

Agenda
Committee of Adjustment

September 29, 2025, 3:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

The public can attend meetings in person. Meetings will also be livestreamed on the City's Council and Committee webpage. If there are technical issues with the livestream that can't 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.

	Pages
1. CALL TO ORDER	
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 22, 2025	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	
7.a Application File No. A12-2025 for 915 11th Avenue East	7
7.b Application File No. A14-2025 for 890 20th Street East	31

7.c	Application File No. A15-2025 for 28th Avenue East	61
7.d	Application File No. A16-2025 for 1170 3rd Avenue East	88
7.e	Application File No. B13-2025 for 1750 16th Avenue East	
7.f	Application File No. B14-2025 for 890 20th Street East	
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 22, 2025, 3:00 p.m.

City Hall - 808 2nd Avenue East - Council Chambers

MEMBERS PRESENT: Chair Brian Green
Member Markus Hawco
Member Tyler Hopkins

MEMBERS

ABSENT/REGRETS: Vice Chair Gail McCartney
Member Dinesh Shah

STAFF PRESENT: Sabine Robart, Manager of Planning and Heritage
Margaret Potter, Senior Planner
Matt Pierog, Engineering Technologist
Christina McLean, Committee and Executive Support
Coordinator
Allison Penner, Secretary-Treasurer

1. CALL TO ORDER

Chair Green called the meeting to order at 3:04 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 24, 2025

R-250722-001

Moved by Member Hopkins

"THAT the minutes of the Committee of Adjustment meeting held on June 24, 2025 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

Please be 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 Nos. B10-2025 and B11-2025 for 2198 3rd Avenue East

The Manager of Planning and Heritage advised that staff are recommending this matter be postponed until the September 23rd Committee of Adjustment meeting.

R-250722-002

Moved by Member Hawco

"THAT the Committee of Adjustment postpone consideration of Item 7.a respecting Application File Nos. B10-2025 and B11-2025 for 2198 3rd Avenue East to the September 23, 2025 Committee of Adjustment meeting."

Carried.

7.b Application File No. A11-2025 for 1969 7th Avenue East

The Secretary-Treasurer gave an overview of application A11-2025, including property details and correspondence received.

The Senior Planner provided a summary of the staff report, including a description of the policy framework, and overview of the facts of the application, and a description of the proposed conditions of approval. Senior Planner recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-080.

Chair Green inquired if the applicant or agent had any comments.

Jamie Kuhl, applicant, provided comments respecting the application. Ms. Kuhl clarified that the proposed open porch will replace an existing addition.

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

No members of the public were present to speak in support of or opposition to the application.

R-250722-003

Moved by Member Hopkins

"THAT in consideration of Staff Report CS-25-080 respecting Minor Variance A11-2025 by Jamie Kuhl for the property known as 1969 7th Avenue East, 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.

7.c Application File No. A13-2025 for 300 1st Street East

The Secretary-Treasurer gave an overview of application A13-2025, including property details and correspondence received.

The Senior Planner provided a summary of the staff report, including a description of the policy framework, and overview of the facts of the application, and a description of the proposed conditions of approval. The Senior Planner recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-081.

Chair Green inquired if the applicant or agent had any comments.

Neither the applicant nor the agent provided comments respecting the application.

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

No members of the public were present to speak in support of or opposition to the application.

"THAT in consideration of Staff Report CS-25-081 respecting Minor Variance A13-2025 by Shirley and John Raeburn for the property known as 300 1st Street East, 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.

8. CORRESPONDENCE PROVIDED FOR INFORMATION

- 8.a Delegated Approval for Undisputed Consent - Application File No. B06-2025 for 1875 16th Avenue East

The Manager of Planning and Heritage advised that Application File No. B06-2025 was approved by the Director of Community Services by delegate approval and that the Notice of Decision is attached for the information of the Committee.

9. DISCUSSION OF ADDITIONAL BUSINESS

There was no additional business.

10. NEXT MEETING

The next regularly scheduled meeting is September 23, 2025.

11. ADJOURNMENT

The business contained on the agenda having been completed, Chair Green adjourned the meeting at 3:30 p.m.

Staff Report

Report To: Committee of Adjustment
Report From: Dave Aston and Aleah Clarke, MHBC Planning
Meeting Date: September 29, 2025
Report Code: CS-25-096
Subject: A12-2025 for 915 11th Avenue East – Bob VanDolder

Recommendations:

THAT in consideration of Staff Report CS-25-096 respecting Minor Variance A12-2025 by Bob VanDolder for the property known as 915 11th Avenue East, 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'.

Highlights:

- A complete application for Minor Variance (A12-2025) has been received by Bob VanDolder.
- The maximum permitted building height for accessory structures in the 'Low Density Residential (R3)' Zone is 5 m. The proposed building height is 6 m. A minor variance of 1 m is being requested to address the height of the accessory structure.
- The purpose of the application is to construct an accessory structure in the rear yard of the property. The accessory structure is proposed to contain a two storey Additional Residential Unit (ARU).

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.

Previous Report/Authority:

[Ontario Planning Act \(s. 41\)](#)

[City of Owen Sound Official Plan](#)

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

Background & Proposal:

An application for a Minor Variance (A12-2025) has been received by Bob VanDolder. The purpose of the application is to construct an accessory structure in the rear yard of the property. The accessory structure is proposed to contain a two storey Additional Residential Unit (ARU).

The maximum permitted building height for accessory structures in the 'Low Density Residential (R3)' Zone is 5 m. The proposed building height is 6 m. A minor variance of 1 m is being requested to address the height of the accessory structure.

The subject property is located on the eastern side of 11th Avenue East, south of 10th Street East.

Surrounding land uses include:

North: Single family dwellings and Ed Taylor Park

East: Bayview Heights townhouse development, a former long-term care home (proposed for a 36-unit apartment building), Sydenham Campus and Georgian College – Owen Sound Campus

South: Single family dwellings and commercial development fronting 8th Street East

West: Single family dwellings, condominium and townhouse dwellings

The subject lands are designated 'Residential' in the City's Official Plan (OP) and are zoned 'Low Density Residential (R3)' in the City's Zoning By-law (2010-078, as amended). 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'. A full description of the property is included in Schedule 'C'.

The applicant is proposing to construct an accessory structure in the rear yard of the property. The accessory structure is proposed to contain a two-storey Additional Residential Unit (ARU).

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

Analysis:

As stipulated in the *Planning Act* (Sec. 45(1)), a minor variance may be authorized by the Committee of Adjustment, provided that the four tests of a variance are met. All decisions with respect to a planning matter must also be consistent with the Provincial Planning Statement.

Provincial Planning Statement

The Provincial Planning Statement (PPS, 2024) has been reviewed with regard to the proposed application. The PPS promotes a mix of land uses within settlement areas that efficiently use land and resources, infrastructure and public services, while encouraging intensification and regeneration on lands with existing servicing. Settlement areas shall be the focus for growth and their vitality and regeneration shall be promoted.

The proposed development of an Additional Residential Unit (ARU) in the rear yard of an existing, serviced, residential property is consistent with the direction provided by the PPS, subject to the recommended conditions.

Planning Act

The Planning Act supports additional residential units.

Section 16, regarding Official Plans includes:

(3) No official plan may contain any policy that has the effect of prohibiting the use of,

(a) two residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if all buildings and

structures ancillary to the detached house, semi-detached house or rowhouse cumulatively contain no more than one residential unit;

(b) three residential units in a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units; or

(c) one residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse on a parcel of urban residential land, if the detached house, semi-detached house or rowhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or rowhouse contains any residential units. 2022, c. 21, Sched. 9, s. 4 (1).

Similar wording is included in sections discussing appeal rights to Official Plans and Zoning By-laws, indicating that there is no appeal in respect of policies adopted or by-law passed to authorize/permit the use of a detached building or structure for an additional residential unit that satisfies the parameters outlined above.

Test 1: Conformity with the Official Plan

The subject property is designated 'Residential' in the Owen Sound Official Plan, which permits a variety of housing types and complementary uses. Accessory Residential Units in a building ancillary to a single detached dwelling are permitted in the Residential designation.

The OP generally supports site revitalization and redevelopment. Section 3.1.4.1 of the Official Plan seeks to provide a range of housing types and densities. The Official Plan seeks to achieve the County's growth allocation targets, in part through intensification which can take the form of Accessory Residential Units.

The Official Plan includes policies for Additional Residential Units (ARU) in Section 3.1.7. ARUs are permitted in accordance with the following criteria:

- a. Not more than two ARUs are permitted in association with an existing legal dwelling unit on a lot and a lot may not contain more than two ARUs.*
- b. All requirements of the Zoning By-law, the Ontario Building Code, the Ontario Fire Code, the Property Standards By-law and relevant municipal and provincial regulations can be satisfied.*

- c. Adequate on-site parking to serve the ARU on one driveway.*
- d. Municipal services and community facilities are adequate to meet the anticipated demand in the neighbourhood to the satisfaction of the City*
- e. The outward appearance of the principle dwelling is not changed and the neighbourhood character is maintained.*

The proposed development will satisfy all the criteria of Section 3.10.7 as follows:

- a. The proposed development includes the addition of one (1) ARU on the subject lands. The ARU is accessory to the existing single detached dwelling and will result in a total of two (2) dwelling units on the subject lands.
- b. Subject to the proposed minor variance and recommended conditions, the proposed development will meet all the requirements of the Zoning By-law. A building permit application will be required prior to development to confirm conformity with all other municipal and provincial regulations including the Ontario Building Code.
- c. The submitted site plan has identified that parking will be provided through a widening to the existing driveway. The applicant must confirm the dimensions of the revised driveway as a condition of approval.
- d. The subject lands have access to the existing municipal services in 11th Avenue East. Comments from the City's Engineering and Public Works Department confirm that if any service upgrades within the road allowance are required to service the property, they can be completed as a part of the Building Permit Application through a Special Services Application.
- e. The proposed ARU is located in an accessory building behind the existing single family dwelling. The existing single family dwelling is not proposed to change, and the ARU will be largely screened from the public street by the existing dwelling.

The proposal conforms with the City's Official Plan.

Test 2: Conformity with the Intent and Purpose of the Zoning By-law

The property is zoned 'Low Density Residential (R3)' in the City's Zoning By-law (2010-078, as amended). The 'R3' zone permits a variety of residential uses such as single-detached, semi-detached, duplex, and townhouse dwellings, as well as accessory apartments.

Accessory Residential Units are permitted in any zone where a Single Detached Dwelling is permitted as of right, in accordance with certain criteria (Section 5.27). The criteria include (in summary) that an additional residential unit is permitted in an accessory building provided that the unit has a dedicated parking space and the unit complies with the provisions for accessory buildings and structures.

In accordance with Table 5.9 of the Zoning By-law, accessory buildings and structures are permitted to have a maximum height of 5.0 m. The proposed accessory building height is 6.0 m. A minor variance is being requested to Table 5.9 of the Zoning By-law to permit a 1.0 m increased to the maximum accessory structure height.

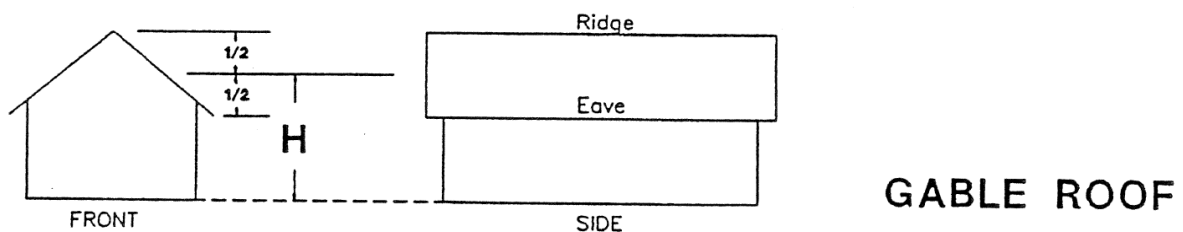


Figure 1: Zoning By-law Appendix A Excerpt

In accordance with the Zoning By-law, in the case of a gabled roof, building height is measured from the average finished grade around the structure to the average level between the eaves and ridge. The plan provided shows a shallow sloped gable roof which measured in accordance with the building height definition is 5.31 m in height. As the plans are conceptual at this point, to provide some flexibility in finalizing construction drawings, the variance requests up to 6.0 m in height.

The Additional Residential Unit building as proposed exceeds the minimum setback requirements for an accessory structure. The rectangular building is proposed to be aligned with the widest portion of the building facing the front and rear lot lines and the gable roof pitch at the narrow end of the building, similar to the main dwelling on the lot.

After reviewing the plans provided, the proposed accessory structure roof will be low-pitched, and the increase of the maximum height is not anticipated to be noticeable from the neighboring properties.

As noted above, Section 5.27 of the zoning by-law includes specific provisions for Additional Residential Units. The following conditions of approval are recommended to ensure that the proposed development will comply with the Zoning By-law:

- The driveway must be able to accommodate a minimum of two parking spaces. Each parking space must have a minimum width of 2.65m and a minimum length of 6.0m. The driveway must be no less than 3.0m wide and no more than 8.5m wide.
- The Additional Residential Unit must have direct access from it's required parking space.

The proposal maintains the general intent and purpose of the City's Zoning By-law.

Test 3: Minor in Nature

The request for relief from Table 5.9 of the Zoning By-law to permit an increased accessory structure height from 5.0 m to 6.0 m can be considered minor in nature for a number of reasons, as follows:

- The proposed increased accessory structure height is not anticipated to have any adverse effects on neighbouring properties.
- The proposed accessory structure is proposed to be constructed with setbacks which exceed the zoning by-law minimums and provide additional separation from adjacent uses.
- The existing shed and deck in the rear of the property are proposed to be removed, which will maintain a moderate overall lot coverage.

The proposal is deemed to be minor in nature.

Test 4: Desirable for the Development and Use of the Lands

The proposed increase in maximum height is not anticipated to have any adverse impact on neighbouring properties. The applicant is proposing larger than needed setbacks to the proposed accessory structure and there are no existing accessory structures or main buildings on adjacent lands which will directly abut the new ARU structure.

The increased building height will provide for a more efficient use of lands, by maintaining a moderate lot coverage site wide, while accommodating a second dwelling unit on the subject lands.

The proposal will help to achieve the direction of the PPS, Planning Act and Official Plan to increase housing supply through intensification.

The proposal is deemed to be desirable for the development and use of the lands.

Comments Received:

In accordance with the requirements of the *Planning Act* (Sec. 45, O. Reg. 200/96), Notice of the subject application was provided on 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 recommending approval of the minor variance.

City of Owen Sound Building Department

Comment has been received from the Building Department with no concerns for the minor variance. Their comments include direction on compliance with the Ontario Building Code and City By-laws.

Grey County

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

Grey Sauble Conservation Authority (GSCA)

Response has been received from GSCA confirming no comments or concerns.

Financial Implications:

None to the City.

Communication Strategy:

Notice of the minor variance application was given in accordance with Section 45(5) of the *Planning Act* and Ontario Regulation 200/96.

Due to a discrepancy in circulation, Notice originally given on September 9th for a September 23 hearing was replaced by Notice given September 17, 2025 for the September 29 hearing giving more than the required 10 days notice to those persons, departments, and agencies likely to have an interest in the application, as legislated by the *Planning Act*.

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': Agency Comments

Recommended by:

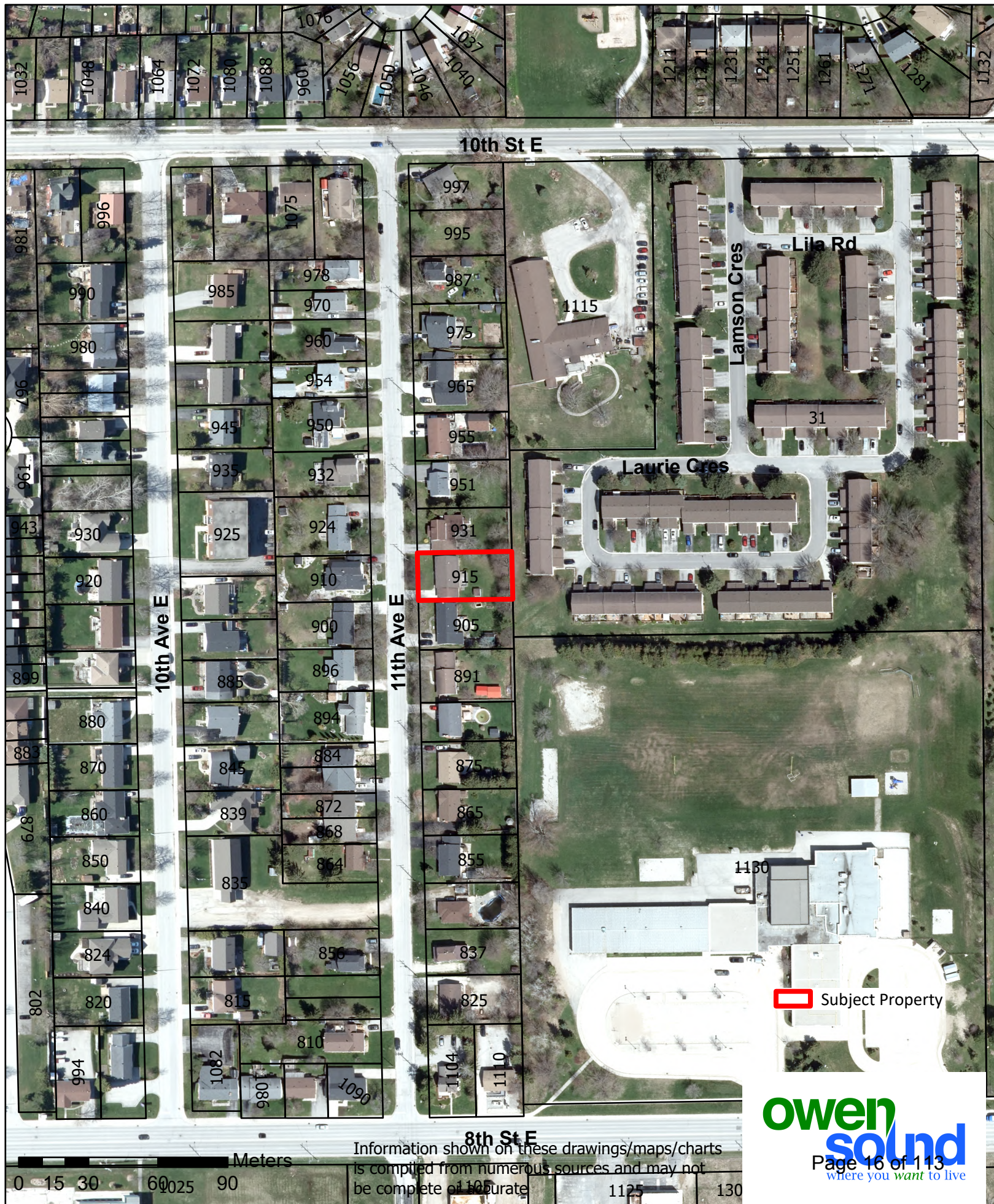
Dave Aston, MSc, MCIP, RPP (MHBC Planning)
Aleah Clarke, BES, MCIP, RPP (MHBC Planning)

Submission approved by:

Pam Coulter, BA, RPP, Director of Community Services

For more information on this report, please contact Sabine Robart, Manager of Planning & Heritage at srobart@owensound.ca or 519-376-4440 ext. 1236.

