

## **SCHEDULE F**

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### **Agency Comments**

**City of Owen Sound Engineering & Public Works Department** – March 19, 2025

**City of Owen Sound Building Division** – January 15, 2025

**County of Grey** – March 17, 2025

**Grey Sauble Conservation** – January 27, 2025

**Historic Saugeen Metis** – January 20, 2025

**Hydro One** – January 27, 2025

# Staff Report

Engineering Services Division  
Public Works & Engineering Department



**Date:** 2025 March 19

**Application:** B02/2025

**To:** Allison Penner, 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:** 859 7<sup>th</sup> Avenue East

**Assessment Roll:** 425904002707000 & 425904002707501

**Legal Description:** PLAN 50 PT LOT 6 PT LOT 7 & PLAN 50 PT LOTS 4 TO 7  
RP 16R10663 PART 6

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

## **Background:**

The applicant is proposing to sever a portion from 859 7<sup>th</sup> Avenue East for the purposes of a lot addition to the adjoining, landlocked parcel to the east (Roll No.425904002707501) to provide frontage onto 7<sup>th</sup> Avenue East. The portion to be conveyed (severed) has approximately 7.0 metres of frontage on 7<sup>th</sup> Avenue East, 71 metres of lot depth, and 759 square meters of lot area.

The enlarged parcel, subsequent to the lot addition, is proposed to have 7.0 metres of frontage on 7<sup>th</sup> Avenue East, 95.3 metres of lot depth and an area of 1,439 square meters and will contain the existing accessory structure.

The retained parcel is proposed to have approximately 15.8 metres of frontage on 7<sup>th</sup> Avenue East, 50 m of lot depth, and 792 square metres of lot area.

No new lot will be created by this application. To facilitate the consent, a minor variance (A02-2025) is being requested to permit a reduced minimum lot frontage.

**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 3.0 m of road widening along the frontage of 7<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 prepared by a qualified land surveyor 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 prepare and submit grading and drainage plans for both the retained and severed lots, 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) prior to the issuance of a Building Permit.

- 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 (this will include execution of a Special Services Application between the Owner and the City) and payment of applicable servicing charges and fees.

  - a. The existing building at 859 7<sup>th</sup> Avenue East was demolished (March 2025), and the existing services to the lot line have been capped and/or decommissioned. Any re-use/adaption of the existing services laterals will require inspection and approval by the City if they are intended for reuse – the City will not permit shared service laterals between the severed and retained lots.
- 4.** 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 \$84.00 per metre of lot frontage (7.0 metres total length).
- 5.** 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 \$84.00 per metre of lot frontage (7.0 metres total length).
- 6.** 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 \$71.00 per metre of lot frontage (7.0 metres total length).
- 7.** That the applicant pay 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 \$128.00 per square metre of sidewalk per meter of lot frontage (7.0 metres total length x 1.5 m sidewalk width).

8. That the applicant pay 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 policy of City Council applicable at the time of this decision is \$62.00 per metre of lot frontage (7.0 metres total length).

### **Analysis:**

#### Site Access:

The existing lot (859 7<sup>th</sup> Avenue East) fronts on 7<sup>th</sup> Avenue East, which is an improved municipal road, and classified as a Collector Road. The existing driveway for the property is from 7<sup>th</sup> Avenue East to the west.

The existing landlocked parcel does not front on any municipal roads, however, there may be private access to 9<sup>th</sup> Street East based on review of an aerial photo (Google, 2024), which may be supported by a right of way/easement – the City does not support access over private properties without legal means in place.

The submitted Sketch for the retained and severed lots proposes frontage on 7<sup>th</sup> Avenue East for both lots. The detailed Plans (i.e. Grading and Drainage) required as a condition of the Consent Application shall include separate accesses to 7<sup>th</sup> Avenue East, and meet minimum City standards (i.e. minimum driveway width of 3.0 m).

