

**Agenda**  
**Committee of Adjustment**

**October 28, 2025, 3:00 p.m.**

**City Hall - 808 2nd Avenue East - Council Chambers**

The public can attend meetings in person. Meetings will be livestreamed to the City's Council and Committees webpage. If there are technical issues with the livestream that cannot be fixed within 15 minutes, the meeting will continue, and a recording will be available later on the webpage or by contacting the City Clerk.

Individuals who are unable to speak to an application in person may provide written comments to the Secretary-Treasurer by 12:00 p.m. on the meeting date.

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Pages</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| <b>1. CALL TO ORDER</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |
| <b>2. CALL FOR ADDITIONAL BUSINESS</b>                                                                                                                                                                                                                                                                                                                                                                                                                               |              |
| <b>3. DECLARATIONS OF INTEREST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |
| <b>4. CONFIRMATION OF MINUTES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |
| 4.a Minutes of the Committee of Adjustment meeting held on September 29, 2025                                                                                                                                                                                                                                                                                                                                                                                        | 3            |
| <b>5. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED</b>                                                                                                                                                                                                                                                                                                                                                                                                    |              |
| There are no correspondence items being presented for consideration.                                                                                                                                                                                                                                                                                                                                                                                                 |              |
| <b>6. ANNOUNCEMENT BY THE CHAIR</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |
| 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.                                |              |
| <b>7. APPLICATIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |
| 7.a Application File No. B13-2025 for 1750 16th Avenue East                                                                                                                                                                                                                                                                                                                                                                                                          | 8            |

**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

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

City Hall - 808 2nd Avenue East - Council Chambers

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

**STAFF PRESENT:** Sabine Robart, Manager of Planning and Heritage  
Margaret Potter, Senior Planner (via video)  
Kevin Linthorne, Chief Building Official  
Matt Pierog, Engineering Technologist  
Christina McLean, Committee and Executive Support  
Coordinator

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#### 1. CALL TO ORDER

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

#### 2. CALL FOR ADDITIONAL BUSINESS

There was no additional business.

#### 3. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 4. CONFIRMATION OF MINUTES

4.a Minutes of the Committee of Adjustment meeting held on July 22, 2025

CA-250923-001

Moved by Vice Chair McCartney

**"THAT the minutes of the Committee of Adjustment meeting held on July 22, 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 No. A12-2025 for 915 11th Avenue East

The Secretary-Treasurer gave an overview of application A12-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, and a description of the proposed conditions of approval. The Manager of Planning and Heritage recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-096.

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.

CA-250923-002

Moved by Vice Chair McCartney

**"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'."**

Carried.

7.b Application File No. A14-2025 for 890 20th Street East

The Secretary-Treasurer gave an overview of application A14-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, and a description of the proposed conditions of approval. The Manager of Planning and Heritage recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-097.

Chair Green inquired if the applicant or agent had any comments. Stuart Doyle of Barry's Construction and Insulation Ltd. provided comments respecting the application and noted the need for different types of housing and lot sizes.

Chair Green inquired if there were any comments from members of the public. Doug Murdoch, Owen Sound resident, provided comments respecting the proposed lot size, the precedent set for future developments, and the impact on adjacent property owners.

CA-250923-003

Moved by Member Hawco

**"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 20<sup>th</sup> 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.

7.c Application File No. A15-2025 for 28th Avenue East

The Secretary-Treasurer gave an overview of application A15-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, and a description of the proposed conditions of approval. The Manager of Planning and Heritage recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-098.

Chair Green inquired if the applicant or agent had any comments. Ron Davidson of Ron Davidson Land Use Planning Consultant Inc. provided comments

respecting the application and noted that due to School Board regulations, the school must be three storeys.

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.

CA-250923-004

Moved by Vice Chair McCartney

**"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 (BGCDSB) for the property between 16<sup>th</sup> Street East and 8<sup>th</sup> 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'."**

Carried.

7.d Application File No. A16-2025 for 1170 3rd Avenue East

The Secretary-Treasurer gave an overview of application A16-2025, including property details and correspondence received.

The Manager of Planning and Heritage provided a summary of the staff report, including a description of the policy framework, an overview of the facts of the application, and a description of the proposed conditions of approval. The Manager of Planning and Heritage recommended that the application be approved subject to the conditions outlined in Schedule 'E' of Staff Report CS-25-106.

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. Rob Allen, Township of Arran-Elderslie resident provided comments respecting the detailed use of the proposed property and impacts on adjoining properties.

The Manager of Planning and Heritage noted that the detailed functions of the property and impact to neighbouring property values cannot be identified by staff as it is not pertinent to the Zoning By-law and Official Plan.

CA-250923-005

Moved by Vice Chair McCartney

**"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 3<sup>rd</sup> 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.e Application File No. B13-2025 for 1750 16th Avenue East**

The Manager of Planning and Heritage advised that Application File No. B13-2025 will be postponed until the October 28, 2025, meeting due to an issue with the notice period.

**7.f Application File No. B14-2025 for 890 20th Street East**

The Manager of Planning and Heritage advised that Application File No. B14-2025 will be postponed until the October 28, 2025, meeting due to an issue with the notice period.

**8. CORRESPONDENCE PROVIDED FOR INFORMATION**

There were no correspondence items presented for information.

**9. DISCUSSION OF ADDITIONAL BUSINESS**

There was no additional business.

**10. NEXT MEETING**

The next regularly scheduled meeting is October 28, 2025.

**11. ADJOURNMENT**

The business contained on the agenda having been completed, Chair Green adjourned the meeting at 3:43 p.m.

## Staff Report

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**Report To:** Committee of Adjustment  
**Report From:** Dave Aston and Aleah Clarke, MHBC Planning  
**Meeting Date:** October 28, 2025  
**Report Code:** CS-25-099  
**Subject:** B13-2025 for 1750 16th Avenue East – 16th Ave OS Inc

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### Recommendations:

THAT in consideration of Staff Report CS-25-099 respecting a consent for lot creation for property known as 1750 16<sup>th</sup> Avenue East, the Committee of Adjustment approves Consent Application B13-2025 submitted by Ron Davidson Land Use Planning Consultant Inc. on behalf of 16<sup>th</sup> Avenue OS Inc., subject to the conditions outlined in Schedule 'E'.

### Highlights:

- A complete application for Consent (B13-2025) has been received by Ron Davidson Land Use Planning Consultant Inc. on behalf of 16<sup>th</sup> Avenue OS Inc.
- The purpose of the application is to sever the subject lands to create one (1) new commercial lot.
- The retained lot is proposed to have approximately 120 m of frontage on 16<sup>th</sup> Avenue East, 64 m of lot depth, and 7,650 m<sup>2</sup> of lot area. A new hotel development is proposed for the retained lot.
- The severed lot contains existing commercial buildings and is proposed to have approximately 64 m of frontage on 17th Street East, 102 m of frontage on 16th Avenue East, and 6,480 m<sup>2</sup> of lot area.
- By-law 2025-018 (ZBA 54) was approved earlier this year to amend the zoning categories on the lands from 'General Industrial (M1)' to 'Retail Commercial with Special Provision 14.141 (C2 14.141)' and 'Retail Commercial Holding Special Provision 14.142 (C2(H)14.142)'.

- A related Site Plan Approval Application (ST2025-011) has also been submitted and is under review for the proposed retained lot (hotel).

## **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 \(2010-078, as amended\)](#)

[CS-25-016 Recommendation Report – Zoning By-law Amendment \(ZBA\) No. 54 Hampton Inn, 1750 16th Avenue East](#)

ZBA 54 [By-law 2025-018](#)

## **Background & Proposal:**

An application for a Consent for lot creation (B13-2025) has been submitted by Ron Davidson Land Use Planning Consultant Inc. on behalf of 16<sup>th</sup> Avenue OS Inc., to sever the subject lands to create one (1) new commercial lot. A new hotel development is proposed for the retained lot.

By-law 2025-018 ([ZBA 54](#)) was approved earlier this year to amend the zoning categories on the lands from 'General Industrial (M1)' to 'Retail Commercial with Special Provision 14.141 (C2 14.141)' and 'Retail Commercial Holding Special Provision 14.142 (C2(H)14.142)'.

A related Site Plan Approval Application (ST2025-011) for a six-storey, 120 room hotel on the proposed retained lot (hotel) has received conditional approval. The applicant is working to fulfill the conditions of Site Plan Approval.

## **Property Description**

The subject property is located at 1750 16<sup>th</sup> Avenue East. Surrounding land uses include:

- North: Industrial lands, including the former PPG building and currently vacant lands designated and zoned for industrial uses.
- East: Industrial lands, including the former Tenneco building, which now includes, among other tenants Hydrogen Optimized, East City Commercial retail and commercial uses.
- South: East City Commercial retail and commercial uses.
- West: Regional Shopping Centre – Heritage Place Mall.

The subject lands are designated 'East City Commercial' in the City's Official Plan and are zoned 'Retail Commercial with Special Provision 14.141 (C2 14.141)' and 'Retail Commercial Holding Special Provision 14.142 (C2(H) 14.142)' 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'. The subject lands are fully described in Schedule 'C'.

## **The Proposal**

The applicant is proposing to sever the subject lands to create one (1) new commercial lot. The retained lot is proposed to have approximately 120 m of frontage on 16<sup>th</sup> Avenue East, 64 m of lot depth, and 7,650 m<sup>2</sup> of lot area. A new hotel development has been granted conditional site plan approval (ST2025-011) for the retained lot.

The severed lot contains existing commercial buildings and is proposed to have approximately 64 m of frontage on 17<sup>th</sup> Street East, 102 m of frontage on 16<sup>th</sup> Avenue East, and 6,480 m<sup>2</sup> of lot area.

The measurements for the severed and retained lots are approximate and will be confirmed by a reference plan required prior to deeds being stamped and a new lot being created.

The submitted Consent Sketch is attached in Schedule 'D'.

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

## **Analysis:**

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

### **Provincial Planning Statement**

The Provincial Planning Statement (PPS, 2024) has been reviewed with regard to the subject application. Municipal decisions on planning matters are required to be consistent with the PPS.

The PPS Vision for the long-term prosperity and social well-being of Ontario focuses growth and development within settlement areas and recognizes that land use must be carefully managed. Strong, liveable and healthy communities promote and enhance human health and social well-being, are economically and environmentally sound, and are resilient to climate change.

The PPS directs development to full serviced, designated settlement areas and requires contiguous development that minimizes land consumption and servicing costs. The proposal represents growth within a Settlement Area that makes use of existing infrastructure and minimizes negative impacts.

All applications must demonstrate that the lands can be serviced with full municipal water and sanitary services and are designed with stormwater management best practices to ensure consistency with the PPS (Section 3.6).

Detailed analysis of the proposed municipal servicing scenario, including stormwater management, brownfields redevelopment, as well as transportation infrastructure, including active transportation, is provided in other sections of this report. The proposed severance will facilitate the development of an underutilized property that is designated and zoned for development. Infilling facilitates the efficient use of existing infrastructure.

The proposal is consistent with the direction provided by the PPS, subject to the conditions. All conditions can be found attached hereto as Schedule 'E'.

## **County of Grey Official Plan**

The subject property is designated 'Primary Settlement Area' in the County of Grey Official Plan (County OP, 2019). Settlement areas with full municipal services are to be the focus of the majority of growth within the County.