Schedule 'A': Orthophoto



SCHEDULE C

PROPERTY DETAILS – A12-2025

Property Information	Detail
Civic Address	915 11TH AVE E
Roll Number	425904002714300
Legal Description	PLAN 8 LOT 69
Site Frontage	~ 20 m
Site Depth	~ 40 m
Site Area	~ 809 m ²
Existing Structures	Single Detached Dwelling, Detached Shed
Road Access/Frontage	11 th Avenue East
Surrounding Land Uses	North: Residential and Ed Taylor Park East: Residential, Sydenham Campus and Georgian College – Owen Sound Campus South: Residential and Commercial fronting 8th Street East West: Residential

Available Servicing	Detail
Potable Water	150 Ø cast iron watermain (east hill pressure zone)
Wastewater	225 mm Ø vitrified clay pipe sewer main

Available Servicing	Detail
Stormwater	300 mm Ø storm sewer main

Planning Policy	Detail
County of Grey Official Plan	Primary Settlement Area
City of Owen Sound Official Plan	Residential
City of Owen Sound Zoning By-law 2010-078, as amended	Low Density Residential (R3)



WIDEN DRIVEWAY:

$$2m = 1.0$$

SCHEDULE E

DRAFT CONDITIONS OF APPROVAL

1. That the Owner provide confirmation to the Secretary-Treasurer of the Committee of Adjustment that the driveway width and length conform to the requirements of the Zoning By-law.
2. That the applicant provide to the Secretary-Treasurer written confirmation from the City's Community Services Department (Planning Division) that parking arrangements have been made to the satisfaction of the Planning Division.
3. That the applicant provide evidence to the satisfaction of the Secretary-Treasurer that the existing shed has been removed to the satisfaction of the Community Services Department (Planning Division).
4. That construction occur substantially in accordance with the sketch submitted with the application and attached as Schedule "A" to the decision of the Committee of Adjustment to the satisfaction of the City's Chief Building Official and the Manager of Planning & Heritage.
5. That the applicant provide to the Secretary-Treasurer written confirmation from the City's Public Works and Engineering Department (Engineering Services Division) that servicing arrangements acceptable to the City have been made for the subject lands (which may include the payment of applicable servicing charges and execution of a servicing agreement between the Owner and the City).
6. That the applicant provide to the Secretary-Treasurer written confirmation from the City's Community Services Department (Planning Division) that arrangements respecting access to the Additional Residential Unit has been made to the satisfaction of the Community Services Department (Planning Division) and Public Works and Engineering Department (Engineering Services Division).

SCHEDULE F



Agency Comments – A12-2025

County of Grey – September 17, 2025

Grey Sauble Conservation Authority – September 23, 2025

City of Owen Sound Building Division – August 19, 2025

City of Owen Sound Engineering & Public Works Department – September 25, 2025

From: planning@grey.ca
To: [Briana Bloomfield](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#); [Tim Simmonds](#); [Pam Coulter](#); [Engineering](#); [Emily Carter](#)
Subject: County comments for A12-2025 VanDolder
Date: Wednesday, September 17, 2025 3:04:47 PM

Warning: Unusual sender <planning@grey.ca>

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

County comments for A12-2025 VanDolder

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: [Clinton Stredwick - Environmental Planner](#)
To: [Margaret Potter](#)
Cc: [OS Planning](#); [Jon Farmer](#); [Scott Greig](#)
Subject: COA GSCA Comments
Date: Tuesday, September 23, 2025 10:24:28 PM
Attachments: [Outlook-4nmvkl1.png](#)
[Outlook-xulzh2fa.png](#)

External sender <c.stredwick@greysauble.on.ca>
Make sure you trust this sender before taking any actions.

Hi Margaret,

The GSCA has had an opportunity to review the following applications. A12-2025, A14-2025 and B14-2025, A16-2025, B13-2025 for the Committee of Adjustment. There are no Natural Hazards or Regulated Areas within the subject lands of each of the applications. The GSCA therefore has no comments or concerns with the applications.

Kind regards,

Clinton Stredwick, BES, MCIP, RPP

Environmental Planner

519.376.3076
c.stredwick@greysauble.on.ca
www.greysauble.on.ca



We've Temporarily Moved!

While our office gets renovated, find us at 901 3rd Avenue East, Suite 215, Owen Sound (above the Post Office).

This email communication and accompanying documents are intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you received this communication in error, please notify the sender immediately and delete all the copies (electronic or otherwise) immediately. Thank you for your cooperation.

For after-hours non-911 emergencies please call 226-256-8702. Please do not use this number for planning related inquiries. For information regarding properties, visit our website at www.greysauble.on.ca.

Staff Report

Building Division

DATE: AUG 19, 2025 **ROLL NO.:** 4259 040 027 14300

TO: MARGARET POTTER, SENIOR PLANNER

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: MINOR VARIACE APPLICATION FOR 915 11TH AVE EAST

PLANNING FILE: A12-2025

MUNICIPAL ADDRESS: 915 11th AVE EAST

LEGAL DESCRIPTION: PLAN 8 LOT 69

APPLICANT: BARRY'S CONSTRUCTION LTD.

BACKGROUND: The applicant is requesting a variance in accessory building height maximum to facilitate a 2 storey ARU (additional residential unit) on a lot with an existing dwelling

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 2025*
 - C
- *City of Owen Sound Development Charges By-law*

- *County of Grey Development Charges By-laws*

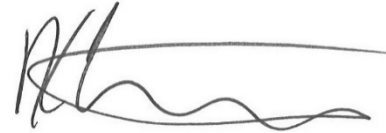
The Building Division does not have any concerns regarding the application, please be aware that the building must comply with the Ontario Building Code in effect at the time of application and City By-laws, including but not limited to, the following:

- Accessory building may only contain one (1) ARU dwelling.
- Design to meet the requirements of Barrier Free Design as per 9.5.
- Building to be designed by a Qualified Designer.
- Permit drawings to include mechanical (plumbing, HVAC), structural, electrical, architectural details including service connections through the primary dwelling.
- All municipal services to be connected through the primary dwelling with one water meter.
- Sanitary sewer to be protected by a back water valve.
- Building/Demolition permit(s) may be revoked if construction not started within 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 **2025 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$16.76 per m² of gross floor area Residential construction (min \$120) plus Admin Fee of \$55.13 per unit.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen

A handwritten signature in black ink, appearing to read 'Niels J.', written on a light gray rectangular background.

Reviewed by: Kevin Linthorne, CBO

A handwritten signature in black ink, appearing to read 'KL', followed by a long horizontal line and a wavy flourish, written on a light gray rectangular background.

Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: September 25, 2025

Application: A12/2025

To: Christina McLean, Secretary-Treasurer, Committee of Adjustment
Sabine Robart, Manager of Planning and Heritage
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Minor Variance – Engineering Review

Municipal Address: 915 11th Avenue East

Assessment Roll: 425904002714300

Legal Description: PLAN 8 LOT 69

Applicant: Bob VanDolder

Background:

The applicant is proposing to construct an accessory structure in the rear yard of the property. The accessory structure is proposed to contain a two storey Additional Residential Unit (ARU).

Accessory buildings are permitted to have a maximum height of 5.0 m. The proposed accessory building height is 6.0 m. A minor variance of 1.0 m is being requested to address the height of the accessory structure.

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval of this application for minor variance by the Committee of Adjustment.

Analysis:

Site Access:

The property fronts on 11th Avenue East, an improved municipal road and classified as a Local Road.

There does not appear to be any impact to site access required as a part of the minor variance application submitted for the proposed development.

Parking:

The existing two (2) parking stalls at the property appear to meet the City's minimum dimensions for parking stall length and widths (6.0 m by 2.65 m, respectively).

The proposed widening of the driveway will require compliance with the City's Property Standards By-law and Zoning By-law, and all works in the road allowance will be subject to an approved Temporary Encroachment Permit with the City's Engineering Services Division.

There does not appear to be any impact to the existing parking at the site required as a part of the minor variance application submitted for the proposed development.

Site Servicing:

The City has a 225 mm Ø vitrified clay pipe sewer main, a 150 Ø cast iron watermain (east hill pressure zone) and a 300 mm Ø storm sewer main adjacent to the property, within 11th Avenue East.

There is an existing water service lateral to the lot line (20mm Ø copper), as well as a wastewater service lateral. Should service upgrades within the road allowance be required to service the property, they can be completed as a part of the Building Permit Application at the applicant's cost, through a Special Services Application.

There doesn't appear to be any impact to the existing servicing for the development based on the minor variance application.

Grading, Drainage & Stormwater Management:

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

A Grading and Drainage Plan prepared by a qualified person is not required for this Minor Variance application, however, will be required as a part of the Building Permit 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: Lara Widdifield, C.E.T.

Reviewed via email

Staff Report

Report To: Committee of Adjustment
Report From: Sabine Robart, Manager of Planning & Heritage
Meeting Date: September 29, 2025
Report Code: CS-25-097
Subject: A14-2025 for 890 20th Street East – Barry’s Construction

Recommendations:

THAT in consideration of Staff Report CS-25-097 respecting Minor Variance A14-2025 by Barry’s Construction and Insulation Ltd for the property known as 890 20th Street East, 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’.

Highlights:

- An application for a minor variance has been submitted by Barry’s Construction and Insulation Ltd for the property known as 890 20th Street East.
- The applicant is proposing to sever the subject lands to create one (1) new residential lot and retain one (1) residential lot.
- The applicant is proposing to retain the existing dwelling on the retained lot. A single detached dwelling is proposed for the severed lot, which will necessitate the removal of the existing shed.
- To facilitate the consent, a minor variance is being requested to the site and building regulations on the severed parcel and the building regulations on the retained parcel.
- Staff recommend approval subject to the conditions outlined in Schedule ‘E’.

Strategic Plan Alignment:

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 creating conditions to minimize health and safety risks.

Previous Report/Authority:

[City of Owen Sound Official Plan](#)

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

Background & Proposal:

An application for a minor variance has been submitted by Barry's Construction and Insulation Ltd for the property known as 890 20th Street East.

The subject property is located at 890 20th Street East in the northwest corner of the intersection of 20th Street East and 9th Avenue East. The property is a corner lot with a current frontage of 19.8 metres on 20th Street East and a lot depth of 38.1 metres on 9th Avenue East. The property is approximately 755 square metres in size. The property currently contains a one-storey detached dwelling and an accessory storage shed.

Surrounding land uses include:

North:	Residential (single, cluster townhouse and multi-unit residential)
East:	Residential (single detached); the City's industrial park begins on the east side of 9 th Avenue East along 20 th Street East (uses included VON Grey Bruce, self-storage facilities, and clinics)
South:	Residential (single and multi-unit residential)
West:	Residential (mainly single detached dwellings on a variety of lot sizes)

The subject lands are designated 'Residential' in the City's Official Plan (OP) and are zoned 'Medium Density Residential' (R4) in the City's Zoning By-law

(2010-078, as amended). 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'. A full description of the property is included in Schedule 'C'.

The applicant is proposing to sever the subject lands to create one (1) new residential lot.

The applicant is proposing to retain the existing dwelling on the retained lot. A single detached dwelling is proposed for the severed lot, which will necessitate the removal of the existing shed. To facilitate the consent, a minor variance is being requested to address the following deficiencies for the severed and retained lots:

Requested Variances			
Retained Parcel (existing dwelling)	Required (R4)	Proposed	Variance
Regulation for Single Detached Dwelling:			
Min. Rear Yard Setback	7.5 m	2.6 m	4.9 m
Min. Exterior Side Yard	3.0 m	2.2 m*	0.8 m
* denotes existing setback, variance required to recognize existing deficiency			
Regulation for a Deck greater than 0.75 above finished grade:			
Min. Setback from Rear Lot Line	1.5 m	0.9 m	0.6 m
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 1.8m from the rear wall of the existing dwelling, provided a min. setback of 0.9 m is maintained from the rear lot line.	
Severed Parcel			
	Required (R4)	Proposed	Variance
Regulation for Single Detached Dwelling:			
Min. Lot Area	400 m ²	305 m ²	95 m ²

Requested Variances			
Max. Lot Coverage	40%	50%	10%
Min. Front Yard Setback	6.5 m	6.0 m	0.5 m
Min. Rear Yard Setback	7.5 m	4.0 m	3.5 m
<i>Regulation for a Deck greater than 0.75 above finished grade:</i>			
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 2.5 m from the rear wall of the dwelling, provided a min. setback of 1.5 m is maintained from the rear lot line.	

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

Analysis:

As stipulated in the *Planning Act* (Sec. 45(1)), a minor variance may be authorized by the Committee of Adjustment, provided that the four tests of a variance are met. All decisions with respect to a planning matter must also be consistent with the Provincial Policy Statement.

Provincial Policy Statement

The Provincial Planning Statement (PPS, 2024) has been reviewed regarding the proposed application. The PPS promotes a mix of land uses within settlement areas that efficiently use land and resources, infrastructure and public services, while encouraging intensification and regeneration on lands with existing servicing. Settlement areas shall be the focus for growth and their vitality and regeneration shall be promoted.

Policy 2.2.1, of the PPS identifies that planning authorities shall provide for 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 types of residential intensification.

Policy 2.3.1 identifies that land use patterns within settlement areas should be based on densities and a mix of land uses which efficiently use and optimize existing and planned infrastructure. The policy also identifies that

planning authorities shall support general intensification and redevelopment to support the achievement of complete communities.

Policy 3.6.7 of the PPS identifies that Planning authorities may allow lot creation where there is confirmation of sufficient reserve sewage system capacity and reserve water system capacity.

The subject lands are within an existing settlement area and have access to full municipal services. The requested variances to the City's Zoning By-law will facilitate development on an existing underutilized lot and represent orderly infill development in an existing mixed-use area. The development represents efficient use of infrastructure and the City's Engineering staff have confirmed that the subject lands have access to existing municipal services, as detailed in Schedule 'F'.

The application is consistent with the above direction provided by the PPS, subject to recommended conditions.

County of Grey Official Plan

The entire City of Owen Sound is designated as a 'Primary Settlement Area' in the 2019 County of Grey Official Plan (County OP). The County OP promotes a full range of residential, commercial, industrial, recreational, and institutional land uses within a Primary Settlement Area. Land use policies and development standards are to be in accordance with the local Official Plan. County staff have been consulted on the proposal and have no objection to the requested variance. Comments from the County are attached in full as part of Schedule 'G' to the report.

The following provides an analysis of the tests for a minor variance:

Test 1: Conformity with the Official Plan

The subject property is designated 'Residential' in the Owen Sound Official Plan. The Residential designation permits a range of residential uses, including single-detached, semi-detached, townhouse, apartment dwellings, and other forms of multiple housing.

Section 3.1.8.2 of the OP supports residential intensification and infill development subject to the following policies.

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

The subject property is designated and zoned to permit the proposed use of single-detached dwellings and is located in a residential neighbourhood with frontage onto a minor arterial road (9th Avenue East) and a collector road (20th Street East).

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

The proposed development is situated within an established residential neighbourhood, which is characterized by single-detached dwellings on lots of varying sizes. The neighbourhood also includes various types of multi-unit developments, such as apartment buildings and cluster and street-fronting townhouses. The proposed lot size is generally compatible with the existing character of the neighbourhood and will not disrupt the established streetscape.

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

The subject lands have frontage on 9th Avenue East and 20th Street East, both of which are existing, assumed public roads that are maintained on a year-round basis. There is a sidewalk fronting a portion of the property, located on the west side of 9th Avenue East.

Municipal services (water and sewer) are available in both the 9th Avenue East and 20th Street East road allowance and will be connected to the severed lot through the building permit processes. No changes to the existing building and structures on the retained parcel are proposed through this process.

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

The subject property is well located near several community and recreational facilities, including Bayview Park/ Timber McArthur Park, Duncan McLellan Park, the Julie MacArthur Centre, and the YMCA. Additionally, the neighbourhood is situated in close proximity to the City's East City Commercial area, which features a diverse range of commercial and institutional uses.

Staff anticipate that the increased demand on these facilities resulting from the application will be negligible.

e. Required parking can be accommodated.

Sufficient off-street parking is provided for both the severed and retained parcels. The retained parcel has an existing driveway that is sized to accommodate off-street parking. The proposed building envelope for the severed parcel includes a 6.0 m long driveway as well as an attached garage, which will provide sufficient off-street parking.

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

The application proposes one (1) additional dwelling unit. The anticipated impact of the units on the City's road networks is imperceptible.

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

The subject property is not designated as a heritage building. There are no designated or listed heritage properties in the surrounding neighbourhood.

Section 8. Urban Design

Section 8 of the OP provides urban design direction and seeks to achieve well-coordinated and designed streetscapes and compatible built form. Within a residential area, heights and setbacks should be consistent with the general form of existing development (Sec.8.6.1.3).

The requested variances will facilitate the construction of a two-storey single-detached dwelling on the severed parcel and accommodate the existing one-storey single-detached dwelling on the retained parcel, generally in conformity with the existing, established neighbourhood.

The proposal conforms with the City's Official Plan.

Test 2: Conformity with the Intent and Purpose of the Zoning By-law

The property is zoned 'Medium Density Residential' (R4) in the City's Zoning By-law (2010-078, as amended). Single detached dwellings are permitted in the R 4 zone.

The application is requesting the following variances on the retained parcel:

Retained Parcel	Required (R4)	Proposed	Variance
<i>Regulation for Single Detached Dwelling:</i>			
Min. Rear Yard Setback	7.5 m	2.6 m	4.9 m

Min. Exterior Side Yard <i>existing setback, variance requested for clarity</i>	3.0 m	2.2 m	0.8 m
<i>Regulation for a Deck greater than 0.75 above finished grade:</i>			
Min. Setback from Rear Lot Line	1.5 m	0.9 m	0.6 m
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 1.8m from the rear wall of the existing dwelling, provided a min. setback of 0.9 m is maintained from the rear lot line.	

The retained parcel provides for the required minimum lot area and frontage. The requested variances will acknowledge a deficiency and permit a reduced rear yard.

The retained parcel currently has, and will continue to have, frontage on 20th Street East, subsequent to the proposed severance. The eastern side yard, located adjacent to 9th Avenue East, is considered an exterior side yard and is required to be at least 3.0 metres in depth. As noted, the dwelling on the retained parcel is existing, and the side yard deficiency is also existing and will not be altered or impacted by the severance.

The reduced rear yard setback and associated variances for the existing deck delineate a smaller rear yard than typical. However, the proposed severed parcel has a front yard that is significantly larger (11.7 m vs 6.5 m) than that required by the zone provisions. Together, the front and rear yards provide sufficient outdoor amenity space for the end users, as well as providing adequate area for on-site stormwater management.

The application requests the following variances to permit the creation of the severed parcel and to facilitate the construction of a two-storey single-detached dwelling.

	Required (R4)	Proposed	Variance
<i>Regulation for Single Detached Dwelling:</i>			
Min. Lot Area	400 m ²	305 m ²	95 m ²
Max. Lot Coverage	40%	50%	10%
Min. Front Yard Setback	6.5 m	6.0 m	0.5 m
Min. Rear Yard Setback	7.5 m	4.0 m	3.5 m
<i>Regulation for a Deck greater than 0.75 above finished grade:</i>			
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 2.5 m from the rear wall of the dwelling, provided a min. setback of 1.5 m is maintained from the rear lot line.	

The purpose of the minimum lot area provision is to ensure that each lot has sufficient area to accommodate a typical building footprint and to provide sufficient space for parking, landscaping, stormwater management, and an outdoor amenity area.

The reduced lot area, combined with the increased lot coverage and reduced front and rear yard setbacks, provides for a 133 square metre (1,400 square feet) building footprint and an 11 square metre (120 square foot) covered deck. The proposal lot area provides outdoor amenity space (covered deck) and a pervious (grassed) area, in the front and rear yards, to facilitate on-site stormwater management.

The slightly reduced front yard setback is sized to accommodate a parking space that meets the zoning requirements. However, through the consent application, the City will require a one (1) metre road widening along the 9th Avenue East frontage. Section 5.11.1 of the Zoning By-law recognizes that where the City obtains a road widening, which places the lot or building or structure in conflict with the requirements of this By-law, such lot and / or building or structure shall be deemed to meet the provisions of, and be in conformity with this By-law, notwithstanding that certain By-law regulations may not be met. In this case, the road widening will technically reduce the front yard setback to 5.5 metres. To ensure that the lot will be able to

provide one parking space in the future, a recommended condition of approval is that future building permits for the attached garage demonstrate that the garage will be able to provide one 2.65-metre-wide by 6.0-metre-long parking space.

