lands, subject to the conditions outlined in Schedule 'E'."

Carried.

7.b Application File Nos. B09-2026 and A07-2026 for 768 3rd Avenue West

The Secretary-Treasurer provided an overview of the applications, property details, and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff reports, including a detailed description of the policy framework, an overview of the facts of the applications, and a summary of the provisional recommendations. The Manager recommended that the consent application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-26-068 and that the minor variance application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-26-069.

Chair Green inquired if the applicant or agent had any comments. Applicant, J. Andrew L. Wilson was in attendance and advised that the original intent was to construct an Additional Residential Unit (ARU) at the rear of the property. However, after determining that this was not feasible, the applicant proceeded with an application for consent to create a new lot for the construction of a single-detached dwelling.

Chair Green inquired if there were any comments from members of the public.

Dr. Mary Lou Kaitting, Owen Sound resident reiterated the concerns outlined in their correspondence submitted to the Committee and provided to the applicant in advance of the meeting. The concerns related to the existing block foundation and sandy soil conditions, potential water damage, traffic disruption during construction and snow clearing operations, fire separation, and noise. Dr. Kaitting requested that a copy of the grading and drainage plan for the proposed single-detached dwelling be provided once it has been prepared. Dr. Kaitting also requested that the applicant be required to construct a swale along the property line adjacent to the existing fence between the two properties and that the proposed wooden fence be replaced with a greener and safer alternative.

In response to Dr. Kaitting's concerns, the applicant advised that the existing survey prepared by Hewett & Milne Land Surveyors indicates that the grading slopes from 3rd Avenue A West toward 3rd Avenue West and that no water is currently being diverted onto Dr. Kaitting's property. The applicant further advised that, if sandy soil is present, it would provide adequate infiltration. The intent is to construct a swale between the two properties to capture any overland drainage. With respect to concerns regarding excavation and potential impacts on Dr. Kaitting's property, the applicant advised that the zone of interference for excavation in sandy soil is approximately two to three metres, while the proposed dwelling would be located approximately 15 metres from Dr. Kaitting's house. As

such, the applicant indicated that no impacts on the surrounding properties are anticipated.

Committee inquired whether Planning staff had any further comments regarding the concerns raised during the hearing.

The Manager advised that one of the conditions of approval requires the applicant to submit a grading and drainage plan prepared by a qualified professional in accordance with the City's Property Standards By-law, which prohibits the discharge of surface water onto adjacent properties. The Manager advised that the concerns regarding drainage would be addressed through the review and approval of the grading and drainage plan. With respect to traffic impacts, the Manager further advised that, as part of the Temporary Encroachment Permit required for the installation of the driveway and municipal services, the contractor must submit a traffic management plan in accordance with applicable provincial standards to ensure the safe movement of traffic and appropriate public protection during construction.

CA-260707-003

Moved by Vice Chair McCartney

"THAT in consideration of Staff Report CS-26-068, respecting a consent for lot creation for property known as 768 3rd Avenue West, the Committee of Adjustment approves Consent Application B09-2026 by J. Andrew L. Wilson, subject to the conditions outlined in Schedule 'E'."

Carried.

CA-260707-004

Moved by Vice Chair McCartney

"THAT in consideration of Staff Report CS-26-069 respecting Minor Variance A07-2026 by J. Andrew L. Wilson, for the property known as 768 3rd Avenue West, the Committee of Adjustment approves the minor variance as the Committee concludes that the requested variance maintains the general intent and purpose of the City's Official Plan and Zoning By-law, is minor in nature, and desirable for the appropriate development and use of the lands, subject to the conditions outlined in Schedule 'E'."

Carried.

The Manager of Planning and Heritage and the Building Inspector left the meeting.

8. APPEAL BOARD REGARDING THE REGULATION AND CONTROL OF DOGS

Chair Green advised that the Committee of Adjustment is now sitting as the Appeal Board regarding the Regulation and Control of Dogs.

By-law No. 2024-113 being "A By-law to Licence, Regulate and Control Dogs Within the City of Owen Sound" gives the Appeal Board the power to reverse or uphold the officer's finding.

The onus is on the appellant to provide evidence satisfactory to the Appeal Board that the relief being sought should be granted.

Chair Green advised that if anyone other than the owner or their representative wishes to receive notice of the decision of the Appeal Board, or in the event that the Appeal Board defers its decision respecting the appeal, such person or persons must leave their names and addresses in writing with the Secretary of the Appeal Board prior to leaving the hearing by filling out the sign-in sheet located on the table just outside of Council Chambers.

In addition, where more than six months have elapsed since the matter was before the Appeal Board, and the owner believes that the behaviour of the dog has improved, the owner may apply to the Appeal Board by notifying the Secretary in writing setting out the grounds for the belief that the dog's behaviour has improved and requesting an order modifying or rescinding the order to muzzle, leash, or both.

8.a Appeal of Leash and Muzzle Order 2026-001 dated March 31, 2026 Re: Towanda (1855 5th Avenue East) by Dylan McMullin

Chair Green provided an overview of the hearing process for the appeal.

The Secretary advised that the Appeal Board must not hear an appeal with an even number of Appeal Board members sitting. Member Hopkins volunteered to remove himself from the hearing. The Secretary noted that Member Hopkins could remain in the Council Chambers to observe the hearing but would not be permitted to participate in the deliberation or decision-making of the Appeal Board.

Chair Green invited the City of Owen Sound to provide an opening statement.

Selena Vander Ploeg, Licensed Paralegal with SV Paralegal Professional Corporation and Municipal Prosecutor for the City of Owen Sound (the 'Prosecutor'), provided an opening statement, advising that Leash and Muzzle Order 2026-001 (Order) issued in respect of Towanda is reasonable and necessary to protect public safety. The Prosecutor submitted that the Order is supported by the evidence before the Appeal Board, including police records, public health records, photographs of the injuries, witness statements, the Appellant's statement, and the evidence of Animal Control Officer, Todd Robins. The Prosecutor further submitted that the Animal Control Officer had the authority under the City's Dog By-law to investigate the incident and issue the Order, as well as the authority to pursue charges under both the Dog By-law and the Dog Owners' Liability Act.

The Prosecutor noted that the City could have pursued more serious enforcement measures, including seeking the removal or destruction of Towanda,

but instead elected to issue an Order that was proportionate to the circumstances. The Prosecutor submitted that the Order represents a balance between the Appellant's interest in retaining ownership of Towanda and the City's obligation to protect public safety. The Order does not require the removal or destruction of Towanda but instead requires that Towanda be effectively leashed and muzzled whenever outside the dwelling. The Prosecutor submitted that these requirements are minimal and reasonable.

The Prosecutor further advised that the Appellant bears the onus of satisfying the Appeal Board that the Order should be reversed. The City's position is that the Appellant has not met that onus based on the evidence provided in their disclosure package. For these reasons, the City asks the Appeal Board to dismiss the appeal and uphold the Order in full.

Chair Green invited the Appellant to provide an opening statement.

Dylan McMullin, Appellant, provided an opening statement, advising that they are not disputing that the incident occurred nor seeking a complete reversal of the Order. The Appellant advised that compliance with the requirements of the Order has been maintained since its issuance. The Appellant noted that Towanda has had trouble becoming comfortable with wearing a muzzle and that Towanda has been enrolled in training with a dog behaviour specialist with 35 years of experience.

The Appellant advised that, based on the specialist's assessment, behavioural concerns primarily arise when Towanda is with the Appellant's other dog, Ursula. The Appellant advised that littermate syndrome, a behavioural condition that can contribute to aggression, was identified as a potential contributing factor. The Appellant further advised that Towanda demonstrates appropriate behaviour when separated from Ursula.

The Appellant requested a modification to the Order to permit Towanda to be walked to the open field area within Timber McArthur Park without the muzzle in place until arriving at the location, to facilitate muzzle training. The appellant also requested permission for Towanda to participate in muzzle training at the dog park without the muzzle being required at all times.

Chair Green invited the City to present its case.

The Prosecutor called Todd Robins, Animal Control Officer, as a witness.

Todd Robins was sworn in by the Secretary.

The Prosecutor questioned Officer Robins regarding the Order issued on March 31, 2026, and the evidence contained within the City's disclosure package. Officer Robins provided testimony regarding the initiation of the investigation, the confinement order issued for Towanda by Grey Bruce Public Health following an animal bite/scratch incident involving a person, and public safety measure considerations. Officer Robins advised that they reviewed the photographs and

statements provided by the victim, Linda Baker, and their partner, Jim Yeo, as well as had discussions with fellow Animal Control Officer, Renee Robins, and By-law Enforcement Supervisor, Riley Bruggess, who also supported the issuance of an Order against Towanda. Officer Robins advised that, in circumstances involving potential risks to public safety, decisions are made with public safety as the primary consideration. Officer Robins identified the key public safety factors considered, including that Towanda had jumped onto a person near her owner, caused the person to fall, and caused injuries to the person's hand and elbow.

Officer Robins confirmed that the Order requires Towanda to be leashed and muzzled whenever outside the dwelling unit within the limits of the City of Owen Sound. Officer Robins advised that the purpose of the Order was to protect public safety and prevent future incidents.

Member Hopkins left the meeting.

Officer Robins provided testimony regarding additional statements received from members of the public describing other incidents involving Towanda. Officer Robins expressed the opinion that, if the Appeal Board were to reverse the Order, there would be a risk of a further incident occurring. Officer Robins further advised that Towanda should not be permitted off the owner's property without a muzzle. Officer Robins also advised that, should Towanda successfully complete behavioural training and pass a Canadian Good Citizenship Test, Officer Robins would support the Appellant returning to the Appeal Board in six months' time to request a modification to the Order.

Chair Green invited the Appellant to question Officer Robins.

The Appellant questioned Officer Robins regarding the circumstances of the incident, including whether both dogs were present and whether the Appellant had moved to the side of the trail to allow the victim to pass. Officer Robins confirmed that both dogs were present during the incident and that the Appellant's statement indicated that the Appellant had moved to the side of the trail. The Appellant also questioned Officer Robins regarding a photograph taken by the victim immediately following the incident. Officer Robins acknowledged that, in the photograph, the dogs appeared to be relaxed.

Chair Green reminded the Appellant that cross-examination was limited to asking questions of the witness and that submissions should not be made during questioning.

The Appellant asked Officer Robins whether there had been any other reported incidents involving Towanda, apart from the incident under appeal and an earlier occasion when the dogs left the property as puppies. Officer Robins confirmed that they were not aware of any other reported incidents.

Chair Green invited the Appeal Board to question Officer Robins. The Appeal Board had no questions.

Chair Green invited the Appellant to present its case.

The Appellant advised that no further evidence or submissions would be presented.

Chair Green invited the Appeal Board to question the Appellant. The Appeal Board had no questions.

Chair Green invited the City to provide its closing statement.

The Prosecutor provided a closing statement and requested that the Appeal Board dismiss the appeal and uphold the Animal Control Officer's finding.

Chair Green invited the Appellant to provide its closing statement.

The Appellant provided a closing statement and requested that the Appeal Board modify the Order to permit Towanda to be outside the residence, near the home, without a muzzle while under the Appellant's control for the purpose of muzzle training.

The Appeal Board accompanied by the Secretary, recessed to deliberate in private at 4:46 p.m.

The Appeal Board reconvened at 4:56 p.m.

Chair Green delivered the oral decision of the Appeal Board:

"The Appeal Board denies the appeal by the Appellant, Dylan McMullin, and upholds the findings of Leash and Muzzle Order Number 2026-001 as the Appeal Board decides that:

1. The Appeal Board has considered the evidence and submissions before it and finds that the Leash and Muzzle Order is reasonable and necessary to protect public safety; and
2. The Appeal Board is prepared to consider a review of the Leash and Muzzle Order no earlier than six (6) months from the date of this Decision, provided the Appellant can demonstrate improved progress in Towanda's behaviour and continued compliance with the terms of the Leash and Muzzle Order."

Chair Green advised that a written decision will be provided within 14 days and that where six months have elapsed since the matter was before the Appeal Board, and the owner believes that the behaviour of the dog has improved, the owner may apply to the Appeal Board by notifying the Secretary in writing setting out the grounds for the belief that the dog's behaviour has improved and requesting an order modifying or rescinding the order to muzzle, leash, or both.

9. CORRESPONDENCE PROVIDED FOR INFORMATION

There were no correspondence items presented for information.

10. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

11. NEXT MEETING

The next regularly scheduled meeting is September 1, 2026.

12. ADJOURNMENT

The business contained on the agenda having been completed, Chair Green adjourned the meeting at 4:57 p.m.

Staff Report

Report To: Committee of Adjustment
Report From: Sabine Robart, Senior Planner - Policy
Meeting Date: September 1, 2026
Report Code: CS-26-078
Subject: Consent B10-2026 for 690 and 700 23rd Street West
(Barry's Construction and Insulation Ltd.)

Recommendations:

THAT in consideration of Staff Report CS-26-078 respecting a consent for lot creation for property known as 690 and 700 23rd Street West, the Committee of Adjustment approves Consent Application B10-2026 by Barry's Construction and Insulation Ltd., subject to the conditions outlined in Schedule 'E'.

Highlights:

- An application for a Consent for lot creation (B10-2026) has been submitted by Barry's Construction and Insulation Ltd. for lands municipally known as 690 and 700 23rd Street West
- The applicant is proposing to sever the subject property in half to facilitate the construction of a semi-detached dwelling (two residential units total). Each parcel is proposed to have 10 metres of frontage on 23rd Street West, 50.9 metres of lot depth, and approximately 509 square metres of lot area.
- The lands were formerly part of the unopened road allowance of 7th Avenue West, north of 23rd Street West. The road allowance was stopped up and closed and declared surplus to the needs of the City on May 29, 2023, via By-law No. 2023-056. The lands were subsequently sold to the applicant in accordance with the City Land Sale By-law.

- The application is consistent with the Provincial Planning Statement, conforms with the City Official Plan and Zoning By-law, and no comments with objections to the application have been received from commenting agencies or the public.
- Planning staff recommend approval of the application subject to the recommended conditions of approval outlined in Schedule 'E'.

Strategic Plan Alignment:

[Strategic Plan](#) Priority: This report supports the delivery of Core Service.

The subject application represents a legislated review process.

Climate and Environmental Implications:

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by considering climate adaptation in the development of the City's strategies, plans, and policies.

Of particular note:

- The proposal for residential lot creation represents residential intensification and infill development within a fully serviced settlement area that makes efficient use of land and existing services.

