

Minutes

The Blue Mountains, Committee of Adjustment

Date: July 17, 2024

Time: 1:00 p.m.

Location: Town Hall, Council Chambers and Virtual Meeting

32 Mill Street, Thornbury ON

Prepared by: Carrie Fairley, Secretary-Treasurer

Members Present: Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, Jan Pratt

Staff Present: Manager of Planning, Shawn Postma, Planner, Manuel Riveria

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis and Inuit peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples.

A.2 Committee Member Attendance

The Chair called the meeting to order at 1:00 p.m. The Secretary-Treasurer noted all Committee Members were present, in Council Chambers.

Member McKinlay vacated the meeting at 2:12 p.m.

Member McKinlay joined the meeting at 2:15 p.m.

A.3 Approval of Agenda

Moved by: Jim Oliver

Seconded by: Michael Martin

THAT the Agenda of July 17, 2024, be approved as circulated, including any additions to the agenda.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.4 Declaration of pecuniary interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act*, the Town Committee of Adjustment By-Law 2024-04, and the Town Procedural By-law 2023-62, Committee of Adjustment Committee Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes

Moved by: Michael Martin Seconded by: Jan Pratt

THAT the Minutes of June 19, 2024, be approved as circulated, including any revisions to be made.

Yay (5): Michael Martin, Jim Oliver, Robert Waind, Duncan McKinlay, and Jan Pratt

The motion is Carried (5 to 0)

A.6 Business Arising from Previous Minutes

None

B. Public Meeting

Under the authority of the Municipal Act, 2001 and in accordance with Ontario's Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The Corporation of the Town of The Blue Mountains wishes to inform the public that all information including opinions, presentations, reports and documentation provided for or at a Public Meeting, Public Consultation, or other Public Process are considered part of the public record. This information may be posted on the Town's website and/or made available to the public upon request.

B.1 Minor Variance Application No. A26-2024

Owner: Matthew Grandmont

Applicant/Agent: Nicholas Sibbett, Tandum Studios Inc.

Municipal Address: 191 Summit View Crescent

Legal Description: Plan 1029 Lot 34

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Chair Waind spoke regarding the comments received from Grey Sauble Conservation Authority (GSCA) noting that the conservation authorities will not issue a permit for the accessory dwelling, in the location indicated and questioned if this application should be deferred to allow the agent and applicant the chance to address and amend their application to satisfy the conservation authority.

Member McKinlay spoke regarding the recommendation contained in the staff report and questioned how much the building can be moved around and still be considered as "substantially in accordance with the site plan" as noted in the recommendation.

Shawn Postma Manager of Planning spoke noting "substantially in accordance with" as noted in the recommendation is a judgment call that is made by building staff at the time the building permit is issued. Shawn further noted that the building would not be permitted any closer or taller than what is included but there is latitude to shift the building slightly. Shawn spoke regarding the comments received from the conservation authority and noting that staff do not know how far the conservation authority is willing to relocate the building, Shawn noted that if the Committee wishes, they could defer the application until there is a decision from the conservation authority and further noted an updated site plan could be provided. Shawn further suggested if the Committee was satisfied with the slight shift of this building, where a building permit could be issued, substantially in accordance with the site plan, that would allow this project to move forward.

Member Oliver spoke regarding the comments from the County regarding tree replacement and questioned if staff has more information.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

Nicholas Sibbett, Tandum Studios Inc., and Agent for the Applicant provided the Committee with the intent of the current site plan and noted the lot shape creates difficulties at locating the garage behind the house as well as reducing the impact to the neighbouring properties and noted that is why the suggested location of the garage was behind the tree cover and as far down the hill as possible. Chair Waind noted the

unlikeliness of approval with the garage in that location and questioned if there is urgency to getting a decision today or would the applicant and agent prefer a deferral to allow for consultation with GSCA. Nicholas noted the location of the building is not particularly a big deal to his clients, and noted they are just trying to make it nice for the surrounding properties. The Committee further discussed the application and moving the proposed garage out of the hazard zone, as identified by the conservation authority. The Committee discussed deferring the application or whether to proceed. Nicholas noted that he was trying to be proactive with this application but had not heard back from the conservation authority after reaching out and noted their interest in moving the application forward without delay.

