

SCHEDULE F

Agency Comments

City of Owen Sound Building Division –April 11, 2025

City of Owen Sound Engineering & Public Works Department – April 16, 2025

Grey Sauble Conservation Authority – April 16, 2025

County of Grey – April 10, 2025

Historic Saugeen Metis -April 17, 2025

Staff Report

Building Division

ROLL NO.: 4259 020 008 13800

DATE: APRIL 11, 2025

TO: ALLISON PENNER, DEPUTY CLERK

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: APPLICATION FOR CONSENT & MINOR VARIANCE 2605 3RD AVE WEST

PLANNING FILE: A06-2025 & B05-2025

MUNICIPAL ADDRESS: 2605 3RD AVE WEST

LEGAL DESCRIPTION: TOWN PLOT BROOKE LOT 47 E/S RAGLAN

APPLICANT: DAVE MOYER

BACKGROUND: A06-2025 - The applicant is proposing to sever the subject lands to create one new residential lot, which is intended to contain a single detached dwelling (B05-2025). To facilitate the consent, a minor variance is being requested to address the following lot and building provision deficiencies on the severed lot:

Regulation (Section 6.6)	Required	Proposed	Variance
Minimum Lot Area	400 sq m	344.2 m	55.8 m
Minimum Front Yard Setback	6.5 m	4.5 m	2.0 m
Minimum Rear Yard Setback	7.5 m	6.6 m	0.9 m

B05-2025 - The applicant is proposing to sever the subject lands to create one (1) new residential lot. The severed parcel is currently vacant and is proposed to contain a single detached dwelling with an attached garage and will be accessed from 26th Street West. The retained parcel contains an existing duplex dwelling with driveways accessed from 3rd Avenue West and 26th Street West.

The severed lot is proposed to have approximately 17 m of frontage on 26th Avenue West, 20.2 m of depth, and 344.2 square metres of lot area. The retained lot is proposed to have approximately 20.22 m of frontage on 3rd Avenue West, 33.3 m of depth, and 674.1 square metres of lot area.

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

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

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

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

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

The Building Division 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.
- Permit drawings by a qualified Designer to include mechanical (plumbing, HVAC), structural, electrical, architectural details meeting the requirements of the OBC.
- Sanitary sewer to be protected by a back water valve
- Site grading and drainage plan by qualified Engineer
- Building/Demolition permit(s) may be revoked if construction not started within 6 months of permit issuance or if construction is substantially halted, suspended, or discontinued for a period of over one year.
- Fees and charges are to be paid at the rate current at time of building permit issuance. The following estimated rates would apply if permit

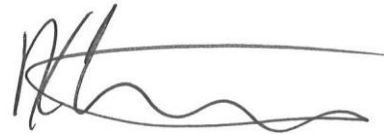
applied for in **2025 (rates subject to change based on Fees and Charges By-law)**:

- Building permit(s) of \$16.67 per m² of gross floor area of Residential construction (min \$120) plus Admin Fee of \$55.13 per unit.
- City of Owen Sound Development Charges, if applicable
- County of Grey Development Charges, if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



Staff Report

Engineering Services Division
Public Works & Engineering Department



Date: 2025 April 16

Application: B05/2025

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: 2605 3rd Avenue West

Assessment Roll: 425902000813800

Legal Description: TOWN PLOT BROOKE LOT 47 RAGLAN E/S

Applicant: David Moyer

Background:

The applicant is proposing to sever the subject lands to create one (1) new residential lot. The severed parcel is currently vacant and is proposed to contain a single detached dwelling with an attached garage and will be accessed from 26th Street West. The retained parcel contains an existing duplex dwelling with driveways accessed from 3rd Avenue West and 26th Street West.

The severed lot is proposed to have approximately 17 m of frontage on 26th Avenue West, 20.2 m of depth, and 344.2 square metres of lot area. The retained lot is proposed to have approximately 20.22 m of frontage on 3rd Avenue West, 33.3 m of depth, and 674.1 square metres of lot area.

To facilitate the consent, a minor variance (A06-2025) is being requested to address the proposed site and building setback deficiencies.

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 3rd Avenue West, and a 3.0 m by 3.0 m daylight triangle at the intersection of 3rd Avenue West and 26th Street West, 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 applicant prepare and submit a grading and drainage plan for both the retained and severed lots, including servicing details (servicing plan), for the severed lot 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 (which will include the execution of a Special Services Application between the applicant and the City) and payment of applicable servicing charges and fees.

- a. This SSA will also include the off-site reinstatement of the existing asphalt swale within the proposed and existing driveway on 26th Street East and hard-surfacing of the existing driveway to 26th Street East.
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 (17.0 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 (17.0 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 (17.0 metres total length).
7. 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 (17.0 metres total length).

Analysis:

Site Access:

Based on the proposed retained and severed lots, the access for the retained lot includes two (2) locations: from 3rd Avenue West (Grey Road 1) and 26th Street West, which are improved municipal roads and classified as Major Arterial Road – County Highway and a Local Road, respectively.

The proposed severed lot will require a separate access to 26th Street West, with the access constructed in accordance with City Standards. The proposed driveway appears to meet the City's 3.0 m driveway widths, however, will require hard surface treatment. Additionally, the applicant will be required to incorporate the existing asphalt swale on 26th Street West, which outlets into the stormwater management infrastructure fronting the lot, into the access design as a condition of the Consent Application.