Previous Report/Authority:

[City of Owen Sound 2021 Official Plan](#)

[City of Owen Sound 2026 Official Plan](#)

City of Owen Sound [Zoning By-law \(2010-078, as amended\)](#)

[Zoning By-law Amendment No. 57](#)

Background & Proposal:

An application for a Consent for lot creation (B10-2026) has been submitted by Barry's Construction and Insulation Ltd. for lands municipally known as 690 and 700 23rd Street West.

Property Description

The subject property is located in the northwest quadrant of the City, approximately 120 metres east of the municipal boundary with the Township of Georgian Bluffs. The lands have approximately 20 metres of frontage on 23rd Street West, 50.9 metres of lot depth, and 1,027 square metres of lot area.

23rd Street West is designated as a Local Road by the Transportation Plan (Schedule 'C') of the City's Official Plan. The City's Brooke Transit Route has a bus stop directly across the street from the parcel at the intersection of 7th Avenue West and 23rd Street West.

The lands are currently vacant. The lands were formerly part of the unopened road allowance of 7th Avenue West, north of 23rd Street West. The road allowance was stopped up and closed and declared surplus to the needs of the City on May 29, 2023, via By-law No. 2023-056. The lands were subsequently sold to the applicant in accordance with the City Land Sale By-law.

Surrounding land uses include:

- North: residential (single detached dwellings), institutional (Keppel-Sarawak school within the Township of Georgian Bluffs), open space (Tom Williams Park)
- East: residential (single detached dwellings), open space (St. Julien's Park)
- South: residential (single detached dwellings), hazard lands
- West: residential (single detached dwellings) and rural residential properties within the Township of Georgian Bluffs

The subject lands are designated 'Residential' and 'Hazard Lands' on Schedule 'A' – Land Use of the City's 2021 Official Plan and are zoned 'Low Density Residential' (R3) and 'Hazard Lands' (ZH) by the City's Zoning By-law (2010-078, as amended).

On April 13, 2026, City Council passed By-law No. 2026-029, being a by-law to adopt Official Plan 2026 for the City of Owen Sound and repeal Official Plan 2021, and By-law No. 2026-030, being a by-law to amend Zoning By-law 2010-078, for conformity with Official Plan 2026 and housekeeping purposes (ZBA No. 57). Notices of decision on the new Official Plan and

updated Zoning By-law were issued by the City's Deputy Clerk to the prescribed persons and bodies under the *Planning Act* on April 16, 2026. The 2026 Official Plan has been referred to the County of Grey, as the approval authority. The appeal period for Zoning By-law Amendment No. 57 has expired. While not yet in force and effect, this report will provide an analysis of the proposed Consent in consideration of the policies of the 2026 Official Plan, as adopted by Council, and the updated zoning provisions under ZBA No. 57.

The lands remain designated 'Residential' and 'Hazard Lands' on the Land Use Plan (Schedule 'A') of the City's 2026 Official Plan. The lands are zoned 'Low Density Residential' (R1) and 'Hazard Lands' (ZH) by the City's Zoning By-law (2010-078), as amended by ZBA No. 57.

For location context and surrounding land uses, please see the Orthophoto in Schedule 'A'. For the planning policy context, please see the Official Plan and Zoning Map in Schedule 'B'. The subject lands are fully described in Schedule 'C'.

The Proposal

The applicant is proposing to sever the subject property in half to facilitate the construction of a semi-detached dwelling (two residential units total). Each parcel is proposed to have 10 metres of frontage on 23rd Street West, 50.9 metres of lot depth, and approximately 509 square metres of lot area.

The submitted Site Plan is attached in Schedule 'D'.

A fulsome review and analysis of the proposed consent is outlined below.

Analysis:

The subject consent is required to meet all development standards and policies applicable to projects within the City of Owen Sound. The proposal is required to be consistent with the Provincial Planning Statement and in conformity with the City Official Plan and Zoning By-law. The application is subject to review by City Planning, Engineering, and Building staff, as well as external commenting agencies. All applicable policies, standards, and comments are reviewed below in the context of the subject application.

Provincial Planning Statement

The 2024 Provincial Planning Statement (PPS) has been reviewed regarding the subject application. The PPS requires that settlement areas be the focus for growth and development and land use patterns within settlement areas should be based on densities and mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities, and support active transportation. Planning authorities are required to support general intensification and redevelopment to support the achievement of complete communities.

Policy 2.2.1 of the PPS further requires planning authorities to provide an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by permitting and facilitating all housing options required to meet the requirements of current and future residents, all types of residential intensification, and promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation.

The PPS defines housing options as meaning a range of housing types and tenures including, but not limited to, single and semi-detached dwellings, townhouses, multi-residential buildings, additional residential units, life lease and land lease communities, and affordable housing.

The subject lands are within a fully serviced settlement area. The proposal for residential lot creation having access to full municipal services, public transit, parks, and amenities, supports the type of efficient, cost-effective development that is envisioned by the PPS. The proposal represents residential intensification and infill development within a settlement area and will contribute to providing a range and mix of housing options to meet the needs of current and future residents, as required by the PPS.

Section 5 of the PPS further requires development to be directed away from areas of natural hazards and Section 4 requires natural features and areas to be protected for the long term. The proposed future semi-detached dwelling development is oriented towards the south (front) of the property, fronting 23rd Street West, and is directed away from areas containing natural hazards and natural heritage features, consistent with the policy direction provided by the PPS.

The proposal is consistent with the PPS.

County of Grey Official Plan

The subject lands are designated 'Primary Settlement Area' and 'Hazard Lands' by the 2019 County of Grey Official Plan (County OP).

Settlement areas with full municipal services are to be the focus of the majority of growth within the County. The County OP promotes a full range of residential, commercial, industrial, recreational, and institutional land uses within Primary Settlement Areas. Land use policies and development standards are to be in accordance with the local Official Plan. County staff have been circulated for comments on the application and have no objection.

The proposal conforms with the County OP, subject to the recommended conditions.

City of Owen Sound 2021 Official Plan

The subject property is designated 'Residential' and 'Hazard Lands' on Schedule 'A' – Land Use of the City's 2021 Official Plan (OP). Where lands are designated Residential, residential and related uses are to be the predominate land use. Single and semi-detached dwellings are among the residential uses permitted within this designation.

Residential Land Use Policies

Policy 3.1.8.2 of the OP encourages housing intensification and infill development, subject to the following policies:

a. The proposed development meets locational and other criteria of this plan.

The subject lands are designated and zoned for Residential uses by the City's OP and Zoning By-law. The development is proposing a total of two (2) units across 0.097 hectares, excluding lands designated and zoned as Hazard, which results in a net residential density of 21 units per hectare. This is considered low density residential development, in accordance with policy 3.1.2.1 of the OP. The proposal will add to the range and mix of housing options within the City that is supported by the policies of the PPS and the City's OP.

b. The type, size, and scale of the proposed development is compatible with adjacent development and planned land use.

The subject lands are located within an existing established residential neighbourhood of the City. The proposal for a semi-detached

residential development is compatible with existing residential land uses.

The proposed development makes efficient use of land and results in a modest increase in net residential density.

c. The existing infrastructure, including sewer and water services, can support additional development.

Existing municipal services (water and wastewater) are available within the 23rd Street West road allowance to service the severed and retained parcels.

d. The existing community and recreational facilities, such as schools and parks are adequate to meet the additional demand.

The subject lands are in proximity to several City parks and a public elementary school. As a fully serviced regional service centre, the City has access to various parks, public service facilities, and transit available to meet the needs of residents.

e. Required parking can be accommodated.

Provision of the required parking for the proposed semi-detached dwellings must be demonstrated as part of a future Building Permit application. The zoning provisions currently in force and effect require one (1) parking space per semi-detached dwelling, sized 2.65 metres wide by 6.0 metres long. The site plan in support of the application shows a driveway and garage sized to accommodate two (2) compliant parking spaces per parcel.

f. The local road network can accommodate any additional traffic.

The lands front onto 23rd Street West which is an existing, assumed public road maintained on a year-round basis. The proposed consent will result in an additional two (2) dwelling units which is not expected to have a significant impact on the local road network.

g. Intensification of a heritage building or a building in a Heritage Conservation District shall be subject to the protection and preservation of the heritage character of the building or area in accordance with Heritage Conservation policies.

There are no heritage buildings identified on the subject lands, nor are the lands within an identified Heritage Conservation District.

Consent Policies (Sec. 9.3.2)

Policy 9.3.2.2 of the OP states that plans of subdivision shall be the preferred method of land division where more than three (two severed and one retained) from a land holding are being created and the lots require the extension of a new public road and/or municipal services (water and/or sewer). The subject consent application is proposing the creation of one (1) new lot, and one (1) retained lot, all having frontage on a public road that is maintained on a year-round basis, in an existing built-up area of the City that has access to existing municipal services. It is therefore appropriate to consider the requested land division by way of Consent.

Policy 9.3.2.4 of the OP requires regard for the following criteria when considering an application for consent:

a. The lands front onto an existing, assumed public road that is maintained on a year-round basis.

The lands have frontage on 23rd Street West, which is an assumed public road that is maintained on a year-round basis. 23rd Street West is designated as a Local Road by the Transportation Plan (Schedule 'C') of the City's OP.

The conveyance of road allowance widenings to the City across either road frontage is not required as a condition of the consent approval.

b. The consents shall have the effect of infilling in existing areas and not extending existing development.

The subject lands are located within an existing, established residential neighbourhood of the City. The proposed consent represents infilling and residential intensification of an underutilized residential property that is supported by the policies of the PPS and the City's OP.

Policy 5.2.1.1 of the OP states that development will be permitted in areas that can be adequately serviced by municipal services including municipal water and wastewater services, stormwater management, and emergency services. Priority shall be given to the development of land that is presently serviced by municipal piped water and sewer systems, or those areas that can most easily be serviced. The infilling of vacant areas that are already provided with full municipal services is encouraged and shall be a criterion when evaluating proposed plans of

subdivision and consents, with respect to the extension of services or utilities, in accordance with policy 5.2.2.3 and 5.2.2.4.

Existing municipal services (water and wastewater) are available within the 23rd Street West road allowance to service the proposed severed and retained parcels.

As a condition of approval, the City's Engineering Services Division is requesting a servicing plan. Based on available records, the wastewater service lateral for the adjacent lot (706 23rd Street West) may extend through a portion of the subject lands. The wastewater service lateral is to be located and confirmed to be within the City's road allowance; relocation may be required. The applicant is encouraged to contact Engineering Services staff to identify the appropriate mechanisms to find and relocate the line if required.

- c. Creation of the lot does not compromise the long-term use of the remaining land or retained parcel.**
- d. The size of the parcel of land created by consent should be appropriate for the use proposed.**

Each parcel is proposed to have approximately 10 metres of frontage on 23rd Street West, 51 metres of lot depth, and 510 square metres of lot area, which meets the requirements of the City's Zoning By-law. The retained parcel will be adequately sized to support a semi-detached dwelling.

- e. Soil and drainage conditions are suitable or can be made suitable to permit the proper siting of buildings.**

The overall grading, drainage, and stormwater management at the properties must conform to Section 2.2.2 of the City's Property Standards By-law (1999-030). Based on comments received from the City's Engineering Services Division, the provision of a Grading and Drainage Plan, completed by a qualified person, is required as a condition of the consent approval to ensure suitable drainage conditions of the severed and retained parcels.

- f. Impact on any adjacent built heritage or archaeological resource.**

There are no identified built heritage resources or known archaeological resources on or adjacent to the subject lands.

The proposed consent conforms to the policies outlined in Section 9.3.2.4 of the OP, subject to the recommended conditions.

Parkland Dedication

Section 7.4.3 of the OP provides for parkland dedication. The City is authorized to receive parkland dedication through the *Planning Act* at the time of consent. For residential purposes, five per cent (5%) of the land or the cash equivalent shall be conveyed to the City for parkland, open space, or multi-use pathway purposes. Conditions of approval require that the applicant satisfy the 5% parkland dedication requirement in accordance with the *Planning Act* and the City's Fees and Charges By-law No. 2026-067, to the satisfaction of the City's Manager of Planning and Heritage.

The proposed consent conforms to the policies of the City's Official Plan, subject to the recommended conditions.

City of Owen Sound 2026 Official Plan

The lands remain designated 'Residential' and 'Hazard Lands' by the City's 2026 Official Plan. Consent policies under Section 9.3.2 of the 2026 OP remain unchanged.

The proposal conforms to the policies of the City's 2026 OP, subject to the recommended conditions.

City of Owen Sound Zoning By-law

The subject property is zoned 'Low Density Residential' (R3) and 'Hazard Lands' (ZH) by the City's Zoning By-law (2010-078, as amended). Single and semi-detached dwellings are among the uses permitted in the R3 Zone.

The consent application is proposing the creation of one (1) new lot fronting onto 23rd Street West for the purpose of constructing a semi-detached dwelling. The proposed lots meet the minimum lot area and frontage requirements of the R3 Zone.

Dwelling, Semi-Detached	Required (per unit/lot)	Provided
Lot Frontage (6.4 a)	10 metres	10 metres
Lot Area (6.4 b)	300 square metres	510 square metres

The construction of a semi-detached dwelling on the subject lands will be required to demonstrate compliance with the site and building regulations of the Zoning By-law in force and effect at the time of Building Permit application including setbacks, lot coverage, and building height.

The proposal meets the requirements of the City's Zoning By-law, subject to the recommended conditions.

Zoning By-law Amendment No. 57

The lands are zoned 'Low Density Residential' (R1), and 'Hazard Lands' (ZH) by the City's Zoning By-law, as amended by ZBA No. 57. Single and semi-detached dwellings are permitted within the R1 Zone. The minimum lot area and frontage requirements for a semi-detached dwelling within the R1 Zone remain unchanged from the R3 Zone provisions.

The proposal meets the requirements of the City's Zoning By-law, as amended by ZBA No. 57.

City Staff & Agency Comments

Notice of the subject consent application was provided by the City's Secretary-Treasurer on August 14, 2026, to the persons and bodies prescribed under the *Planning Act*. Comments received by the Secretary-Treasurer as of the writing of this report are described below and included in Schedule 'F'.