The proposal maintains the general intent and purpose of the City's Zoning By-law.

Test 3: Minor in Nature

The request for relief from the Zoning By-law to vary several site and building regulations for the purpose of facilitating a severance to create one new residential lot can be considered minor in nature for a number of reasons, as follows:

- Sufficient off-street parking is provided on the proposed severed and retained lot.
- The building envelope on the severed lot provides the required minimum interior side yard on the south (retained parcel) and north (2010 9th Ave E) side yards.
- The adjacent lot to the west (on 20th Street East) is similarly laid out to the subject property in that the back yard is largely vacant, and the detached dwelling is in line with the dwelling on the subject property. The proposed dwelling on the severed parcel is not anticipated to impact the dwelling on the adjacent property.
- No adverse impact on adjoining properties is anticipated as a result of the proposed development.
- The residential character of the streetscape is not expected to change significantly.
- Recommended conditions of approval for the associated consent applications will ensure that the final stormwater management plan is designed to ensure that drainage is managed appropriately across the site.

The proposal is deemed to be minor in nature.

Test 4: Desirable for the Development and Use of the Lands

The subject property is situated within an established residential neighbourhood. The proposed development supports the property's residential function and will contribute to increasing the city's housing supply. The proposed development represents infill on an existing

underutilized site, which is desirable in the City's settlement area and consistent with the policy direction provided by the PPS and the City's OP.

The proposal is deemed to be desirable for the development and use of the lands.

Comments Received:

In accordance with the requirements of the *Planning Act* (Sec. 45, O. Reg. 200/96), Notice of the subject application was provided on September 17, 2025, 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 Division

Comment has been received from the City's Engineering & Public Works Department recommending approval subject to the comments detailed in Schedule 'F'.

City of Owen Sound Building Division

Comment has been received from the City's Building with no objection to the proposed minor variance. Building Division notes that all construction shall be in accordance with either the Ontario Building Code or successor legislation in place at the time of building permit application.

Grey County

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

Grey Sauble Conservation Authority (GSCA)

Comment has been received from GSCA with no objection to the proposed minor variance.

Public Comment

One public comment was received. The commenter requests that the application be denied because the requested lot size and rear yard setbacks, in their opinion, sets a precedent for future developments and the impact on adjoining property owners.

Planning comment: As noted above, the proposed building envelope on the severed parcel provides for a 133 square metre (1,400 square feet) building footprint and an 11 square metre (120 square feet) covered deck.

The proposal lot area provides outdoor amenity space (covered deck) and a pervious (grassed) area, in the front and rear yards, to facilitate on-site stormwater management. The requested lot area can function as intended.

Each minor variance application is evaluated on a site-specific basis and does not set a precedent for future applications.

No adverse impact on adjoining properties is anticipated as a result of the proposed development.

Financial Implications:

None at this time.

Communication Strategy:

Notice of the minor variance application was given in accordance with Section 45(5) of the *Planning Act* and Ontario Regulation 200/96.

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, Grading and Drainage Plan, Landscape Plan
- Schedule 'E': Conditions of Approval
- Schedule 'F': Agency Comments

Recommended by:

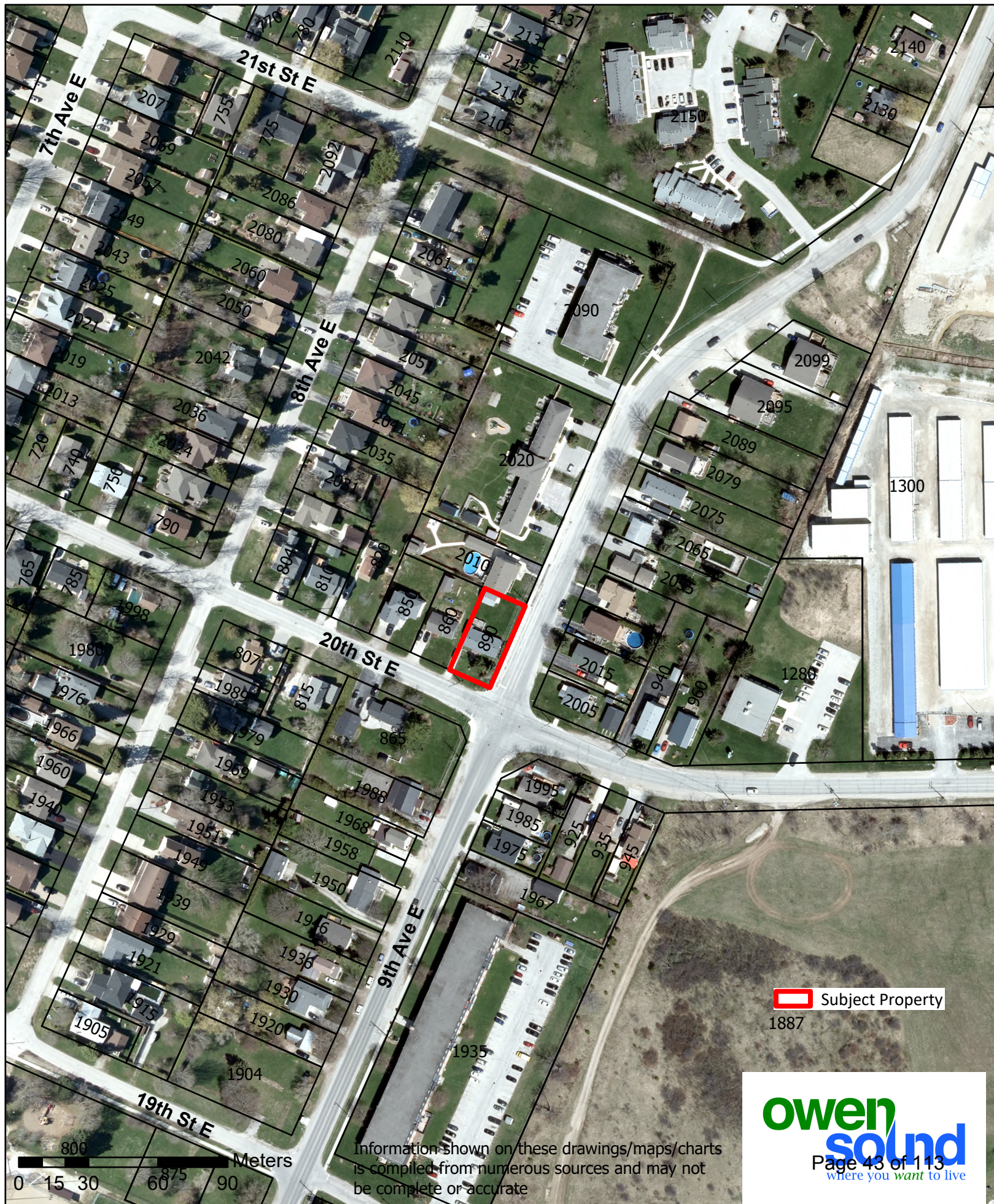
Sabine Robart, M.SC. (PL), MCIP, RPP, Manager of Planning & Heritage

Submission approved by:

Pam Coulter, BA, RPP, Director of Community Services

For more information on this report, please contact Sabine Robart, Manager of Planning & Heritage at srobart@owensound.ca or 519 376 4440 x.1236.

Schedule 'A': Orthophoto



 Subject Property
1887

800
0 15 30 60 75 90 Meters

Information shown on these drawings/maps/charts is compiled from numerous sources and may not be complete or accurate

Schedule 'B': Planning Policy



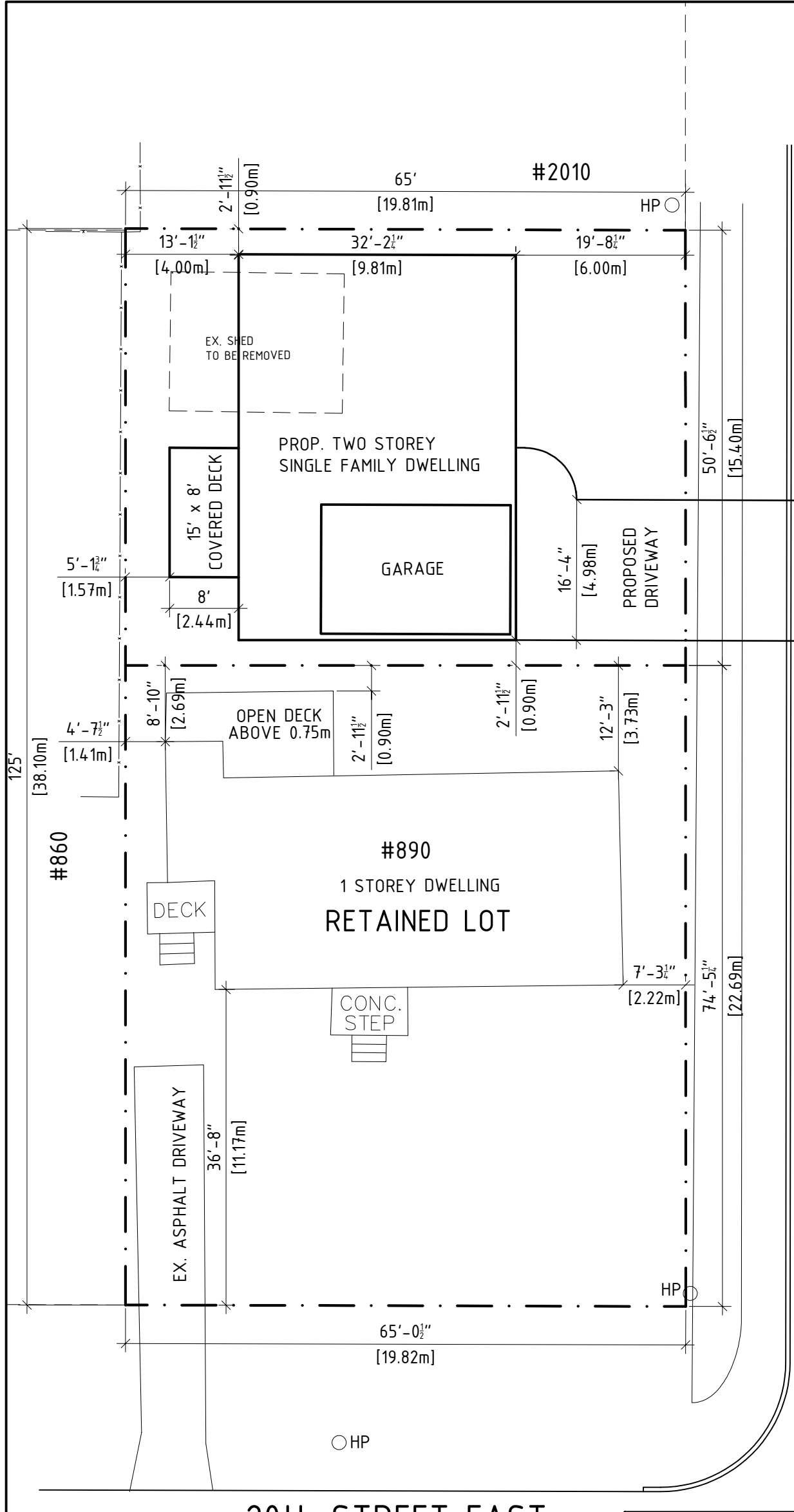
SCHEDULE C

PROPERTY DETAILS – A14-2025

Property Information	Detail	
	Retained (20 th St E)	Severed (9 th Ave E)
Civic Address	890 20 th Street East	
Roll Number	425901000630100	
Legal Description	PT LOT 25 PT LOT 26 STAVELY W/S	
Site Frontage	19.8 m	15.4 m
Site Depth	22.7 m	19.8 m
Site Area	449 sq m	305 sq m
Existing Structures	Single Detached Dwelling with attached deck	Accessory building to be removed
Road Access/Frontage	20 th Street Eat	9 th Avenue East
Surrounding Land Uses	North: Residential (single, cluster townhouse and multi-unit residential) East: Residential (single detached); the City's industrial park begins on the east side of 9th Avenue East along 20th Street East (uses included VON Grey Bruce, self-storage facilities, and clinics) South: Residential (single and multi-unit residential) West: Residential (mainly single detached dwellings on a variety of lot sizes)	

Available Servicing	Detail	
Potable Water	a 200 mm Ø ductile iron watermain (Municipal pressure zone)	300 mm Ø asbestos cement watermain (Industrial pressure zone)
Wastewater	200 mm Ø asbestos cement wastewater sewer	450 mm Ø concrete wastewater sewer
Stormwater	375 mm Ø stormwater stub fronting a portion of the development, located in 20 th Street East	900 mm Ø concrete pipe storm sewer main

Planning Policy	Detail	
County of Grey Official Plan	Primary Settlement Area	
City of Owen Sound Official Plan	Residential	
City of Owen Sound Zoning By-law 2010-078, as amended	Medium Density Residential (R4)	



PROPOSED RETAINED LOT		PROPOSED SEVERED LOT		DIFFERENCE		COMMENT	
R4 ZONING	REQUIRED	PROPOSED	DIFFERENCE	COMPLIES	COMMENT	COMPLIES	COMMENT
MIN. FRONTAGE (20TH)	12m	19.81m	COMPLIES	COMPLIES		COMPLIES	
MIN. LOT AREA	4,00m ²	44.9m ²	COMPLIES	-95m ²		COMPLIES	
MAX. LOT COVERAGE	4.0%	31.4%	COMPLIES	+6.8%		COMPLIES	Request 50%
FRONT YARD	6.5m	11.1m	COMPLIES	-0.5m		COMPLIES	
MIN. REAR YARD	7.5m	2.6m	COMPLIES	-3.5m		COMPLIES	
MIN. INT. SIDE YARD	0.9m	1.4m	COMPLIES	0.9m		COMPLIES	
MIN. EXT. SIDE YARD	3.0m	2.2m	COMPLIES	-0.8m		COMPLIES	

SCHEDULE E

DRAFT CONDITIONS OF APPROVAL A14-2025

1. That approval is obtained from the City's Committee of Adjustment for Consent Application B14-2025, and the conditions pertaining to the consent are fulfilled.
2. That future building permits for the attached garage demonstrate a minimum of one 2.65-metre-wide by 6.0-metre-long parking space can be accommodated within the attached garage.
3. That construction occur substantially in accordance with the sketch submitted with the application and attached as Schedule "A" to the decision of the Committee of Adjustment to the satisfaction of the City's Chief Building Official.

SCHEDULE F

Agency and Public Comments – A14-2025

County of Grey – September 22, 2025

Grey Sauble Conservation Authority – September 23, 2025

City of Owen Sound Building Division – September 19, 2025

City of Owen Sound Engineering & Public Works Department – September 25, 2025

Public Comment - Doug Murdock - September 19, 2025

From: planning@grey.ca
To: [Briana Bloomfield](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#); [Tim Simmonds](#); [Pam Coulter](#); [Engineering](#); [Emily Carter](#)
Subject: County comments for A14-2025 Barry's Construction
Date: September 22, 2025 1:40:51 PM

External sender <planning@grey.ca>

Make sure you trust this sender before taking any actions.

County comments for A14-2025 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.

County Planning staff would note that the subject property is near four 'Abandoned Landfill - Previously Identified Site'. In March 2015, Azimuth Environmental Consulting undertook a Historic Landfill Site Review. In the review, it was determined that all four landfills had insufficient risk. Therefore, County Planning staff have no concerns in this regard.

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

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

From: [Clinton Stredwick - Environmental Planner](#)
To: [Margaret Potter](#)
Cc: [OS Planning](#); [Jon Farmer](#); [Scott Greig](#)
Subject: COA GSCA Comments
Date: Tuesday, September 23, 2025 10:24:28 PM
Attachments: [Outlook-4nmvkl1.png](#)
[Outlook-xulzh2fa.png](#)

External sender <c.stredwick@greysauble.on.ca>
Make sure you trust this sender before taking any actions.

Hi Margaret,

The GSCA has had an opportunity to review the following applications. A12-2025, A14-2025 and B14-2025, A16-2025, B13-2025 for the Committee of Adjustment. There are no Natural Hazards or Regulated Areas within the subject lands of each of the applications. The GSCA therefore has no comments or concerns with the applications.

Kind regards,

Clinton Stredwick, BES, MCIP, RPP

Environmental Planner

519.376.3076
c.stredwick@greysauble.on.ca
www.greysauble.on.ca



We've Temporarily Moved!

While our office gets renovated, find us at 901 3rd Avenue East, Suite 215, Owen Sound (above the Post Office).

This email communication and accompanying documents are intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you received this communication in error, please notify the sender immediately and delete all the copies (electronic or otherwise) immediately. Thank you for your cooperation.

For after-hours non-911 emergencies please call 226-256-8702. Please do not use this number for planning related inquiries. For information regarding properties, visit our website at www.greysauble.on.ca.

Staff Report

Building Division

DATE: AUG 19, 2025

ROLL NO.: 4259 010 006 30100

TO: MARGARET POTTER, SENIOR PLANNER

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: CONSENT & MINOR VARIACE APPLICATION FOR 890 20TH AVE E

PLANNING FILE: A14 / B14-2025

MUNICIPAL ADDRESS: 890 20TH ST EAST

LEGAL DESCRIPTION: PT LOT 25 PT LOT 26 STAVELY;W/S

APPLICANT: BARRY'S CONSTRUCTION LTD.

BACKGROUND: The applicant is proposing to sever the subject lands to create one (1) new lot and retain one (1) lot as follows:

	Retained Lot	Severed Lot
Lot Frontage	19.82 m	15.4 m
Lot Area	449 m2	305 m2

The retained lot is comprised of a single storey dwelling and the severed lot is proposed to comprise a 2 storey dwelling.

To facilitate the consent a Minor Variance application of setbacks and lot size is being requested

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 2025*
 - C
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*

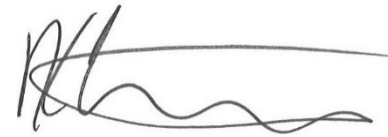
The Building Division does not have any concerns regarding the application, please be aware that the building must comply with the Ontario Building Code in effect at the time of application and City By-laws, including but not limited to, the following:

- Design to meet the requirements of Barrier Free Design as per 3.8.
- Building to be designed by a Qualified Designer.
- Permit drawings to include mechanical (plumbing, HVAC), structural, electrical, architectural details including fire separations between units, floors, exits and occupancies meeting the requirements of the OBC.
- Sanitary sewer to be protected by a back water valve.
- 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 **2025 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$16.76 per m² of gross floor area Residential construction (min \$120) plus Admin Fee of \$55.13 per unit.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen

A handwritten signature in black ink, appearing to read 'Niels J.', written on a light gray rectangular background.

Reviewed by: Kevin Linthorne, CBO

A handwritten signature in black ink, appearing to read 'KL', followed by a long horizontal line and a wavy underline, written on a light gray rectangular background.

Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: September 25, 2025

Application: A14/2025

To: Christina McLean, Secretary-Treasurer, Committee of Adjustment
Sabine Robart, Manager of Planning and Heritage
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Minor Variance – Engineering Review

Municipal Address: 890 20th Street East

Assessment Roll: 425901000630100

Legal Description: PT LOT 25 PT LOT 26 STAVELY W/S

Applicant: Barry's Construction and Insulation Ltd.

Background:

The applicant is proposing to sever the subject lands to create one (1) new residential lot.