The applicant has provided a conceptual plan for ESD to review which indicates that the 7.0 m lot width proposed (severed lot) is sufficient to provide a retaining wall, swale, and ~3.1 m wide driveway. As such, there appears to be sufficient lot width proposed for each parcel fronting 7<sup>th</sup> Avenue East to construct an access that meets City standards.

ESD supports the merging and Consent Application for the properties, as this will provide frontage for both severed and retained lots to 7<sup>th</sup> Avenue East, access to municipal services within 7<sup>th</sup> Avenue East, and provide the current land locked parcel frontage (and access) onto an improved municipal road.

#### Parking:

The severed and retained residential lots shall have sufficient parking for a minimum of one (1) standard parking stall, sized 2.65 m in width and 6.0 m in length, or larger. Based on the lot sizes proposed for the retained and severed lots, meeting the minimum residential parking arrangements at the lots are likely not an issue.

All areas used for parking shall be hard surfaced material, in accordance with City Zoning By-law (2010-078, as amended).

Site Servicing:

The City has a 150 mm Ø PVC watermain (East Hill Reduced Pressure Zone), a 225 mm Ø clay wastewater sewer, and a 250 to 300 mm Ø HDPE stormwater sewer fronting the proposed severed and retained lots, located in 7<sup>th</sup> Avenue East.

The existing building at 859 7<sup>th</sup> Avenue East was demolished (March 2025), and the existing services (i.e. water and wastewater) to the lot line have been capped and/or decommissioned. Any re-use/adaption of the existing services laterals will require inspection and approval by the City if they are intended for reuse – the City will not permit shared service laterals between the severed and retained lots.

The applicant will be required to ensure that both the severed and retained lots are serviced independently, and connected to the infrastructure in 7<sup>th</sup> Avenue East, fronting the lots.

The applicant is to be aware that a Special Services Application will be required for infrastructure improvements off-site (i.e. wastewater and water service lateral connections) to support the retained and severed lots, before issuance of a Building Permit. It is recommended that the applicant retain a qualified person to produce a servicing plan for each of the lots – the City can provide available documentation (i.e. plan & profiles) for 7<sup>th</sup> Avenue East in this area of the City, upon request.

Based on the proposed consent application, and addition of one (1) residential unit, there appears to be sufficient capacity in the City's watermain and sanitary sewer fronting the property to service the additional residential unit.

Road Widening:

The City's Official Plan classifies the road allowance fronting the property on 7<sup>th</sup> Avenue East as a Collector Road. The present road allowance width for this roadway is approximately 20 metres. To achieve the minimum road allowance width for this roadway, approximately 25.0 m, a road widening of 3.0 metres is required along the 7<sup>th</sup> Avenue East frontage of the property.

Grading, Drainage & Stormwater Management:

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

The applicant has provided a conceptual grading and drainage plan for ESD to review that indicates that the severed lot can be graded to provide positive drainage to the City's road allowance (use of swales and a retaining wall).

The applicant will be required to provide a grading and drainage plan prepared by a qualified person for the retained and severed lots, to ensure that the lots will drain independently of each other.

**Fees:**

Based on the consent application, the applicant will be required to pay outstanding frontage fees associated with the severed lot for watermain, wastewater, stormwater, sidewalk, and urban roadway with curb and gutter, in accordance with the City's Fees and Charges By-law (2024-078), as amended.

**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:** Chris Webb, P.Eng.

Two handwritten signatures in black ink. The top signature is for Matthew Pierog and the bottom signature is for Chris Webb. Both signatures are written over horizontal lines.