City of Owen Sound Engineering & Public Works Department

Comment has been received from the City's Engineering & Public Works Department. The City's Engineering & Public Works Department recommends approval of application B10-2026, subject to the following recommended conditions:

1. Provision of a revised Grading and Drainage Plan, including the proposed Servicing Plan, to the satisfaction of the Manager of Public Works and Engineering.
 - a. Plans are to include metric measurements.
 - b. Based on available records, the wastewater service lateral for the adjacent lot (706 23rd Street West) may extend through a portion of the Consent lands. The wastewater service lateral is to be located and confirmed to be within the City's road allowance; relocation may be required.

2. That the applicant pays outstanding frontage charges for watermain, wastewater, stormwater, sidewalk (capital contribution), and urban roadways required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$89.00 per metre, \$89.00 per metre, \$76.00 per metre, \$136.00 per square metre, and \$66.00 per metre, respectively, of lot frontage (10.06 metres total length based on provided drawing at the time of this application).

Grey County

Comment has been received from Grey County with no objection to the proposed consent.

County Planning staff would note that the subject lands are approximately 330 metres from an 'Unknown Petroleum Well'. According to the Ontario Oil, Gas, and Salt Resource Library, the petroleum well is located within 500 metres of the mapped location. County Planning staff recommend that a qualified engineer confirm that the petroleum well is not located on the severed or retained lots to ensure that future buildings can be constructed safely.

Ministry of Transportation (MTO)

Comment has been received from the MTO with no objection to the proposed consent.

Canada Post

Comment has been received from Canada Post with no objection to the proposed consent.

City of Owen Sound Building Division

Comment has been received from the City's Building Division with no objection to the proposed consent. The Building Division has the following concerns with the application:

- Applicant to verify location of sewer lateral for 706 23rd Street West and relocate at their cost if it encroaches on to severed lots.

The applicant is notified that they will need to verify location of any utilities on the lots including, but not limited to, hydro poles and anchorage, and Bell

infrastructure, and enter into any easement agreements required by said utilities.

Bell Canada

Comment has been received from Bell with no objection to the proposed consent.

Financial Implications:

None to the City.

Communication Strategy:

Notice of the consent application was given in accordance with Section 53 of the *Planning Act* and Ontario Regulation 197/96.

Consultation:

The application was circulated to various City Departments and our commenting agencies as part of the consultation process.

Attachments:

- Schedule 'A': Orthophoto
- Schedule 'B': Official Plan and Zoning Map
- Schedule 'C': Property Details
- Schedule 'D': Site Plan
- Schedule 'E': Conditions of Approval
- Schedule 'F': Staff and Agency Comments

Submission approved by:

Jacklyn Iezzi, BES, Manager of Planning and Heritage

For more information on this report, please contact Sabine Robart, Senior Planner – Policy at srobart@owensound.ca or 519-376-4440 ext. 1236.

Schedule 'B': Planning Policy

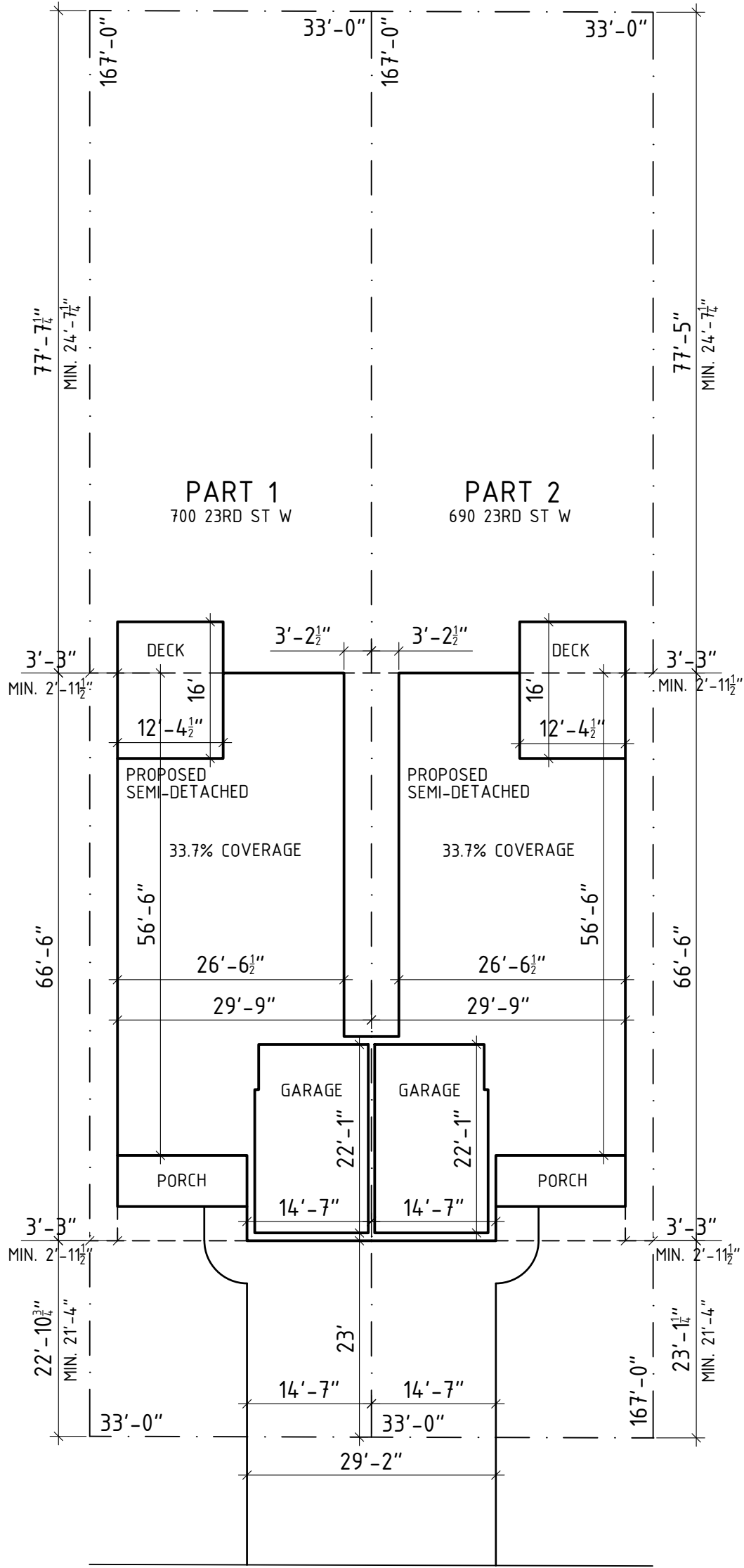


SCHEDULE C

PROPERTY DETAILS

Property Information	Severed	Retained
Civic Address	690 23 rd St W	700 23 rd St W
Roll Number	425902000936605	
Legal Description	TBD	TBD
Site Frontage	10 metres	10 metres
Site Depth	50.9 metres	50.9 metres
Site Area	509 square metres	509 square metres
Existing Structures	Vacant	Vacant
Road Access/Frontage	23 rd Street West	23 rd Street West
Available Servicing	Detail	
Potable Water	Municipal	
Wastewater	Municipal	
Stormwater	TBD	
Planning Policy	Detail	
County of Grey Official Plan	Primary Settlement Area	
City of Owen Sound Official Plan (2021)	Residential	
City of Owen Sound Official Plan (2026)	Residential	

Property Information	Severed	Retained
City of Owen Sound Zoning By-law 2010-078, as amended	'Low Density Residential' (R3) and 'Hazard Lands' (ZH)	
City of Owen Sound Zoning By-law 2010-078, as amended by ZBA No. 57	'Low Density Residential' (R1) and 'Hazard Lands' (ZH)	



23RD STREET W

CLIENT: SPEC HOUSE (SEMI-DETACHED)	
LOT: PARTS 1 & 2	PLAN: PART 4, PLAN 16R-11953
ADDRESS: 690 & 700 23RD STREET W	
MUNICIPALITY: OWEN SOUND	
COUNTY: GREY	Page 29 of 91

SITE PLAN



PROJECT #2026-23

DATE:
JUNE 19, 2026

DRAWN BY:
JESSICA VANDERPLOEG

PAGE:
1

SCALE:
N.T.S.

DRAFT CONDITIONS OF APPROVAL

CONSENT B10-2026

1. That the applicant submit to the Secretary-Treasurer of the Committee of Adjustment a **legal description** of the subject lands which will meet the requirements of the Registrar and request in writing (either through presentation of deeds for stamping or a written statement) from the Secretary-Treasurer of the Committee of Adjustment a certificate of consent, provided however that before the said certificate is issued, any other conditions imposed by the committee have been fulfilled to the satisfaction of the Secretary-Treasurer.
2. That prior to final approval, the City Property Tax Division confirm there are **no outstanding taxes or charges** on the lands, to the satisfaction of the Director of Corporate Services.
3. Provision of a **Grading and Drainage Plan** including the proposed **Servicing Plan** for the severed lot to the satisfaction of the Manager of Public Works and Engineering:
 - a. Plans are to include metric measurements.
 - b. Based on available records, the wastewater service lateral for the adjacent lot (706 23rd Street West) may extend through a portion of the Consent lands. The wastewater service lateral is to be located and confirmed to be within the City's road allowance; relocation may be required.
4. That the applicant pays **cash-in lieu of parkland** in accordance with the requirements of the City's Fees and Charges By-law No. 2026-067, being the lesser of: \$803/m of frontage; OR \$16/m² of lot area; OR 5% of a land sale valuation made within two years of the consent application approval.
5. That the applicant pays outstanding frontage charges for **watermain** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at

the time of this decision is \$89.00 per metre of lot frontage (1 lot at 10.06 m of frontage = $10.06 \text{ m} \times \$89 \text{ per m} = \895.34 total fee).

6. That the applicant pays outstanding charges for **sanitary sewer** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$89.00 per metre of lot frontage (1 lot at 10.06 m of frontage = $10.06 \text{ m} \times \$89 \text{ per m} = \895.34 total fee).
7. That the applicant pays outstanding charges for **storm sewers** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$76.00 per metre of lot frontage (1 lot at 10.06m of frontage = $10.06 \text{ m} \times \$76 \text{ per m} = \764.56 total fee).
8. That the applicant pays outstanding charges for **sidewalk** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$136.00 per square metre of lot frontage (1 lot at 10.06 m of frontage = $10.06 \text{ m frontage} \times 1.5 \text{ m} \times \$136 \text{ per m} = \$2,052.24$ total fee).
9. That the applicant pays outstanding charges for **urban roadways** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$66.00 per metre of lot frontage (1 lot at 10.06 m of frontage = $10.06 \text{ m} \times \$66 = \663.96 total fee).

SCHEDULE F

STAFF & AGENCY COMMENTS

CONSENT B10-2026

City of Owen Sound Engineering & Public Works Department – August 26, 2026

Ministry of Transportation – August 20, 2026

Canada Post – August 17, 2026

County of Grey – August 14, 2026

City of Owen Sound Building Division – August 14, 2026

Bell - August 28, 2026

Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: August 26, 2026

Application: B10/2026

To: Staci Landry, Secretary-Treasurer, Committee of Adjustment
Jacklyn Iezzi, Manager of Planning and Heritage
Sabine Robart, Senior Planner
Pam Coulter, Director of Community Services
Michelle Palmer, Interim Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Consent to Sever – Engineering Review

Municipal Address: Tentatively 690 & 700 23rd Street West

Assessment Roll: 425902000936605

Legal Description: TOWN PLOT BROOKE PT COCKS ST; RP 16R11953 PART 4

Applicant: Barry's Construction and Insulation

Background:

Refer to description provided by the City's Planning Division.

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval by the Committee of Adjustment, subject to the following conditions:

1. Provision of a revised Grading and Drainage Plan, including the proposed Servicing Plan, to the satisfaction of the Manager of Public Works and Engineering.

- a. Plans are to include metric measurements.
 - b. Based on available records, the wastewater service lateral for the adjacent lot (706 23rd Street West) may extend through a portion of the Consent lands. The wastewater service lateral is to be located and confirmed to be within the City's road allowance; relocation may be required.
- 2.** That the applicant pays outstanding frontage charges for watermain, wastewater, stormwater, sidewalk (capital contribution) and urban roadways required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lots. The rate established by policy of City Council applicable at the time of this decision is \$89.00 per m, \$89.00 per m, \$76.00 per m, \$136.00 per sq m, and \$66.00 per m, respectively, of lot frontage (10.06 metres total length based on provided drawing at the time of this application).
- 3.** Payment of the Engineering Review Fee for a Consent to Sever Application.

Analysis:

Site Access:

Access to each lot is proposed from an abutting separate driveway, connected to 23rd Street West. Based on the location of the properties and the adjacent intersection of 7th Avenue West/23rd Street West to the south, the qualified person is to consider best practices for residential driveway access (i.e. additional length, sight lines, location, etc.), which may be incorporated on the revised drawings.

Driveways are to be designed in accordance with the City's Zoning By-law (i.e. minimum 3.0 m wide, hard surfaced, etc.) and are required as a part of the Building Permit application.

Modifications to the City's road allowance will require a Minor Servicing Agreement, or equivalent (i.e. curb cutting, servicing, etc.).

Parking:

The City's minimum parking stall dimensions for 30 to 90-degree parking is 2.65 m wide by 6.0 m in length, which is to be located entirely on private property. Parking at the property will be determined as a part of the Building Permit.

Site Servicing:

The City has a 150 mm Ø ductile iron watermain (Municipal Pressure Zone), a 225 mm Ø cured in place pipe lined wastewater sewer, and a 250 mm Ø HDPE storm sewer, fronting a portion of the severed and retained lots, located in 23rd Street West.

Based on available records, the wastewater service lateral for the adjacent lot (706 23rd Street West) may extend through a portion of the Consent lands. The wastewater service lateral is to be located and confirmed to be within the City's road allowance; relocation may be required.

Domestic servicing for water/wastewater typically would require a Special Services Application, however, the City is agreeable to use a Minor Servicing Agreement as the mechanism to capture all off-site works (i.e. water, wastewater, surface infrastructure, etc.) at the time of the Building Permit. The MSA requires a cost estimate for the off-site works and a stamped drawing. A valid Temporary Encroachment Permit is required for the occupancy of the City's road allowance via the retained contractor.

Road Widening:

A road widening will not be required at this time based on the Consent application, and the existing roadway widths/block configuration.

Grading, Drainage & Stormwater Management:

A Grading and Drainage Plan prepared by a qualified person is required as a part of the Consent Application. It is noted that a portion of the lands are subject to hazard and will require a GSCA permit/approval. Based on the GSCA regulated lands, a water course may be present across the rear of the lands.