The applicant is proposing to retain the existing dwelling on the retained lot. A single detached dwelling is proposed for the severed lot, which will necessitate the removal of the existing shed. To facilitate the consent, a minor variance is being requested to address the following deficiencies for the severed and retained lots:

Requested Variances			
Retained Parcel	Required (R4)	Proposed	Variance
Regulation for Single Detached Dwelling:			
Min. Rear Yard Setback	7.5 m	2.6 m	4.9 m
Min. Exterior Side Yard	3.0 m	2.2 m*	0.8 m

Requested Variances			
Regulation for a Deck greater than 0.75 above finished grade:			
Min. Setback from Rear Lot Line	1.5 m	0.9 m	0.6 m
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 1.8m from the rear wall of the existing dwelling, provided a min. setback of 0.9 m is maintained from the rear lot line.	
Severed Parcel			
	Required (R4)	Proposed	Variance
Regulation for Single Detached Dwelling:			
Min. Lot Area	400 m2	305 m2	95 m2
Max. Lot Coverage	40%	50%	10%
Min. Front Yard Setback	6.5 m	6.0 m	0.5 m
Min. Rear Yard Setback	7.5 m	4.0 m	3.5 m
Regulation for a Deck greater than 0.75 above finished grade:			
Max. Projection into Required Rear Yard	3.0 m	Request to project a max. of 2.5 m from the rear wall of the dwelling, provided a min. setback of 1.5 m is maintained from the rear lot line.	

** denotes existing setback, variance requested for clarity*

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval of this application for minor variance by the Committee of Adjustment.

Analysis:

Site Access:

The property fronts on both 20th Street East and 9th Avenue East, improved municipal roads and classified as a Collector Road and Future Arterial Road (Collector Road), respectively.

There is a sidewalk fronting a portion of the property, located on the west side of 9th Avenue East.

There does not appear to be any impact to site access required as a part of the minor variance application submitted for the proposed development.

Parking:

The existing driveway at the site appears to be sufficiently sized to include a minimum of one (1) standard sized parking stall (City minimum standard is 2.65 m by 6.0 m).

There does not appear to be any impact to the existing parking at the site required as a part of the minor variance application submitted for the proposed development.

Site Servicing:

The City has a 450 mm Ø concrete wastewater sewer, a 900 mm Ø concrete pipe storm sewer main and a 300 mm Ø asbestos cement watermain (Industrial pressure zone) located in 9th Avenue East, fronting the development.

The City has a 200 mm Ø asbestos cement wastewater sewer and a 200 mm Ø ductile iron watermain (Municipal pressure zone) located in 20th Street east, fronting the development. There is also a 375 mm Ø stormwater stub fronting a portion of the development, located in 20th Street East.

Additionally, there is an existing 20 mm Ø copper water service lateral to the property line, extending from 20th Street East. A wastewater card is unavailable for 890 20th Street East property, however, available records indicate an active service lateral (size/material unknown) connected to the main located in 9th Avenue East.

There doesn't appear to be any impact to the existing servicing for the development based on the minor variance application.

Grading, Drainage & Stormwater Management:

Overall grading, drainage and stormwater management plans must conform to Section 2.2.2 of By-law 1999-030; the City of Owen Sound Property Standards By-law, and the approved grading plan.

It is noted that a portion of the minor variance is to permit additional lot coverage (increased impervious area), from 40% permitted to 50%. It is unclear how the existing surface water is managed at the property. However, based on the concurrent Consent Application (B14-2025), a Grading and Drainage Plan is required as a condition of Consent, which is to detail the management of stormwater at the property, and identify a positive outlet (i.e. City's road allowance).

As such, a Grading and Drainage Plan prepared by a qualified person is not required for this Minor Variance application, however, will be required as a part of the concurrent Consent Application (B12-2025).

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.

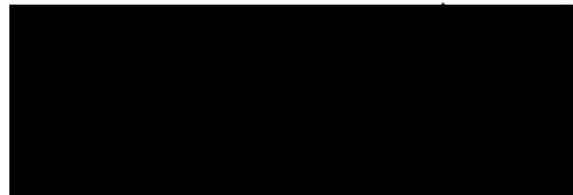


Reviewed By: Lara Widdifield, C.E.T.

Reviewed via email

The variance requested by Barry Krusselbrink to create a new residential lot at 890 20th St E should be denied for the following reasons.

- 1) Lot size is a lot smaller then what is required, about 25% smaller
What kind of precedent is this going to set for future requests by developers, smaller and smaller lot sizes.
- 2) Rear yard setback is almost being cut in half. Again what kind of precedent is this setting.
What effect is this going to have on property owners to the west. i.e. noise etc
- 3) Get it right there is a garage being removed not a shed
- 4) There is no need to subdivide an existing lot even smaller when this developer has lots of other land to develop.



Staff Report

Report To: Committee of Adjustment
Report From: Dave Aston and Aleah Clarke, MHBC Planning
Meeting Date: September 29, 2025
Report Code: CS-25-098
Subject: A15-2025 for 28th Avenue East - BGCD SB

Recommendations:

THAT in consideration of Staff Report CS-25-098 respecting Minor Variance A15-2025 by Ron Davidson Land Use Planning Consultant Inc. on behalf of the Bruce Grey Catholic District School Board (BGCD SB) for the property between 16th Street East and 8th Street East on the west side of 28th Avenue East, 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'.

Highlights:

- A complete application for Minor Variance (A15/2025) has been received by Ron Davidson Land Use Planning Consultant Inc. on behalf of the Bruce Grey Catholic District School Board (BGCD SB).
- By-law 2025-079 ([ZBA 56](#)) was approved earlier this year to rezone the 'Rural' zoned portion of the property to the 'Institutional' (I) zone. At that time a two-storey school was proposed.
- The purpose of the application is to construct a new secondary school. The school height is proposed to increase from two-storeys to three-storeys to comply with the Ministry of Education's revised efficiency standards.

- The maximum permitted building height in the Institutional Zone is 12 m. The proposed building height is 16 m. A minor variance of 4 m is being requested to address the height of the new building.

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.

Previous Report/Authority:

[Ontario Planning Act \(s. 41\)](#)

[City of Owen Sound Official Plan](#)

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

[Recommendation Report - Zoning By-law Amendment No. 56 – 28th Avenue East \(BGCDSEB\)](#)

B02-2024 ([CS-24-066](#))

Background & Proposal:

An application for a Minor Variance (A15/2025) has been received by Ron Davidson Land Use Planning Consultant Inc. on behalf of the Bruce Grey Catholic District School Board. The purpose of the application is to construct a new secondary school. The new school is proposed to be comprised of three floors.

The subject lands were recently severed from a larger property through [B02-2024](#), and a new address has not yet been created. A consent agreement is registered on title and includes various requirements, such as the provision of plans and record drawings, acquisition of permits, land conveyance, construction, installation, and/or provision of transportation and servicing works, payment of capital contributions, completion of studies, and acquisition of site plan approval.

By-law 2025-079 ([ZBA 56](#)) was approved earlier this year to rezone the 'Rural' zoned portion of the property to the 'Institutional' (I) zone. The Bruce-Grey Catholic District School Board (BGCDSB) had originally planned to construct a two-storey school on the subject lands; however, the Ministry of Education requested that the proposed building be redesigned as a three-storey school to comply with Provincial revised efficiency standards.

The maximum permitted building height in the Institutional Zone is 12 m. The proposed building height is 16 m. A minor variance of 4 m is being requested to address the height of the new building.

The subject property is located on the west side of 28th Avenue East, south of 16th Street East (Highway 26) and north of 8th Street East.

Surrounding land uses include:

North: Vacant East City Commercial parcel, East Ridge Business Park (including Van Dolder's Custom Exteriors)

East: Vacant and agricultural lands within the Municipality of Meaford, subject to Niagara Escarpment Plan.

South: Vacant lands designated Residential, existing agricultural fields, farm building cluster and single family dwelling, and Hazard Lands associated with Bothwell's Creek.

West: Hazard Lands associated with Bothwell's Creek, Grey County Rail Trail, vacant and developed commercial and residential lands (Sydenham Square, Heritage Grove, Home Depot, Walmart)

The subject lands are designated 'Residential, Open Space and Hazard Lands' in the City's Official Plan (OP). The lands are zoned 'Institutional (I) & Hazard Zone (ZH)' in the City's Zoning By-law (2010-078, as amended by By-law 2025-079). 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'. A full description of the property is included in Schedule 'C'.

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

Analysis:

As stipulated in the *Planning Act* (Sec. 45(1)), a minor variance may be authorized by the Committee of Adjustment, provided that the four tests of a variance are met. All decisions with respect to a planning matter must also be consistent with the Provincial Planning Statement.

Provincial Planning Statement

The Provincial Planning Statement (PPS, 2024) has been reviewed with regard to the proposed application. The PPS promotes a mix of land uses within settlement areas that efficiently use land and resources, infrastructure and public services, while encouraging intensification and regeneration on lands with existing servicing. Settlement areas shall be the focus for growth, and their vitality and regeneration shall be promoted.

The PPS considers schools to be 'public service facilities', and Planning Authorities in collaboration with school boards should consider and encourage innovative approaches in design of schools with a compact built form (3.1.5).

Under Policy 2.1.6, the PPS identifies that planning authorities should support the achievement of complete communities by:

"accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;"

The proposed secondary school is consistent with the direction provided by the PPS, subject to the recommended conditions.

Test 1: Conformity with the Official Plan

The subject property is designated 'Residential, Open Space and Hazard Lands' on Schedule 'A' of the Owen Sound Official Plan. The lands are located within the Sydenham Heights Phase I Planning Area, and Schedule 'A2' of the Official Plan designates the property as 'Open Space', 'Hazard Lands', 'High Density Residential', 'Low Density Residential', 'future road extension', and 'future collector road extension'.

The 'Residential' designation is the predominant area for housing within the City and permits a variety of housing types as well as complementary uses.

Complementary uses include elementary schools, parks, places of worship, and convenience commercial uses. Section 3.1.1 of the Official Plan indicates:

"Secondary uses of a non-residential nature known as local institutional uses that are considered compatible or form part of a residential area will be permitted including schools, libraries, fire stations, community centres, long term care facilities, places of worship, day care centres, and similar local institutional uses. Local institutional uses are generally to be located along arterial roads with access to public transit and full municipal services."

The 'Open Space' designation is planned to achieve the City's recreation objectives and is comprised of uses such as publicly and privately owned parks, playgrounds, recreational lands, natural preserves, schools and cemeteries. Section 3.11.1.1 of the Official Plan states that Open Space lands are to be used primarily for recreational and cultural purposes, including uses such as: *"Active and passive parks, trails, beaches, playgrounds, skate and bike parks, splash pads, resource preserves, and athletic fields."*

The 'Hazard Lands' designation is planned for the conservation and preservation of lands in their natural state. Section 3.13.1.1 of the Official Plan indicates that no buildings or structures other than those necessary for flood or erosion control, and conservation purposes are to be constructed on 'Hazard Lands'. Uses such as passive and active outdoor recreation, including trails for walking, cycling or cross-country skiing are permitted provided they can operate without adversely affecting the hazardous conditions of Hazard Lands or be subject to excessive damage due to potential hazardous conditions.

The Official Plan encourages the conveyance of Hazard Lands into public ownership for environmental protection purposes through the development approval process. Through the previous consent application [B02/2024](#) and the consent agreement, the applicant has committed to convey the hazard lands associated with the flooding potential of the Telfer Creek to the City.

The proposed school building is within the portion of the lands designated as 'Residential' and zoned 'Institutional'.

The 'Sydenham Heights Phase I Planning Area' designation is planned to accommodate residential land uses and compatible institutional, commercial and open space uses. Local institutional uses including schools are permitted in the residential area provided road access is provided from arterial or

collector streets. A portion of the subject lands are designated 'High Density Residential'. The Official Plan permits high density development where it is deemed appropriate and compatible with the surrounding area and provides acceptable height and density transition to lands designated low or medium density residential.

The Sydenham Heights Planning Area policies also speak to the need to protect the Grey Bruce Regional Health Centre heliport. The applicant confirmed through their zoning by-law amendment application ([ZBA 56](#)) that the development is located outside the heliport's flight path and no further study is required.

General policies of the Sydenham Heights Planning Area contemplate transition between medium and high density land uses, indicating that conflict be minimized through adequate buffering and/or physical separation (4.2.3).

The City's Urban Design policies (Section 8.0) establish the general design vision for the City and outline criteria for evaluating new development proposals. Site Plan Approval will be required for the school and will assess these policies fully. For the purposes of considering the building height, the following policies merit note:

- 8.1.1.2 The City shall promote a high standard of design in its public works and in the design of private and public development to achieve an appealing, comfortable, accessible, safe living and work environment for the residents and visitors of Owen Sound. Particular attention will be given to development within the River District Commercial area, the harbour area, new residential areas, major commercial areas and gateways to the City.
- 8.6.5.1 In order to create an attractive street edge, buildings on large commercial, industrial or institutional lots with sufficient depth to provide internal traffic distribution are encouraged to be located close to the street with parking located further from the street with appropriate landscape treatment as specified in the City's Site Plan Submission and Approval Guidelines.
- 8.6.7.1 The City shall consider matters of potential impact on adjacent uses when considering any application for a change of use.
- 8.6.7.3 Where the height or mass of a proposed building may significantly shadow or cause increased wind conditions on an adjacent open space or solar collector, the City may require a study be undertaken to assess the impact and may develop and enforce

setback requirements, site plan requirements and design guidelines to ameliorate the problem.

- 8.6.7.5 Generally, where a non-residential site abuts a residential use, the location of access lanes, parking areas, loading areas and waste storage close to the residential use should be avoided. A landscaped buffer and appropriate screening should be required along the adjoining lot lines. Additional screening may be required where noise levels generated by the non-residential use are considered unusually high and would negatively impact the residential use.

The site plan provided with the zoning amendment showed a 2-storey building with a 6,977 m² footprint (+ detached shop) while the new 3-storey building proposes a 5,748 m² footprint (+ detached shop). The gross floor area proposed is 10,076 m². This demonstrates the increase in height results in a smaller building footprint.

The building has also been moved closer to 28th Avenue East, with parking located off of the side street (future 15th Street East). This building location helps to define the 28th Avenue East street edge and signal to drivers along this arterial road that this is an urban area.

Surrounding lands are designated through the Sydenham Heights Phase One Planning Area (Schedule A2) as East City Commercial and High Density Residential to the north, and Low density Residential to the south.

In terms of impact to neighbouring properties, the increase of 4 m in height will result in a 16 m high building that is setback over 40m from side lot lines. A shadow study was not requested.

There is an existing dwelling immediately south of the subject lands fronting on to 28th Avenue East. The site plan shows a row of portables on the south side of the school building nearest 28th Avenue East with the 1 storey shop building behind. School buses and parking areas are positioned north and west of the school building. The accessory buildings will provide transition between the new school and the neighbouring residence.

The proposed school with a 16m building height will also provide an acceptable height transition between higher density and commercial uses to the lower density adjacent lands through large building setbacks and the building's orientation towards 28th Avenue East.

Screening of the non-residential use to neighbouring future residential properties will be considered through the Site Plan Approval process.

The proposal conforms with the City's Official Plan.

Test 2: Conformity with the Intent and Purpose of the Zoning By-law

The property is zoned 'Institutional (I) & Hazard Zone (ZH)' in the City's Zoning By-law (2010-078, as amended). The 'Institutional' zone permits uses such as schools, public parks, community centres and places of worship. The school building would be within the Institutional zone.

The BGCD SB had originally planned to construct a two-storey school on the subject lands, but the school is now planned to be 3-storeys to comply with efficiency standards of the Ministry of Education. The planned school building is shown on the plan to be 3-storeys with a maximum height of 15.5 metres. Notice was given for relief of up to 16 m to provide for some flexibility in finalizing the plans and construction drawings.

The "Institutional" zone permits a maximum building height of 12 metres. The maximum building height in the Institutional Zone reflects that institutional uses are typically located in or adjacent to low rise residential areas. A recent example of this would be the one-storey Alexandra community school on 8th Avenue East, which is setback from residential property lines approximately 9m at the northwest corner. The existing St. Mary's school has a two storey addition less than 13m from the SE lot line.

The East City Commercial designation to the north is anticipated for future rezoning to a Retail Commercial (C2) Zone which is the zone applicable to other commercial properties to the west fronting 16th Street East. The maximum building height permitted in the C2 zone is 18 m.

Based on the submitted cross sections, the proposed school will feature a flat roof with a parapet, and only a portion of the building will be 3-storey's in height. This variety of height will add visual interest and reduce the overall massing of the building. The proposed increased building height will facilitate the development of an efficient secondary school in accordance with the purpose of the Institutional zone.

A complete analysis of the proposed development's Zoning conformity will be completed through the Site Plan Process.

The proposal maintains the general intent and purpose of the City's Zoning By-law.

Test 3: Minor in Nature

The request for relief from the Zoning By-law to permit a maximum height of 16 metres can be considered minor in nature for a number of reasons, as follows:

- The school use is permitted in accordance with ZBA 56.
- The adjacent lands are vacant and designated for commercial and residential uses. The adjacent lands have not yet been zoned.
- The proposed site plan has oriented the proposed school near 28th Avenue East with large building setbacks to the north and south property lines. Based on the proposed setbacks to neighbouring properties (approximately 40m to the north and south), the proposed minor variance will not impact future development of the adjacent lands, and provides an appropriate height transition.
- The minor variance reflects the current planning and school design policies of the province. A 3-storey school is an efficient use of land and reflects modern school design.
- The proposal will be subject to Site Plan Approval to address the overall design of the site for such matters as landscaping, parking, servicing, traffic circulation, pedestrian pathways, etc.

The proposal is deemed to be minor in nature.

Test 4: Desirable for the Development and Use of the Lands

The proposed 3-storey school will help to achieve the compact built form envisioned by the PPS for schools (public service facilities).

The proposed increase in maximum building height is not anticipated to have any adverse impact on the neighbouring properties. The proposed increase in building height will result in a more efficient built form by requiring a smaller building footprint for an equivalent gross floor area.

The proposal is deemed to be desirable for the development and use of the lands.

Comments Received:

In accordance with the requirements of the *Planning Act* (Sec. 45, O. Reg. 200/96), Notice of the subject application was provided on 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 recommending approval of the minor variance application.

City of Owen Sound Building Department

Comment has been received from the Building Department with no concerns for the minor variance. Their comments include direction on compliance with the Ontario Building Code and City By-laws.

Grey County

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

Grey Sauble Conservation Authority (GSCA)

GSCA comments confirm that there are natural hazards and regulated areas on the subject lands. The impact in height will have no impact and therefore they have no concerns or comments at this time.

Financial Implications:

None to the City.

Communication Strategy:

Notice of the minor variance application was given in accordance with Section 45(5) of the *Planning Act* and Ontario Regulation 200/96.

Due to a discrepancy in circulation, Notice originally given on September 9th for a September 23 hearing was replaced by Notice given September 17, 2025 for the September 29 hearing giving more than the required 10 days notice to those persons, departments, and agencies likely to have an interest in the application, as legislated by the *Planning Act*.