ESD cannot find record for driveway approval from the driveway constructed in ~2022, from the existing building to 26th Street West. The applicant will be required to hard-surface the existing driveway and reinstate the asphalt swale along the road's northern edge, as a condition of the Consent Application.

Parking:

The proposed severed lot appears to have one (1) parking stall on-site, sufficiently sized to meet the City's minimum parking stall dimension requirements (2.65 m wide by 6.0 m in length for 30-to-90-degree parking).

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

The proposed parking stall dimensions for the severed lot is acceptable.

Site Servicing:

The City has a 150 mm Ø ductile iron watermain (Municipal Pressure Zone), a 150 mm Ø PVC wastewater sewer and a 250 mm Ø CSP storm sewer fronting the retained lot and/or severed lot, located in 26th Street West.

There is also a 150 mm Ø cast iron watermain (Municipal Pressure Zone), a 300 mm Ø AC wastewater sewer and a 300 mm Ø concrete pipe storm sewer fronting the retained lot, located in 3rd Avenue West.

The existing building at 2605 3rd Avenue West appears to be serviced (water and wastewater) from the existing infrastructure along 26th Street West.

The applicant is required to ensure that both the severed and retained lots are serviced independently and connected to the City infrastructure in 26th Street West fronting the lots, in accordance with City standards (i.e. OSS-406 – lot servicing lateral location). A servicing plan prepared by a qualified person will be required by the applicant as a condition of Consent, to ensure that both lots can be serviced independently.

The applicant is to be aware that a Special Services Application will be required for all off-site improvements (i.e. wastewater, water service lateral connections, asphalt swale) to support the retained and severed lots, before issuance of a Building Permit.

Based on the proposed Consent Application, and addition of one (1) residential unit (severed lot), 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:

Based on the City's Official Plan, and the road classifications for 3rd Avenue West (Major Arterial Road – County Highway) and 26th Street West (Local Road), a road widening will be required for the following:

- To achieve the minimum road allowance width for 3rd Avenue West (30.0 m), a road widening of 5.0 m will be required, based on the current and insufficient width of approximately 20.0 m; and,
- A 3.0 m by 3.0 m sight triangle will be required at the intersection of 3rd Avenue West and 26th Street East.

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 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 function independently of each other. It appears that the existing lot uses the green space area on the eastern portion of the site (severed lot area) for stormwater management.

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, and urban roadway with curb and gutter, in accordance with the City's Fees and Charges By-law (2024-078), as amended. The proposed width of the severed lot at the time of this application is 17.0 metres.

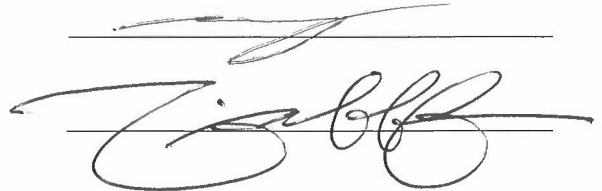
The Engineering Review Fee will be \$447.00 for a Consent to Sever Application.

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: Chris Webb, P.Eng.

Two handwritten signatures are shown. The first signature, for Matthew Pierog, is a stylized 'M' with a horizontal line extending to the right. The second signature, for Chris Webb, is a more complex, cursive signature with a horizontal line extending to the right.

From: [Clinton Stredwick - Environmental Planner](#)
To: [Allison Penner](#)
Cc: [OS Planning](#)
Subject: GSCA COA Comments
Date: Wednesday, April 16, 2025 8:44:05 AM
Attachments: [image001.png](#)
[image002.png](#)

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

Hello Allison,

The GSCA has had the opportunity to review the below applications. None of the Applications proposed development within a Natural Hazard Area or regulated area. The GSCA therefore has no concern or comment with regard the he applications.

- A05-2025 for 2010 16th St. E
- A06-2025 and B05-2025 for 2605 3rd Ave. W
- A07-2025 and B06-2025 for 1875 16th Ave. E
- B07-2025 for 855 4th Ave. 'A' W

Kind regards,

Clinton Stredwick, BES, MCIP, RPP
Environmental Planner

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



We've Temporarily Moved!

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

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From: planning@grey.ca
To: [Briana Bloomfield](#); [Desiree van Dijk](#); [OS Planning](#); [Staci Landry](#); [Allison Penner](#)
Subject: County comments for B05-2025 Moyer
Date: Thursday, April 10, 2025 11:07:25 AM

External sender <planning@grey.ca>

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County comments for B05-2025 Moyer

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.

Grey County Transportation Services 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

From: [Allison Penner](#)
To: [OS Planning](#)
Subject: FW: Request for Comments - City of Owen Sound (Moyer) - Proposed Consent Application and Minor Variance
Date: Thursday, April 17, 2025 8:51:34 AM
Attachments: [image001.png](#)

From: hsmrcc@bmts.com <hsmrcc@bmts.com>
Sent: Wednesday, April 16, 2025 6:24 PM
To: Allison Penner <apenner@owensound.ca>
Subject: Re: Request for Comments - City of Owen Sound (Moyer) - Proposed Consent Application and Minor Variance

External sender <hsmrcc@bmts.com>

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City of Owen Sound

Re: File number A06-2025, B05-2025

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 application as presented. Apologies for the delayed response, due to technical difficulties.

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
519-483-4000



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