Side yard mutual swales that outlet to the City's road allowance may be permitted on the lot line for the properties subject to the application and owned by the Owner – grading on adjacent lots is not permitted.

It is the Owner's responsibility to ensure that the overall grading, drainage and stormwater management at the properties conform to Section 2.2.2 of By-law 1999-030; the City of Owen Sound Property Standards By-law.

Fees:

Based on the Consent Application, the applicant will be required to pay outstanding frontage fees associated with the severed lots for the watermain, wastewater, stormwater, sidewalk (capital contribution) and urban roadways, in accordance with the City's Fees & Charges By-law (2026-067), as amended. The proposed width of the severed lot at the time of this application is approximately 10.06 metres.

The Engineering Review Fee will be \$477.00 for a Consent to Sever Application.

Consultation:

This document incorporates comments from all divisions of the Public Works and Engineering Department. The comments provided above were based on the City's most recent Engineering Standards and the records available at the time of preparation of this report. The comments provided do not preclude the applicant's responsibility for meeting all applicable laws, regulations and standards, or provide any assurances.

Prepared By: Matthew Pierog, P.Eng.



Reviewed By: Mason Bellamy, C.Tech.

Reviewed via email.

From: [Nembhard, O'Neil \(MTO\)](#)
To: [Staci Landry](#); [Planning Act Prescribed Persons/Bodies](#); [Brian Green](#); [Dinesh Shah](#); [Gail McCartney](#); [Markus Hawco](#); [Tyler Hopkins](#)
Cc: [Development Team](#)
Subject: RE: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Thursday, August 20, 2026 10:31:23 AM
Attachments: [image002.png](#)
[image003.png](#)

Warning: Unusual sender <o'neil.nembhard@ontario.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Good morning,

MTO has no requirements for the consent applications files B10-2026 and B11-2026 to B13-2026. The subject properties are located beyond MTO's Permit Control Area.

Thank you,

O'Neil Nembhard

Corridor Management Planner | Operation West | Operations Division

Ministry of Transportation Ontario | Ontario Public Service

548-388-2571 | o'neil.nembhard@ontario.ca



Taking pride in strengthening Ontario, its places and its people

Please note the Ministry no longer accepts Land Development review requests though its email system. All Land Development Review requests to the Ministry must be submitted to the Ministry of Transportation through the Highway Corridor Management Online portal at:
<https://www.hcms.mto.gov.on.ca/landdev/en/land-development>

The Land Development Review module is designed to better serve stakeholders through streamlining all land development planning approvals by the Ministry.

From: Staci Landry <slandry@owensound.ca>

Sent: Friday, August 14, 2026 8:47 AM

To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>

Cc: Development Team <developmentteam@owensound.ca>

Subject: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the

From: [STEVENS, Darren](#)
To: [Staci Landry](#)
Subject: Re: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Monday, August 17, 2026 7:10:22 AM
Attachments: [image001.png](#)

Warning: Unusual sender <darren.stevens@canadapost.postescanada.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Good morning,

Currently Canada Post does not have any comments for these applications. Unless the plans are modified, these developments will be serviced by door-to-door delivery.

Kind regards

DARREN STEVENS | DELIVERY PLANNING | CANADA POST | 955 Highbury Ave N, London ON N5Y 1A3 | 519-281-3428

From: Staci Landry <slandry@owensound.ca>

Sent: Friday, August 14, 2026 08:46

To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>

Cc: Development Team <developmentteam@owensound.ca>

Subject: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

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[Report Suspicious](#)

Good morning,

Please find attached the Notice of Public Hearing and application for files B10-2026 and B11-2026 to B13-2026.

Please contact me if you require anything additional for your review.

The public hearing is scheduled for **Tuesday, September 1, 2026 at**

From: planning@grey.ca
Sent: August 14, 2026 2:32 PM
To: Briana Bloomfield; OS Planning; Staci Landry; Tim Simmonds; Pam Coulter; Engineering
Subject: County comments for B10-2026 Barry's Construction

External sender <planning@grey.ca>

Make sure you trust this sender before taking any actions.

County comments for B10-2026 Barry's Construction



Hello Owen Sound,

Please note that Grey County is taking steps to streamline development review by limiting planning policy comments on some development applications. Unless otherwise requested by municipal staff, County planning comments will be limited for the following applications:

- All minor variance and site plan applications; and
- zoning by-law amendments and consents within settlement areas.

County planning staff may continue to provide comments where the above applications are connected to a County application.

Grey County Ecology staff will continue to review all applications with regards to natural heritage matters. Other County departments will continue to be circulated through our 'one-window' approach and will provide comments as needed.

Given the above, a formal planning policy review of the subject application has not been undertaken. Please be advised that all planning decisions shall conform with the County's Official Plan. County planning staff can assist with specific questions in this respect.

Grey County Planning Ecology staff have reviewed the application and have no concerns.

County Planning staff would note that the subject lands are approximately 330 metres from an 'Unknown Petroleum Well'. According to the Ontario Oil, Gas, and Salt Resource Library, the petroleum well is located within 500 metres of the mapped location. County Planning staff recommend that a qualified engineer confirm that the petroleum well is not located on the severed or retained lots to ensure that future buildings can be constructed safely.

County staff have no further comments at this time. Please let us know if you have any questions.

Best regards,

Derek McMurdie

County of Grey, Owen Sound, ON

Staff Report

Building Division

DATE: AUDUST 14, 2026 **ROLL NO.:** 4259 020 009 36605

TO: STACI LANDRY, DEPUTY CLERK

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: **CONSENT APPLICATION FOR UNADDRESSED LOT ON 23RD ST W**

PLANNING FILE: B10-2026

MUNICIPAL ADDRESS: UNADDRESSED LOT

LEGAL DESCRIPTION: TOWN PLOT BROOKE PT COCKS ST, RP 16R-11953 PART 4

APPLICANT: BARRY'S CONSTRUCTION & INSULATION LTD.

BACKGROUND: The lands were formerly part of the unopened road allowance of 7th Avenue West, north of 23rd Street West. The road allowance was stopped up and closed and declared surplus to the needs of the City on May 29, 2023, via By-law No. 2023-056. The lands were subsequently sold to the applicant in accordance with the City Land Sale By-law. The lands have 20 metres of frontage on 23rd Street West, 50 metres of lot depth, and 1,027 square metres of lot area and are currently vacant. The applicant is proposing to sever the subject property in half to facilitate the construction of a semi-detached dwelling (two units total). Each parcel is proposed to have 10 metres of frontage on 23rd Street West, 50 metres of lot depth, and 500 square metres of lot area.

ANALYSIS: This document incorporates comments from the Building Division of the Community Service Department.

The above noted site plan has been reviewed using the requirements from the Ontario Building Code and related City and County By-laws. The following comments reflect the results of the review:

- All construction to be in accordance with either the Ontario Building Code or successor legislation in place at the time of building permit application.

- The payment of permit fees, City, County and site specific Development Charges will be due upon the issuance of a building permit.

DETAILED REVIEW: Documents reviewed in conjunction with this application are:

- *Ontario Building Code 2024*
 - C
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*

The Building Division has the following concerns with the application:

- Applicant to verify location of sewer lateral for 706 23rd St West and if relocate at their cost if it encroaches on to severed lots.
- Applicant to verify location of any utilities on the lots including, but not limited to, hydro poles & anchorage and bell infrastructure and enter into any easement agreements required by said utilities.

Further please be aware that the building must comply with the Ontario Building Code in effect at the time of application and City By-laws, including but not limited to, the following:

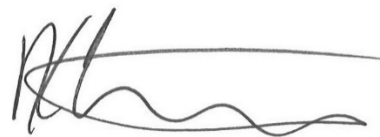
- Buildings to be designed by a qualified designer.
- GSCA Permit required for building permit applications.
- Permit drawings to include mechanical (plumbing, HVAC, radon), structural, architectural details including fire separations between units, floors, exits and occupancies meeting the requirements of the OBC.
- Site grading and drainage plan by qualified Engineer on all lots to the satisfaction of the Engineering Division. Final grading to be verified by the Engineer with a letter provided to the CBO.
- Design to meet the requirements of Barrier Free Design as per 9.5.2.
- Sanitary sewers to be protected by a back water valve.

- Provisions for Firefighting including, but not limited to, location of hydrants, location and design of access routes as per OBC 3.2.5 to be installed by the developer if required.
- Building/Demolition permit(s) may be revoked if construction not started with 6 months of permit issuance or if construction is substantially halted, suspended, or discontinued for a period of over one year.
- Fees and charges are to be paid at the rate current at time of building permit issuance. The following estimated rates would apply if permit applied for in **2026 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$17.60 per m2 of gross floor area Residential construction (min \$120) plus Admin Fee of \$57.89 per unit.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



From: [Cholewa, Matthew](#)
To: [Staci Landry](#)
Subject: RE: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Friday, August 28, 2026 1:25:24 PM
Attachments: [image003.png](#)

Warning: Unusual sender <matthew.cholewa@bell.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Hello,

No concerns from Bell.

We have been in touch with the developer for 690/700 23rd St W.

Thanks,



Matthew Cholewa
Access Network Implementation Manager
M : 226 750-5210

From: Staci Landry <slandry@owensound.ca>
Sent: August-14-26 8:47 AM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>
Cc: Development Team <developmentteam@owensound.ca>
Subject: [EXT]Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

Good morning,

Please find attached the Notice of Public Hearing and application for files B10-2026 and B11-2026 to B13-2026.

Please contact me if you require anything additional for your review.

The public hearing is scheduled for **Tuesday, September 1, 2026 at 3:00 p.m.** in the Owen Sound City Hall Council Chambers located at 808 2nd Avenue East.

Please submit comments to Staci Landry, Deputy Clerk (notice@owensound.ca) by **Wednesday, August 26, 2026 by 12:00**

August 31, 2026
GSCA File: P26348

Margaret Potter, Senior Planner
City of Owen Sound
808 2nd Ave E
Owen Sound, ON
N4K 2H4

Sent via email: planning@owensound.ca

Re: Application B10-2026
Address: 690 & 700 23rd Street West
Roll No: 425902000936605
City of Owen Sound
Applicant: Barry's Construction

Grey Sauble Conservation Authority (GSCA) has reviewed the subject application in accordance with our mandate and policies for Natural Hazards and relative to our policies for the implementation of Ontario Regulation 41/24. We offer the following comments.

Subject Proposal

The lands were formerly part of the unopened road allowance of 7th Avenue West, north of 23rd Street West. The road allowance was stopped up and closed and declared surplus to the needs of the City on May 29, 2023, via By-law No. 2023-056. The lands were subsequently sold to the applicant in accordance with the City Land Sale By-law.

The lands have 20 metres of frontage on 23rd Street West, 50 metres of lot depth, and 1,027 square metres of lot area and are currently vacant.

The applicant is proposing to sever the subject property in half to facilitate the construction of a semi-detached dwelling (two units total). Each parcel is proposed to have 10 metres of frontage on 23rd Street West, 50 metres of lot depth, and 500 square metres of lot area.

Site Description

The property is a portion of an unopened road allowance and has frontage on 23rd Street West, in the City of Owen Sound. It is currently vacant and has a watercourse that runs along the rear of the property. The rear portion of the property contains hazard lands and regulated area associated with the watercourse.

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

Conservation Authority Regulations

A portion of the lot is within the regulated area under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits regulation.

Under this regulation a permit is required from this office prior to the construction, reconstruction, erection or placing of a building or structure of any kind; any change to a building or structure that would have the effect of altering the use or potential use of the building or structures, increasing the size of the building or structure, or increasing the number of dwelling units in the building or structure; site grading; or, the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere, if occurring within the regulated area. Also, a permit is required for interference with a wetland, and/or the straightening, changing, diverting or in any way interfering with an existing channel of a river, lake, creek stream or watercourse.

The back portion of the lot contains hazard lands and regulated area associated with the watercourse behind the property. The house itself is out of the hazard area but a permit will still be required for the work as well as the grading.

An overall grading and drainage plan should be submitted for the lots so that the drainage is coordinated and consistent for each lot. This can occur at the permitting stage.

Provincial Planning Statement 2024

5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify hazardous lands and hazardous sites and manage development in these areas, in accordance with provincial guidance.

2. Development shall generally be directed to areas outside of:

- a) hazardous lands adjacent to the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes which are impacted by flooding hazards, erosion hazards and/or dynamic beach hazards;
- b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and
- c) hazardous sites.

3. Development and site alteration shall not be permitted within:

- a) the dynamic beach hazard;
- b) defined portions of the flooding hazard along connecting channels (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
- c) areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard; and
- d) a floodway regardless of whether the area of inundation contains high points of land not subject to flooding.

Comments

Section 5.1 of the PPS requires that development be directed away from areas of natural hazards where there is an unacceptable risk to public health or safety or of property damage.

Section 5.2 (2b) generally directs development to areas outside of Hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and or erosion hazards.

Based on the above policies, development is prohibited within the hazard areas identified at the rear of the lots. No development is being proposed in this area and the lot will be graded accordingly to direct water away from the house.

The proposal is consistent with the Provincial Planning Statement.

Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan

The subject property is not located within an area that is subject to the Source Protection Plan.

Recommendations

The GSCA has no concern with the consent application. It is recommended that an overall drainage plan be prepared for the severed and retained lots to coordinate drainage. A permit from the GSCA will be required for this development.

Regards,



Clinton Stredwick, BES MCIP RPP
Environmental Planner

Cc via email:

Scott Greig
Jon farmer

Encl.

1. Regulation Map

GSCA: Prohibited Activities, Exemptions, and Permits (Ontario Regulation 41/24)



-  Existing Lots
-  Regulated Area
-  Water course
-  Subject Parcel
-  Hazard areas



Scale = 1:290

GSCA Regulation Map
690 & 700 23rd Street W.
Roll #: 42-59-020-009-366-05
City of Owen Sound
GSCA File: P26348

August 31, 2026

Staff Report

Report To: Committee of Adjustment
Report From: Jacklyn Iezzi, Manager of Planning and Heritage
Meeting Date: September 1, 2026
Report Code: CS-26-081
Subject: Consent B11-2026 to B13-2026 for Part 1, Plan 16R-12308 and 1038 6th Avenue West

Recommendations:

THAT in consideration of Staff Report CS-26-081 respecting a consent for lot creation (B11-2026), a lot addition (B12-2026), and an easement (B13-2026) for lands legally described as Part 1, Plan 16R-12308 and lands municipally known as 1038 6th Avenue West, the Committee of Adjustment approves Consent Applications B11-2026 to B13-2026 by Barry's Construction and Insulation Ltd., subject to the conditions outlined in Schedule 'E'.