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 and Cross-Section
Schedule 'E': Conditions of Approval
Schedule 'F': Agency Comments

Recommended by:

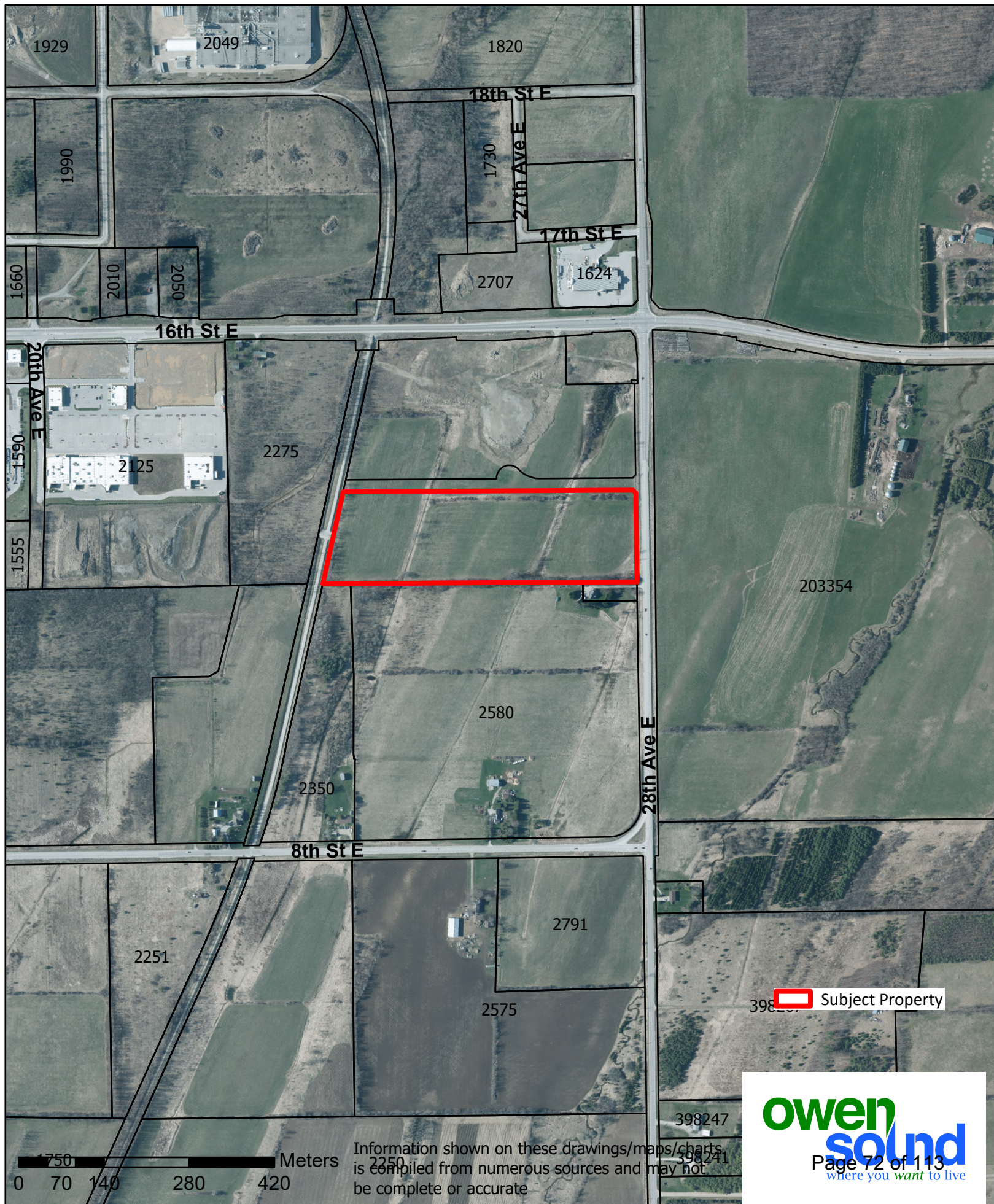
Dave Aston, MSc, MCIP, RPP (MHBC Planning)
Aleah Clarke, BES, MCIP, RPP (MHBC Planning)

Submission approved by:

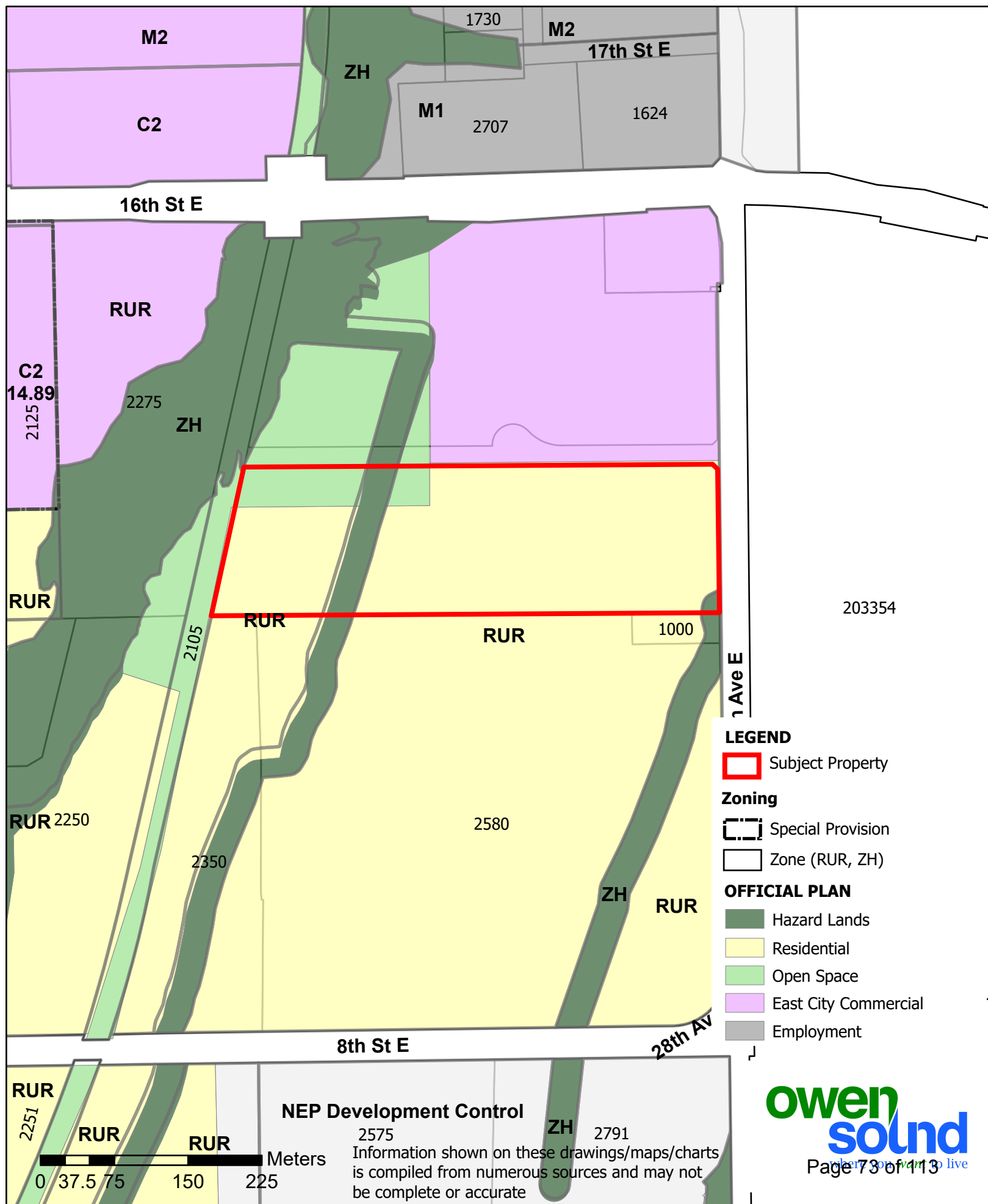
Pam Coulter, BA, RPP, Director of Community Services

For more information on this report, please contact Sabine Robart, Manager of Planning & Heritage at srobart@owensound.ca or 519-376-4440 ext. 1236.

Schedule 'A': Orthophoto



Schedule 'B': Planning Policy



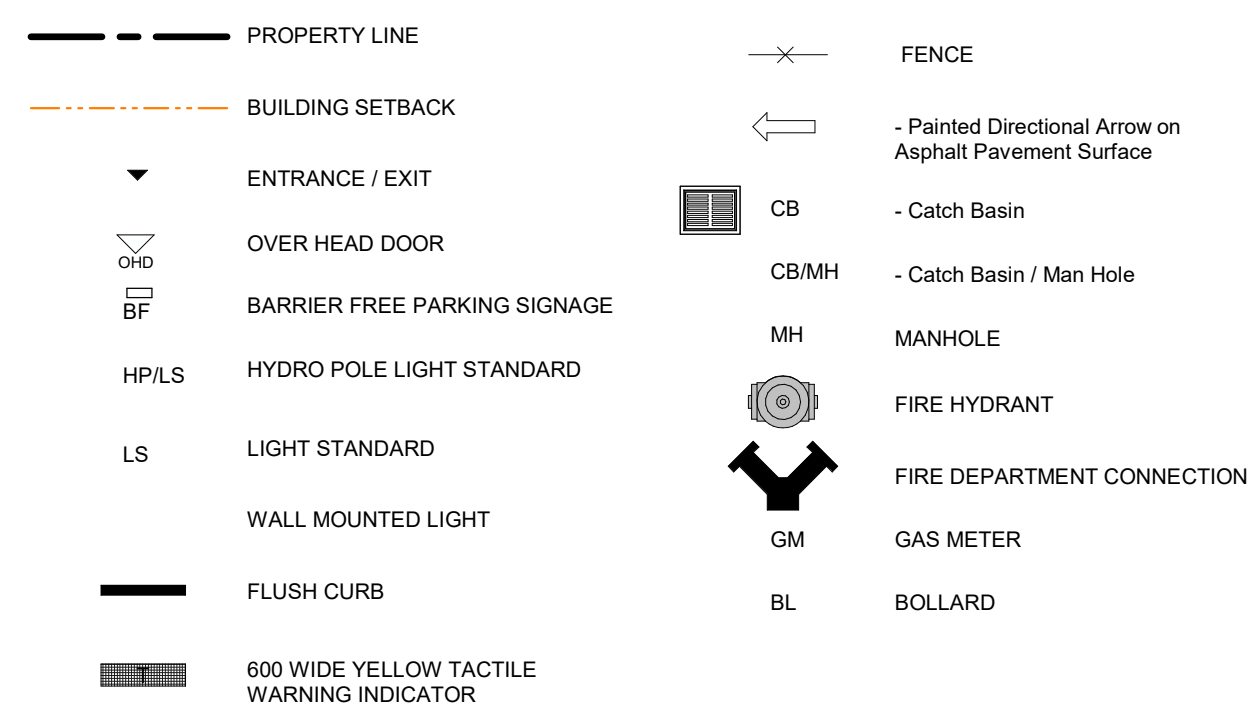
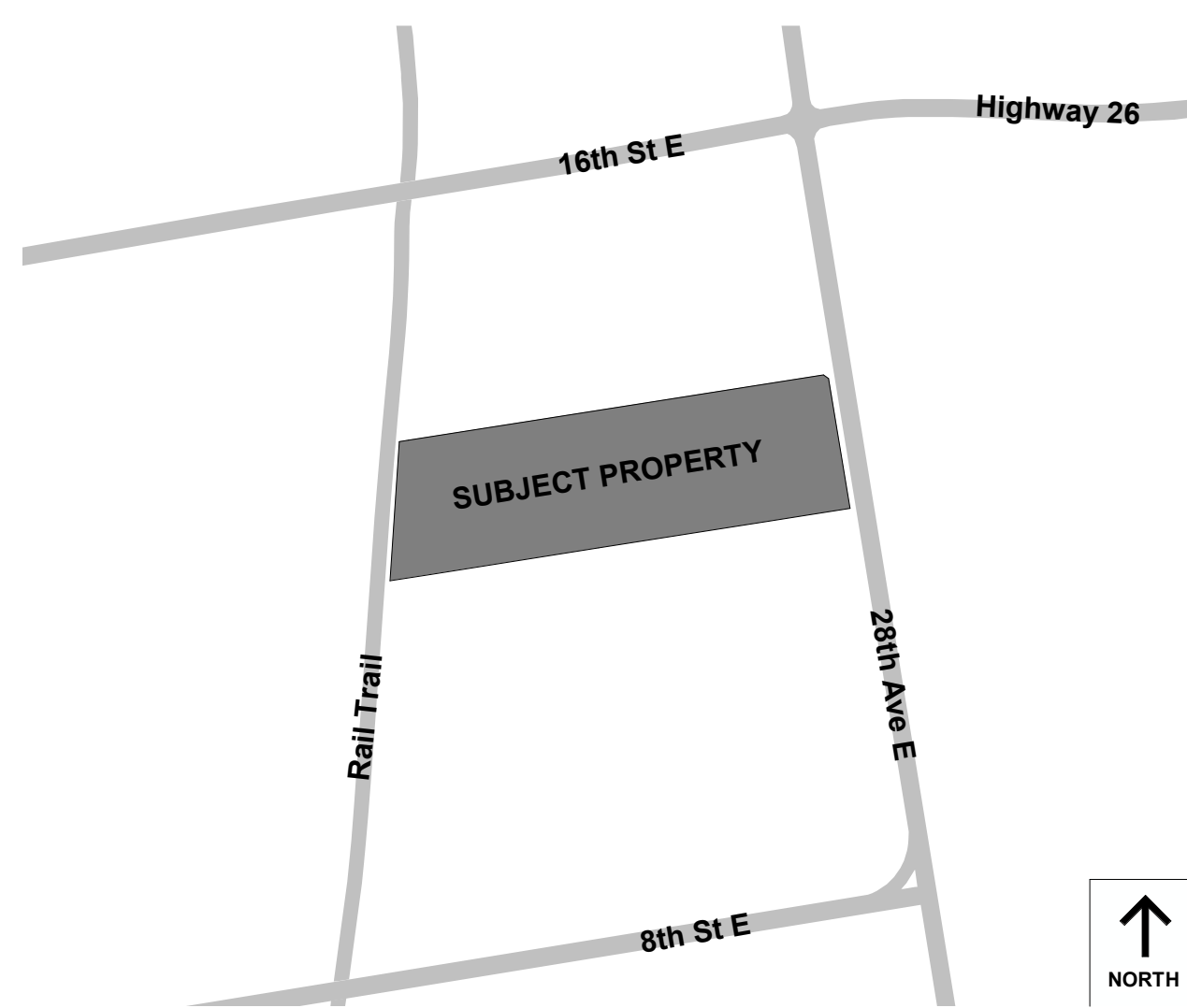
SCHEDULE C

PROPERTY DETAILS – A15-2025

Property Information	Detail
Civic Address	Not yet assigned (28TH AVE E)
Roll Number	425904006500104
Legal Description	SYDENHAM RANGE 5 EGR PT LOTS 9 AND 10 RP 16R12122 PARTS 4 AND 7
Site Frontage	~ 150 m
Site Depth	~ 516 m
Site Area	~ 75,329 m ²
Existing Structures	vacant
Road Access/Frontage	28 th Avenue East
Surrounding Land Uses	North: Vacant South: Vacant and agricultural and residence East: Vacant and agricultural West: Vacant and Rail Trail

Available Servicing	Detail
Potable Water	TBD
Wastewater	600 mm Ø PVC truck sewer main within the County Rail Trail
Stormwater	TBD

Planning Policy	Detail
County of Grey Official Plan	Primary Settlement Area, Hazard Lands
City of Owen Sound Official Plan	Land Use (Schedule 'A') – Residential, Open Space, Hazard Lands
City of Owen Sound Zoning By-law 2010-078, as amended	'Institutional (I) & Hazard Zone (ZH)'



SITE DATA			
23th Ave E, Owen Sound, Ontario			
DATA		REQUIRED	PROVIDED
CURRENT ZONING		ZONING - T-INSTITUTIONAL	
LOT AREA (m ²)		MIN 800 (m ²)	75,329 (m ²)
LOT COVERAGE		MAX 60%	8.8%
MIN. LANDSCAPE SPACE		MIN 25%	-
SIDEYARDS	FRONT YARD (m)	7.5 (m)	15.7 (m)
	INTERIOR SIDE YARD (m)	1.0 (m)	17.7 (m)
	EXTERIOR SIDE YARD (m)	3.0 (m)	41.7 (m)
	REAR YARD (m)	2.0 (m)	306 (m)

BUILDING DATA - MAIN SCHOOL		
DATA	REQUIRED	PROVIDED
BUILDING AREA (m ²)	-	5,748 m ²
GROSS FLOOR AREA (m ²)	-	10,076 m ²
NUMBER OF STOREYS	-	3
BUILDING HEIGHT	MAX 12 m	15.36 m
FLOOR SPACE INDEX	MAX 1.5	0.13

BUILDING DATA - SHOP - ACCESSORY BUILDING		
DATA	REQUIRED	PROVIDED
BUILDING AREA (m ²)	-	893 m ²
GROSS FLOOR AREA (m ²)	-	893 m ²
NUMBER OF STOREYS	-	1
BUILDING HEIGHT	MAX 12 m	9 m
FLOOR SPACE INDEX	MAX 1.5	0.012
LOT COVERAGE	MAX 12%	1.2%

VEHICLE PARKING DATA		
DATA	REQUIRED	PROVIDED
STANDARD PARKING STALLS	114	237
BARRIER FREE PARKING STALLS	5	5
	TOTAL	242



GENERAL NOTES

- 2. **Do not scale drawings.** Written dimensions shall have precedence over scaled dimensions.
- 2. All work shall comply with the 2024 Ontario Building Code and any amendments.
- 3. Contractors must check and verify all dimensions and specifications and report any discrepancies to the architect before proceeding with the work.
- 4. All contractors and sub-contractors shall have a set of approved construction documents on site at all times.
- 5. All documents remain the property of the architect. Unauthorized use, modification, and/or reproduction of these documents without the written consent of the architect. The contract documents were prepared by the consultant for the account of the owner.
- 6. The material contained herein reflects the consultants best estimate of the information available to them at the time of preparation. Any use which a third party makes of the information contained herein, for any purpose or decision, is made based on them are the responsibility of such third party.
- 7. The consultant accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made by such third party.



PRELIMINARY
NOT FOR CONSTRUCTION

5	2025-07-31	ISSUED FOR MINOR VARIANCE
4	2025-07-18	ISSUED FOR COORDINATION
3	2025-06-18	ISSUED FOR COORDINATION
2	2025-05-20	ISSUED FOR ZBA
1	2025-04-01	COORDINATION

No.	Date	Revision
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Project Name / Address

**BGCDSB OWEN SOUND
HIGH SCHOOL**

2302

CRM 1.3 Drawing Date:

2302

CRM 1.3 Drawing Date:

SBM 2024-10-2

Drawn by: JHF

architects+
urban+designers

Plot Date / Time:

SITE PLAN



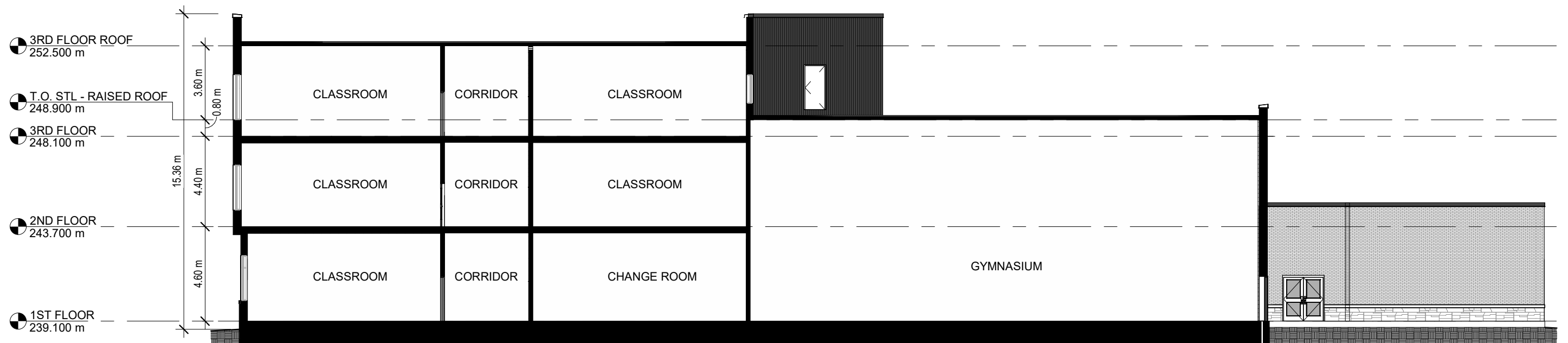
Drawing Scale: As indicated

Status:

Revision No.: **r5**

Drawing No.: _____

A01.01



1 BUILDING CROSS-SECTION
1 : 200

CROSS-SECTION

BGCDSB OWEN SOUND HIGH SCHOOL

23026

SRM
architects+
urban*designers

SCHEDULE E

DRAFT CONDITIONS OF APPROVAL

1. That construction occur substantially in accordance with the sketch submitted with the application and attached as Schedule "A" to the decision of the Committee of Adjustment to the satisfaction of the City's Chief Building Official and the Manager of Planning & Heritage.