The County OP promotes a full range of residential, commercial, industrial, recreational, and institutional land uses within the Primary Settlement Area. Land use policies and development standards are to be in accordance with the local Official Plan. The County has been consulted on the proposal and Planning staff have no objection to the application.

The proposal conforms with the County of Grey Official Plan (2019).

## **City of Owen Sound Official Plan**

The subject property is designated 'East City Commercial' in the Owen Sound Official Plan (OP).

The East City Commercial designation permits large format retail and service commercial uses, limited smaller scale retail on underutilized or infill type lots, service commercial and personal uses, financial institutions and services, business, professional and medical offices, restaurants, entertainment and other community facilities, and high-density residential uses and non-ground oriented multiple dwelling units in combination with uses permitted in Section 3.5.1.1a.

The East City Commercial designation is directed to be developed in an orderly and coordinated manner capable of providing both large-scale and medium-scale properties to accommodate large-format retail uses, and service and support businesses. Conformity of existing and proposed uses with the policies of the Official Plan was discussed in the Staff Report [CS-25-016](#) to ZBA 54.

The proposed severed lot is already developed. Policies respecting infrastructure, transportation, stormwater management, and municipal services are addressed through the conditions applicable to the hotel portion of the property through the Site Plan Approval Process (ST2025-011).

## **Environment**

With respect to transportation, a road widening is already a recommended condition of Site Plan Approval and is reiterated here as a recommended condition of consent.

The Official Plan also includes that contaminated sites shall be remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no adverse effect (6.1.7.2).

Applicable Law under the Ontario Building Code includes compliance with the *Environmental Protection Act* (EPA). Based on the information submitted to date, at this time, City staff do not have sufficient documentation to confirm that:

- the site has been remediated in accordance with the requirements of the EPA and associated regulations; OR
- any contamination has been addressed to ensure there will be no adverse effect.

It is noted that the City is not requesting a Record of Site Condition at this time, but rather the appropriate peer-reviewed ESA reports to demonstrate the suitability of the lands for the proposed development.

At the time of writing this report, the applicant has not yet satisfied the requirements of the Official Plan or, to staff's knowledge, the EPA, with respect to these environmental requirements.

Detailed conditions of Site Plan Approval address the requirements to satisfy the EPA prior to building permit issuance for on-site works and prior to lands being conveyed to the City for off-site works. Recommended conditions of the consent also require that the EPA be addressed to the satisfaction of the City of Owen Sound prior to accepting the recommended road widening.

### **Section 9.3.2**

The OP permits land division by way of the consent process where less than two new lots are created and where the proposed lots represent infilling/redevelopment and have frontage on an open road maintained year-round. New lots created through consent must be appropriately serviced with municipal services, conform to the City's Zoning By-law (2010-078, as amended) and shall not create a land use conflict. The Committee of Adjustment can impose appropriate conditions of approval on the granting of an application for consent.

The proposed severance to create one (1) new commercial lot represents infilling and redevelopment. The subject property currently contains an existing commercial building, which is proposed to be demolished and reconstructed in the future. A six-storey hotel is proposed to be constructed

on the severed parcel and conditions of Site Plan Approval ensure appropriate servicing of this site.

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

The severed and retained parcel will continue to have frontage onto 16<sup>th</sup> Avenue East, which is an existing, assumed public road that is maintained on a year-round basis. The severed parcel also has frontage on the 17<sup>th</sup> Street East municipal right of way.

A 5.0 m road widening across the frontage of the property is a condition of Site Plan Approval and is recommended as a condition of the consent.

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

The subject property is within an existing built-up area of the City. The subject property contains existing commercial uses and the severance will facilitate the construction of a new six-storey hotel.

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

The severed parcel contains existing commercial uses. The retained parcel is subject to Site Plan Approval which has demonstrated that the lot size is able to accommodate the proposed use and satisfy the requirements of the C2 zone. Final lot dimensions will be generally in accordance with this application as determined by the final reference plan.

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

The proposed retained and severed parcels of land conform to the provisions of a C2 zone.

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

No change is proposed to the existing development on the proposed severed parcel. The detailed design required through Site Plan Approval will ensure grading and drainage is appropriate for the proposed retained parcel.

It is the responsibility of the Developer to ensure that regardless of the proposed lot boundaries, the drainage of the lots function independently, or

prepare legal means for shared drainage (i.e. easements, covenants, property line swales, etc.).

Soil conditions have been discussed in the Environment section above.

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

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

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

**City of Owen Sound Zoning By-law**

By-law 2025-018 ([ZBA 54](#)) was approved earlier this year to amend the zoning categories on the lands from 'General Industrial (M1)' to 'Retail Commercial with Special Provision 14.141 (C2 14.141)' and 'Retail Commercial Holding Special Provision 14.142 (C2(H)14.142)'. Per By-law 2025-018 ([ZBA 54](#)), the subject property is zoned:

- North (Retained Parcel – Proposed Hotel): 'Retail Commercial with Special Provision 14.141 (C2 14.141)'.
- South (Severed Parcel – Existing Commercial): 'Retail Commercial Holding Special Provision 14.142 (C2(H)14.142)' in the City's Zoning By-law (2010-078, as amended).

The 'C2' zone permits a variety of commercial uses including hotels, offices, retail stores, and personal service use.

Special Provision 14.141 establishes site-specific zone regulations including building height, electric vehicle parking rates, and loading space requirements. The Holding symbol of special provision 14.142 prohibits new uses on the subject lands until the holding symbol is removed through the completion of a retail market analysis and establishes site specific electric vehicle parking requirements for development, once the Holding symbol is removed.

A zoning conformity check has been completed as part of this application and there are no variances required to facilitate the severance. The proposal meets the requirements of the City's Zoning By-law, subject to the recommended conditions.

## **City Staff & Agency Comments**

In response to the request for comment from the Planning & Heritage Division, the following comments have been submitted for review pertaining to the subject application. 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 Building Division**

Comment has been received from the City's Building Division with no objection to the subject proposal. Their complete comments include direction for compliance with the Ontario Building Code and City By-laws. This direction includes, among other matters, that if soils must be removed, a Confirmation Letter for the Ministry of the Environment, Conservation and Parks (MOECP) that contaminated soils have been removed in accordance with the applicable legislation and delivery receipts to disposal sites are required prior for Building Permit Application.

### **City of Owen Sound Engineering & Public Works Department**

Comment has been received from the City's Engineering & Public Works Department. The City's Engineering & Public Works Department recommends approval of application B13/2025 subject to conditions which have been included in Schedule 'F'.

### **Hydro One**

Comment has been received from Hydro One with no objection to the subject proposal.

### **Grey County**

Comment has been received from Grey County with no objection to the subject proposal.

### **Grey Sauble Conservation Authority (GSCA)**

Comment has been received from GSCA with no objection to the subject proposal.

### **Historic Saugeen Metis (HSM)**

Comment has been received from HSM with no objection to the subject proposal.

## **Financial Implications:**

Through a recommended condition, Cash In-Lieu of Parkland will be required, along with a Land Valuation.

Frontage charges are also recommended with standard conditions.

It is recommended that any and all lands to be conveyed to the City be subject to the conditions of approval respecting Environmental Requirements which necessitate a Peer Review by a qualified person on behalf of the City. All costs associated with the Peer Reviewer are to be paid by the applicant. A Peer Review Deposit in the amount of \$10,000 is recommended and is noted on the Peer Review Deposit Form attached as Schedule 'H'. Please note that this is also a requirement of Site Plan Approval and for clarity, only one deposit is required.

Engineering Review fees for the consent application have been paid.

## **Communication Strategy:**

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

## **Consultation:**

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

## **Attachments:**

- Schedule 'A': Orthophoto
- Schedule 'B': Official Plan and Zoning Map
- Schedule 'C': Property Details
- Schedule 'D': Consent Sketch
- Schedule 'E': Conditions of Approval
- Schedule 'F': Agency Comments
- Schedule 'G': Form of Reliance Letter Template
- Schedule 'H': Peer Review Deposit Form

**Recommended by:**

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

**Submission approved by:**

Pam Coulter, BA, RPP, Director of Community Services

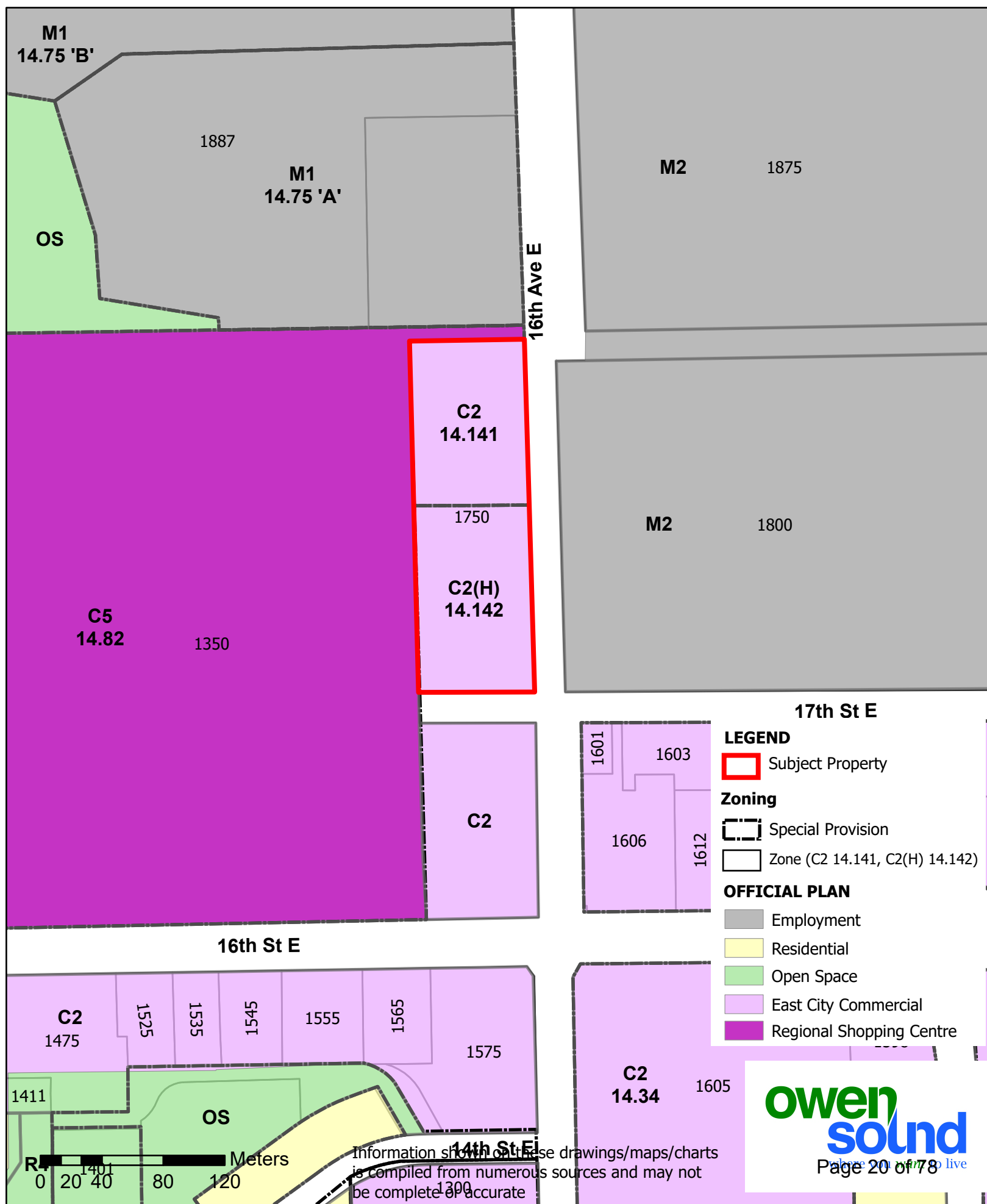
For more information on this report, please contact Sabine Robart, Manager of Planning & Heritage at [srobart@owensound.ca](mailto:srobart@owensound.ca) or 519-376-4440 ext. 1236.