Member Oliver requested that more information be brought back to the Committee regarding plan for the substantial number of mature trees on the property.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Duncan McKinlay Seconded by: Michael Martin

THAT the Committee of Adjustment receive Staff Report PDS.24.1009, entitled "Recommendation Report – Application A26-2024 – 191 Summit View Crescent (Grandmont);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Jim Oliver

Seconded by: Duncan McKinlay

AND THAT the Committee of Adjustment DEFER Application A26-2024 to a future Committee of Adjustment meeting, no later than 60 days from this meeting, to allow the Applicant and Grey Sauble Conservation Authority to work out the concerns of the conservation authority.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.2 Minor Variance Application No. A27-2024

Owner: Julia Campbell and Brian Wilton

Applicant/Agent: Derek Crawford, Delta C Projects Inc.

Municipal Address: 176 Blueski George Crescent

Legal Description: Plan 1124 Lot 5

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Shawn Postma, Manager of Planning spoke regarding the conservation authority's comments and permit requirements, prior to any building commencing. Shawn further noted that the geo technology information received is satisfactory for adjusting the hazard line in allowing for the construction of the expanded structure. Shawn noted the GSCA, and the hazard mapping will be adjusted at the time a permit from the GSCA is issued. Shawn noted the conservation authority's comments support the expansion of the existing structure, which is one part of the application. Shawn further noted comments from the GSCA do not mention the other part of the application, which is a proposed new structure in the hazard zone.

Member Oliver requested clarification on the miscalculations noted in the Notice. Shawn noted the correct numbers are noted they can be found in the staff report.

Member McKinlay questioned the difference between a pergola and gazabo and questioned their functions. Shawn noted from a planning perspective they are all considered accessory buildings and structures. Member McKinlay further questioned if there is a difference with them having a roof or walls, under the definitions. Shawn noted that would be a question of the Building department.

Member Oliver questioned why the Notice did not refer to the separate and additional 15 square metre structure and noted the Notice refers to replacing the 10-metre structure with a 20-metre pergola structure, as a new pergola structure, and Member Oliver further noted there is no reference to an additional 15 square metre structure. Member Oliver requested that staff provide clarification as to where the second structure is to be located and if the neighbours are aware that this request is for two structures, one enlarged replacement and one new in a different location on the property.

Member Pratt spoke noting the staff report does speak to there being two structures proposed.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

The Derek Crawford, Agent for the Applicants spoke noting there was confusion when the application was first submitted and there were two versions that were circulated and noted the second version had the second structure. Derek noted the pool and pool house are existing as well as a 15 square metre open-top pergola. Derek noted the application was to construct a larger pergola in place of the pool house and the second pergola is to match the first pergola, with an open top. Derek further noted the application has been sent to GSCA.

Member Oliver questioned which version of the Notice was posted and provided to neighbours which Derek confirmed that the second Notice was posted and provided to the neighbours.

Brian Wilton, partner of the owner spoke noting the second version of the Notice included both buildings. He further noted it is an open-air pergola and is the second pergola.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Duncan McKinlay Seconded by: Michael Martin

THAT the Committee of Adjustment receive Staff Report PDS.24.110, entitled "Recommendation Report – Application A27-2024 – 176 Blueski George (Campbell and Wilton);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Jim Oliver Seconded by: Jan Pratt

AND THAT the Committee of Adjustment GRANT Application A27-2024 to permit the construction of a covered pergola and an open-air pergola, subject to the following conditions:

- That a permit is obtained from the Grey Sauble Conservation Authority, if deemed to be required by the Conservation Authority.
- 2. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and
- 3. That this is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the permission shall expire on July 17, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.3 Minor Variance Application No. A28-2024

Owner: Derek and Karen Sims Applicant/Agent: PattyMac Inc.

Municipal Address: 221 Craigleith Road Legal Description: Plan 775 Lot 19

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Member Pratt spoke regarding the property and questioned why it was built so high at the front. Member Pratt further noted the property is on a bend and has neighbours on both sides.