Highlights:

- Consent applications have been submitted by Barry's Construction and Insulation Ltd. The applications apply to two (2) separate properties; one (1) municipally known as 1038 6th Avenue West, currently containing an existing single detached dwelling, and one (1) that does not yet have a civic address assigned, legally described as Part 1, Plan 16R-12308, created by Consent in 2025 (City File No. B01-2025).
- Through B11-2026, the applicant is proposing to sever the southern interior side yard of 1038 6th Avenue West. A lot addition is also proposed through B12-2026 that will sever a 0.88 metre wide by 20.5-metre-long strip of land from lands legally described as Part 1, Plan 16R-12308, and convey it to the parcel proposed to be created

by Consent B11-2026, such that each lot has approximately 11 metres of frontage on 6th Avenue West, 20.5 metres of lot depth, and 230 square metres of lot area. The parcel proposed to be created through Consent B11-2026, and lands legally described as Part 1, Plan 16R-12308 are proposed to be developed for a semi-detached dwelling.

- The proposed retained lot will contain the existing single detached dwelling at 1038 6th Avenue West and is proposed to have 18.3 metres of frontage on 6th Avenue West, 20.7 metres of lot depth, and 379 square metres of lot area.
- Through Consent B13-2026, the applicant is proposing to establish a stormwater, grading, and drainage easement to allow surface drainage from lands legally described as Part 1, Plan 16R-12308 to discharge to an existing storm sewer on 6th Avenue West.
- The lands are also subject to Zoning By-law Amendment No. 59 (ZBA No. 59), which has the effect of establishing a site-specific zoning provision on the lands to permit the use of a semi-detached dwelling and apply site-specific site and building regulations related to lot area, lot coverage, and front and rear yard setbacks.
- A Recommendation Report will be brought forward to City Council on September 14, 2026, for approval of ZBA No. 59.
- Staff recommend approval of Consent B11-2026 to B13-2026, subject to conditions including, among other matters, that ZBA No. 59 be approved and confirmed to be in full force and effect.

Strategic Plan Alignment:

[Strategic Plan](#) Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

The subject application represents a legislated review process.

Previous Report/Authority:

[CS-26-076](#) – Technical Report – Zoning By-law Amendment No. 59 – Part 1, Plan 16R-12308 and 1038 6th Avenue West

[Public Meeting Presentation](#) – July 27, 2026

[Ontario Planning Act](#)

Staff Report CS-26-081: Consent B11-2026 to B13-2026 for Part 1, Plan 16R-12308 and 1038 6th Avenue West

[Provincial Planning Statement \(2024\)](#)

[City of Owen Sound 2021 Official Plan](#)

[2026 Urban Design Directions](#)

[City of Owen Sound Zoning By-law \(2010-078, as amended\)](#)

Official Plan and Zoning By-law Update (2025-2026)

[2026 Adopted Official Plan Amendment](#), adopted by Council, not yet approved or in effect.

[2026 Approved Zoning By-law Amendment No. 57](#), approved by Council, not yet in force and effect.

On April 13, 2026, City Council passed By-law No. 2026-029 for the purpose of adopting Official Plan Amendment No. 14 and passed By-law No. 2026-030 for the purpose of adopting Zoning By-law Amendment No. 57. These represent City-initiated updates to the Official Plan and Zoning By-law following a five-year review.

At the time of writing this report, these amendments were not yet in full force and effect.

ZBA No. 57 (By-law No. 2026-030) will conform with Official Plan 2026 on the day that Official Plan 2026 comes into full force and effect. Accordingly, pursuant to subsections 24(2) and (2.1) of the *Planning Act*, this by-law is conclusively deemed to conform with Official Plan 2026 on and after the day this by-law is passed, if Official Plan 2026 comes into effect; and, this by-law is of no force and effect if Official Plan 2026 does not come into effect.

Background & Proposal:

An application for a Consent for lot creation (B11-2026), a lot addition (B12-2026), and an easement (B13-2026), have been submitted by Barry's Construction and Insulation Ltd., for property municipally known as 1038 6th Avenue West, and lands legally described as Part 1, Plan 16R-12308.

Property Description

The subject Consent applications apply to two (2) separate properties; one (1) municipally known as 1038 6th Avenue West, and the other which does not yet have a civic address assigned, legally described as Part 1, Plan 16R-12308.

The lands are shown on the Orthophoto attached as Schedule 'A'.

The lands, legally described as Part 1, Plan 16R-12308, were created by Consent in 2025 (City File No. B01-2025). The lands were severed from the adjacent property to the south, municipally known as 1010 6th Avenue West. The parcel created by Consent (Part 1, Plan 16R-12308) has 12 metres of frontage along 6th Avenue West, 20.6 metres of lot depth, and 249 square metres of lot area and is currently vacant. The retained lot (1010 6th Avenue West) is a corner lot with approximately 16.5 metres of frontage on 6th Avenue West, 20.3 metres of frontage on 10th Street West, and 338.4 square metres of lot area and contains an existing two-storey red brick single detached dwelling with an attached garage. An accessory residential unit (ARU) within the existing dwelling is currently under construction (Building Permit No. 2026-0047). The retained lot has a driveway access via 10th Street West and 6th Avenue West.

The lands, municipally known as 1038 6th Avenue West, have approximately 26 metres of frontage along 6th Avenue West, 20.3 metres of lot depth, and 558 square metres of lot area, and currently contain an existing single detached dwelling. The lands front and gain vehicular access via 6th Avenue West. Parking for the existing single detached dwelling is provided within a private driveway. A variety of mature trees and a wooden fence exist along the northern interior side and southern rear lot lines.

Surrounding land uses include:

North: unopened City lane, residential along 6th Avenue West and 11th Street West

East: residential on the east side of 6th Avenue West and along 10th Street 'A' West, hazard lands (escarpment)

South: commercial and institutional uses existing on the south side of 10th Street West (automotive repair, offices, place of worship), residential along 6th Avenue West, south of 10th Street West

West: commercial uses existing on the north side of 10th Street West (commercial plaza with a restaurant, hotel, car wash)

The subject lands are designated 'West City Commercial' by the City's 2021 Official Plan and are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010-078, as amended).

The land use designation remains unchanged under the City's 2026 Official Plan and the lands remain zoned 'Retail Commercial' (C2) by the City's Zoning By-law, as amended by ZBA No. 57.

For location context and surrounding land uses, please see the Orthophoto in Schedule 'A'. For the planning policy context, please see the Official Plan and Zoning Map in Schedule 'B'. The subject lands are fully described in Schedule 'C'.

The Proposal (see Schedule 'D')

As noted above, the lands legally described as Part 1, Plan 16R-12308 were created by Consent in 2025 (City File No. B01-2025). The Consent application was approved by the City's Committee of Adjustment on January 28, 2025, subject to conditions. Conditions of the consent approval were fulfilled, and the deeds were stamped by the City's Secretary Treasurer on March 4, 2026. At the time of consent approval, the lands were also subject to Minor Variance A01-2025, which had the effect of providing relief from the minimum lot area requirements of the City's Zoning By-law for the retained and severed parcels to facilitate the proposed lot creation, and the maximum lot coverage and minimum front and rear yard setback provisions, to facilitate the construction of a single detached dwelling on the severed parcel. Minor Variance A01-2025 was approved by the City's Committee of Adjustment and is in full force and effect.

Through the subject Consent for lot creation (B11-2026), the applicant is proposing to sever the southern interior side yard of the lands municipally known as 1038 6th Avenue West, for the purposes of a new residential building lot. A lot addition is also proposed through Consent B12-2026, that will sever a 0.88 metre wide by 20.5-metre-long strip of land from the lands legally described as Part 1, Plan 16R-12308, and convey it to the proposed severed parcel, such that each lot has approximately 11 metres of frontage on 6th Avenue West, 20.5 metres of lot depth, and 230 square metres of lot area.

The proposed Consent for lot creation (B11-2026) and a lot addition (B12-2026), will facilitate development of the lands for a semi-detached dwelling. This proposal replaces that previously contemplated through Consent B01-2025 and Minor Variance A01-2025, which was to facilitate the construction of a single detached dwelling.

The proposed retained lot will contain the existing single detached dwelling on 1038 6th Avenue West and is proposed to have approximately 18.3 metres of frontage on 6th Avenue West, 20.7 metres of lot depth, and 279 square metres of lot area.

Through Consent B13-2026, the applicant is proposing to establish a stormwater, grading, and drainage easement to allow surface drainage from lands legally described as Part 1, Plan 16R-12308 to discharge to an existing storm sewer on 6th Avenue West.

A Site Plan illustrating the proposal is attached as Schedule 'D'.

The lands are also subject to a Zoning By-law Amendment application (ZBA No. 59), which has the effect of applying a site-specific zoning provision to the lands to permit the proposed use of a semi-detached dwelling and establish site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks.

A separate recommendation report has been prepared on the merits of the ZBA application and will be considered by City Council on September 14, 2026. It is recommended that as a condition of the Consent approval, ZBA No. 59 be approved and confirmed to be in full force and effect.

A fulsome review and analysis of the proposed consent is outlined below.

Analysis:

The subject consent is required to meet all development standards and policies applicable to projects within the City of Owen Sound. The proposal is required to be consistent with the Provincial Planning Statement and in conformity with the City Official Plan and Zoning By-law. The application is subject to review by City Planning, Engineering, and Building staff, as well as external commenting agencies. All applicable policies, standards, and comments are reviewed below in the context of the subject application.

Provincial Planning Statement

The 2024 Provincial Planning Statement (PPS) has been reviewed with regard to the subject application. The PPS requires that settlement areas be the focus for growth and development and land use patterns within settlement areas should be based on densities and mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities, and support active transportation. Planning authorities are

required to support general intensification and redevelopment to support the achievement of complete communities.

Policy 2.2.1 of the PPS further requires planning authorities to provide an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

- Permitting and facilitating:
 - **All housing options** required to meet the social, health, economic and well-being requirements of current and future residents;
 - **All types of residential intensification**, including the development and redevelopment of underutilized sites, development and introduction of new housing options within previously developed areas, and redevelopment which results in a net increase in residential units;
- Promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation; and,
- Requiring transit-supportive development and prioritizing intensification in proximity to transit.

The PPS defines housing options as meaning **a range of housing types and tenures including**, but not limited to, **single and semi-detached dwellings**, townhouses, multi-residential buildings, additional residential units, life lease and land lease communities, and affordable housing.

The subject lands are within a fully serviced settlement area. The proposed consent applications to facilitate a semi-detached dwelling with access to full municipal services, public transit, parks, and amenities, supports the type of efficient, cost-effective development that is envisioned by the PPS. The proposal represents residential intensification and infill development within a settlement area that contributes to providing a range and mix of housing options to meet the needs of current and future residents, as required by the PPS.

The proposal is consistent with the PPS.

County of Grey Official Plan

The subject property is designated 'Primary Settlement Area' in the 2019 County of Grey Official Plan (County OP). Settlement areas with full municipal services are the focus of the majority of growth within the County. The County OP promotes a full range of residential, industrial, recreational, and institutional land uses within Primary Settlement Areas. The County has been provided notice of the subject consent application, in accordance with the requirements of the *Planning Act*, and have indicated no concerns.

The proposal conforms to the County OP.

City of Owen Sound Official Plan

The subject property is designated 'West City Commercial' on Schedule 'A' – Land Use of the City's 2021 Official Plan. Within the West City Commercial designation, medium density forms of housing are among the uses permitted.

West City Commercial Designation

The lands subject to the requested Consent applications and ZBA No. 59 (1038 6th Avenue West and lands legally described as Part 1, Plan 16R-12308), together with lands municipally known as 1010 6th Avenue West to the south, at the corner of 10th Street West and 6th Avenue West, comprise a 0.11-hectare (0.28 acre) block, within the West City Commercial designation. An existing single detached dwelling with an accessory residential unit (two units total) exist at 1010 6th Avenue West, and an existing single detached dwelling exists at 1038 6th Avenue West. ZBA No. 59 together with the requested Consent applications will allow lands legally described as Part 1, Plan 16R-12308 and the proposed severed parcel to be developed for a semi-detached dwelling (two units total), for a total of five (5) units. This results in a net residential density of 45.5 units per hectare, which is considered to be medium density residential development in accordance with policy 3.1.2.1 of the OP.

In accordance with policy 3.6.2.1, the West City Commercial area should be maintained and developed as a cohesive and attractive pedestrian and vehicle-oriented retail and service area to serve local and regional needs. The proposal for medium density residential development on the southern fringe of the West City Commercial designation provides an appropriate transition between existing low density residential land uses on the east side

of 6th Avenue West and north of the subject lands, and existing commercial uses to the west. The proposal for minor residential intensification will support additional pedestrian activity within the area, that supports the continued viability of commercial land uses.

Consent Policies

In accordance with policy 9.3.2.2 of the OP, plans of subdivision shall be the preferred method of land division. Consents should only be granted where less than three lots (two severed and one retained) are being created, in an area of the City that has existing access to a publicly maintained road on a year-round basis and is serviced by existing municipal services (water and wastewater). The application is proposing the creation of one (1) new lot, and one (1) retained lot in an existing built-up area of the City that has access to full municipal services. The lands front onto 6th Avenue West, which is an assumed public road maintained on a year-round basis therefore, it is appropriate to consider the proposed land division by way of Consent.

Policy 9.3.2.4 requires regard for the following criteria when considering an application for consent:

a) The lands front onto an existing, assumed public road that is maintained on a year-round basis.

As noted, the lands front onto 6th Avenue West, which is an existing assumed public road maintained on a year-round basis.

b) The consents shall have the effect of infilling in existing areas and not extending existing development.

The subject lands are located within an existing, built-up area of the City with access to existing municipal services (water and wastewater). The proposed lot creation has the effect of infilling.

The proposed severed parcels (semi-detached dwelling) will be serviced via existing municipal services (water and wastewater) available within the 6th Avenue West road allowance. As a condition of Consent approval, it is recommended that confirmation of separate municipal services to the proposed severed and retained parcels be provided, to the satisfaction of the City's Engineering Services Division. The intent of this condition is to ensure that existing service laterals to the existing single detached dwelling on the retained parcel do not cross proposed lot lines.