# Schedule 'A': Orthophoto



 Subject Property

# Schedule 'B': Planning Policy



## SCHEDULE C

### PROPERTY DETAILS

| Property Information | Existing                                                                       | Severed<br>(Proposed)<br>South                                                  | Retained<br>(Proposed)<br>North – Hotel<br>Site Plan<br>Approval<br>Requested |
|----------------------|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| Civic Address        | 1750 16 <sup>th</sup> Avenue East                                              | TBD                                                                             | TBD                                                                           |
| Roll Number          | 425901000622502                                                                | TBD                                                                             | TBD                                                                           |
| Legal Description    | RANGE 6 EGR PT<br>LOT 5 RP;16R327<br>PART 1                                    | TBD                                                                             | TBD                                                                           |
| Site Frontage        | 222 m (16 <sup>th</sup> Ave E)<br>68 m (17 <sup>th</sup> St E -<br>unopened)   | 102 m (16 <sup>th</sup> Ave<br>E)<br>68 m (17 <sup>th</sup> St E -<br>unopened) | 120 m (16 <sup>th</sup> Ave<br>E)                                             |
| Site Depth           | 64 m                                                                           | 64 m                                                                            | 64 m                                                                          |
| Site Area            | 14,151 sq. m.                                                                  | 6,485 sq. m.                                                                    | 7,666 sq. m.                                                                  |
| Existing Structures  | Automotive repair shop and warehouse with accessory retail sales (Bread Depot) | Automotive repair shop and warehouse with accessory retail sales (Bread Depot)  | Vacant                                                                        |

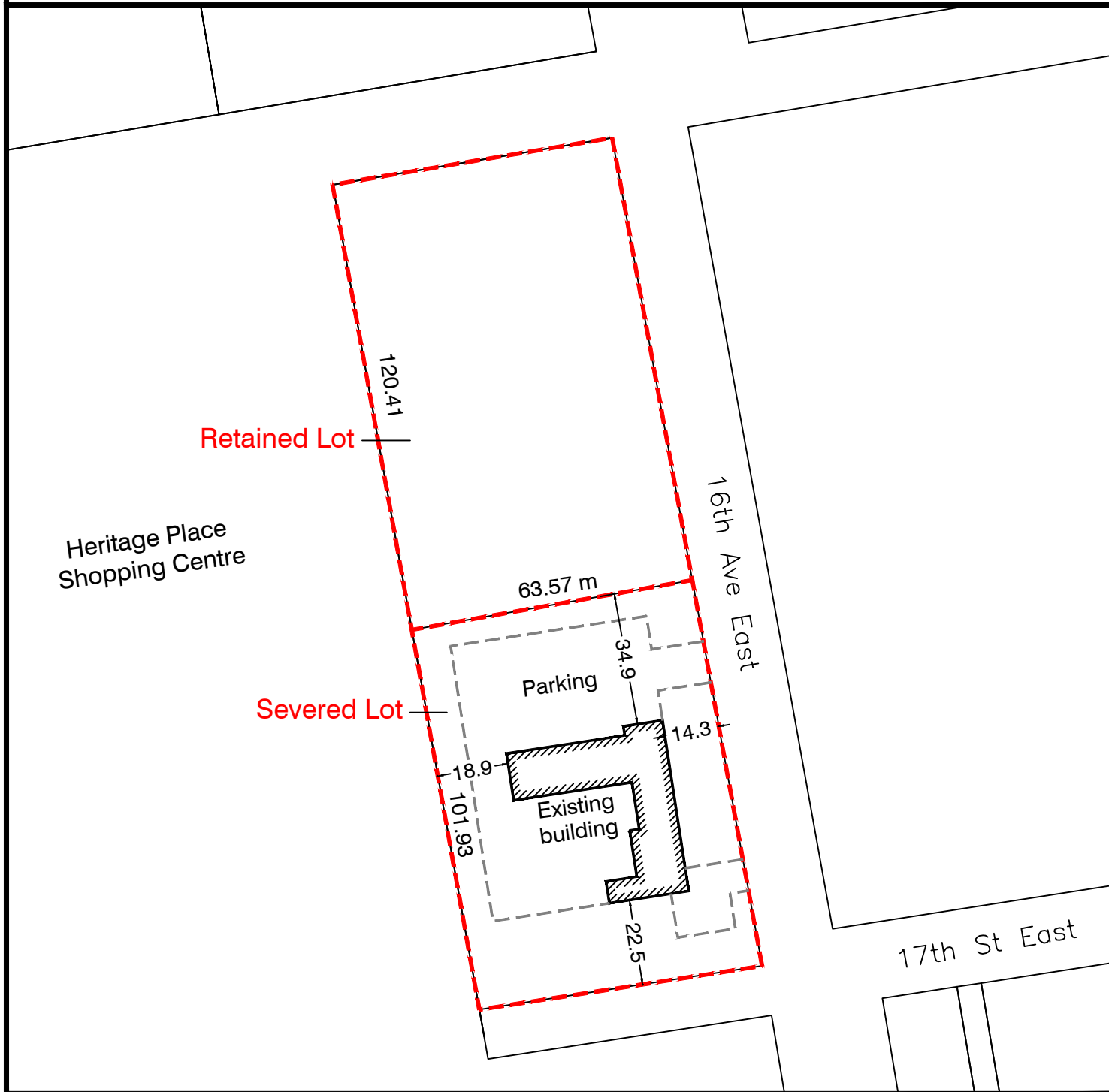
| <b>Property Information</b> | <b>Existing</b>        | <b>Severed (Proposed) South</b> | <b>Retained (Proposed) North – Hotel Site Plan Approval Requested</b> |
|-----------------------------|------------------------|---------------------------------|-----------------------------------------------------------------------|
| Proposed Structures         | NA                     | None                            | Six-storey hotel containing 120 guest suites                          |
| Road Access/Frontage        | 16 <sup>th</sup> Ave E | 16 <sup>th</sup> Ave E          | 16 <sup>th</sup> Ave E                                                |

| <b>Available Servicing</b> | <b>Detail</b>                                   |
|----------------------------|-------------------------------------------------|
| Potable Water              | 250 mm Ø PVC – 16 <sup>th</sup> Ave E           |
| Wastewater                 | 350 mm Ø concrete pipe – 16 <sup>th</sup> Ave E |
| Stormwater                 | TBD                                             |

| <b>Planning Policy</b>                                | <b>Detail</b>                                                                                                                                                    |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| County of Grey Official Plan                          | Primary Settlement Area                                                                                                                                          |
| City of Owen Sound Official Plan                      | East City Commercial                                                                                                                                             |
| City of Owen Sound Zoning By-law 2010-078, as amended | <p><b>Retained (proposed Hotel): Retail Commercial with Special Provision 14.141 (C2 14.141)</b></p> <p>Severed (existing): Retail Commercial Holding (C2-H)</p> |

# Proposed Lot Creation

 Subject Lands



**RON DAVIDSON**  
LAND USE PLANNING CONSULTANT INC  
OWEN SOUND, ONTARIO

SCALE 1:1500

## **SCHEDULE E**

---

### **DRAFT CONDITIONS OF APPROVAL**

1. That the applicant submit to the Secretary-Treasurer of the Committee of Adjustment a legal description of the subject lands which will meet the requirements of the Registrar and request in writing (either through presentation of deeds for stamping or a written statement) from the Secretary-Treasurer of the Committee of Adjustment a certificate of consent, provided however that before the said certificate is issued, any other conditions imposed by the committee have been fulfilled to the satisfaction of the Secretary-Treasurer.
2. That a survey prepared by a qualified land surveyor be provided showing the location of the nearest existing parking area and the foundations of the nearest existing structures (on the severed lands) proximate to the new lot line and, confirming the actual lot configuration corresponds with the intent of the consent application and that proper setbacks have been provided in accordance with the City's zoning by-law, to the satisfaction of the Community Services Department (Planning Division). For clarity, a draft reference plan and a separate surveyor's plan confirming setbacks may be acceptable to address this condition.
3. That the applicant pay to the City cash-in-lieu of parkland in accordance with the provisions of the Ontario Planning Act and the City's Official Plan Section 7.4.3, at a rate of 2% of the value of the land the day before the day of the provisional consent is given, to the satisfaction of the City's Community Services Department (Planning Division). For clarity, the applicant shall provide to the Secretary Treasurer a qualified appraisal at no cost to the City confirming the value of the land as of the day before the day the provisional consent was given in order to determine the cash-in-lieu of parkland amount.
4. That the applicant provide to the Secretary-Treasurer a tax certificate prepared by the City's Financial Services Department (Tax Division) indicating that property (and business) tax installments levied and due

on the subject lands are paid in full as of the day of issuance of the certificate of consent.

5. That the applicant pay outstanding frontage charges for watermain required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (63.57 metres total length).
6. That the applicant pay outstanding charges for wastewater sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (63.57 metres total length).
7. That the applicant pay outstanding charges for storm sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$72.50 per metre of lot frontage (63.57 metres total length).
8. That the applicant pay outstanding charges for rural roadway required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$63.00 per metre of lot frontage (63.57 metres total length).
9. That to support the consent application and accept any lands to be conveyed to the City a third-party peer review consultant will be retained by the City at the sole cost of the Owner. To fulfill this condition a Peer Review Deposit Form and Peer Review Fee Deposit are required before any review of the requisite materials, which are further described in this Decision as "Environmental Requirements – Conveyance".
10. That the applicant provide to the Secretary-Treasurer written confirmation from the City Clerk that the 5.0 m of road widening along the frontage of 16th Avenue East, required by the City, has been conveyed and registered in an acceptable manner to the City Solicitor,

for which the City Clerk will require the following to be provided at the applicant's expense:

- a. A reference plan describing the lands subject to the road widening prepared by an OLS;
  - b. An Acknowledgement and Direction form to be signed by the City respecting the registration of the transfer by the applicant's solicitor on the City's behalf;
  - c. The proposed draft transfer document including a Land Transfer Tax Affidavit which must include the following "other" statement:
    - i. "The subject property is acquired by the municipality for the purpose of widening the highway abutting the property and the property forms part of that highway pursuant to section 31(6) of the Municipal Act, 2001";
  - d. The draft reference plan is to be reviewed by ESD prior to depositing and transferring to the City; and,
  - e. Compliance with the "Environmental Requirements – Conveyance" as set out herein.
11. Environmental Requirements – Conveyance: In each event of conveyance of real property to the City for Roadway Extensions or otherwise, to the satisfaction of the Director of Public Works and Engineering Services or Manager of Engineering Services the applicant is required to:
- a. Retain a Qualified Person as defined under the Ontario Environmental Protection Act to conduct Environmental Site Assessments (i.e. Phase One/Two) appropriate for the intended land uses of the subject lands and any lands to be conveyed to the City;
  - b. Submit to the satisfaction of the City and its Peer Reviewer, all Environmental Site Assessment reports prepared in accordance with O. Reg. 153/04 describing the current conditions of the subject lands to support the proposed development application and any lands to be conveyed to the City and all such environmental documentation shall be submitted without

limitation regarding liability, indemnity or reliance by the City and the City's Peer Reviewer;