# Staff Report

Building Division

**DATE:** JAN 15, 2025

**ROLL NO.:** 4259 040 027 07000  
4259 040 027 07501

**TO:** SABINE ROBERT, MANAGER PLANNING AND HERITAGE

**FROM:** NIELS JENSEN, BUILDING OFFICIAL

**SUBJECT:** **CONSENT & MINOR VARIANCE APPLICATIONS FOR 859 7<sup>TH</sup> AVE EAST**

**PLANNING FILE: A02 & B02-2025**

**MUNICIPAL ADD: 859 7<sup>TH</sup> AVE EAST**

**LEGAL DESCRIPTION: PLAN 50 PT LOT 6 PT LOT 7 & PLAN 50 PT LOTS  
4 TO 7 RP 16R10663 PART 6**

**APPLICANT: RON DAVIDSON LAND USE PLANNING CONSULTANT INC**

**BACKGROUND:** The applicant is proposing to sever a portion from 859 7th Ave E for the purposes of a lot addition to the adjoining, landlocked parcel to the east (Roll No.4259 040 027 07501) to provide frontage onto 7th Ave E. To facilitate the consent, a variance of 5.0 metres is being requested to the minimum lot frontage of the enlarged parcel. The required minimum lot frontage is 12.0 m. The proposed lot frontage is 7.0 m. The application may also address the location of the existing non-conforming accessory structure on the enlarged parcel if required.

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

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

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



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

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

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

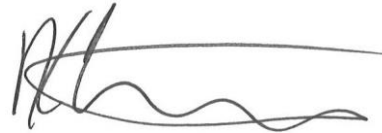
- Design to meet the requirements of Barrier Free Design as per 3.8./9.5.3
- Sanitary sewer to be protected by a back water valve
- New dwellings to be designed by a qualified Designer. Permit drawings to include mechanical (plumbing, HVAC), structural, electrical, architectural.
- Provide detailed plans showing fire separations between units, floors, exits and occupancies meeting the requirements of the OBC.
- Site grading and drainage plan by qualified Engineer.
- Building permit(s) may be revoked if construction not started within 6 months of permit issuance or if construction is substantially halted, suspended, or discontinued for a period of over one year.
- Fees and charges are to be paid at the rate current at time of building permit issuance. The following estimated rates would apply if permit applied for in **2025 (rates subject to change based on Fees and Charges By-law)**:
  - Building permit of \$16.76 per m<sup>2</sup> of gross floor area of Residential construction (min. \$120) plus Admin Fee of \$55.13 per dwelling unit.

- City of Owen Sound Development Charges, if applicable
- County of Grey Development Charges, if applicable

**Submitted by:** Niels Jensen

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

**Reviewed by:** Kevin Linthorne, CBO

A handwritten signature in black ink, appearing to read 'Kevin Linthorne', written on a light gray background.

**From:** [planning@grey.ca](mailto:planning@grey.ca)  
**To:** [Briana Bloomfield](#); [Desiree van Dijk](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#)  
**Subject:** County comments for A02-2025 Webster  
**Date:** March 17, 2025 2:30:13 PM

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

Make sure you trust this sender before taking any actions.

## County comments for A02-2025 Webster

Hello Owen Sound,

Please note that Grey County is taking steps to streamline development review by limiting comments on some planning applications. This includes **all** minor variances and site plan applications, except where connected with a County application. In addition, within settlement areas, County staff may limit comments on zoning by-law amendments and consents.

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

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

Please note, a paper copy will not be provided unless requested.

Let us know if you have any questions.

Best regards,

Derek McMurdie

January 27, 2025  
**GSCA File: P25028**

Sabine Robart, Manager of Planning & Heritage  
City of Owen Sound  
808 2<sup>nd</sup> Ave E  
Owen Sound, ON  
N4K 2H4

Sent via email: [planning@owensound.ca](mailto:planning@owensound.ca)

**Re: Application for A2-2025(Minor Variance) and B2-2025(Consent)**  
**Address: 859 7<sup>th</sup> Ave. E.**  
**Roll No: 425904002707000 & 4259040002707501**  
**City of Owen Sound**  
**Applicant: Ron Davidson**