SCHEDULE F



Agency Comments – A15-2025

County of Grey – September 19, 2025

Grey Sauble Conservation Authority – September 23, 2025

City of Owen Sound Building Division – August 29, 2025

City of Owen Sound Engineering & Public Works Department – September 25, 2025

From: planning@grey.ca
To: [Briana Bloomfield](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#); [Tim Simmonds](#); [Pam Coulter](#); [Engineering](#); [Emily Carter](#)
Subject: County comments for A15-2025 BGCDSB
Date: Friday, September 19, 2025 11:54:48 AM

External sender <planning@grey.ca>

Make sure you trust this sender before taking any actions.

County comments for A15-2025 BGCDSB

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, Transportation staff, and Forestry and Trails staff have reviewed the Minor Variance application and have no concerns with the proposed height requirements.

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

Best regards,

Becky Hillyer
Senior Planner, Grey County

From: [Clinton Stredwick - Environmental Planner](#)
To: [Margaret Potter](#); [OS Planning](#)
Cc: [Jon Farmer](#); [Scott Greig](#)
Subject: COA application A15-2025
Date: Tuesday, September 23, 2025 10:36:29 PM
Attachments: [image001.png](#)
[image002.png](#)

External sender <c.stredwick@greysauble.on.ca>
Make sure you trust this sender before taking any actions.

Hi Margaret,

The GSCA has reviewed application A15-2025 and note that there are natural hazards and regulated areas on the subject lands.
The increase to the height variance requested will have no impact on the natural hazards or regulated areas and therefore we have no concerns or comments at this time.
We will however be commenting on the Site Plan when it is circulated to agencies for comment.

Kind regards,

Clinton Stredwick, BES, MCIP, RPP
Environmental Planner

519.376.3076
c.stredwick@greysauble.on.ca
www.greysauble.on.ca



We've Temporarily Moved!

While our office gets renovated, find us at 901 3rd Avenue East, Suite 215, Owen Sound (above the Post Office).

This email communication and accompanying documents are intended only for the individual or entity to which it is addressed and may contain information that is confidential, privileged or exempt from disclosure under applicable law. Any use of this information by individuals or entities other than the intended recipient is strictly prohibited. If you received this communication in error, please notify the sender immediately and delete all the copies (electronic or otherwise) immediately. Thank you for your cooperation.

For after-hours non-911 emergencies please call 226-256-8702. Please do not use this number for planning related inquiries. For information regarding properties, visit our website at www.greysauble.on.ca.

Staff Report

Building Division

DATE: AUG 29, 2025 **ROLL NO.:** 4259 040 065 00104

TO: MARGARET POTTER, SENIOR PLANNER

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: MINOR VARIANCE APPLICATION FOR 28TH AVE EAST

PLANNING FILE: A15-2025

MUNICIPAL ADDRESS: NOT ASSIGNED

**LEGAL DESCRIPTION: SYDENHAM RANGE 5 EGR PT LOTS 9 AND 10 RP
16R12122 PARTS 4 AND 7**

APPLICANT: GREY BRUCE CATHOLIC DISTRICT SCHOOLE BOARD

BACKGROUND: The applicant is proposing to construct a new secondary school. The new school is proposed to be comprised of three floors. By-law 2025-079 (ZBA 56) was approved earlier this year to amend the zoning categories on the lands. At that time a two storey school was proposed.

The maximum permitted building height in the Institutional Zone is 12 m. The proposed building height is 16 m. A minor variance of 4 m is being requested to address the height of the new building.

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 2025*
 - *A, F2/3*
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*

The Building Division does not have any concerns regarding 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:

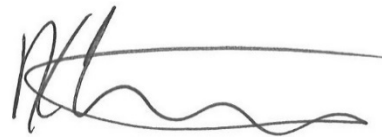
- Buildings to be designed by an Architect and Qualified Engineer.
- GSCA and MTO permits to be submitted with Building Permit applications.
- Permit drawings to include mechanical (plumbing, HVAC), structural, electrical, architectural details including fire separations between units, floors, exits and occupancies meeting the requirements of the OBC.
- Site grading and drainage plan by qualified Engineer on all lots to the satisfaction of the GSCA and Engineering Division. Final grading to be verified by the Engineer.
- Design to meet the requirements of Barrier Free Design as per 3.8.
- Ensure backflow prevention installed on potable water lines.
- 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 within 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 **2025 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$20.95 per m² of gross floor area of Institutional construction (min \$240) plus Admin Fee of \$110.25 per unit/building.
 - Sign permit as per Fees & Charges By-law.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: September 25, 2025

Application: A15/2025

To: Christina McLean, Secretary-Treasurer, Committee of Adjustment
Sabine Robart, Manager of Planning and Heritage
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Minor Variance – Engineering Review

Municipal Address: Not yet assigned (28th Avenue East/*future east-west 15th Street East*)

Assessment Roll: 425904006500104

Legal Description: SYDENHAM RANGE 5 EGR PT LOTS 9 AND 10 RP
16R12122 PARTS 4 AND 7

Applicant: Ron Davidson Land Use Planning Consultant Inc.

Background:

The applicant is proposing to construct a new secondary school. The new school is proposed to be comprised of three floors.

By-law 2025-079 (ZBA 56) was approved earlier this year to amend the zoning categories on the lands. At that time a two-storey school was proposed.

The maximum permitted building height in the Institutional Zone is 12 m. The proposed building height is 16 m. A minor variance of 4 m is being requested to address the height of the new building.

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval of this application for minor variance by the Committee of Adjustment.

Analysis:

Site Access:

The property fronts on both 28th Avenue East, classified as a Minor Arterial Road – County Highway, and an unopened road allowance (the future east-west 15th Street East) - Local Road.

A Temporary Encroachment Permit (No. 2025-01-101) has been issued by the City for a temporary construction access road into the property, through the City's east-west road allowance. It is understood that the ultimate construction and configuration of the new municipal local road, as well as subsequent access into the site from the new east-west local road, will be detailed during the Site Plan Approval Application and associated Servicing Agreement.

There does not appear to be any impact to site access required as a part of the minor variance application submitted for the proposed development.

Parking:

A conceptual Site Plan was submitted as a part of the minor variance application, however, the parking arrangement at the site will be reviewed as a part of the Site Plan Approval Application.

There does not appear to be any impact to the existing parking at the site required as a part of the minor variance application submitted for the proposed development.

Site Servicing:

The City has a 600 mm Ø PVC truck sewer main within the County Rail Trail, west of the development. There is no watermain currently constructed adjacent to the property. Servicing for the development is expected to be reviewed as a part of the Site Plan Approval Application, and associated Servicing Agreement, which is to detail minimum requirements (i.e. fire flow, minimum water pressure, capacity, etc.).

There doesn't appear to be any impact to the existing servicing for the development based on the minor variance application.

Grading, Drainage & Stormwater Management:

Overall grading, drainage and stormwater management plans must conform to Section 2.2.2 of By-law 1999-030; the City of Owen Sound Property Standards By-law, and the approved grading plan.

It is noted that at this time, a preliminary Grading and Drainage Plan has been reviewed as a part of the pre-grading works on-site/off-site.

A Grading and Drainage Plan prepared is not required for this Minor Variance application, however, will be required as a part of the Site Plan Approval Application process.

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: Lara Widdifield, C.E.T.

Reviewed via email

Staff Report

Report To: Committee of Adjustment
Report From: Margaret Potter, Senior Planner
Meeting Date: September 29, 2025
Report Code: CS-25-106
Subject: Minor Variance A16-2025 for 1170 3rd Ave E Community Living

Recommendations:

THAT in consideration of Staff Report CS-25-106 respecting Minor Variance A16-2025 by Graham Design & Construction on behalf of Community Living Owen Sound for the property known as 1170 3rd Avenue East, 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'.

Highlights:

- An application for Minor Variance (A16-2025) has been submitted on behalf of Community Living Owen Sound.
- The applicant is proposing to construct a 3-storey, 10-unit supportive living (group home) on the subject lands.
- The applicant is requesting relief from the minimum required interior side yard setback and maximum density as indicated by floor space index (FSI).
- Staff recommends approval of the minor variance application subject to conditions.

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:

There are no anticipated climate or environmental impacts.

Previous Report/Authority:

[City of Owen Sound Official Plan](#)

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

Background & Proposal:

The application for Minor Variance (A16-2025) has been submitted by Graham Design & Construction on behalf of Community Living Owen Sound.

Property Description

The subject property is located at 1170 3rd Avenue East in the City of Owen Sound. The property is currently vacant.

Records indicate that a permit (#8626) was issued to demolish a dwelling on the property in 1996.

The lands are located on the west side of 3rd Avenue East, mid-block between 11th Street and 12th Street East.

Surrounding land uses include:

North: Residential, commercial (convenience retail), and institutional (Fire & EMS stations) uses.

East: Residential

South: Residential and commercial

West: Residential and commercial

The site is in a mixed-use block of the City, with surrounding blocks zoned for residential to the east, and commercial and mixed use to the north, west, and south.

The subject lands are designated 'River District Commercial' in the City's Official Plan (OP) and are zoned 'Core Commercial' (C1) in the City's Zoning By-law (2010-078, as amended).

3rd Avenue East in this location is identified in the Official Plan as a Minor Arterial Road and is also known as Grey County Road 15.

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'. A full description of the property is included in Schedule 'C'.

As is visible on Schedule 'B', the three parcels immediately south of the subject lands each contain a single unit of a 3-unit townhouse building.

Records indicate that a number of lots fronting on to 3rd Avenue East had at one time been merged and were divided by consent in 2004. Through that process together with a further consent for easement in 2012, shared access to the rear of the 3 townhouse units and the subject lands was provided for via 1.2m easement over 1166 3rd Avenue East and a 1.8m easement over 1170 3rd Avenue East (which combined provide shared 3.0 m of access). The documents on file with the City indicate that these easements run to from the front yard to the rear yard of each property.

The site plan provided identifies access in a different location than was provided for via previous files (B10 & B11-2004 and B12-2012). Staff have brought this matter to the attention of the applicant and understand it is being reviewed. A revised plan is anticipated prior to building permit issuance that will confirm the easement location and access arrangements to maintain the easement.

It is the Owner's responsibility to identify and comply with any and all easements, rights-of-way, and other legal obligations associated with their land.

The proposed building does not obstruct the easements. The easements do not impact the minor variance requested.



Figure 1: Street View of 1170 3rd Ave E (Image Capture: Sep 2024 @2025 Google)

Purpose

The applicant is proposing to construct a new three-storey residential multi-unit building. The building is proposed to contain a Group Residence.

To facilitate the proposal, the application is requesting the following variances:

Provision (C1 – Other Permitted Uses – as required by Section 6.6 R5)	Required	Provided	Variance
6.6 Dwelling Apartment (f) Interior Side Yard Setback	4.0 m	3.3 m	0.7 m
6.6 Dwelling Apartment (i) Maximum Density	1.0	1.05	0.05

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

Analysis:

As stipulated in the *Planning Act* (Sec. 45(1)), a minor variance may be authorized by the Committee of Adjustment, provided that the four tests of a variance are met. All decisions with respect to a planning matter must also be consistent with the Provincial Planning Statement.

Provincial Planning Statement

The Provincial Planning Statement (PPS, 2024) has been reviewed with regard to the proposed application. The PPS promotes a mix of land uses within settlement areas that efficiently use land and resources, infrastructure

and public services, while encouraging intensification and regeneration on lands with existing servicing. Settlement areas shall be the focus for growth, and their vitality and regeneration shall be promoted.

The subject lands are within an existing settlement area and have access to full municipal services.

The PPS indicates that Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs by permitting and facilitating all housing options required to meet the social, health, economic and well being requirements including additional needs housing and needs arising from demographic changes and employment opportunities. Additional needs housing means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living.

The PPS identifies Official Plans as the most important vehicle for implementation of the PPS. The proposed use is permitted by the County of Grey Official Plan and City of Owen Sound Official Plan.

The permitted group home in an existing built-up area of the City represents efficient use of infrastructure and public services.

The minor variance application is consistent with the direction provided by the PPS, subject to recommended conditions.

Test 1: Conformity with the Official Plan

The subject lands are designated 'River District Commercial' in the City's Official Plan (OP).

It is a Goal of the OP to consistently apply a diversity lens to growth management through planning for persons having diverse abilities and circumstances. An Objective of the OP is to accommodate the population in a sustainable, compact urban form and to avoid land use patterns that may cause environmental or public health and safety concerns or promote non-compatible land uses.

Lands designated as River District Commercial are intended to provide a full range of commercial, institutional, recreational, and residential uses. Lands designated River District Commercial may be used for a variety of commercial and non-commercial uses including but not restricted to uses

such as medium or high-density forms of housing, housing combined with commercial uses, or congregate housing.

Congregate housing refers to housing with shared communal facilities, such as kitchens, dining areas, recreational rooms, and/or housing access, such as stairwells or elevators. Congregate housing and crisis care facilities shall be permitted in all areas of the city where residential uses are allowed in accordance with the policies of this Plan, and provided that (3.1.3.4):

- a. Adequate residential amenities and services are available nearby; and,
- b. In instances where a group home is greater than 10 people, located within a residential designation, it is of a size and land use character, which is similar to, or compatible with the existing area.

Increased densities may be permitted in the River District Commercial area, where (3.3.2):

- c. The retail and service component is supported and contributes to a strong and vibrant River District.
- d. Intensification of land use is consistent with the heritage character of the area.
- e. Intensification of land use compatible in terms of building mass and scale with adjacent development and a pedestrian focused environment is maintained.
- f. Adequate parking is available.
- g. Adequate infrastructure and community services are available.
- h. A high level of urban design is maintained consistent with Design Guidelines established by the City.

The use is already permitted, the location provides for municipal services, commercial amenities of the River District, recreational amenities of the waterfront and St. Georges's Park are nearby, and transit is available on 3rd Avenue East. In terms of character, this block of the River District includes a variety of building forms, uses, and materials.

The proposal conforms with the City's Official Plan, subject to recommended conditions.

Test 2: Conformity with the Intent and Purpose of the Zoning By-law

The property is zoned 'Core Commercial' (C1) in the City's Zoning By-law (2010-078, as amended).

Permitted uses in the C1 zone are varied and include uses as diverse as grocery store, funeral home, museums, transportation depots, clinics. Group Home, Group Residence, and Apartment Dwelling are among the permitted uses.

In this case, the applicant has indicated that the proposal is a supportive living building, considered by the zoning by-law to be a Group Residence. If it were a Group Home (fewer residents) the same zoning requirements would apply.

The requested variances relate to Minimum Interior Side Yard and Density (Floor Space Index).

The requested interior side yard is 3.3 m whereas the required minimum interior side yard is 4.0 m. The requested density as measured by Floor Space Index is 1.05 whereas a maximum of 1.0 is permitted.

The intent of the minimum interior side yard setback is in part to maintain separation between buildings and provide for access to the rear yard and opportunity for side yard parking. In the design proposed, the reduced yard applies only to the rear portion of the building and access to the rear yard is available.

Floor space index is a measure of the maximum permissible floor area for all buildings on the lot in relationship to the area of the lot. Floor space index, together with height and coverage requirements, addresses massing or volume of buildings. In this case, the height of the building and the lot coverage are not exceeded by the proposal, suggesting that the small increase in massing proposed is not out of line with the intent of the zoning by-law.

In addition to the variances requested, through detailed review of the plan, it was noted that the parking area is required to be setback 1.5 m from the street line (front lot line). The proposed parking area is less than 0.5 m from the street line (front lot line).

While this specific relief was not described in the Notice of Hearing, the site plan was attached to the mailed notice and the purpose to construct a new three-storey residential multi-unit building to contain a Group Residence is not changed. The parking area is functionally associated with the Group Residence.

Staff recommend that the Decision include relief from section 5.18.16 to provide for a parking area closer than 1.5 m to the street line, provided it is no closer than the 0.5 m shown on the Site Plan included with the notice given.

Also, given that the applicant may be modifying their plan to address the easement, the standard condition that construction occur substantially in accordance with the site plan warrants reconsideration. A modified condition is recommended that the construction of “the building” occur substantially in accordance with the site plan provided.

The property is in the C1 zone which also permits commercial uses. Commercial uses in the C1 zone would be permitted to an interior side yard setback of 1.0 m and a density of 5.0 m FSI. The mass of the building is not out of character for the intent of the Zoning By-law for this area of the City.

The proposal maintains the general intent and purpose of the City’s Zoning By-law, subject to a modification of variance wording and recommended conditions.

Test 3: Minor in Nature

The requested relief from the Zoning By-law can be considered minor in nature for a number of reasons.

- The proposed use is permitted.
- The location of the building on the lot maintains separation from neighbouring properties and provides access to the rear yard.
- The building does not exceed the maximum height permitted.
- The increase in floor space index requested represents less than 36 m² (less than 400 sq. ft). While variances are not evaluated exclusively on size, this demonstrates that the additional mass resulting from the variance is not significant.
- The property is in the C1 zone which permits commercial uses with greater mass and lesser setback than the proposal.
- The subject lands have been used as informal parking for a number of years. The new parking lot will define the parking area with concrete curb protecting the City sidewalk.
- The County has reviewed the proposal and has no concerns (including from Transportation Services).
- The proposal does not compromise the function of the property.

The proposal is deemed to be minor in nature.

Test 4: Desirable for the Development and Use of the Lands

The requested relief will provide for infill development of a residential use between two existing residential buildings.

This is desirable as it will help fulfill the goals and objectives of the Official Plan by supporting persons with diverse abilities and circumstances a compact urban form in a built-up area of the City. Group Residences are a residential use, and this development will fill in a vacant lot between two existing residential buildings.

As the lands are zoned C1, a variety of commercial uses would be permitted in a similar building without relief from the zoning by-law.

Defining the parking lot with concrete curb and proper drainage will protect the pedestrian sidewalk along the street. Staff recommend that a painted pedestrian connection from the City sidewalk to the main building entrance be provided.

The proposal is deemed to be desirable for the development and use of the lands.

Comments Received:

In accordance with the requirements of the *Planning Act* (Sec. 45, O. Reg. 200/96), Notice of the subject application was provided 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 recommending approval.

City of Owen Sound Building Division

Comment has been received from the Building Division with no objection to the proposed minor variance. Their fulsome comments include direction on compliance with the Ontario Building Code and City By-laws.

Grey County

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

Grey Sauble Conservation Authority (GSCA)

Comment has been received from GSCA with no objection to the proposed minor variance.

Financial Implications:

None to the City.

Communication Strategy:

Notice of the minor variance application was given in accordance with Section 45(5) of the *Planning Act* and Ontario Regulation 200/96.

Due to a discrepancy in circulation, Notice originally given on September 9th for a September 23 hearing was replaced by Notice given September 17, 2025 for the September 29 hearing giving more than the required 10 days notice to those persons, departments, and agencies likely to have an interest in the application, as legislated by the *Planning Act*.