- c. Pay all costs associated with the City retaining a third-party Peer Reviewer including a certified cheque in the amount of \$10,000 as an initial deposit towards the cost of such peer review, and such further deposits when requested to cover all costs of retaining a third-party Peer Reviewer;
- d. Any reports certifying current site conditions should not be older than 18 months from the date of last investigation at the time of submission to the City and its Peer Reviewer;
- e. At the completion of the site assessment/remediation/risk assessment process, submit a written Letter of Opinion from the Qualified Person to the City, to the satisfaction of the City and its Peer Reviewer in their sole discretion, including the following:
  - e1. That in the opinion of the Qualified Person, the proposed development can proceed without adverse affect, and the Lands meet the current:
    - a) generic Site Condition Standards for the most environmentally sensitive adjacent land use, or
    - b) the Property Specific Standards as approved by the Ministry of Environment, Conservation and Parks for a Risk Assessment, provided however that in no event shall the City accept any Risk Assessment which:
      - i. imposes any risk management measures such as ongoing obligations on the City for monitoring, reporting, remediation or anything requiring any expenditure of funds by the City relating to the presence of contaminants in, on or under such Lands;
      - ii. imposes any requirement for the use of special personal protective equipment such as but not limited to: Chemically resistant PPE (such as but not limited to suits, gloves), respiratory masks, contained breathing apparatus;

- iii. imposes any risk management measures that impact or restrict the intended use of the Lands or require expenditure by the City or a third party such as surface caps unless agreed to in writing by the City; or
- iv. allows for importation of contaminated soil.

e2. The opinion of the Qualified Person in subsection 1 above includes a reliance letter in the form attached, dated and signed by the Qualified Person and the Owner, confirming that the City and City's Peer Reviewer can rely on the environmental documentation submitted as to the Qualified Persons finding, opinion and conclusions without restriction (and consistent with O. Reg. 153/04).

## **SCHEDULE F**

### **CITY STAFF AND AGENCY COMMENTS**

City of Owen Sound Engineering Services Division – October 20, 2025

Grey Sauble Conservation Authority – September 23, 2025

Historic Saugeen Metis – September 24, 2025

County of Grey – September 22, 2025

Hydro One – September 25, 2025

Building Division – August 27, 2025

# Staff Report

Engineering Services Division  
Public Works & Engineering Department



**Date:** 2025 October 20

**Application:** B13/2025

**To:** Staci Landry, 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 Consent to Sever – Engineering Review

**Municipal Address:** 1750 16<sup>th</sup> Avenue East

**Assessment Roll:** 425901000622502

**Legal Description:** RANGE 6 EGR PT LOT 5 RP 16R327 PART 1

**Applicant:** Ron Davidson Land Use Planning Consultant Inc.

## **Background:**

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

The retained lot is proposed to have approximately 120 m of frontage on 16<sup>th</sup> Avenue East, 64 m of lot depth, and 7,650 m<sup>2</sup> of lot area. A new hotel development is proposed for the retained lot.

The severed lot contains existing commercial buildings and is proposed to have approximately 64 m of frontage on 17<sup>th</sup> Street East, 102 m of frontage on 16<sup>th</sup> Avenue East, and 6,480 m<sup>2</sup> of lot area.

By-law 2025-018 (ZBA 54) was approved earlier this year to amend the zoning categories on the lands. A related Site Plan Approval Application

(ST2025-001) has also been submitted and is under review for the proposed retained lot (hotel).

**Recommendation:**

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

1. That the applicant provide to the Secretary-Treasurer written confirmation from the City Clerk that the 5.0 m of road widening along the frontage of 16<sup>th</sup> Avenue East, required by the City, has been conveyed and registered in an acceptable manner to the City Solicitor, for which the City Clerk will require the following to be provided at the applicant's expense:
  - a. A reference plan describing the lands subject to the road widening;
  - b. An Acknowledgement and Direction form to be signed by the City respecting the registration of the transfer by the applicant's solicitor on the City's behalf;
  - c. The proposed draft transfer document including a Land Transfer Tax Affidavit which must include the following "other" statement: "The subject property is acquired by the municipality for the purpose of widening the highway abutting the property and the property forms part of that highway pursuant to section 31(6) of the Municipal Act, 2001";
  - d. The draft reference plan is to be reviewed by the ESD prior to depositing and transferring to the City; and,
  - e. The City's satisfactory review of the forthcoming environmental letter regarding the lands subject to the widening, and implementation of any requirements as a result of a review of the letter.
2. That the applicant pay outstanding frontage charges for watermain required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at

the time of this decision is \$85.00 per metre of lot frontage (63.57 metres total length).

3. That the applicant pay outstanding charges for wastewater sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (63.57 metres total length).
4. That the applicant pay outstanding charges for storm sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$72.50 per metre of lot frontage (63.57 metres total length).
5. That the applicant pay outstanding charges for rural roadway required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$63.00 per metre of lot frontage (63.57 metres total length).
6. Payment of the Engineering Review Fee for a Consent to Sever Application.

**Analysis:**

Site Access:

The property fronts on 16<sup>th</sup> Avenue East, an improved municipal road, and classified as a Minor Arterial Road.

The existing buildings at the property share an access to 16<sup>th</sup> Avenue East, fronting the breezeway, as well as separate entrances north and south of the existing building. Based on the application, the existing accesses to the proposed retained lot will remain 'as-is', while a new access is required for the proposed severed lot.

ESD has no concerns regarding site access at this time, as the new access required for the severed lot will be established as a part of the Site Plan Approval Application.

Parking:

Comments relating to the parking configuration at the proposed lots will be reviewed and prepared as a part of the Site Plan Approval Application.

It is noted that the proposed 5.0 m widening may impact the parking arrangement at the southern driveway entrance for the retained lot and may need to be revised to be wholly outside the new road allowance widths, if required.

The ESD has no concerns regarding parking at the properties at this time, as parking is to be determined as a part of the Site Plan Approval Application.

Site Servicing:

The City has a 350 mm Ø concrete wastewater sewer, a 250 mm Ø PVC watermain (Industrial pressure zone), and combination of ditches and storm sewers along the west side of 16<sup>th</sup> Avenue East, adjacent to the property and a 1200 mm Ø stormwater concrete pipe on the east side of 16<sup>th</sup> Avenue East. The existing wastewater main fronting the property is currently being replaced as a part of a City-led Capital project (Q3/Q4, 2025).

Based on available City records, and the proposed drawings, the wastewater and water servicing for the retained and severed lots appear to be independent. As such, ESD has no concerns regarding servicing at the proposed and severed lots at this time.

The details regarding servicing for the development will be determined as a part of the Site Plan Approval Application.

Road Widening:

The City's Official Plan classifies this portion of 16<sup>th</sup> Avenue East adjacent to this development as a Minor Arterial Road. The present road allowance width for this roadway is approximately 20 metres. The minimum road allowance for this roadway is to be generally 30 metres.

As such, a 5.0 m road widening will be required across the frontage of the property as a part of the Consent Application.

It is noted that the Developer has indicated that an environmental letter regarding the lands is forthcoming, and it will be reviewed at the time of

receipt. The City reserves the right to comment on the lands/letter once the additional information is available.

Grading, Drainage & Stormwater Management:

The Consent application proposes a property boundary through the larger site, to subdivide the lot into two (2) smaller parcels (retained and severed lots).

There is a concurrent application for Site Plan Approval for the severed lot, in which a Grading and Drainage Plan has been prepared. Based on the concurrent Site Plan Approval Application, the Grading and Drainage is required as a part of a complete Site Plan Approval Application and will be reviewed through this process. As such, a Grading and Drainage Plan is not required as a part of the Consent Application.

It is the responsibility of the Developer to ensure that regardless of the proposed lot boundaries, the drainage of the lots function independently, or prepare legal means for shared drainage (i.e. easements, covenants, property line swales, etc.).

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

**Fees:**

Based on the Consent Application, the applicant will be required to pay outstanding frontage fees associated with the severed lot for the watermain, wastewater, stormwater and rural roadways, in accordance with the City's Fees & Charges By-law (2025-060), as amended. The proposed width of the severed lot at the time of this application is 63.57 metres.

The Engineering Review Fee will be \$454.00 for a Consent to Sever Application.

**Consultation:**

This document incorporates comments from all divisions of the Public Works and Engineering Department. The comments provided above were based on the City's most recent Engineering Standards and the records available at

the time of preparation of this report. The comments provided do not preclude the applicant's responsibility for meeting all applicable laws, regulations and standards, or provide any assurances.

**Prepared By:** Matthew Pierog, P.Eng.



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

Reviewed via email

**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](mailto:c.stredwick@greysauble.on.ca)  
[www.greysauble.on.ca](http://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](http://www.greysauble.on.ca).*

## Christina McLean

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**From:** hsmrcc <hsmrcc@bmts.com>  
**Sent:** September 24, 2025 12:16 PM  
**To:** Christina McLean  
**Subject:** Re: Request for Comments - City of Owen Sound (16 Avenue OS Inc) - Consent Application

**Warning: Unusual sender** <hsmrcc@bmts.com>

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

### City of Owen Sound

#### Re: File number B13-2025

The Historic Saugeen Métis (HSM) Lands, Waters and Consultation Department has reviewed the relevant documents and has no objections to the proposed Consent Application as presented.

Thank you for the opportunity to review this matter.

Regards,

Neala

Neala MacLeod Farley  
Coordinator, Lands, Waters & Consultation



#### **Historic Saugeen Métis**

204 High Street  
Southampton, ON  
[www.saugeenmetis.com](http://www.saugeenmetis.com)  
519-483-4000

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**From:** [planning@grey.ca](mailto:planning@grey.ca)  
**To:** [Briana Bloomfield](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#); [Tim Simmonds](#); [Pam Coulter](#); [Engineering](#); [Emily Carter](#)  
**Subject:** County comments for B13-2025 16 Avenue OS Inc.  
**Date:** Monday, September 22, 2025 3:13:32 PM

**External sender** <[planning@grey.ca](mailto:planning@grey.ca)>

Make sure you trust this sender before taking any actions.

## County comments for B13-2025 16 Avenue OS Inc.

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.