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

### **Subject Proposal**

The applicant is proposing to sever a portion from 859 7th Ave E for the purposes of a lot addition to the adjoining, landlocked parcel to the east (Roll No.425904002707501) to provide frontage onto 7th Ave E. To facilitate the consent, a variance of 5.0 metres is being requested to the minimum lot frontage of the enlarged parcel. The required minimum lot frontage is 12.0 m. The proposed lot frontage is 7.0 m. The application may also address the location of the existing non-conforming accessory structure on the enlarged parcel if required

The purpose of application B2-2025 is to sever a portion of land from 859 7th Ave. E. for the purposes of a lot addition to the adjoining, landlocked parcel to the east (Roll No.425904002707501) to provide frontage onto 7th Ave E. The portion to be conveyed (severed) has approximately 7.0 metres of frontage on 7th Ave E, 71 metres of lot depth, and 759 square meters of lot area.

The enlarged parcel, subsequent to the lot addition, is proposed to have 7.0 metres of frontage on 7th Ave E, 95.3 metres of lot depth and an area of 1,439 square meters and will contain the existing accessory structure.

The retained parcel is proposed to have approximately 15.8 metres of frontage on 7th Ave E, 50 m of lot depth, and 792 square metres of lot area.

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#### **Member Municipalities**

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

## **Site Description**

The existing lot is developed and contains a dwelling which is to be removed as part of the consent process. The lot being added to contains a small garage which would be an accessory structure to the proposed new residential lot. The existing entrance will be part of the benefiting lot and a new entrance will be required for the retained lot.

## **Conservation Authority Regulations**

The subject property has a small portion at the front that is located within the regulated area under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits regulation.

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

Depending on the location of the new entrance for the retained parcel a permit may be required. Like wise if the existing entrance is altered a permit would be required.

## **Provincial Planning Statement 2024**

### **5.1 General Policies for Natural and Human-Made Hazards**

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

### **5.2 Natural Hazards**

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

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

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

b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and

c) hazardous sites.

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

a) the dynamic beach hazard;

b) defined portions of the flooding hazard along connecting channels (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);

c) areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard; and

d) a floodway regardless of whether the area of inundation contains high points of land not subject to flooding.

Comment: The Natural hazard associated with this site is the ravine and associated steep slopes located across 7<sup>th</sup> Ave. E. The regulated area is associated with this hazard and the drainage that is directed to that area. The GSCA does not have a significant concern with respect to development

on the retained or proposed new developable lot provided that any changes to the entrance that are within the regulated area apply for and receive a permit from the GSCA.

### **Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan**

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

### **Recommendations**

1. If the existing entrance is to be altered or the new entrance is to be located within the regulated area a permit should be obtained from the GSCA. The GSCA has no further concern or objection to the proposed development.

Regards,



Clinton Stredwick, BES MCIP RPP  
Environmental Planner

Cc via email:

Scott Greig

Jon farmer

Encl.

1. Reg map



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



**ON Parcels**

Existing Lots

**Regulation 41/24**

Regulated Area

**Streams/Flow**

Water course

**LIDAR Contours 50cm - NW**

Contour Lines

**Hazard Areas**

Hazard areas

Scale = 1:820

Regulation Map  
Roll Number: 42-59-040-027-070-00  
Application A2-2025 and B2-2025  
City of Owen Sound  
GSCA File#25028

January 27, 2025

The included mapping has been compiled from the information contained within the map Model Versions 1 & 2 & 1:30000 scale mapping.

By accepting this map you agree not to edit the map or disclaimer without the exclusive written permission of Grey Sauble Conservation. You also acknowledge that the information on this map is relevant only to the subject property and may be subject to change.