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': Agency Comments

Recommended by:

Margaret Potter, MCIP, RPP, Senior Planner

Reviewed by:

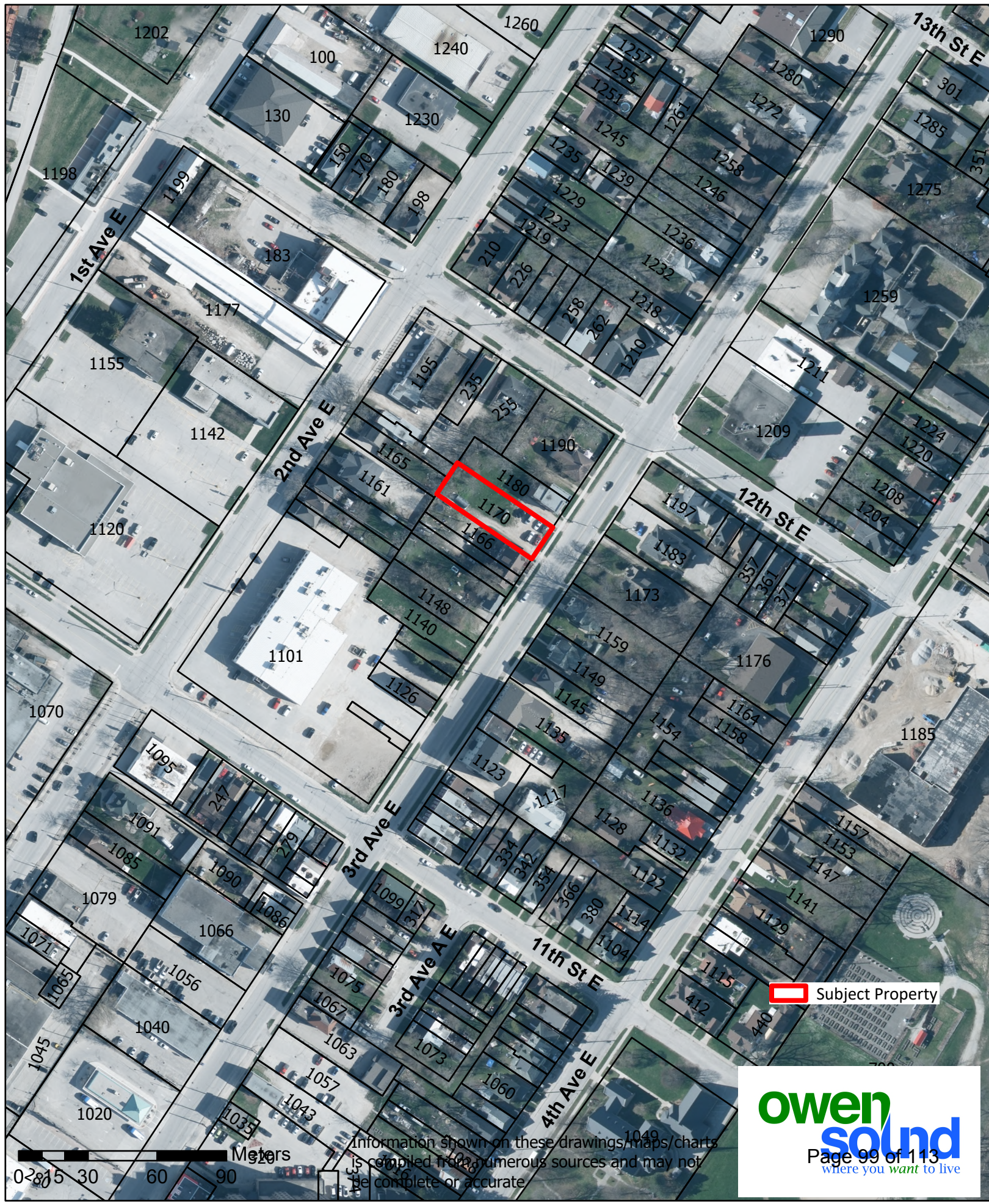
Sabine Robart, M.SC. (PL), MCIP, RPP, Manager of Planning & Heritage

Submission approved by:

Pam Coulter, BA, RPP, Director of Community Services

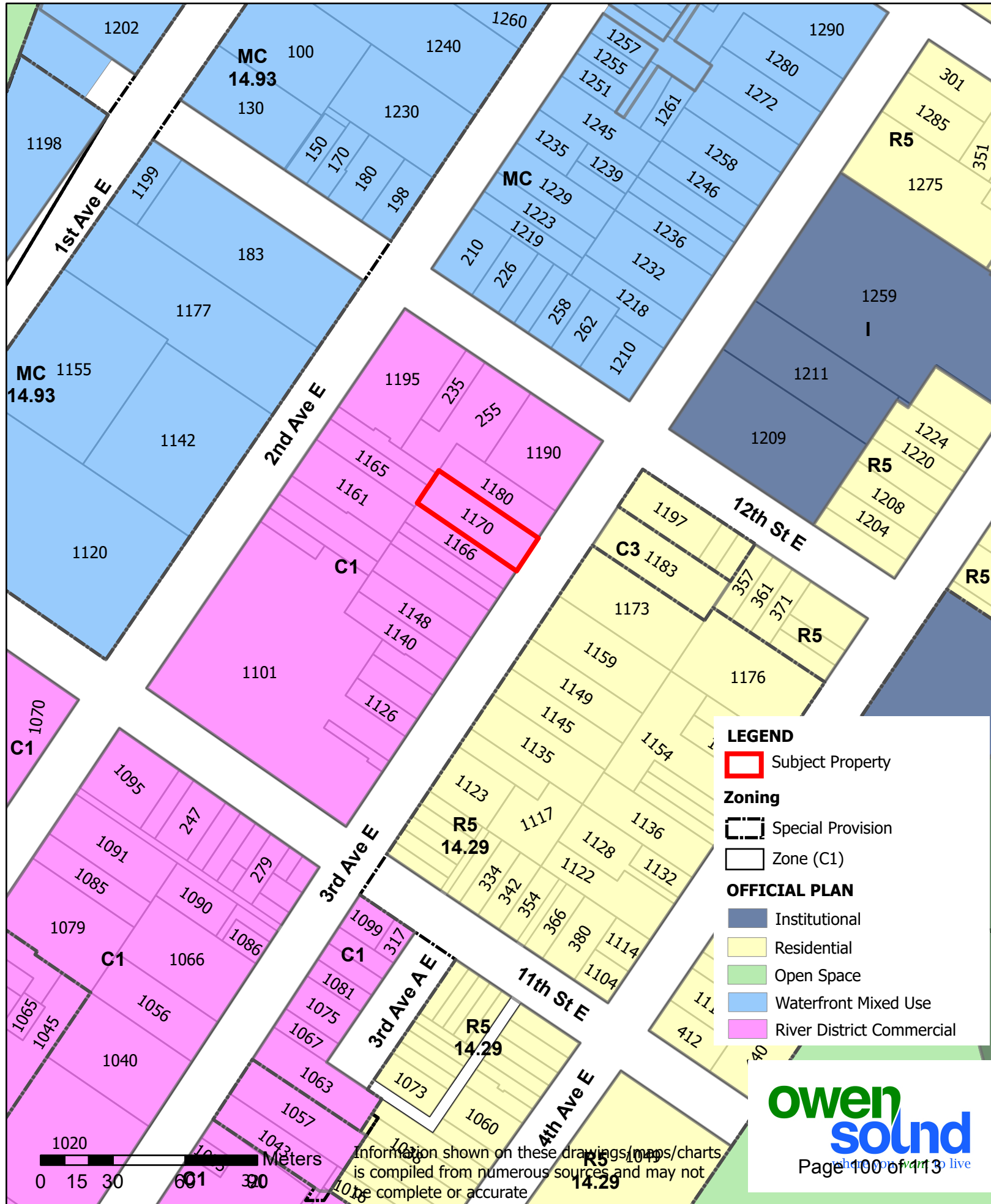
For more information on this report, please contact Sabine Robart, Manager of Planning & Heritage, at srobart@owensound.ca or 519-376-4440 ext. 1236.

Schedule 'A': Orthophoto



 Subject Property

Schedule 'B': Planning Policy



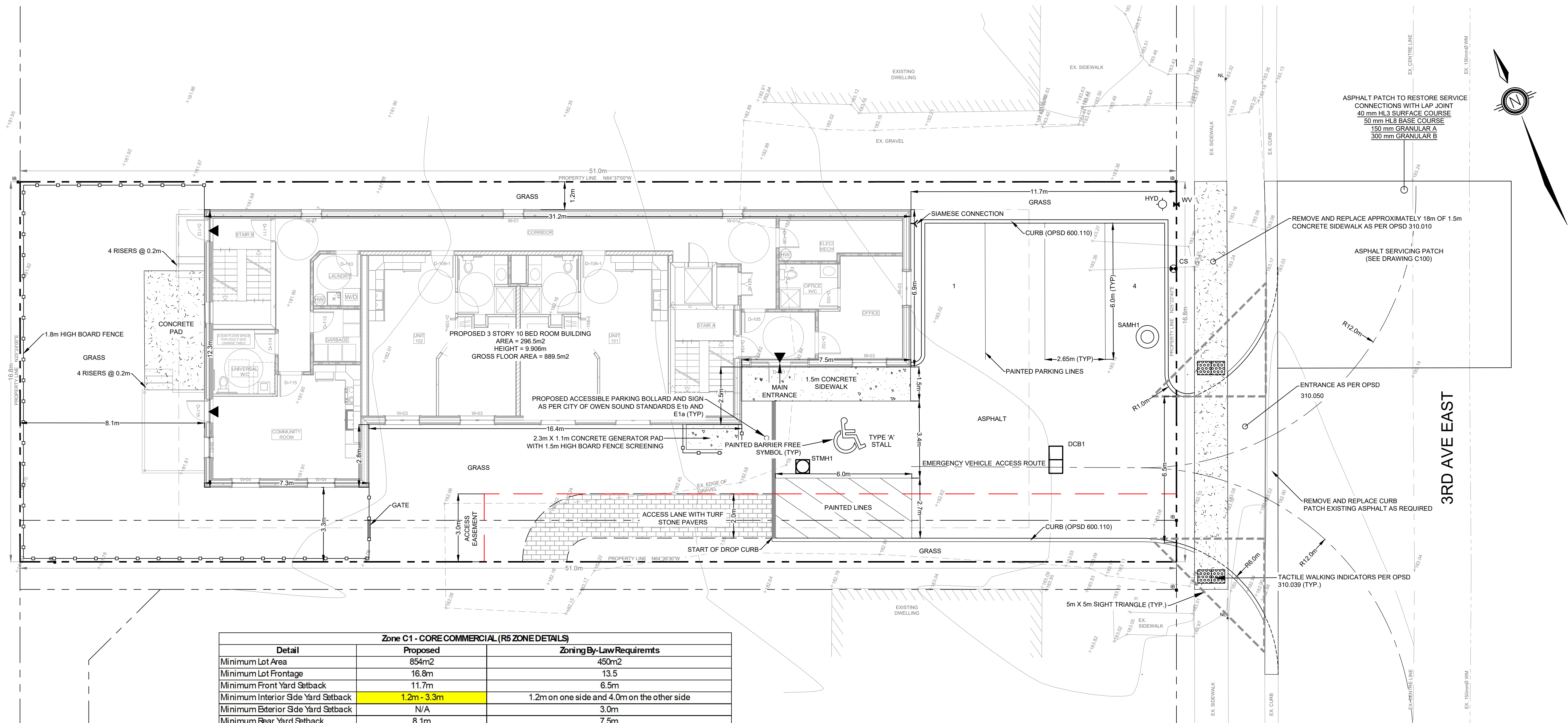
SCHEDULE C

PROPERTY DETAILS – A16-2025

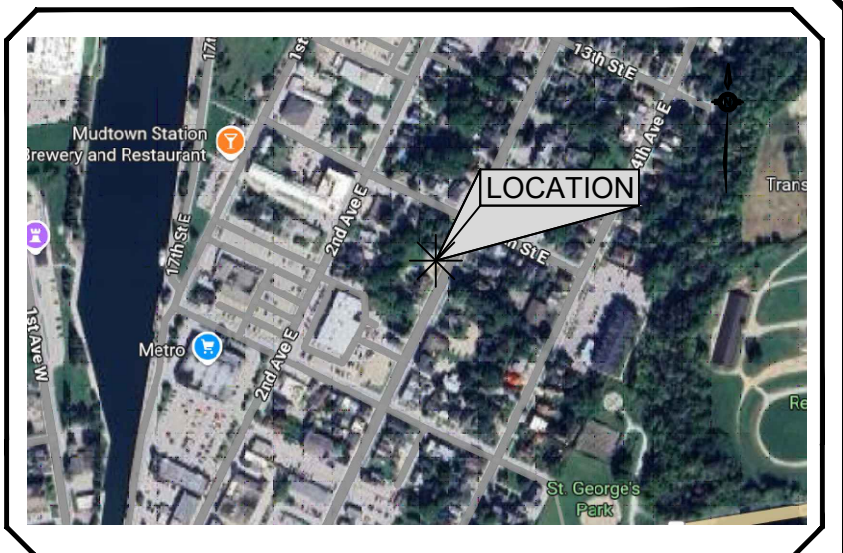
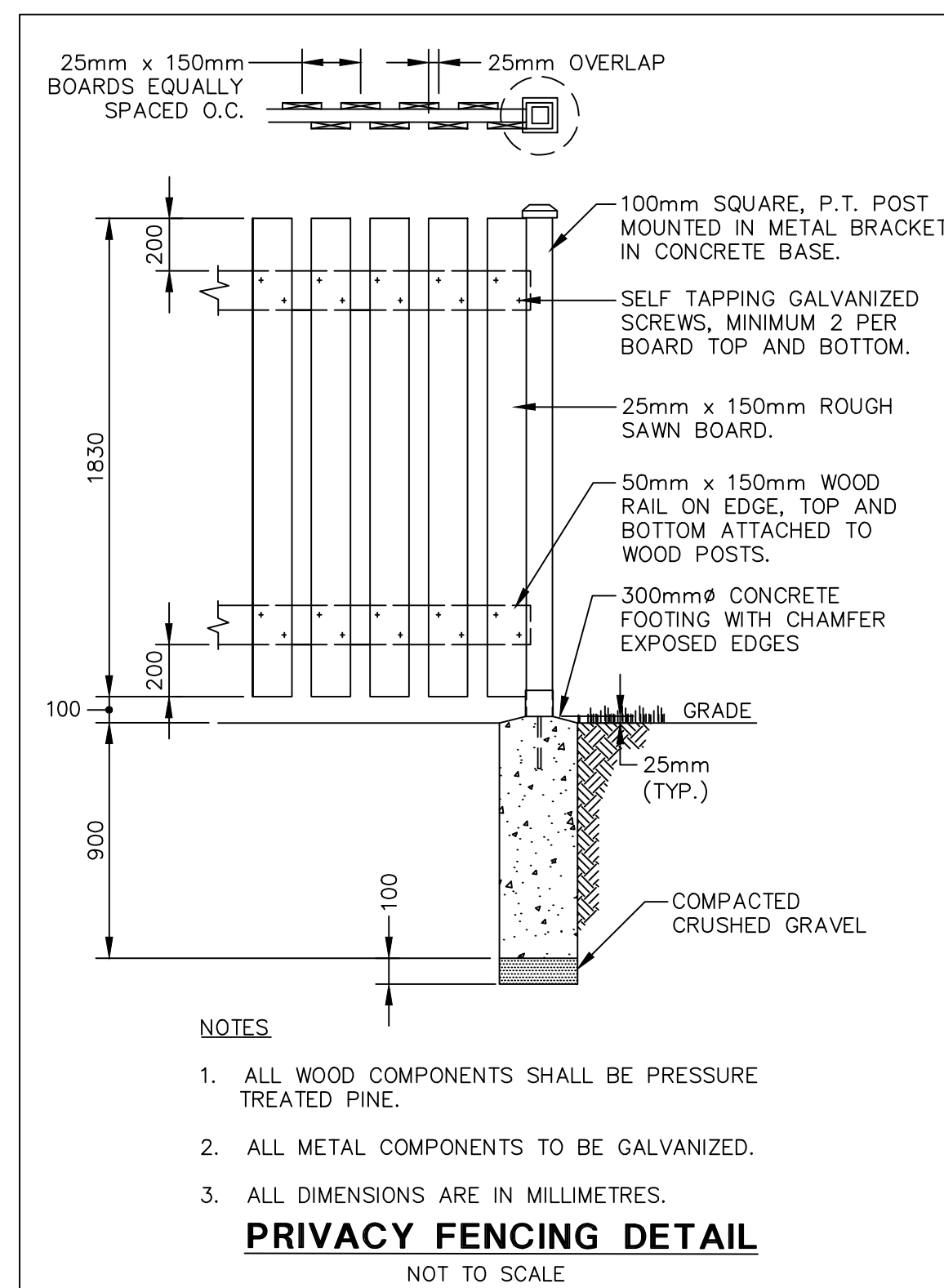
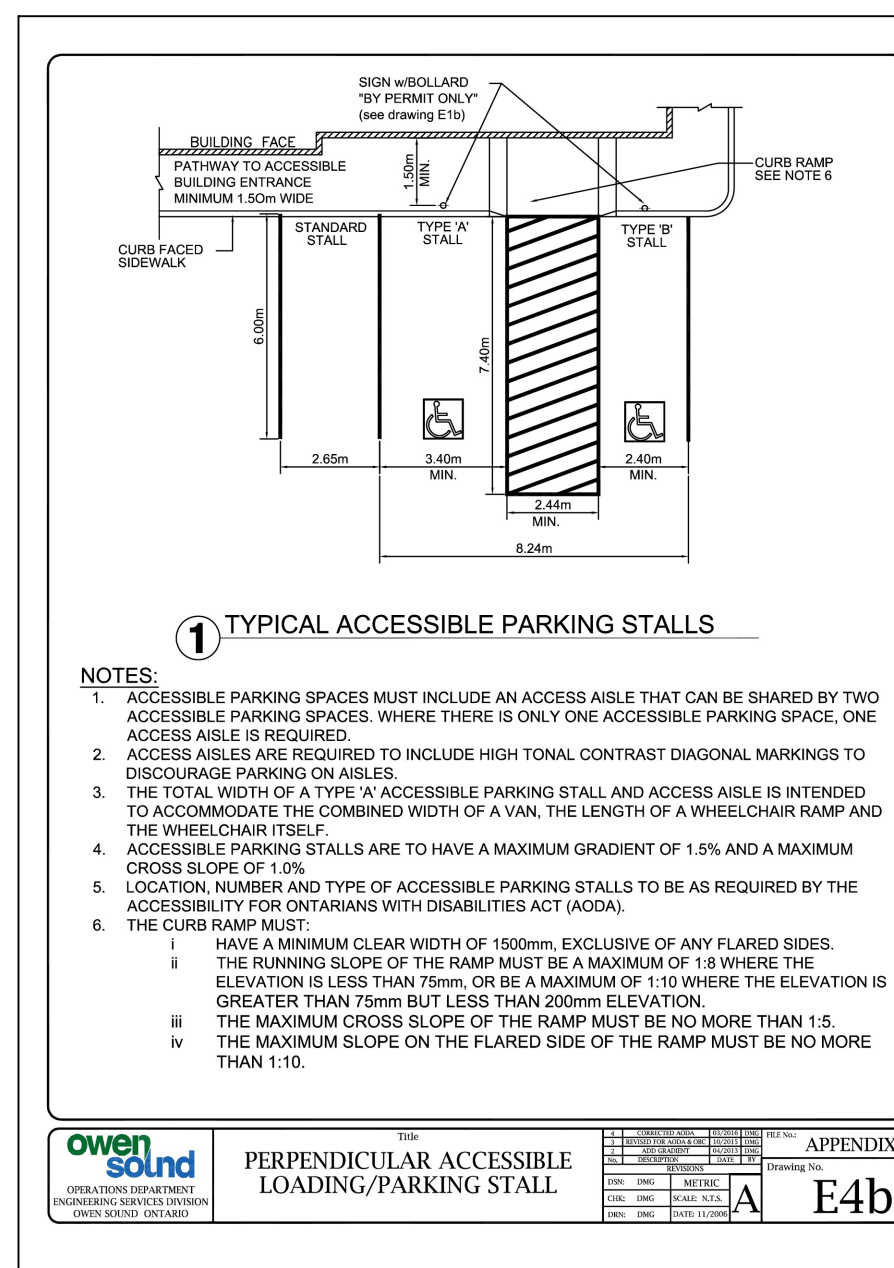
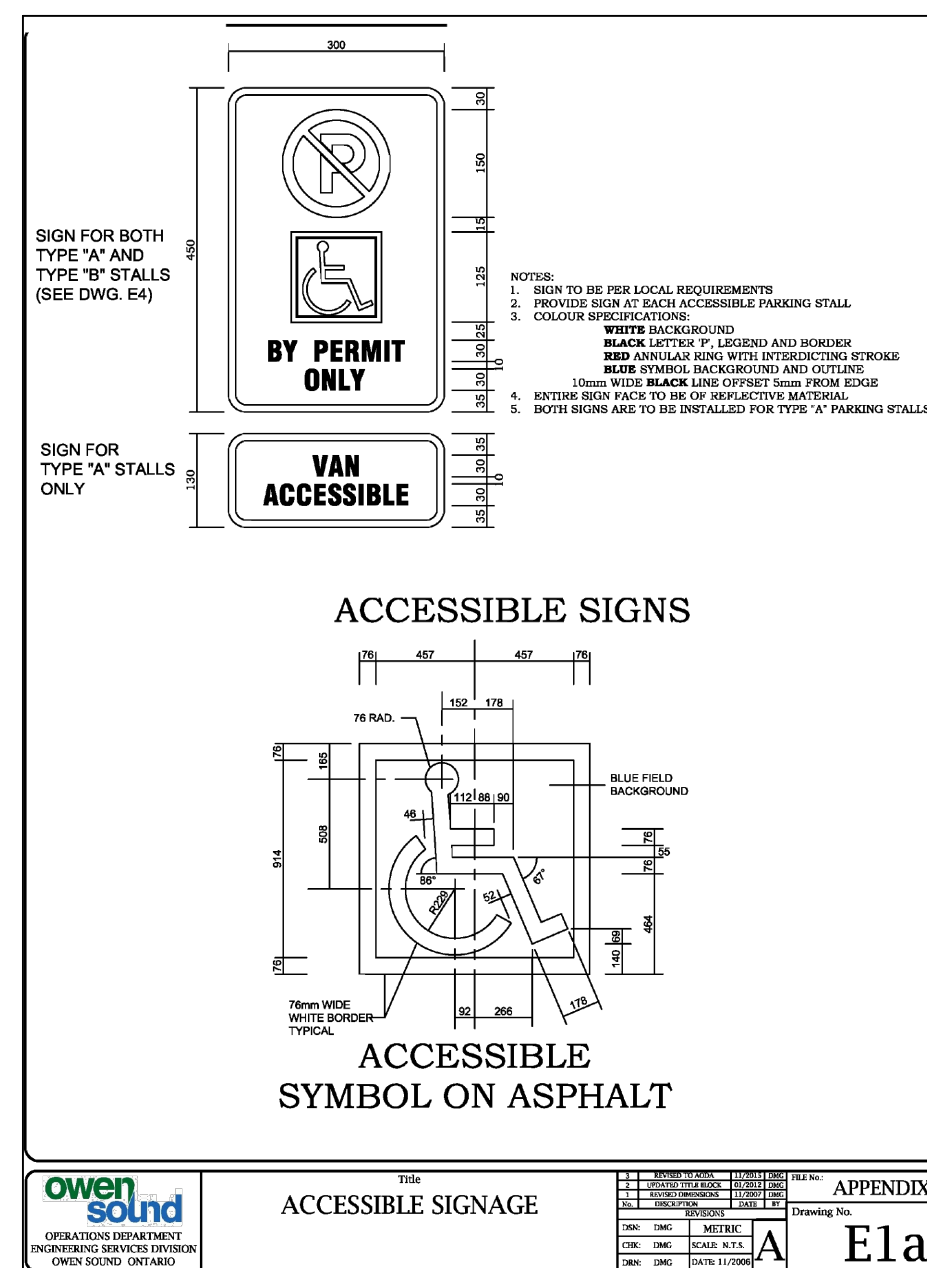
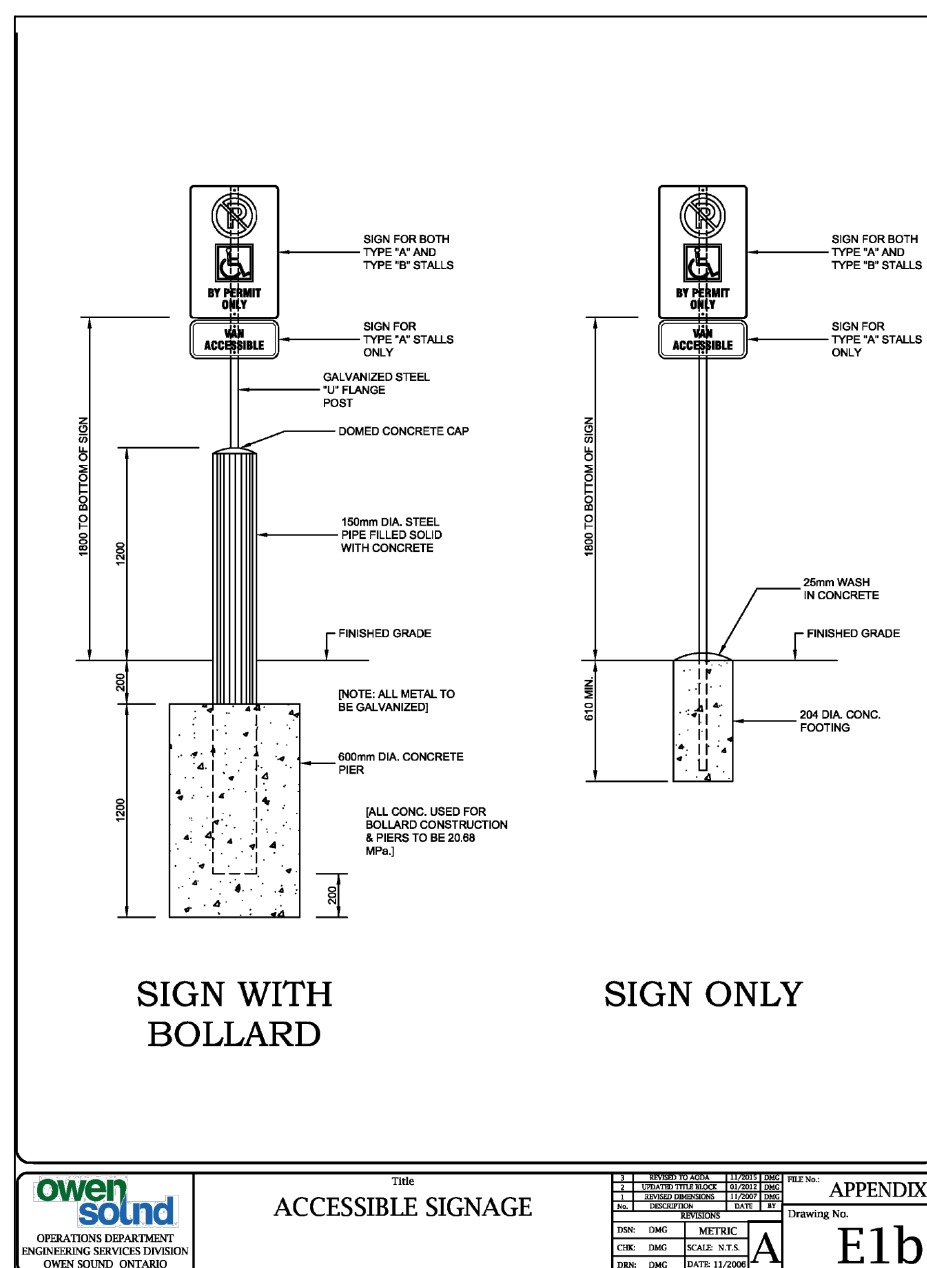
Property Information	Detail
Civic Address	1170 3RD AVE E
Roll Number	425901000202300
Legal Description	RCP 918 LOTS 20 AND 21 RP 16R8528 PARTS 3 AND 4
Site Frontage	~ 16.8 m
Site Depth	~ 51.0 m
Site Area	~ 854 m ²
Existing Structures	vacant
Road Access/Frontage	3 rd Avenue East
Surrounding Land Uses	North: Residential, commercial, and institutional East: Residential South: Residential and commercial West: Residential and commercial