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

Best regards,

Cassondra

From: [LANDUSEPLANNING](#)  
To: [Public Notices](#)  
Subject: Owen Sound - 1750 16th Ave E - B13-2025  
Date: Thursday, September 25, 2025 10:12:35 AM

**Warning: Unusual sender** <landuseplanning@hydroone.com>

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

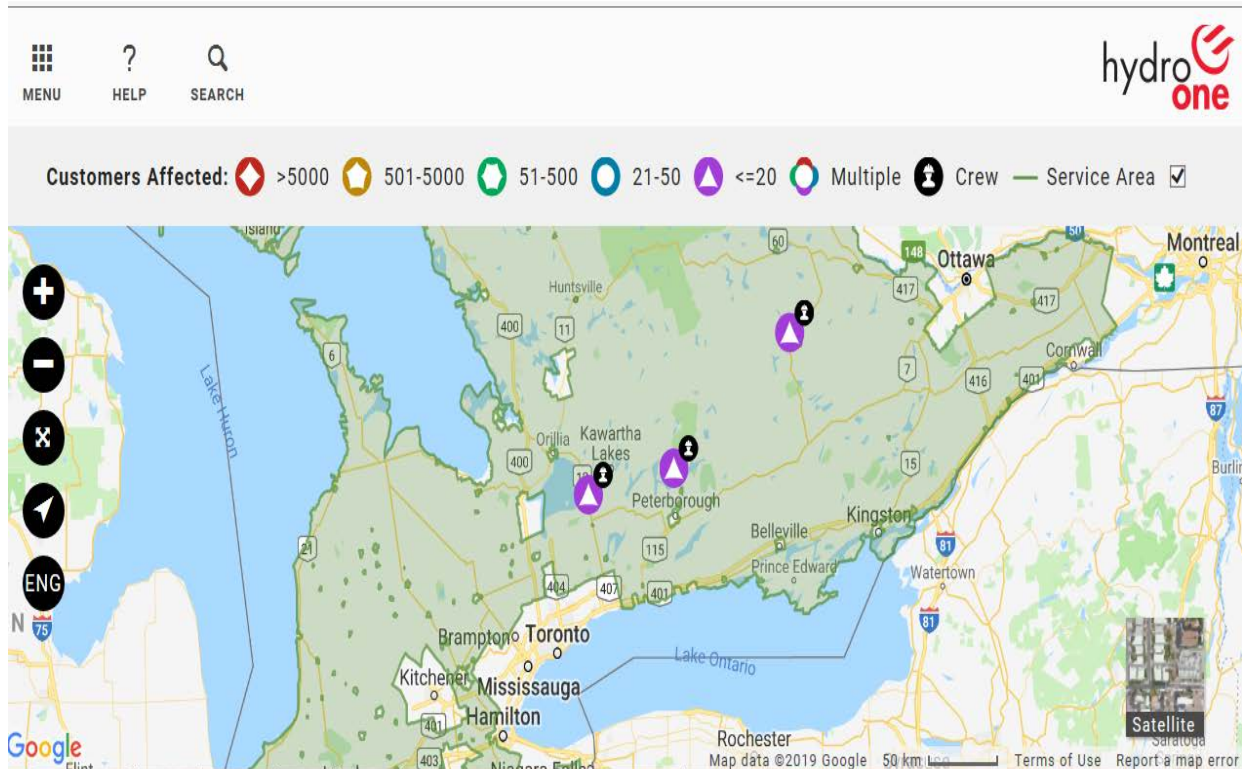
Hello,

We are in receipt of your Application for Consent, B13-2025 dated 2025-09-09. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at [subdivision@Hydroone.com](mailto:subdivision@Hydroone.com) or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link: [Stormcentre \(hydroone.com\)](https://stormcentre.hydroone.com)

Please select "Search" and locate the address in question by entering the address or by zooming in and out of the map.



If you have any further questions or inquiries, please contact Customer Service at 1-888-664-9376 or e-mail [CustomerCommunications@HydroOne.com](mailto:CustomerCommunications@HydroOne.com) to be connected to your Local Operations Centre

If you have any questions please feel free to contact myself.

Thank you,

Land Use Planning Department  
Hydro One Networks Inc.  
Email: [LandUsePlanning@HydroOne.com](mailto:LandUsePlanning@HydroOne.com)

# Staff Report

Building Division

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**DATE:** AUG 27, 2025 **ROLL NO.:** 4259 010 006 22502

**TO:** MARGARET POTTER, SENIOR PLANNER

**FROM:** NIELS JENSEN, BUILDING OFFICIAL

**SUBJECT:** SITE PLAN APPLICATION FOR 1750 16<sup>TH</sup> AVE EAST

---

**PLANNING FILE: ST2025-011**

**MUNICIPAL ADDRESS: 1750 16<sup>TH</sup> AVE EAST**

**LEGAL DESCRIPTION: RANGE 6 EGR PT LOT 5 RP;16R327 PART 1**

**APPLICANT: RON DAVIDSON CONSULTANTS**

**BACKGROUND:** The he applicant, Ron Davidson, on behalf of 16 Avenue OS Inc. (Ibrahim Dossani), has submitted an application for Site Plan Approval for 1750 16th Avenue East.

The application proposes a six-storey, 120 room hotel on the north end of the subject property. A one-storey commercial building exists on the south side of the property and is occupied by two businesses.

A preliminary consultation was undertaken in 2024 (PC2024-005). In February 2025, Council considered and approved zoning by-law amendment ZBA 54 (Schedule 'B' below) to amend the zoning categories on the lands. Should you require any additional details from the ZBA 54 file, please don't hesitate to ask.

A related Consent (severance) application has also been submitted to separate the proposed hotel site from a larger parcel occupied by an existing commercial 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, C & D/E*
- *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:

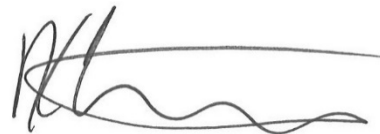
- If ESA Phase 2 determines soils must be removed for residential use a Confirmation letter for MoECP that contaminated soils have been removed in accordance with applicable legislation and delivery receipts to disposal site are required prior for Building Permit Application.
- Design to meet the requirements of Barrier Free Design as per 3.8.
- Building to be designed by an Architect and Qualified Engineer.
- Permit drawings to include mechanical (plumbing, 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.
- Ensure backflow prevention installed on potable water lines.
- Sanitary sewer to be protected by a back water valve.
- Provisions for Firefighting including, but not limited to, location of hydrants, location and design of access routes as per OBC 3.2.5 to be installed by the developer as 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 \$14.33 per m2 of gross floor area of commercial construction (min \$240) plus Admin Fee of \$110.25 per unit.
  - Sign Permits 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



## FORM OF RELIANCE LETTER

This letter is to be presented on applicant letterhead:

City of Owen Sound  
Planning Department  
[insert address]

**Re: Environmental Reliance Letter for [insert subject property address/identification information; insert legal description of lands to be conveyed]**

At the request of applicant [ applicant company ], the firm of [ ...ABC Environmental Consultants Inc. ] as represented by [ name of QP ], a Qualified Person under O. Reg. 153/04, represent and warrants to the Corporation of the City of Owen Sound (the "City") that the work completed in the reports identified herein was completed by or under the supervision of a Qualified Person per the meaning of Sections 5 and 6, as applicable, of Ontario Regulation 153/04.

**Section 1:**

[insert list of reports: Name of report, prepared for, date]

**Section 2:**

[if applicable add: The Qualified Person hereunder, represents and warrants on its own behalf and that of its employer [ firm as identified above ] that it meets the Ministry of Environment, Conservation and Parks (hereafter "MECP") requirements relating to the preparation and supervision of a risk assessment, accepted by the MECP and identified as [insert accepted RA #].

**Section 3:**

[..insert ABC Environmental Consultants Inc.] . agrees that:

- a) all reports identified in Section 1 above have been conducted in accordance with the requirements of Ontario Regulation 153/04, as may be amended from time to time;
- b) the City and its Peer Reviewers may rely upon the reports listed herein, including the representations, assumptions, findings, and recommendations contained in the reports identified in Section 1 above, all notwithstanding any qualifications or limitations in any report.

[..insert ABC Environmental Consultants Ltd.] further:

- a) agrees that in the case of any inconsistency between this Reliance Agreement and any limitations with in any reports provided to the City, this Reliance Agreement take priority over any such limitations,

- b) agrees that it will promptly notify the City upon receipt of notice by the MECP of any intended or actual audit by the MECP of any of the reports listed herein and if so, to provide the City with written confirmation of the results of the audit.
- c) represents and warrants that it complies with all insurance requirements under Ontario Regulation 153/04 for the Qualified Person;
- d) shall provide the City with proof of insurance and maintain Professional Liability insurance coverage of \$2,000,000 per claim and \$2 million aggregate;

**Section 4:**

[applicant company] agrees that it shall be responsible to indemnify and save the City harmless from any and all claims, demands, causes of action, costs, including defending against any legal proceedings or other damages howsoever arising from the City's direct or indirect reliance upon the representations, findings, assumptions, opinions and conclusions contained in the reports prepared by [ ABC Environmental Consultants Ltd.] listed herein, and the completeness and accuracy of such representations, findings, assumptions, opinions and conclusions, and including in the granting of any approvals based in whole or in part on such reliance.

**Qualified Person:**

\_\_\_\_\_  
Name (Please Print) Signature  
Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Date: \_\_\_\_\_

**[ABC Environmental Consultants Inc.]**

\_\_\_\_\_  
Name (Please Print) Signature  
Name of Company: \_\_\_\_\_  
Title of Authorized Officer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Date: \_\_\_\_\_

**Property Owner, or Authorized Officer:**

\_\_\_\_\_  
Name (Please Print) Signature  
Name of Company (if Applicable): \_\_\_\_\_  
Title of Authorized Officer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Date: \_\_\_\_\_

## PEER REVIEW DEPOSIT FORM & AGREEMENT

The undersigned hereby submits application to the City of Owen Sound for a Peer Review Deposit Memorandum of Understanding for the lands described hereafter.

### 1. Owner / Applicant Information

| OWNER (As shown on registered deed) |  |
|-------------------------------------|--|
| Name:                               |  |
| Address:                            |  |
| Telephone No:                       |  |
| Email:                              |  |
| APPLICANT / AGENT)                  |  |
| Name:                               |  |
| Address:                            |  |
| Telephone No:                       |  |
| Email:                              |  |

### 2. Property Identification

|                    |  |
|--------------------|--|
| Municipal Address: |  |
| Legal Description  |  |
| Roll No:           |  |

### 3. Related Applications

|                   |  |
|-------------------|--|
| Application Type: |  |
| Application No.:  |  |

### **FOR OFFICE USE ONLY**

**Deposit of \$10,000.00 received by the City of Owen Sound**

|              |                |
|--------------|----------------|
| Date:        |                |
| Receipt No.: |                |
| Signature:   | City Treasurer |

## PEER REVIEW FEE DEPOSIT

### MEMORANDUM OF UNDERSTANDING

1. I/We have filed a planning application with the City of Owen Sound; and,
2. I/We have been advised of the deposit required by the City for third party peer review service provision for the submitted **Environmental Requirements** and I/We forthwith agree to pay to the City's Treasurer the required deposit in the amount of:

|                      |             |
|----------------------|-------------|
| TEN THOUSAND Dollars | \$10,000.00 |
|----------------------|-------------|

3. I/We acknowledge and agree that a planning application is not complete until the required third party peer review fee deposit have been paid and this memorandum has been signed. The City reserves the right to refuse to accept or to further process a planning application until such time as the required deposit has been paid.
4. At no point shall the total invoice amount exceed the deposit amount without written consent from the owner that additional peer review work is authorized.
5. Applicants shall receive invoices for third party peer review services incurred by the City in the conduct of a planning application. Any amounts so invoiced shall become due and payable to the City within **thirty (30)** days of the invoice.
6. In the event that an applicant does not pay the third party peer review invoice provided by its due date, the City is authorized to pay the amount of the invoice from the applicant's deposit monies. The applicant shall replenish the deposit upon demand by the City and the City shall not be obligated to further process the application until such time as the deposit is reinstated to its full amount.
7. All monies paid as deposits to the City are held by the City in trust until final disposition of the planning application.