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**From:** [hsmrcc@bmts.com](mailto:hsmrcc@bmts.com)  
**To:** [Allison Penner](#)  
**Subject:** Re: Request for Comments - City of Owen Sound (Webster c/o Davidson) - Proposed Minor Variance and Consent  
**Date:** Monday, January 20, 2025 3:38:56 PM  
**Attachments:** [image001.png](#)

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## City of Owen Sound

### **Re: File numbers A02-2025, B02-2025**

The Historic Saugeen Métis (HSM) Lands, Waters and Consultation Department has reviewed the relevant documents and has no objection to the proposed Minor Variance and Consent 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  
[saugeenmetis.com](http://saugeenmetis.com)  
519-483-4000



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From: [LANDUSEPLANNING](#)  
To: [Allison Penner](#)  
Subject: Owen Sound - 859 7th Avenue East - B02-2025  
Date: Monday, January 27, 2025 2:45:05 PM

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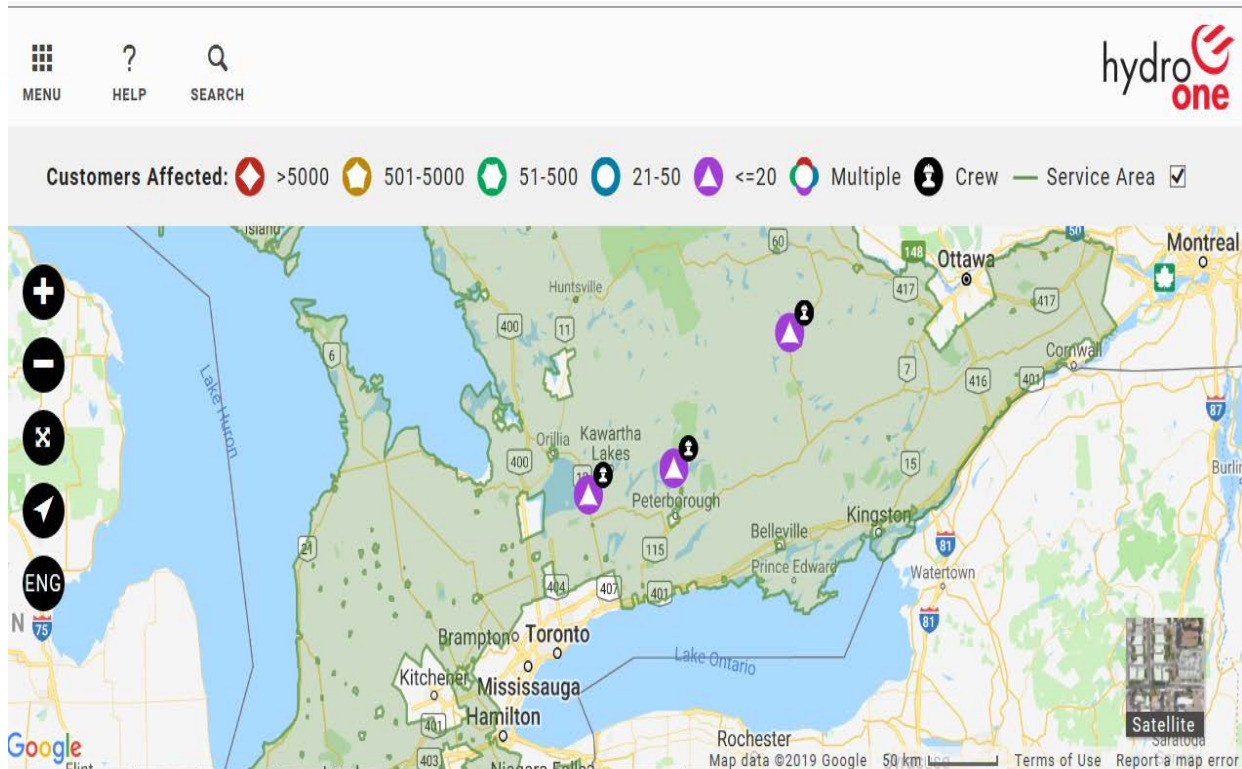
Hello,

We are in receipt of your Application for Consent, B02-2025 dated 2025-01-14. 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,

Dennis De Rango  
Specialized Services Team Lead,  
Real Estate Department  
Hydro One Networks Inc.  
Tel: (905)946-6237  
Email: [Dennis.DeRango@HydroOne.com](mailto:Dennis.DeRango@HydroOne.com)