Furthermore, comments received from the City's Engineering Services Division request minor amendments to the submitted Grading and Drainage Plan and Servicing Plan, as follows, which have been implemented as a condition of Consent approval:

- The yard catch basin (CB) proposed at the swale outlet at the road allowance be relocated onto private property.
- One wastewater cleanout on the property line for City access, in lieu of two cleanouts. One cleanout is to be installed for each wastewater lateral proposed.

A Minor Servicing Agreement is also recommended as a condition of Consent approval, including the provision of securities equal to 100 per cent (100%) of the value of the off-site works, to facilitate the installation of new municipal services (water, wastewater, stormwater), and the restoration of affected City lands (i.e., boulevard, sidewalk).

c) Creation of the lot does not compromise the long-term use of the remaining land or retained parcel.

The proposed retained lot will contain the existing single detached dwelling on 1038 6th Avenue West and is proposed to have approximately 18.3 metres of frontage on 6th Avenue West, 20.7 metres of lot depth, and 379 square metres of lot area. Through ZBA No. 59, the minimum lot area of the existing single detached dwelling lot has been reduced by 21 square metres. The lot remains sufficient for accommodating the intended use of a single detached dwelling with rear and side yard amenity space and off-street parking.

d) The size of the parcel of land created by consent should be appropriate for the use proposed.

Through ZBA No. 59, site-specific site and building regulations have been established for the development of the severed parcels for a semi-detached dwelling. Specifically, ZBA No. 59 provides for a reduced lot area, and front and rear yard setback, and increased maximum permitted lot coverage, as follows:

Zoning Provision	As required by General Residential (R5) – By-law 2010-078, up to and including ZBA No. 56 <in force and effect>	As required by Medium Density Residential (R2) – By-law 2010-078, up to and including ZBA No. 57 <not yet in force and effect>	Provided
Lot Area	300 sq. m. / unit	300 sq. m. / unit	230 sq. m. / unit
Lot Coverage	40%	40%	47%
Front Yard Setback	6.5 m	6.5 m	6 m
Rear Yard Setback	7.5 m	7.5 m	4 m

As described in the Staff Recommendation Report (CS-26-077), scheduled to come before City Council on September 14, 2026, respecting ZBA No. 59, the intent of the minimum lot area provisions of the Zoning By-law is to ensure a compatible built form and that the size of a parcel created is sufficient to accommodate the intended land use, together with required parking areas and amenity space. The size of the proposed semi-detached dwelling lots, while reduced (by 70 square metres), are sufficient for accommodating the proposed land use together with front and rear yard amenity space and off-street parking within individual attached garages and surface driveways. Lots within this 0.11-hectare block of land at the northwest corner of 10th Street West and 6th Avenue West will all be similarly sized as a result of the proposed lot creation. As well, similar sized lots exist in proximity to the subject lands including north of 6th Avenue West, at 11th Street 'A' West and on the south side of 10th Street 'A' West.

e) Soil and drainage conditions are suitable or can be made suitable to permit the proper siting of buildings.

A Grading and Drainage Plan was submitted in support of the subject Consent application. Consent B13-2026 has the effect of establishing a stormwater, grading, and drainage easement in favour of the lands legally described as Part 1, Plan 16R-12308. The submitted Grading and Drainage Plan demonstrates that surface drainage from lands legally described as Part 1, Plan 16R-12308 will be directed to a drainage swale within the rear yard and northern interior side yard of the proposed severed parcel and eventually discharge to an existing City storm sewer on 6th Avenue West. The limits of the proposed easement are shown generally on the Site Plan attached as Schedule 'D'. As a condition of Consent approval for B13-2026, it is recommended that an Easement Agreement be executed and registered on title of both the benefitting lands (Part 1, Plan 16R-12308) and dominant lands (lands to be severed from 1038 6th Avenue West) addressing apportionment of the ownership and responsibilities for maintenance of the stormwater management, grading, and drainage system, as well as access over and to the system by future owners, among other matters.

f) Impact on any adjacent built heritage or archaeological resource.

The subject lands are not adjacent to any built heritage resources nor any identified archaeological resources.

Parkland Dedication

Section 7.4.3 of the OP provides for parkland dedication. The City is authorized to receive parkland dedication through the *Planning Act* at the time of consent. For residential purposes, five per cent (5%) of the land shall be conveyed to the City for parkland, open space, or multi-use pathway purposes. In place of the dedication of land, the City may require cash-in-lieu of parkland at a rate appropriate to the value of the required land.

Conditions of approval require that the applicant satisfy the 5% parkland dedication requirement in accordance with the *Planning Act* and the City's Fees and Charges By-law No. 2026-067, to the satisfaction of the City's Manager of Planning and Heritage.

The proposed Consents conform to the policies of the City's Official Plan, subject to the recommended conditions.

City of Owen Sound Zoning By-law

The subject lands are zoned 'Retail Commercial' (C2) by the City's Zoning By-law (2010-078, as amended).

Through ZBA No. 59, a semi-detached dwelling will be established as a permitted use on the subject lands, with site-specific site and building regulations related to lot area, lot coverage, and front and rear yard setbacks. ZBA No. 59 also recognizes the use of the existing single detached dwelling on the proposed retained parcel as a permitted use, with an existing front yard setback of 0.5 metres and a reduced lot area of 379 square metres.

As described in the Staff Recommendation Report (CS-26-077) scheduled to come before City Council on September 14, 2026, respecting ZBA No. 59, the lot coverage, and front and rear yard setback provisions of the Zoning By-law are intended to ensure consistency of the streetscape, that adequate front and rear yard amenity area is maintained and pervious surface is provided for grading and drainage, and that a required off-street parking stall with a minimum length of six metres can be accommodated within the front yard.

The proposed site-specific site and building regulations established through ZBA No. 59 maintain the general intent and purpose of the City's Zoning By-law, as follows:

- The proposed 6.0 metre front yard setback maintains consistency of the streetscape. Existing dwellings in proximity to the subject lands have reduced front yard setbacks from the street. The existing single detached dwelling at 1038 6th Avenue West, for example, has a front yard setback of only 0.5 metres.
- Off-street parking for the proposed semi-detached dwelling units is provided within individual attached garages. The front yard setback of 6 metres remains sufficient for accommodating an additional off-street parking stall within the individual private driveways with access via 6th Avenue West.
- The proposed site-specific rear yard setback, while reduced, continues to provide adequate rear yard amenity space.

- Grading and drainage will be effectively managed through a swale to the rear (west) and northern interior side yard of the proposed severed parcel. Minor revisions to the submitted Grading and Drainage Plan and the registration of an Easement Agreement on title of the benefitting and dominant lands are recommended as a condition of the Consent approval to implement the grading and drainage approach proposed.

The proposal meets the requirements of the City's Zoning By-law, as amended by ZBA No. 59. As a condition of approval, it is recommended that ZBA No. 59 be approved and confirmed to be in full force and effect.

City Staff & Agency Comments

In accordance with the requirements of the *Planning Act*, notice of the subject application was provided by the Secretary-Treasurer on August 14, 2026, to the public and prescribed bodies. Comments received by the Secretary-Treasurer as of the writing of this report are described below and included in Schedule 'F'.

City of Owen Sound Engineering & Public Works Department

Comment has been received from the City's Engineering & Public Works Department with no objections to the requested Consents, subject to the following recommended conditions:

- Provision of a revised Grading and Drainage Plan and Servicing Plan, to the satisfaction of the City's Manager of Public Works and Engineering demonstrating:
 - The yard catch basin (CB) proposed at the swale outlet at the road allowance be relocated to private property.
 - Confirmation of separate municipal services to the severed and retained parcels (existing single detached dwelling).
 - One wastewater cleanout on the property line for City access, in lieu of two cleanouts. One cleanout is to be installed for each wastewater lateral proposed.
- Execution of a Minor Servicing Agreement with the City, including the provision of securities equal to 100 per cent (100%) of the value of the off-site works.
- Registration of easements and related agreements on title of the benefitting and dominant lands detailing apportionment of the

ownership and responsibility for maintenance of the stormwater management, grading and drainage systems, as well as access over and to the system by future owners, among other matters, to the satisfaction of the City Solicitor, in order to implement the grading and drainage approach proposed.

Comments received further note that the proposed side yard swale (within the southern interior side yard of Part 1, Plan 16R-12308 and the northern interior side yard of the proposed severed parcel) may be permitted on the lot line however, grading on adjacent lots (retained lot) is not permitted. It is further recommended that the limits of the proposed grading and drainage easement be confirmed on the final approved Grading and Drainage Plan, including the proposed dimensions (width and length) to the satisfaction of the City's Manager of Public Works and Engineering, and stamped by the consulting engineer.

Vehicular access to each proposed lot is proposed from a separate driveway connected to 6th Avenue West. The driveway for the southern lot is proposed at the northern portion of the property therefore maintaining a buffer from the intersection of 10th Street West and 6th Avenue West to the south. The City's Engineering Services Division has no concerns with the proposed width/length of the driveway proposed for each lot.

Grey County

Comment has been received from Grey County with no objection to the requested Consents.

Canada Post

Comment has been received from Canada Post with no objection to the requested Consents.

Ministry of Transportation (MTO)

Comment has been received from the MTO with no objection to the requested Consents. The subject lands are located beyond MTO's permit control area.

City of Owen Sound Building Division

Comment has been received from the City's Building Division with no objection to the requested Consents. Construction of the proposed semi-

detached dwelling will be subject to further review at the time of Building Permit application.

Bell Canada

Comment has been received from Bell Canada with no objection to the requested Consents.

Resource Alignment:

Financial Resources:

Application fees were collected as part of the Consent applications as prescribed by the City's Fees and Charges By-law. The payment of cash-in-lieu of parkland dedication and frontage fees are required as a condition of consent approval.

Human Resources:

The City's Secretary-Treasurer will issue notice of the Committee's decision, in accordance with the requirements of the *Planning Act*.

Time and Scheduling:

Processing of the subject Consent applications has proceeded in accordance with the requirements of the *Planning Act*. Following the Committee's decision on the applications, the Secretary-Treasurer will issue a Notice of Decision. The Committee's decision is subject to a 20-day appeal period.

ZBA No. 59 will be considered for approval by City Council on September 14, 2026, following which, a 20-day appeal period will apply. As a condition of approval, it is recommended that ZBA No. 59 be approved and confirmed to be in full force and effect.

Technology and Infrastructure:

N/A.

Climate and Environmental Impacts:

There are no direct anticipated climate or environmental impacts. The application proposes minor, residential intensification within a fully serviced, urban settlement area that makes use of existing municipal services, is walkable, and has access to transit and amenities.

Communication and Engagement:

Notice of the subject Consent applications was given in accordance with Section 53 of the *Planning Act* and Ontario Regulation 197/96.

The application was circulated to various City department and commenting agencies as part of the consultation process.

Report Developed in Consultation With:

Comments received from commenting staff and agencies have been considered as part of this Staff Recommendation Report. As of the writing of this report, no comments have been received from members of the public respecting the applications.

Attachments:

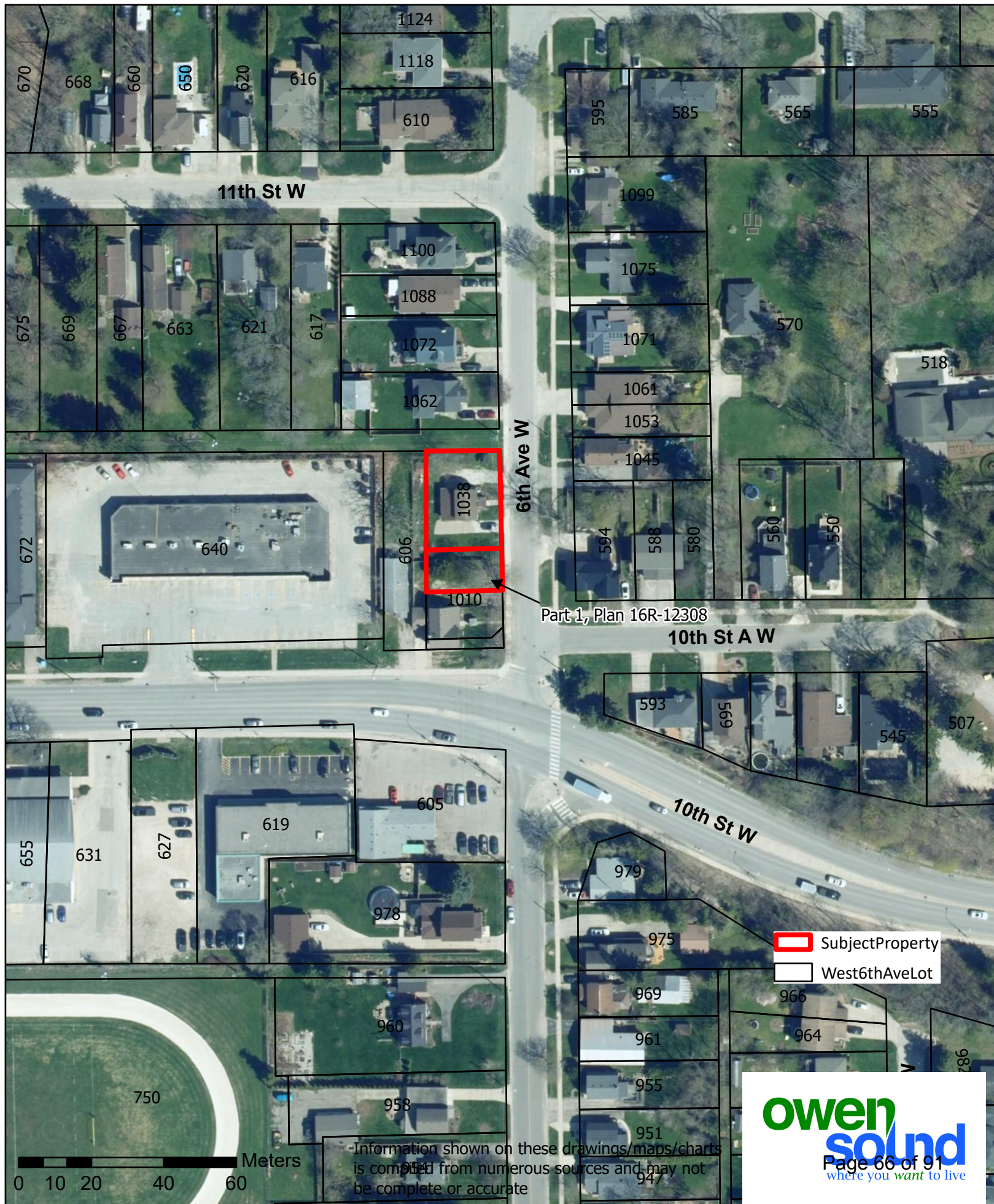
- Schedule 'A': Orthophoto
- Schedule 'B': Official Plan and Zoning Map
- Schedule 'C': Property Details
- Schedule 'D': Site Plan
- Schedule 'E': Conditions of Approval
- Schedule 'F': Staff and Agency Comments