IN WITNESS WHEREOF the owner has read and has executed this memorandum of understanding.

|      |                   |
|------|-------------------|
|      |                   |
| Date | Owner Signature   |
|      |                   |
| Date | Witness Signature |

October 28, 2025

Stacy Landry  
Deputy Clerk  
City of Owen Sound  
808 Second Avenue East  
Owen Sound, Ontario  
N4K 2H4

Dear Stacy Landry:

**Re: B13/2025 Application for Consent, C.O.A. Meeting 3 PM, October 28, 2025**

An initial review of the City conditions attached to this application and supporting information contain several errors and omissions of fact.

Adjacent to the 1200mm storm CP noted on the eastside of 16<sup>th</sup> Ave. East exists a large open stormwater ditch.

No mention is made of the one foot reserve which legally separates this subject property from frontage on 16<sup>th</sup> Ave. East.

The existing 16<sup>th</sup> Ave. East road allowance is already far in excess of what the City claims it now demands for a "minor arterial" road. There is no need whatsoever for an additional 5m widening.

Furthermore, who is the Registered owner of this property? Why would the City demand Peer Review from the professionally prepared application and supporting documents? Does the City of Owen Sound think these Architects, Engineers and Planners occupy a level of ineptitude requiring their submissions to be reviewed? What happens if the Peer Reviewers are incompetent?

Please include me in any notifications, Minutes of today's Meeting and decisions re: B13/2025.

Yours truly,



Ron Radbourne  
R.K. Radbourne Building Ltd.

[REDACTED]

## Staff Report

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**Report To:** Committee of Adjustment  
**Report From:** Sabine Robart, Manager of Planning & Heritage  
**Meeting Date:** October 28, 2025  
**Report Code:** CS-25-100  
**Subject:** B14-2025 for 890 20th Street East - Barry's Construction

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### Recommendations:

THAT in consideration of Staff Report CS-25-100 respecting a consent for lot creation for property known as 890 20<sup>th</sup> Street East, the Committee of Adjustment approves Consent Application B14-2025 by Barry's Construction and Insulation Ltd. subject to the conditions outlined in Schedule 'E'.

### Highlights:

- An application for a consent has been submitted by Barry's Construction and Insulation Ltd for the property known as 890 20<sup>th</sup> Street East.
- The applicant is proposing to sever the subject lands to create one (1) new residential lot.
- The retained lot is proposed to have approximately 19 m of frontage on 20<sup>th</sup> Street East, 22 m of frontage on 9<sup>th</sup> Avenue East, and 449 m<sup>2</sup> of lot area, and contains an existing single detached dwelling.
- The severed lot is proposed to have approximately 15 m of frontage on 9<sup>th</sup> Avenue East, 19 m of lot depth, and 305 m<sup>2</sup> of lot area.
- 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.
- The application represents intensification and infill development, and 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

[CS-25-097](#) – A14-2025 for 890 20<sup>th</sup> Street East

## Background & Proposal:

An application for a consent has been submitted by Barry's Construction and Insulation Ltd. for the property known as 890 20<sup>th</sup> Street East.

The subject property is located at 890 20<sup>th</sup> Street East in the northwest corner of the intersection of 20<sup>th</sup> Street East and 9<sup>th</sup> Avenue East. The property is a corner lot with a current frontage of 19.8 metres on 20<sup>th</sup> Street East and a lot depth of 38.1 metres on 9<sup>th</sup> 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 <sup>th</sup> Avenue East along 20 <sup>th</sup> 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 Proposal**

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

The retained lot is proposed to have approximately 19 m of frontage on 20<sup>th</sup> Street East, 22 m of frontage on 9<sup>th</sup> Avenue East, and 449 m<sup>2</sup> of lot area, and contains an existing single detached dwelling.

The severed lot is proposed to have approximately 15 m of frontage on 9<sup>th</sup> Avenue East, 19 m of lot depth, and 305 m<sup>2</sup> of lot area.

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.

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

### **A14-2025**

To facilitate the consent, a minor variance (A14-2025) was requested to address the requested relief from certain site and building regulations as follows:

| <b>Requested Variances</b>                                                     |                      |                 |                 |
|--------------------------------------------------------------------------------|----------------------|-----------------|-----------------|
| <b>Retained Parcel<br/>(Existing Dwelling)</b>                                 | <b>Required (R4)</b> | <b>Proposed</b> | <b>Variance</b> |
| 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 |                      |                 |                 |

| 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 maximum of 1.8 m from the rear wall of the existing dwelling, provided a minimum 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 <sup>2</sup> | 305 m <sup>2</sup>                                                                                                                                           | 95 m <sup>2</sup> |
| 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 maximum of 2.5 m from the rear wall of the dwelling, provided a minimum setback of 1.5 m is maintained from the rear lot line.          |                   |

Application A14-2025 was heard by the Committee of Adjustment on September 29, 2025. The Committee approved the application subject to the following recommended conditions:

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.

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

## **Analysis:**

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

### **Provincial Planning Statement**

The Provincial Planning Statement (PPS, 2024) has been reviewed with regard to the subject application. Municipal decisions on planning matters are required to be consistent with the PPS.

The PPS Vision for the long-term prosperity and social well-being of Ontario focuses growth and development within settlement areas and recognizes that land use must be carefully managed. Strong, liveable and healthy communities promote and enhance human health and social well-being, are economically and environmentally sound, and are resilient to climate change.

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 proposed use is permitted. The proposal represents growth within a Settlement Area on an existing underutilized lot and represents orderly infill development in an existing residential 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 proposal is consistent with the direction provided by the PPS, subject to the conditions. All conditions can be found attached hereto as Schedule 'E'.

### **County of Grey Official Plan (2019)**

The subject property is designated 'Primary Settlement Area' in the County of Grey Official Plan (County OP, 2019). Settlement areas with full municipal services are to be the focus of the majority of growth within the County.

The County OP promotes a full range of residential, commercial, industrial, recreational, and institutional land uses within Primary Settlement Area. Land use policies and development standards are to be in accordance with the local Official Plan. The County has been consulted on the proposal, and Planning staff have no objection to the application.

The proposal conforms with the County of Grey Official Plan (2019).

### **City of Owen Sound 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. The OP generally supports site intensification and infill development as per Section 3.1.8.2 and described in CS-25-097.

Under Section 2.2.4, it is the City's objective to increase housing supply by identifying and promoting opportunities for intensification and redevelopment where appropriate, and plan for a full range and mix of housing options in terms of dwelling types, densities, and tenure.

### **Section 9.3.2**

The OP permits lot creation through Consent where less than three (3) new lots are created and where the proposed lots represent infilling or redevelopment, have frontage on an open road, are maintained year-round, and are in an area serviced by municipal water and sewer. The proposed severance to create one (1) new building lot plus one retained lot represents infilling and redevelopment. Based on comments from the City's Engineering Services Division, the subject lands have access to existing municipal services, and there appears to be capacity to service the new residential lot.

Section 9.3.2.4 outlines criteria for the consideration of a consent:

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

The proposed retained lot is located at the intersection of 20<sup>th</sup> Street East and 9<sup>th</sup> Avenue East. The frontage and (existing and proposed) access for the retained parcel will be from 20<sup>th</sup> Street East, which is identified as a 'Collector Road' by the Official Plan Schedule 'C'. The severed parcel will have frontage and access on 9<sup>th</sup> Avenue East which is identified as a 'Minor Arterial Road' by the Official Plan Schedule 'C'.

Engineering Services Division (ESD) comments note that the access proposed at the southern edge of the proposed severed lot will not be permitted. Revisions to access may be shown on the Severance Plan and/or the Grading & Drainage Plan. The relocation of the access/driveway will not impact the building envelope established through the associated minor variance.

Section 5.1.3.8 of the OP provides that land shall be dedicated to the City where additional land is required for road widening and extension and for intersections in accordance with the minimum right-of-way widths provided for each classification of road.

ESD comments require that a 1.0 m road widening along the frontage of 9<sup>th</sup> Avenue East, and a 5.0 m by 5.0 m Sight Triangle (post widenings) at the intersection of 9<sup>th</sup> Avenue East and 20<sup>th</sup> Street East is conveyed to the City. Conditions of approval include the required road widening.

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

The subject property is located within an established neighbourhood that is in the City's northeast quadrant. There are municipal water, sanitary and stormwater sewers located in the 9<sup>th</sup> Avenue East and 20<sup>th</sup> Street East road allowances. These services do not need to be extended to service the proposed lot.

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

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

Application A14-2025 applied to both the retained and severed parcels.

The retained parcel conforms to the minimum lot frontage and area requirements of the City's Zoning By-law (2010-078, as amended). The application provided for the existing house to remain in compliance with zoning even after the proposed new lot is created.

A14-2025 provided for a reduced minimum lot area for the severed parcel.

The application provided for a number of variances to permit the creation of the severed parcel and to facilitate the construction of a two-storey single-detached dwelling, including a reduced minimum lot area.

A14-2025 found that the reduced lot area for the severed parcel would accommodate a typical building footprint and provide sufficient space for parking, landscaping, stormwater management, and an outdoor amenity area.

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

It is the applicant's responsibility to design the lot grading and drainage to be appropriate for the siting of the proposed building. Based on ESD comments, it is unclear if the existing retained lot relies upon the severed lot for stormwater management/drainage. As such, a condition of approval requires:

- The owner prepares and submits a grading and drainage plan and a stormwater management letter in accordance with applicable zoning, to the satisfaction of the City's Public Works and Engineering

Department (Engineering Services Division) and the Community Services Department (Planning and Heritage Division).

- a. This drawing is to include the revision of the proposed driveway location to the severed lot, as far from the intersection of 9<sup>th</sup> Avenue East and 20th Street East (northern portion of the lands).

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

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

**Parkland Dedication**

The Planning Act authorizes Planning Authorities to collect parkland conveyance or payment of cash-in-lieu through the consent application process. Staff have included a recommended condition of approval that requires the developer to pay cash-in-lieu of parkland at the current rate per the City's Fees and Charges By-law No. 2024-075.

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

**City of Owen Sound 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 R4 zone.

The applicant is proposing to retain the existing dwelling on the retained lot. A single detached dwelling is proposed for the severed lot.

As note above, Application A14-2025 was heard by the Committee of Adjustment on September 29, 2025. The Committee approved the application subject to the recommended conditions.

A detailed assessment of the requested variances can be found in staff report [CS-25-097](#), which found that the proposal maintains the general intent and purpose of the City's Zoning By-law.

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

## **City Staff & Agency Comments**

In response to the request for comment from the Planning & Heritage Division, the following comments have been submitted for review pertaining to the subject application. Comments received by the Secretary-Treasurer as of the writing of this report are described below and included in Schedule 'F'.

### **City of Owen Sound Engineering & Public Works Department**

Comment has been received from the City's Engineering & Public Works Department. The City's Engineering & Public Works Department recommends approval of application B14-2025, subject to the recommended conditions detailed in comments dated October 20, 2025, included in Schedule 'F'.