Available Servicing	Detail
Potable Water	150 Ø cast iron watermain (spring pressure zone)
Wastewater	300 mm Ø vitrified clay pipe sewer main
Stormwater	TBD

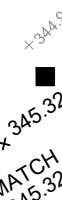
Planning Policy	Detail
County of Grey Official Plan	Primary Settlement Area
City of Owen Sound Official Plan	River District Commercial
City of Owen Sound Zoning By-law 2010-078, as amended	Core Commercial (C1)



Zone C1 - CORE COMMERCIAL (R5 ZONE DETAILS)			
Detail	Proposed	Zoning By-Law Requirements	
Minimum Lot Area	854m ²	450m ²	
Minimum Lot Frontage	16.8m	13.5	
Minimum Front Yard Setback	11.7m	6.5m	
Minimum Interior Side Yard Setback	1.2m - 3.3m	1.2m on one side and 4.0m on the other side	
Minimum Exterior Side Yard Setback	N/A	3.0m	
Minimum Rear Yard Setback	8.1m	7.5m	
Lot Coverage	296.5m ²	40% (Max) = 341.6m ²	
Maximum Density	889.5m ²	1.0 FSI = 854m ²	
No. of Parking Spaces	4	1 spaces per 3 beds = 4 spaces	
No. of Accessible Spaces	1	4% of total required = 1 space	
No. of Loading Spaces	N/A	N/A	
Building Height	9.906m	12m	



LEGEND

EXISTING CENTRELINE	
SITE PROPERTY LINE	
EXISTING PROPERTY LINE	
PROPOSED EDGE OF PAVEMENT	
PROPOSED BUILDING	
ZONING SET BACK LIMITS	
EXISTING ELEVATION	
IRON BAR/STANDARD IRON BAR	
PROPOSED ELEVATION	
PROPOSED ELEVATIONS TO MATCH EXISTING	
PROPOSED GRADIENT	
PROPOSED SWALE AND GRADIENT	
EXISTING HYDRO POLE	
EXISTING HYDRO POLE LIGHT STANDARD	
EXISTING LIGHT STANDARD	
BELL PEDESTAL	
GUY WIRE	
BENCHMARK	
CONIFEROUS TREE	
DECIDUOUS TREE	
SIGN	
PROPOSED MAN DOOR	

BENCHMARK #1 ELEV=183.304m

BENCHMARK #1 IS SPIKE IN WEST FACE OF HYDRO POLL ON EAST SIDE OF
3RD AVE ACROSS FROM SUBJECT PROPERTY

ELEVATIONS SHOWN ON THIS DRAWING ARE BASED ON GPS OBSERVATIONS USING THE CANNET VIRTUAL BASE STATION REFERENCE NETWORK. THE ELEVATIONS ARE BASED ON THE VERTICAL DATUM GEOID HT2_0.

PROPERTY LINES ARE APPROXIMATE, IN THE EVENT THAT THERE IS A DISPUTE OR DISCREPANCY IN THE LOCATION OF THE PROPERTY LINES, IT IS RECOMMENDED THAT THE OWNER RETAIN AN ONTARIO LAND SURVEYOR (OLS) TO PROVIDE CONFIRMATION.

CAUTION :

THE POSITION OF POLE LINES, CONDUITS, WATERMAINS, SEWERS AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND, WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

7/23/25	ISSUED FOR DISCUSSION
8/08/25	ISSUED FOR PERMIT
8/12/25	REVISED PER COMMENT
9/04/25	ISSUED FOR MINOR VARIANCE

DATE	DESCRIPTION
REVISION / ISSUE	

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FOAL INFORMATION SHOWN IS TAKEN

LEGAL INFORMATION SHOWN IS TAKEN
FROM PLAN OF SURVEY OF PART OF
LOTS 20 AND 21
WEST OF BAY STREET
(THIRD AVENUE EAST)
CITY OF OWEN SOUND
COUNTY OF GREY

PREPARED BY
WILSON FORD, O.L.S.
MOUNT FOREST, ONTARIO



EMAIL: KWELSH@CLEARWATERSHORES.CA
PHONE: 1-519-270-2837

Title:

COMMUNITY LIVING
1170 3RD AVE E, OWEN SOUND
SITE PLAN

Client: GRAHAM CONSTRUCTION

Design: KJW	Scale: 1:100
DRAWING NO.	

Drawn: KJW	DRAWING No. SP-1
Checked:	

Date: JULY. 2025	
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SCHEDULE E

DRAFT CONDITIONS OF APPROVAL

Recommended Variance Modification to Purpose and Effect:

To facilitate the proposal, the applicant requires the following relief:

Provision (C1 – Other Permitted Uses – as required by Section 6.6 R5):	Required	Provided	Variance
6.6 Dwelling Apartment (f) Interior Side Yard Setback	4.0 m	3.3 m	0.7 m
6.6 Dwelling Apartment (i) Maximum Density	1.0	1.05	0.05
Provision 5.18.16 Parking Area Location On-Lot	No closer than 1.5 m to street line	0.5 m to street line	1.0 m

Recommended Conditions of Approval

1. That construction of the building occur substantially in accordance with the sketch submitted with the application and attached as Schedule "A" to the decision of the Committee of Adjustment to the satisfaction of the City's Chief Building Official.
2. That a pedestrian connection be provided from the City sidewalk along 3rd Avenue East to the main entrance of the building, to the satisfaction of the Manager of Planning and Heritage.

SCHEDULE F



Agency Comments – A16-2025

County of Grey – September 22, 2025

Grey Sauble Conservation Authority – September 23, 2025

City of Owen Sound Building Division – September 22, 2025

City of Owen Sound Engineering & Public Works Department – September 25, 2025

From: planning@grey.ca
To: [Briana Bloomfield](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#); [Tim Simmonds](#); [Pam Coulter](#); [Engineering](#); [Emily Carter](#)
Subject: County comments for A16-2025 Community Living Owen Sound and District
Date: Monday, September 22, 2025 3:11:59 PM

External sender <planning@grey.ca>

Make sure you trust this sender before taking any actions.

County comments for A16-2025 Community Living Owen Sound and District

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.

Comments

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

2. Transportation services 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,

From: [Clinton Stredwick - Environmental Planner](#)
To: [Margaret Potter](#)
Cc: [OS Planning](#); [Jon Farmer](#); [Scott Greig](#)
Subject: COA GSCA Comments
Date: Tuesday, September 23, 2025 10:24:28 PM
Attachments: [Outlook-4nmvkl1.png](#)
[Outlook-xulzh2fa.png](#)

External sender <c.stredwick@greysauble.on.ca>
Make sure you trust this sender before taking any actions.

Hi Margaret,

The GSCA has had an opportunity to review the following applications. A12-2025, A14-2025 and B14-2025, A16-2025, B13-2025 for the Committee of Adjustment. There are no Natural Hazards or Regulated Areas within the subject lands of each of the applications. The GSCA therefore has no comments or concerns with the applications.

Kind regards,

Clinton Stredwick, BES, MCIP, RPP

Environmental Planner

519.376.3076
c.stredwick@greysauble.on.ca
www.greysauble.on.ca



We've Temporarily Moved!

While our office gets renovated, find us at 901 3rd Avenue East, Suite 215, Owen Sound (above the Post Office).

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Staff Report

Building Division

DATE: SEPT 22, 2025 **ROLL NO.:** 4259 010 002 02300

TO: MARGARET POTTER, SENIOR PLANNER

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: MINOR VARIACE APPLICATION FOR 1170 3RD AVE EAST

PLANNING FILE: A16-2025

MUNICIPAL ADDRESS: 1170 3RD AVE EAST

LEGAL DESCRIPTION: RCP 918 LOTS 20 & 21 RP 16R8528 PART 3 & 4

APPLICANT: GRAHAM CONSTRUCTION LTD.

BACKGROUND: The applicant is proposing to construct a new three-storey residential multi-unit building. The building is proposed to contain a Group Residence.

To facilitate the proposal, the application is requesting the following variances:

Provision	Required	Provided	Variance
6.6 Dwelling Apartment (f) Interior Side Yard Setback	4.0 m	3.3 m	0.7 m
6.6 Dwelling Apartment (i) Maximum Density	1.0	1.05	0.05

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 2025*
 - *B3*
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*

The Building Division does not have any concerns regarding 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:

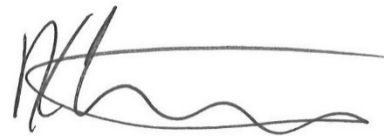
- Design to meet the requirements of Barrier Free Design as per 3.8.
- Building to be designed by an Architect and Qualified Engineer.
- Permit drawings to include mechanical (plumbing, sprinkler system, HVAC), structural, electrical, fire alarm, architectural details including fire separations between 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 GSCA and Engineering Division. Final grading to be verified by the Engineer.
- Sanitary sewer to be protected by a back water valve.
- Ensure backflow prevention installed on potable water lines.
- 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 **2025 (rates subject to change based on Fees and Charges By-law)**:
 - Building permit of \$20.95 per m2 of gross floor area Institutional construction (min \$240) plus Admin Fee of \$55.13 per building.
 - City of Owen Sound Development Charges, if applicable
 - County of Grey Development Charges, if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: September 25, 2025

Application: A16/2025

To: Christina McLean, Secretary-Treasurer, Committee of Adjustment
Sabine Robart, Manager of Planning and Heritage
Pam Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

From: Matthew Pierog, Engineering Technologist

Subject: Application for Minor Variance – Engineering Review

Municipal Address: 1170 3rd Avenue East

Assessment Roll: 425901000202300

Legal Description: RCP 918 LOTS 20 AND 21 RP 16R8528 PARTS 3 AND 4

Applicant: Graham Construction Ltd. on behalf of Community Living Owen Sound and District

Background:

The applicant is proposing to construct a new three-storey residential multi-unit building. The building is proposed to contain a Group Residence.

To facilitate the proposal, the application is requesting the following variances:

Provision (C1 – Other Permitted Uses – as required by Section 6.6 R5)	Required	Provided	Variance
6.6 Dwelling Apartment (f) Interior Side Yard Setback	4.0 m	3.3 m	0.7 m
6.6 Dwelling Apartment (i) Maximum Density	1.0	1.05	0.05

Recommendation:

Further to our review of the above noted application, the Public Works and Engineering Department recommends approval of this application for minor variance by the Committee of Adjustment.

Analysis:

Site Access:

The property fronts on 3rd Avenue East, an improved municipal road and classified as a Minor Arterial Road – County Highway. Access to the County Road will require an Encroachment Permit with Grey County for approval.

It is the Owner's responsibility to ensure that the proposed access/parking infrastructure conforms to the terms of the private 3.0 m wide access easement shown on the plan.

There does not appear to be any impact to site access required as a part of the minor variance application submitted for the proposed development.

Parking:

The proposed parking stalls (standard and Type 'A') meet the City's minimum dimensions for parking stall length and widths.

It is noted that a portion of the proposed parking is less than the minimum 1.5 m from the lot line as required as per the Zoning By-law – ESD has no objection to this reduction at this time.

Furthermore, it appears that the existing 'parking' condition at the property will be impacted, as vehicles currently utilizing the lot for parking will be displaced. Street parking (City streets in close proximity) in accordance with the City's Traffic (2009-075 as amended) may provide temporary relief, however, it is the responsibility for private parking to be arranged with private owners, post development.

There does not appear to be any parking concerns to the ESD at this time, as a part of the minor variance application submitted.

Site Servicing:

The City has a 300 mm Ø vitrified clay pipe sewer main and a 150 Ø cast iron watermain (spring pressure zone) adjacent to the property, within 3rd Avenue East.

There doesn't appear to be any impact to the existing servicing for the development based on the minor variance application.

Grading, Drainage & Stormwater Management:

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

A Grading and Drainage Plan prepared is not required for this Minor Variance application, however, was submitted and reviewed as a part of the Building Permit 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: Lara Widdifield, C.E.T.

Reviewed via email