Submission approved by:

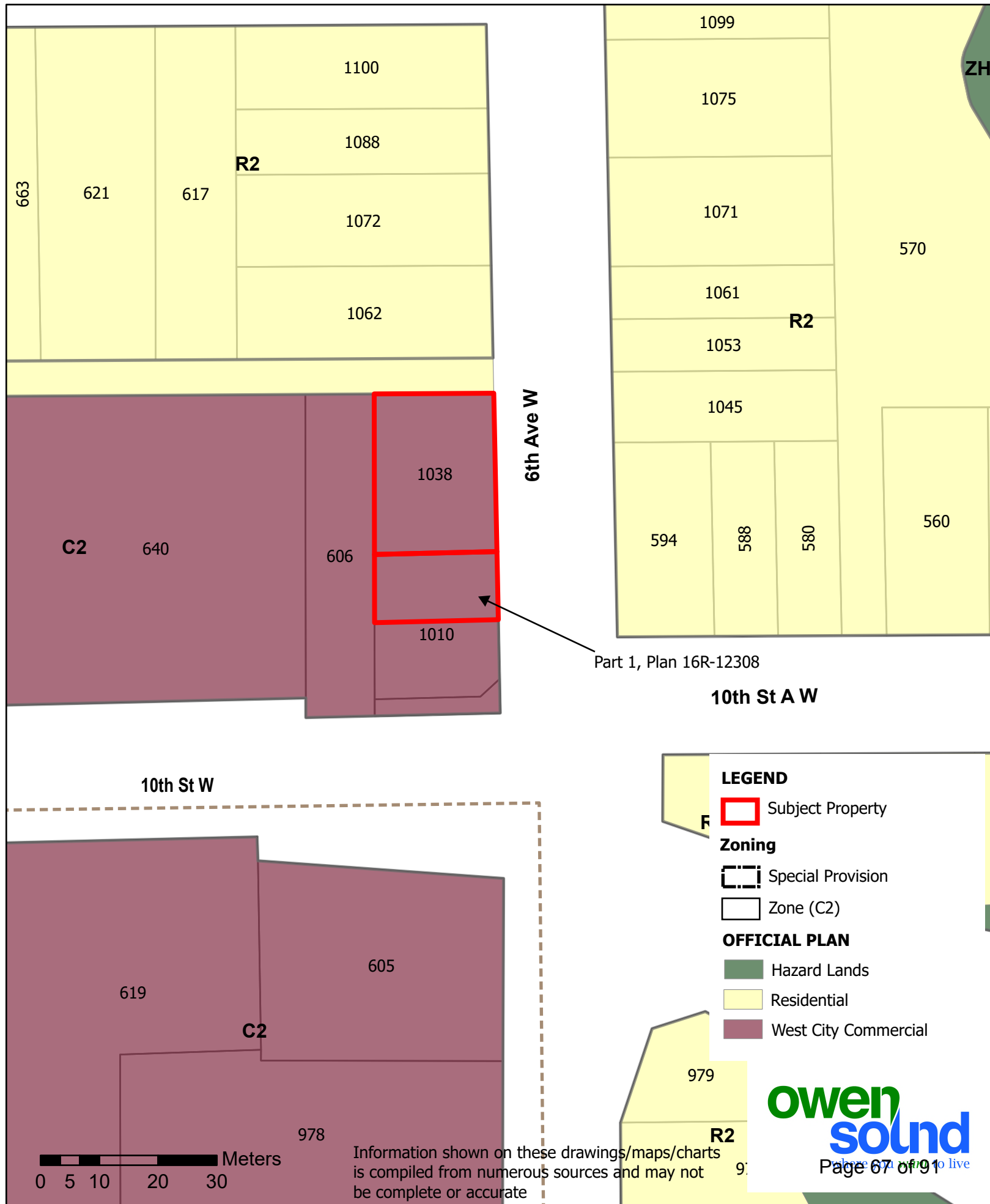
Sabine Robart, MCIP, RPP, Senior Planner – Policy

For more information on this report, please contact Jacklyn Iezzi, Manager of Planning & Heritage at planning@owensound.ca or 519-376-4440 ext. 1261.

Schedule 'A': Orthophoto



Schedule 'B': Planning Policy



SCHEDULE C

PROPERTY DETAILS

Property Information	Part 1, Plan 16R12308 (Consent B01-2025)	1038 6 th Avenue West (Proposed Severed)	1038 6 th Avenue West (Proposed Retained)
Civic Address	TBD	TBD	1038 6 th Avenue West
Roll Number	TBD	TBD	425902001214800
Legal Description	Part 1, Plan 16R12308	TBD	PLAN 34 N PT LOT 63
Site Frontage	11.3 m (6 th Ave W)	11.3 m (6 th Ave W)	18.3 m (6 th Ave W)
Site Depth	20.4 m	20.6 m	20.7 m
Site Area	230 square metres	233 square metres	436 square metres
Existing Structures	Vacant	Vacant	Single detached dwelling
Road Access/Frontage	6 th Ave W	6 th Ave W	6 th Ave W

Available Servicing	Detail
Potable Water	150 mm ø cast iron – 6 th Ave W
Wastewater	Municipal
Stormwater	Municipal

Planning Policy	Detail
County of Grey Official Plan	Primary Settlement Area
City of Owen Sound Official Plan (2021)	West City Commercial
City of Owen Sound Official Plan (2026)	West City Commercial
City of Owen Sound Zoning By-law (2010-078, as amended)	Retail Commercial (C2)
City of Owen Sound Zoning By-law (2010-078, as amended by ZBA No. 57)	Retail Commercial (C2)

SCHEDULE E

DRAFT CONDITIONS OF APPROVAL

B11-2026 (Lot Creation) & B12-2026 (Lot Addition)

1. That prior to Consent B11-2026 and B12-2026 being given and the deeds being stamped by the City's Secretary-Treasurer, Zoning By-law Amendment No. 59 applying to the lands be approved by City Council and confirmed to be in full force and effect.
2. That the applicant submit to the Secretary-Treasurer of the Committee of Adjustment a legal description of the subject lands as well as a legal description of all easements necessary to finalize the conditions of approval which will meet the requirements of the Registrar and request in writing (either through presentation of deeds for stamping or a written statement) from the Secretary- Treasurer of the Committee of Adjustment a certificate of consent, provided however that before the said certificate is issued, any other conditions imposed by the committee have been fulfilled to the satisfaction of the Secretary-Treasurer.
3. That the applicant provide evidence to the satisfaction of the Secretary-Treasurer that the parcel to be severed will be conveyed to the abutting landowner, and further that the Secretary-Treasurer be directed to issue a certificate of consent stating that Section 50(3) or (5) of the Planning Act 1990 (as the case may be) shall apply to any subsequent conveyance or transaction involving the identical parcel.
4. That prior to final approval, the City Property Tax Division confirm there are no outstanding taxes or charges on the lands, to the satisfaction of the Director of Corporate Services.
5. Provision of a revised Grading and Drainage Plan and Servicing Plan, completed and stamped by a qualified person (e.g., professional engineer), incorporating the following, to the satisfaction of the City's Manager of Public Works and Engineering:
 - a. Confirmation of separate municipal services to the proposed severed and retained parcels.

- b. The yard catch basin (CB) proposed at the swale outlet at the road allowance relocated onto private property.
 - c. One wastewater cleanout on the property line for City access, in lieu of two cleanouts. One cleanout is to be installed for each wastewater lateral proposed.
 - d. Confirmation of the limits of the proposed grading and drainage easement, including the proposed dimensions (width and length).
- 6. That the Owner enter into a Minor Servicing Agreement with the City and post securities equal to 100 per cent (100%) of the value of the off-site works required thereunder to facilitate the installation of new municipal services (water, wastewater, stormwater), and the restoration of affected City lands (i.e., boulevard, sidewalk), to the satisfaction of the City's Manager of Public Works & Engineering.
 - 7. That the applicant pays cash-in lieu of parkland in the amount of 5% of the land as required by the Planning Act to the Secretary-Treasurer.
 - 8. That the applicant pays outstanding frontage charges for watermain required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$89.00 per metre of lot frontage (1 lot at 11 m of frontage = \$979).
 - 9. That the applicant pays outstanding charges for sanitary sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$89.00 per metre of lot frontage (1 lot at 11 m of frontage = \$979).
 - 10. That the applicant pays outstanding charges for storm sewers required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$76.00 per metre of lot frontage (1 lot at 11 m of frontage = \$836).
 - 11. That the applicant pays outstanding charges for urban roadways required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$66.00 per metre of lot frontage (1 lot at 11 m of frontage = \$726).

12. That the applicant pays outstanding charges for sidewalk required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot(s). The rate established by the City's Fees and Charges By-law at the time of this decision is \$136.00 per square metre of lot frontage (1 lot at 16.5 sq. m. frontage = \$2,244).

DRAFT CONDITIONS OF APPROVAL

B13-2026 (Grading & Drainage Easement)

1. That prior to Consent B13-2026 being given and the deeds stamped, all conditions of the decision of the Committee of Adjustment respecting Consent B11-2026 and B12-2026 be fulfilled, and the deeds stamped, to the satisfaction of the City's Secretary Treasurer.
2. That the applicant submit to the Secretary-Treasurer of the Committee of Adjustment a legal description of the subject lands as well as a legal description of all easements necessary to finalize the conditions of approval which will meet the requirements of the Registrar and request in writing (either through presentation of deeds for stamping or a written statement) from the Secretary- Treasurer of the Committee of Adjustment a certificate of consent, provided however that before the said certificate is issued, any other conditions imposed by the committee have been fulfilled to the satisfaction of the Secretary-Treasurer.
3. That the applicant provides to the Secretary-Treasurer written confirmation that an easement agreement, to the satisfaction of the City's Solicitor, has been executed and legally registered on title of the servient and benefitting lands, addressing, among other matters:
 - a. apportionment of the ownership and responsibilities for maintenance of various components of the stormwater management, grading, and drainage system as well as access over and to the system to the future owners.

SCHEDULE F

STAFF & AGENCY COMMENTS

CONSENT B11 TO B13-2026

City of Owen Sound Engineering & Public Works Department – August 26, 2026

Canada Post – August 17, 2026

County of Grey – August 14, 2026

Ministry of Transportation (MTO) – August 20, 2026

City of Owen Sound Building Division – August 14, 2026

Bell Canada – August 28, 2026

From: [STEVENS, Darren](#)
To: [Staci Landry](#)
Subject: Re: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Monday, August 17, 2026 7:10:22 AM
Attachments: [image001.png](#)

Warning: Unusual sender <darren.stevens@canadapost.postescanada.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Good morning,

Currently Canada Post does not have any comments for these applications. Unless the plans are modified, these developments will be serviced by door-to-door delivery.

Kind regards

DARREN STEVENS | DELIVERY PLANNING | CANADA POST | 955 Highbury Ave N, London ON N5Y 1A3 | 519-281-3428

From: Staci Landry <slandry@owensound.ca>

Sent: Friday, August 14, 2026 08:46

To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>

Cc: Development Team <developmentteam@owensound.ca>

Subject: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

This Message Is From an External Sender | Ce message provient d'un expéditeur externe

This message came from outside your organization. Please be CAUTIOUS, particularly with links and attachments. | Ce message provient de l'extérieur de votre organisation. Veuillez faire preuve de PRUDENCE, particulièrement lorsqu'il s'agit de liens et de pièces jointes.

[Report Suspicious](#)

Good morning,

Please find attached the Notice of Public Hearing and application for files B10-2026 and B11-2026 to B13-2026.

Please contact me if you require anything additional for your review.

The public hearing is scheduled for **Tuesday, September 1, 2026 at**

3:00 p.m. in the Owen Sound City Hall Council Chambers located at 808 2nd Avenue East.

Please submit comments to Staci Landry, Deputy Clerk (notice@owensound.ca) by **Wednesday, August 26, 2026 by 12:00 noon** for inclusion on the agenda.

Should you have any questions or require anything further for your review, please do not hesitate to contact me or the Planning Division (planning@owensound.ca) before noon on the hearing date noted above.

Best,

Staci Landry
Deputy Clerk
Corporate Services Department

City of Owen Sound
808 2nd Avenue East, Owen Sound, ON N4K 2H4
519-376-4440 ext. 1235
slandry@owensound.ca
www.owensound.ca



From: planning@grey.ca
Sent: August 14, 2026 2:35 PM
To: Briana Bloomfield; OS Planning; Staci Landry; Tim Simmonds; Pam Coulter; Engineering
Subject: County comments for B11-2026, B12-2026 & B13-2026 Barry's Construction

External sender <planning@grey.ca>

Make sure you trust this sender before taking any actions.

County comments for B11-2026, B12-2026 & B13-2026 Barry's Construction



Hello Owen Sound,

Please note that Grey County is taking steps to streamline development review by limiting planning policy comments on some development applications. Unless otherwise requested by municipal staff, County planning comments will be limited for the following applications:

- All minor variance and site plan applications; and
- zoning by-law amendments and consents within settlement areas.

County planning staff may continue to provide comments where the above applications are connected to a County application.

Grey County Ecology staff will continue to review all applications with regards to natural heritage matters. Other County departments will continue to be circulated through our 'one-window' approach and will provide comments as needed.

Given the above, a formal planning policy review of the subject application has not been undertaken. Please be advised that all planning decisions shall conform with the County's Official Plan. County planning staff can assist with specific questions in this respect.

Grey County Planning Ecology staff have reviewed the application and have no concerns.

County staff have no further comments at this time. Please let us know if you have any questions.

Best regards,

Derek McMurdie

From: [Nembhard, O'Neil \(MTO\)](#)
To: [Staci Landry](#); [Planning Act Prescribed Persons/Bodies](#); [Brian Green](#); [Dinesh Shah](#); [Gail McCartney](#); [Markus Hawco](#); [Tyler Hopkins](#)
Cc: [Development Team](#)
Subject: RE: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Thursday, August 20, 2026 10:31:23 AM
Attachments: [image002.png](#)
[image003.png](#)

Warning: Unusual sender <o'neil.nembhard@ontario.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Good morning,

MTO has no requirements for the consent applications files B10-2026 and B11-2026 to B13-2026. The subject properties are located beyond MTO's Permit Control Area.