### **City of Owen Sound Building Division**

Comment has been received from the Building Division with no objection to the subject proposal subject to the comments detailed in Schedule 'F'.

### **Hydro One**

Comment has been received from Hydro One with no objection to the subject proposal.

### **Grey County**

Comment has been received from Grey County with no objection to the subject proposal. 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 Sauble Conservation Authority (GSCA)**

Comment has been received from GSCA with no objection to the subject proposal. 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.

## **Financial Implications:**

Conditions of approval will require the payment of frontage charges (watermain, wastewater, storm, sidewalk, and urban roadway) together with cash in lieu of parkland prior to the stamping of the deeds.

## **Communication Strategy:**

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

## **Consultation:**

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

## **Attachments:**

- Schedule 'A': Orthophoto
- Schedule 'B': Official Plan and Zoning Map
- Schedule 'C': Property Details
- Schedule 'D': Site Plan
- Schedule 'E': Conditions of Approval
- Schedule 'F': 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](mailto:srobart@owensound.ca) or 519-376-4440 ext. 1236.



# Schedule 'B': Planning Policy



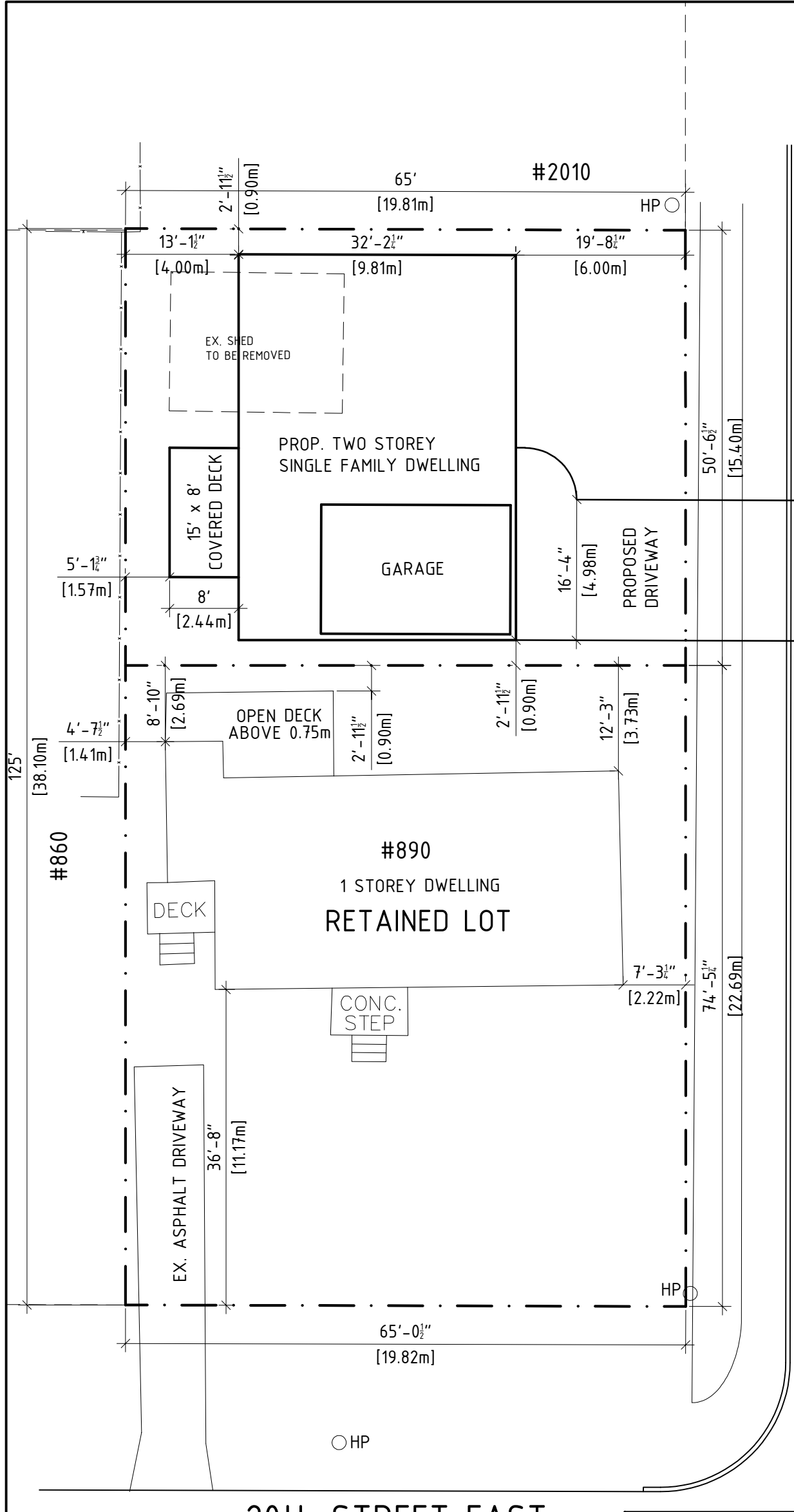
## SCHEDULE C

### PROPERTY DETAILS – A14-2025

| Property Information  | Detail                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
|                       | Retained (20 <sup>th</sup> St E)                                                                                                                                                                                                                                                                                                                                                                                                                                         | Severed (9 <sup>th</sup> Ave E)  |
| Civic Address         | 890 20 <sup>th</sup> 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 <sup>th</sup> Street East                                                                                                                                                                                                                                                                                                                                                                                                                                             | 9 <sup>th</sup> Avenue East      |
| Surrounding Land Uses | <p>North: Residential (single, cluster townhouse and multi-unit residential)</p> <p>East: Residential (single detached); the City's industrial park begins on the east side of 9<sup>th</sup> Avenue East along 20<sup>th</sup> Street East (uses included VON Grey Bruce, self-storage facilities, and clinics)</p> <p>South: Residential (single and multi-unit residential)</p> <p>West: Residential (mainly single detached dwellings on a variety of lot sizes)</p> |                                  |

| 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 <sup>th</sup> 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 |         |             |
| MIN. FRONTAGE (20TH)  | 12m                | 19.81m               | COMPLIES   | COMPLIES          |         |         |             |
| MIN. LOT AREA         | 4,00m <sup>2</sup> | 44.9m <sup>2</sup>   | COMPLIES   | -95m <sup>2</sup> |         |         |             |
| MAX. LOT COVERAGE     | 4.0%               | 31.4%                | COMPLIES   | +6.8%             |         |         | Request 50% |
| FRONT YARD            | 6.5m               | 11.1m                | COMPLIES   | -0.5m             |         |         |             |
| MIN. REAR YARD        | 7.5m               | 2.6m                 | COMPLIES   | -3.5m             |         |         |             |
| MIN. INT. SIDE YARD   | 0.9m               | 1.4m                 | COMPLIES   | COMPLIES          |         |         |             |
| MIN. EXT. SIDE YARD   | 3.0m               | 2.2m                 | COMPLIES   | COMPLIES          |         |         |             |

## **SCHEDULE E**

---

### **CONDITIONS OF APPROVAL B14-2025**

1. That the applicant submit to the Secretary-Treasurer of the Committee of Adjustment a **legal description** of the subject lands which will meet the requirements of the Registrar and request in writing (either through presentation of deeds for stamping or a written statement) from the Secretary-Treasurer of the Committee of Adjustment a certificate of consent, provided however that before the said certificate is issued, any other conditions imposed by the committee have been fulfilled to the satisfaction of the Secretary-Treasurer.
2. That a **survey** prepared by a qualified land surveyor be provided showing the foundations of the proposed structures, confirming the actual lot configuration corresponds with the intent of the consent application and that proper setbacks have been provided in accordance with the City's zoning by-law, to the satisfaction of the Community Services Department (Planning Division).
3. The owner prepares and submits a **grading and drainage plan** and a **stormwater management letter** in accordance with applicable zoning, to the satisfaction of the City's Public Works and Engineering Department (Engineering Services Division) and the Community Services Department (Planning and Heritage Division).
  - a. This drawing is to include the revision of the proposed driveway location to the severed lot, as far from the intersection of 9<sup>th</sup> Avenue East and 20th Street East (northern portion of the lands).
4. That the applicant provides 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 each of the separate lots (execution of a Special Services Application between the Owner and the City) and payment of applicable servicing charges and fees.

5. That the applicant pay **cash-in lieu of parkland** in accordance with the requirements of the City's Fees and Charges By-law No. 2024-078, being the lesser of: \$803/m of frontage; OR \$16/m<sup>2</sup> of lot area; OR 5% of a land sale valuation made within two years of the consent application approval.
6. That the applicant provide to the Secretary-Treasurer a **tax certificate** prepared by the City's Financial Services Department (Tax Division) indicating that property (and business) tax installments levied and due on the subject lands are paid in full as of the day of issuance of the certificate of consent.
7. That the applicant pays outstanding frontage charges for **watermain** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (15.40 metres total length).
8. That the applicant pays outstanding charges for **wastewater sewer** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (15.40 metres total length).
9. That the applicant pays outstanding charges for **storm sewer** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$72.50 per metre of lot frontage (15.40 metres total length).
10. That the applicant pays outstanding charges for **sidewalk** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$130.00 per square metre of sidewalk per meter of lot frontage (15.40 metres total length x 1.5 m sidewalk width).
11. That the applicant pays outstanding charges for **urban roadway with**

**curb & gutter** required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by City Council policy applicable at the time of this decision is \$63.00 per metre of lot frontage (15.40 metres total length).

12. That the applicant provide to the Secretary-Treasurer written confirmation from the City Clerk that the 1.0 m of road widening along the frontage of 9th Avenue East, and 5.0 m by 5.0 m Sight Triangle (post widenings) at the intersection of 9th Avenue East and 20th Street East, required by the City, has been conveyed and registered in an acceptable manner to the City Solicitor, for which the City Clerk will require the following to be provided at the applicant's expense:
  - a. A reference plan describing the lands subject to the road widening;
  - b. An Acknowledgement and Direction form to be signed by the City respecting the registration of the transfer by the applicant's solicitor on the City's behalf;
  - c. The proposed draft transfer document including a Land Transfer Tax Affidavit which must include the following "other" statement: "The subject property is acquired by the municipality for the purpose of widening the highway abutting the property and the property forms part of that highway pursuant to section 31(6) of the Municipal Act, 2001"; and,
  - d. The draft reference plan is to be reviewed by the ESD prior to depositing and transferring to the City.

## **SCHEDULE F**

### **Agency Comments – B14-2025**

**County of Grey** – September 22, 2025

**Grey Sauble Conservation Authority** – September 23, 2025

**Historic Saugeen Metis** - September 24, 2025

**Hydro One** - October 6, 2025

**City of Owen Sound Engineering & Public Works Department** – October 22, 2025

**From:** [planning@grey.ca](mailto: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](mailto:planning@grey.ca)>

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## 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](#)

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**External sender** <c.stredwick@greysauble.on.ca>  
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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](mailto:c.stredwick@greysauble.on.ca)  
[www.greysauble.on.ca](http://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](http://www.greysauble.on.ca).*

## Christina McLean

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**From:** hsmrcc <hsmrcc@bmts.com>  
**Sent:** September 24, 2025 3:47 PM  
**To:** Christina McLean  
**Subject:** Re: Request for Comments - City of Owen Sound (Barry's Construction) - Proposed Consent and Minor Variance

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### City of Owen Sound

#### **Re: File number A14-2025, B14-2025**

The Historic Saugeen Métis (HSM) Lands, Waters and Consultation Department has reviewed the relevant documents and has no objections to the proposed Consent and Minor Variance as presented.

