

## **SCHEDULE F**

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### **Agency Comments**

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

**Historic Saugeen Metis** – June 13, 2025

**County of Grey** – June 11, 2025

**Grey Sauble Conservation Authority** – June 18, 2025

# Staff Report

Engineering Services Division  
Public Works & Engineering Department



**Date:** June 19, 2025

**Application:** A10/2025

**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 Minor Variance – Engineering Review

**Municipal Address:** 863 5<sup>th</sup> Avenue West

**Assessment Roll:** 425902001510300

**Legal Description:** PLAN 17 W PT LOT 17 W PT LOT 18

**Applicant:** Hindman on behalf of McKerroll & McKerroll

## **Background:**

The applicant is proposing to sever the subject lands to create one (1) new residential lot. The applicant is proposing to maintain the existing single detached dwelling and garage.

To facilitate the consent, a minor variance is being requested to address the following deficiencies related to the existing buildings on the proposed retained lot.

Requested Variances			
Retained Parcel:			
Regulation	Required (R4)	Proposed	Variance
Minimum Front Yard Setback	6.5 m	1.64 m	4.86 m

Maximum Lot Coverage of Accessory Building(s) or Structures	12%	14%	2%
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**Recommendation:**

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

**Analysis:**Site Access:

The property fronts on 5<sup>th</sup> Avenue West, an improved municipal road, and classified as a Local Road.

The existing driveway is located on the north side of the property, and there does not appear to be any impact to Site access as a part of the minor variance application submitted for the proposed development.

Additional comments relating to site access were provided as a part of the concurrent Consent Application (B12-2025).

Parking:

The existing parking for the retained lot appears to be located on the north side of the property, within an existing concrete driveway, or within the garage at the northeastern portion of the property – both appear to be sized to include a minimum of one (1) standard parking stall (2.65 m wide by 6.0 m in length). Additionally, the minor variance proposed does not appear to affect the driveway area on the retained lot.

Based on the severed lot, the lot appears to be sufficiently sized to incorporate a minimum of one (1) standard parking stall, as such, is not a concern at this time. It is noted that the parking configuration will be determined at the time of the Building Permit.

Additional comments relating to the parking configuration were provided as a part of the concurrent Consent Application (B12-2025). There does not

appear to be any impact to the parking required as a part of the minor variance application submitted for the proposed development.

Site Servicing:

There doesn't appear to be any impact to the existing servicing for the development based on the minor variance application. Comments related to the servicing were detailed in the concurrent Consent Application (B10/2025).

Grading, Drainage & Stormwater Management:

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

It is noted that the minor variance request to acknowledge the increased impervious area, is an existing condition at the property. It is uncertain how the existing surface water is managed at the property. However, based on the concurrent Consent Application (B12-2025), there is a reduction in pervious area available to manage stormwater at the property, and this is to be addressed, via Grading and Drainage Plan, as a part of the Consent application.


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

**Consultation:**

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

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

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

The image shows two handwritten signatures in black ink. The first signature is for Matthew Pierog, P.Eng., and the second is for Chris Webb, P.Eng. Both signatures are written over horizontal lines.

**From:** [Public Notices](#)  
**To:** [OS Planning](#)  
**Subject:** FW: Request for Comments - City of Owen Sound (Hindman c/o McKerroll) - Proposed Minor Variance and Consent  
**Date:** Friday, June 13, 2025 3:52:24 PM  
**Attachments:** [attachment.png](#)

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**From:** hsmrlcc <hsmrlcc@bmts.com>  
**Sent:** Friday, June 13, 2025 2:28 PM  
**To:** Public Notices <notice@owensound.ca>  
**Subject:** Re: Request for Comments - City of Owen Sound (Hindman c/o McKerroll) - Proposed Minor Variance and Consent

**External sender** <[hsmrlcc@bmts.com](mailto:hsmrlcc@bmts.com)>

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## City of Owen Sound

### **Re: File number A10-2025 & B12-2025**

The Historic Saugeen Métis (HSM) Lands, Waters and Consultation Department has reviewed the relevant documents and has no objections 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  
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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 A10-2025 Hindman  
**Date:** Wednesday, June 11, 2025 9:08:46 AM

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

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## County comments for A10-2025 Hindman

Hello Owen Sound,

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

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

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

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

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

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

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

Best regards,

Derek McMurdie

**From:** [Clinton Stredwick - Environmental Planner](#)  
**To:** [Allison Penner: OS Planning](#)  
**Cc:** [Margaret Potter](#)  
**Subject:** Application A10-25 and B12-25  
**Date:** Wednesday, June 18, 2025 10:36:05 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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**External sender** <c.stredwick@greysauble.on.ca>  
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Hi Allison,

The GSCA has reviewed application A10-25 and B12-25 and have no concerns or comments as there is no Hazard area or regulated area on the subject lands.

Kind regards,

**Clinton Stredwick, BES, MCIP, RPP**  
Environmental Planner

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### **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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