Thank you,

O'Neil Nembhard

Corridor Management Planner | Operation West | Operations Division

Ministry of Transportation Ontario | Ontario Public Service

548-388-2571 | o'neil.nembhard@ontario.ca



Taking pride in strengthening Ontario, its places and its people

Please note the Ministry no longer accepts Land Development review requests though its email system. All Land Development Review requests to the Ministry must be submitted to the Ministry of Transportation through the Highway Corridor Management Online portal at:
<https://www.hcms.mto.gov.on.ca/landdev/en/land-development>

The Land Development Review module is designed to better serve stakeholders through streamlining all land development planning approvals by the Ministry.

From: Staci Landry <slandry@owensound.ca>

Sent: Friday, August 14, 2026 8:47 AM

To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>

Cc: Development Team <developmentteam@owensound.ca>

Subject: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the

sender.

Good morning,

Please find attached the Notice of Public Hearing and application for files B10-2026 and B11-2026 to B13-2026.

Please contact me if you require anything additional for your review.

The public hearing is scheduled for **Tuesday, September 1, 2026 at 3:00 p.m.** in the Owen Sound City Hall Council Chambers located at 808 2nd Avenue East.

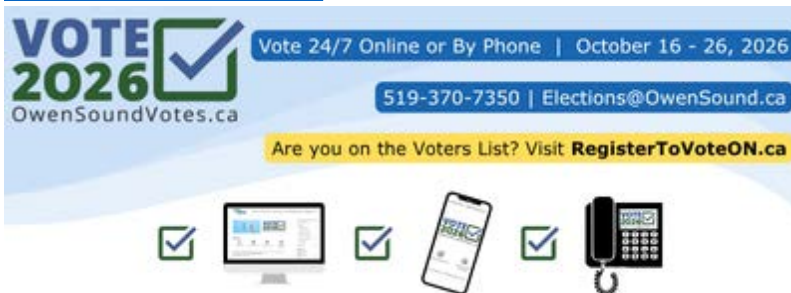
Please submit comments to Staci Landry, Deputy Clerk (notice@owensound.ca) by **Wednesday, August 26, 2026 by 12:00 noon** for inclusion on the agenda.

Should you have any questions or require anything further for your review, please do not hesitate to contact me or the Planning Division (planning@owensound.ca) before noon on the hearing date noted above.

Best,

Staci Landry
Deputy Clerk
Corporate Services Department

City of Owen Sound
808 2nd Avenue East, Owen Sound, ON N4K 2H4
519-376-4440 ext. 1235
slandry@owensound.ca
www.owensound.ca



Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: August 26, 2026

Application: B11-13/2026

To: Staci Landry, Secretary-Treasurer, Committee of Adjustment
Jacklyn Iezzi, Manager of Planning and Heritage
Sabine Robart, Senior Planner
Pam Coulter, Director of Community Services
Michelle Palmer, Interim Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Consent to Sever – Engineering Review

Municipal Address: 1038 6th Avenue West & TBD

Assessment Roll: 425902001214800 & TBD

Legal Description: PLAN 34 N PT LOT 63 and PART 1, PLAN 16R-12308

Applicant: Barry's Construction and Insulation

Background:

Refer to description provided by the City's Planning Division.

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval by the Committee of Adjustment, subject to the following conditions:

1. Provision of a revised Grading and Drainage Plan, including the proposed Servicing Plan, to the satisfaction of the Manager of Public Works and Engineering.
 - a. The front yard CB is to be relocated onto private property.

- b. A single cleanout is to be revised on the lot line for the proposed wastewater services.
- c. Boundaries for any easements are to be shown on the plan.
- 2. That the Owner prepares and registers a private drainage easement over the severed lands benefitting the retained (adjusted) lands, to support the submitted Grading and Drainage Plan (stormwater), and is to demonstrate the rights/responsibilities of each owner, to the satisfaction of the Manager of Public Works and Engineering.
- 3. That the applicant pays outstanding frontage charges for watermain, wastewater, stormwater, sidewalk and urban roadways required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lots. The rate established by policy of City Council applicable at the time of this decision is \$89.00 per m, \$89.00 per m, \$76.00 per m, \$136.00 per sq m, and \$66.00 per m, respectively, of lot frontage (10.42 metres total length based on provided drawing at the time of this application).
- 4. Payment of the Engineering Review Fee for a Consent to Sever Application.

Analysis:

Site Access:

Access to each property is proposed from a separate driveway connected to 6th Avenue West. The driveway for the southern lot is proposed at the northern portion of the property – maintaining a buffer from the intersections to the south.

Driveways are to be designed in accordance with the City's Zoning By-law (i.e. minimum 3.0 m wide, hard surfaced, etc.) and are required as a part of the Building Permit application.

Modifications to the City's road allowance will require a Minor Servicing Agreement, or equivalent (i.e. curb cutting, servicing, etc.).

Parking:

The City's minimum parking stall dimensions for 30 to 90-degree parking is 2.65 m wide by 6.0 m in length, which is to be located entirely on private

property. Parking at the property will be determined as a part of the Building Permit. Based on the application, the PW/ENG department does not have any concerns regarding minimum private parking at this time.

Site Servicing:

The City has a 150 mm Ø cast iron watermain (Municipal Pressure Zone), a 375 mm Ø vitrified clay pipe wastewater sewer, a 1200 mm Ø concrete pipe storm sewer, and a 375 mm Ø storm sewer (details unknown) fronting the severed and retained lots, located in 6th Avenue West. The noted 375 mm Ø storm sewer may be abandoned in this block, and the City will not permit a new connection to this storm sewer.

Domestic servicing for water/wastewater typically would require a Special Services Application, however, the City is agreeable to use a Minor Servicing Agreement as the mechanism to capture all off-site works (i.e. storm, water, wastewater, surface infrastructure, etc.) at the time of the Building Permit. The MSA requires a cost estimate for the off-site works and a stamped drawing. A valid Temporary Encroachment Permit is required for the occupancy of the City's road allowance via the retained contractor.

Road Widening:

A road widening will not be required at this time based on the Consent application, and the existing roadway widths/block configuration.

Grading, Drainage & Stormwater Management:

A Grading and Drainage Plan (GEI, 2026) was submitted for review as a part of the ZBA application.

The yard CB proposed at the swale outlet at the road allowance is to be relocated onto private property.

Side yard mutual swales that outlet to the City's road allowance may be permitted on the lot line for the properties subject to the application and owned by the Owner – grading on adjacent lots is not permitted.

Based on the proposed southern lot relying on the northern lot for a SWM outlet, an easement/legal agreement must be prepared to support the drainage plan – any use of easements is to be private (the City will not be a party). It is recommended that this be shown on the plan, appropriately

sized for the intended use as recommended by the Owner (i.e. minimum widths which may affect building setbacks).

It is the Owner's responsibility to ensure that the overall grading, drainage and stormwater management at the properties conform to Section 2.2.2 of By-law 1999-030; the City of Owen Sound Property Standards By-law.

Fees:

Based on the Consent Application, the applicant will be required to pay outstanding frontage fees associated with the severed lots for the watermain, wastewater, stormwater, sidewalk and urban roadways, in accordance with the City's Fees & Charges By-law (2026-067), as amended. The proposed width of the severed lot at the time of this application is approximately 10.42 metres.

The Engineering Review Fee will be \$477.00 for a Consent to Sever Application.

Consultation:

This document incorporates comments from all divisions of the Public Works and Engineering Department. The comments provided above were based on the City's most recent Engineering Standards and the records available at the time of preparation of this report. The comments provided do not preclude the applicant's responsibility for meeting all applicable laws, regulations and standards, or provide any assurances.

Prepared By: Matthew Pierog, P.Eng.



Reviewed By: Mason Bellamy, C.Tech.

Approved via email.

Staff Report

Building Division

DATE: AUDUST 14, 2026

ROLL NO.: 4259 020 012 14800 &
UNASSIGNED LOT

TO: STACI LANDRY, DEPUTY CLERK

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: CONSENT APPLICATION FOR 1038 6TH AVE WEST

PLANNING FILE: B10 to B13-2026

MUNICIPAL ADDRESS: 1038 6th AVE WEST & UNADDRESSED LOT

LEGAL DESCRIPTION: PLAN 34 N PT LOT 63 & PART 1, 16R-12308

APPLICANT: BARRY'S CONSTRUCTION & INSULATION LTD.

BACKGROUND: Through Consent B11-2026, the applicant is proposing to sever the southern interior side yard of 1038 6th Avenue West, for the purposes of a new residential building lot. A lot addition is also proposed through Consent B12-2026, that proposes to sever a 0.88 metre wide by 20.5-metre-long strip of land from lands legally described as Part 1, Plan 16R-12308, and convey it to the proposed severed parcel, such that each lot has approximately 11 metres of frontage on 6th Avenue West, 20.5 metres of lot depth, and 230 square metres of lot area.

The proposed Consent for lot creation (B11-2026) and a lot addition (B12-2026) will facilitate development of the lands for a semi-detached dwelling. The lands are also subject to Zoning By-law Amendment No. 59 (ZBA No. 59), which has the effect of applying a site-specific zoning provision to the lands to permit a semi-detached dwelling and provide site-specific site and building regulations with respect to lot area, lot coverage, and front and rear yard setbacks. Approval of ZBA No. 59 will be considered by Owen Sound City Council on September 14, 2026.

The proposed retained lot will contain the existing single detached dwelling on 1038 6th Avenue West and is proposed to have approximately 18.3 metres of frontage on 6th Avenue West, 20.7 metres of lot depth, and 379 square metres of lot area. The lands are also subject to Consent B13-2026, which proposes to establish a grading and drainage easement to allow surface drainage from lands legally described as Part 1, Plan 16R-12308 to discharge to an existing storm sewer on 6th Avenue West.

ANALYSIS: This document incorporates comments from the Building Division of the Community Service Department.

The above noted site plan has been reviewed using the requirements from the Ontario Building Code and related City and County By-laws. The following comments reflect the results of the review:

- All construction to be in accordance with either the Ontario Building Code or successor legislation in place at the time of building permit application.
- The payment of permit fees, City, County and site specific Development Charges will be due upon the issuance of a building permit.

DETAILED REVIEW: Documents reviewed in conjunction with this application are:

- *Ontario Building Code 2024*
 - C
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*

The Building Division has no concerns with the application. Please be aware that the building must comply with the Ontario Building Code in effect at the time of application and City By-laws, including but not limited to, the following:

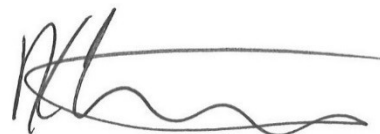
- Buildings to be designed by a qualified designer.
- Permit drawings to include mechanical (plumbing, HVAC, radon), structural, architectural details including fire separations between units, floors, exits and occupancies meeting the requirements of the OBC.
- Site grading and drainage plan by qualified Engineer on all lots to the satisfaction of the Engineering Division. Final grading to be verified by the Engineer with a letter provided to the CBO.
- Design to meet the requirements of Barrier Free Design as per 9.5.2.
- Sanitary sewers to be protected by a back water valve.

- Provisions for Firefighting including, but not limited to, location of hydrants, location and design of access routes as per OBC 3.2.5 to be installed by the developer if required.
- Building/Demolition permit(s) may be revoked if construction not started with 6 months of permit issuance or if construction is substantially halted, suspended, or discontinued for a period of over one year.
- Fees and charges are to be paid at the rate current at time of building permit issuance. The following estimated rates would apply if permit applied for in **2026 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$17.60 per m2 of gross floor area Residential construction (min \$120) plus Admin Fee of \$57.89 per unit.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



From: [Cholewa, Matthew](#)
To: [Staci Landry](#)
Subject: RE: Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026
Date: Friday, August 28, 2026 1:25:24 PM
Attachments: [image003.png](#)

Warning: Unusual sender <matthew.cholewa@bell.ca>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Hello,

No concerns from Bell.

We have been in touch with the developer for 690/700 23rd St W.

Thanks,



Matthew Cholewa
Access Network Implementation Manager
M : 226 750-5210

From: Staci Landry <slandry@owensound.ca>
Sent: August-14-26 8:47 AM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>; Brian Green <iluvwood@live.ca>; Dinesh Shah <dinesh625@gmail.com>; Gail McCartney <gmcart22@gmail.com>; Markus Hawco <hawcomark@gmail.com>; Tyler Hopkins <thopkins@millerinsurance.ca>
Cc: Development Team <developmentteam@owensound.ca>
Subject: [EXT]Notice of Public Hearing and Application for Files B10-2026 and B11-2026 to B13-2026

Good morning,

Please find attached the Notice of Public Hearing and application for files B10-2026 and B11-2026 to B13-2026.

Please contact me if you require anything additional for your review.

The public hearing is scheduled for **Tuesday, September 1, 2026 at 3:00 p.m.** in the Owen Sound City Hall Council Chambers located at 808 2nd Avenue East.

Please submit comments to Staci Landry, Deputy Clerk (notice@owensound.ca) by **Wednesday, August 26, 2026 by 12:00**

noon for inclusion on the agenda.

Should you have any questions or require anything further for your review, please do not hesitate to contact me or the Planning Division (planning@owensound.ca) before noon on the hearing date noted above.

Best,

Staci Landry
Deputy Clerk
Corporate Services Department

City of Owen Sound
808 2nd Avenue East, Owen Sound, ON N4K 2H4
519-376-4440 ext. 1235
slandry@owensound.ca
www.owensound.ca



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From: [Clinton Stredwick - Environmental Planner](#)
To: [Staci Landry](#)
Cc: [OS Planning](#); [Jon Farmer](#); [Scott Greig](#)
Subject: Planning Application B11 to B13-2026
Date: Monday, August 31, 2026 11:21:57 PM
Attachments: [image001.png](#)
[image002.png](#)

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Hi Staci,

The GSCA has reviewed the applications B11 to B13-2026 have no concerns or comments. There are no hazard areas or areas under Ontario regulation 41/24 on or abutting the subject lands.

Kind regards

Clinton Stredwick, BES, MCIP, RPP
Environmental Planner

1.548.877.0592
237897 Inglis Falls Rd.
Owen Sound, ON
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