Thank you for the opportunity to review this matter.

Regards,

Neala

Neala MacLeod Farley  
Coordinator, Lands, Waters & Consultation



#### **Historic Saugeen Métis**

204 High Street  
Southampton, ON  
[www.saugeenmetis.com](http://www.saugeenmetis.com)  
519-483-4000

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**From:** [LANDUSEPLANNING](#)  
**To:** [Christina McLean](#)  
**Subject:** Owen Sound - 890 20th St E - B14-2025  
**Date:** October 6, 2025 12:05:17 PM

**Warning: Unusual sender** <landuseplanning@hydroone.com>

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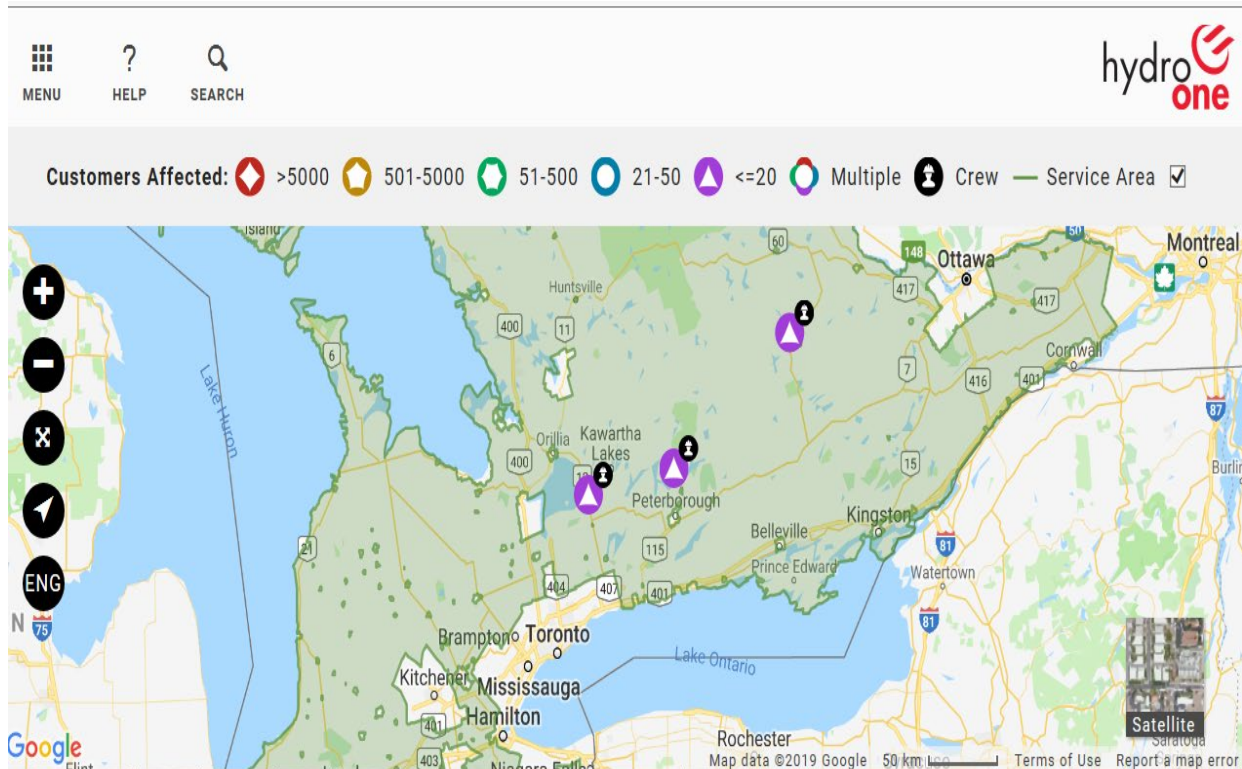
Hello,

We are in receipt of your Application for Consent, B14-2025 dated 2025-09-17. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at [subdivision@Hydroone.com](mailto:subdivision@Hydroone.com) or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link: [Stormcentre \(hydroone.com\)](https://stormcentre.hydroone.com)

Please select "Search" and locate the address in question by entering the address or by zooming in and out of the map.



If you have any further questions or inquiries, please contact Customer Service at 1-888-664-9376 or e-mail [CustomerCommunications@HydroOne.com](mailto:CustomerCommunications@HydroOne.com) to be connected to your Local Operations Centre

If you have any questions please feel free to contact myself.

Thank you,

Land Use Planning Department  
Hydro One Networks Inc.  
Email: [LandUsePlanning@HydroOne.com](mailto:LandUsePlanning@HydroOne.com)

# Staff Report

Engineering Services Division  
Public Works & Engineering Department



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**Date:** 2025 October 22

**Application:** B14/2025

**To:** Staci Landry, 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 Consent to Sever – Engineering Review

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**Municipal Address:** 890 20<sup>th</sup> 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 retained lot is proposed to have approximately 19 m of frontage on 20<sup>th</sup> Street East, 22 m of frontage on 9<sup>th</sup> Avenue East, and 449 m<sup>2</sup> of lot area, and contains an existing single detached dwelling.

The severed lot is proposed to have approximately 15 m of frontage on 9<sup>th</sup> Avenue East, 19 m of lot depth, and 305 m<sup>2</sup> of lot area. An existing shed on the severed lot is proposed to be removed.

To facilitate the consent, a minor variance (A14-2025) is being requested to address the requested relief from certain site and building regulations.

**Recommendation:**

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

1. That the applicant provide to the Secretary-Treasurer written confirmation from the City Clerk that the 1.0 m of road widening along the frontage of 9<sup>th</sup> Avenue East, and 5.0 m by 5.0 m Sight Triangle (post widenings) at the intersection of 9<sup>th</sup> Avenue East and 20<sup>th</sup> Street East, required by the City, has been conveyed and registered in an acceptable manner to the City Solicitor, for which the City Clerk will require the following to be provided at the applicant's expense:
  - a. A reference plan describing the lands subject to the road widening;
  - b. An Acknowledgement and Direction form to be signed by the City respecting the registration of the transfer by the applicant's solicitor on the City's behalf;
  - c. The proposed draft transfer document including a Land Transfer Tax Affidavit which must include the following "other" statement: "The subject property is acquired by the municipality for the purpose of widening the highway abutting the property and the property forms part of that highway pursuant to section 31(6) of the Municipal Act, 2001"; and,
  - d. The draft reference plan is to be reviewed by the ESD prior to depositing and transferring to the City.
2. That the owner prepares and submits a grading and drainage plan and a stormwater management letter in accordance with applicable zoning, to the satisfaction of the City's Public Works and Engineering Department (Engineering Services Division) and the Community Services Department (Planning and Heritage Division).
  - a. This drawing is to include the revision of the proposed driveway location to the severed lot, as far from the intersection of 9<sup>th</sup> Avenue East and 20<sup>th</sup> Street East (northern portion of the lands).
3. That the applicant provides 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 each of the separate lots (execution of a Special Services Application between the Owner and the City) and payment of applicable servicing charges and fees.

4. That the applicant pays outstanding frontage charges for watermain required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (15.40 metres total length).
5. That the applicant pays outstanding charges for wastewater sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$85.00 per metre of lot frontage (15.40 metres total length).
6. That the applicant pays outstanding charges for storm sewer required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$72.50 per metre of lot frontage (15.40 metres total length).
7. That the applicant pays outstanding charges for sidewalk required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by policy of City Council applicable at the time of this decision is \$130.00 per square metre of sidewalk per meter of lot frontage (15.40 metres total length x 1.5 m sidewalk width).
8. That the applicant pays outstanding charges for urban roadway with curb & gutter required by the City's Public Works and Engineering Department (Engineering Services Division) to the Secretary-Treasurer relevant to the severed lot. The rate established by City Council policy applicable at the time of this decision is \$63.00 per metre of lot frontage (15.40 metres total length).

**9. Payment of the Engineering Review Fee for a Consent to Sever Application.**

**Analysis:**

Site Access:

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

The existing access to the property for the retained lot is from 20<sup>th</sup> Street East, which appears to remain 'as-is'. There is an existing curb cut to the severed lot (potential access for the former garage/shed) from 9<sup>th</sup> Avenue East. Based on the Consent Application, a new driveway is required and proposed from 9<sup>th</sup> Avenue East.

Based on the road classification, a new driveway for the proposed severed lot is to be located as far from the intersection as possible, which may align with the existing curb cut; the access proposed at the southern edge of the proposed severed lot will not be permitted. Revisions to access may be shown on the Severance Plan and/or the Grading & Drainage Plan. All modifications to the City's road allowance will require an executed Special Services Application.

Parking:

Based on the proposed Severance Plan, there appears to be sufficient parking on the proposed severed and retained lot, for a minimum of one (1) standard parking stall sized 2.65 m in width, and 6.0 m in length.

The ESD has no concerns regarding parking at the properties at this time.

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 9<sup>th</sup> 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 20<sup>th</sup> Street

east, fronting the development. There is also a 375 mm Ø stormwater stub fronting a portion of the development, located in 20<sup>th</sup> Street East.

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

The City can provide available documentation (i.e. roadway plan & profiles), as per the Fees & Charges By-law 2025-060, as amended, upon request.

#### Road Widening:

The City's Official Plan classifies this portion of 9<sup>th</sup> Avenue East adjacent to this development as a Future Arterial Road (Collector Road). The present road allowance width for this roadway is approximately 20 metres. The minimum road allowance for this roadway is to be generally 30 metres. Based on existing features limiting a road allowance widening, a 1.0 m road widening will be required across the frontage of 9<sup>th</sup> Avenue East at this time.

The City's Official Plan classifies this portion of 20<sup>th</sup> Street East adjacent to this development as a Collector Road. The present road allowance width for this roadway is approximately 20 metres. The minimum road allowance for this roadway is to be generally 25 metres. Based on the existing block, a road allowance widening will not be required at this time. However, a 5.0 m by 5.0 m wide Sight Triangle is required at the intersection of 9<sup>th</sup> Avenue East and 20<sup>th</sup> Street East, beginning at the limits of the requested roadway widenings.

#### Grading, Drainage & Stormwater Management:

The Consent application proposes a property boundary through the larger site, to subdivide the lot into two (2) smaller parcels (retained and severed lots).

It is unclear if the existing retained lot relies upon the severed lot for stormwater management/drainage. As such, A Grading and Drainage Plan prepared by a qualified person will be required as a condition of the Consent Application, to ensure that the drainage of the lots are to function

independently or prepare legal means for shared drainage (i.e. easements, covenants, property line swales, etc.).

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

**Fees:**

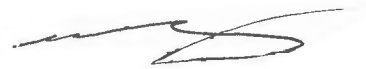
Based on the Consent Application, the applicant will be required to pay outstanding frontage fees associated with the severed lot for the watermain, wastewater, stormwater, sidewalk and urban roadways, in accordance with the City's Fees & Charges By-law (2025-060), as amended. The proposed width of the severed lot at the time of this application is 15.40 metres.

The Engineering Review Fee will be \$454.00 for a Consent to Sever Application.

**Consultation:**

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

**Prepared By:** Matthew Pierog, P.Eng.



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

Reviewed via email