Derek Sims, owner of the subject property, noted the reason for the mound is to keep the front yard roughly in grade with the road. Member Pratt noted that the mound is higher than the road and noted if there are trees planted, as per the site plan, it could cause problems with site lines when exiting neighbouring properties. Derek noted they are at grade with the neighbours, and noted their property is also elevated and therefore the site lines should not be a problem.

Chair Waind questioned staff if a lot grading and drainage plan required for every building permit application. Shawn noted that it is a requirement. Chair Waind and Member McKinlay questioned if that was the final grading for the property.

Tavis Yates, Oasis North and landscaper for the property spoke noting the grading is roughly the same as what was submitted and approved in the grading plan, for the building permit. Tavis further noted the retaining wall and noted it will be in conformance with the grading plan submitted and approved by the Town. Member Pratt mentioned the trees and Tavis noted they are on the property and not on the right of way. Member Pratt noted that the trees will grow and could cause site line issues in the future. Tavis noted there are several large trees currently on the property and would dwarf the trees that will be planted.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Moved by: Duncan McKinlay Seconded by: Michael Martin

THAT the Committee of Adjustment receive Staff Report PDS.24. 111, entitled "Recommendation Report –Application A28-2024 – 221 Craigleith Road (Sims);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind,

The motion is Carried (5 to 0)

Moved by: Michael Martin Seconded by: Jim Oliver

AND THAT the Committee of Adjustment GRANT Application A28-2024 to permit the construction of retaining walls within the front yard, subject to the following conditions:

- 1. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and
- 2. That this is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the decision shall expire on July 17, 2026.

Yay (5): Michael Martin, Jim Oliver, , Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.4 Minor Variance Application No. A29-2024

Owner: Thomas and Lynne Bradshaw

Applicant/Agent: N/A

Municipal Address: 7 Riverbank Court Legal Description: Plan 1125 Lot 15

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Member Pratt questioned if there has been consideration of the two large trees that are near the construction on the property.

Tom Bradshaw, owner of the subject property, provided information regarding the plan for the trees and noted they intend to not disturb them. Member Pratt noted that heavy equipment near the trees could put pressure on the roots of the trees and kill the trees. Tom noted they will do everything possible to not ruin the trees, as they want to maintain the trees. Chair Waind noted that most people will go out of their way to save the trees. Member Pratt provided a suggestion to the owners to help save the trees. Tom noted they have hired an arborist and will discuss with them further.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting.

Member Oliver spoke in support of Member Pratts comment's regarding the impact on the trees, and further noted that the owner's are sensitive to the tree and want to ensure they do not damage the tree. Member Oliver spoke about his concerns regarding the percentage of lot coverage and noted since the structure is being built over the footprint of an existing deck, it helps with his concerns regarding the lot coverage. Chair Waind noted his satisfaction with the owners hiring an arborist for the process.

Moved by: Michael Martin Seconded by: Jim Oliver

THAT the Committee of Adjustment receive Staff Report PDS.24.112, entitled "Recommendation Report – Application A29-2024 – 7 Riverbank Court (Bradshaw);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Moved by: Jim Oliver

Seconded by: Michael Martin

AND THAT the Committee of Adjustment GRANT Application A29-2024 to permit the construction of an addition to an existing single detached dwelling, subject to the following conditions:

- 1. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and
- 2. That this is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the decision shall expire on July 17, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.5 Minor Variance Application A30-2024

Owner: Motria Dzulynsky and Ostap Mojsiak

Applicant/Agent: Abbey Scott, First Step Building Consultants

Municipal Address: 147 Hoover Lane

Legal Description: Concession 7 Part Lot 27 and RP 16R8415 Part 3

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Member Pratt spoke regarding a neighbour's comments about the beach access at the bottom of Camperdown that was damaged and never repaired and questioned if there

are plans to restore the ditches and areas that get damaged during construction. Shawn Postma noted that the County's comments were that a sediment and erosion control plan be submitted as part of the site plan and noted that the conservation authority would likely make that requirement as part of the permitting process. Chair Waind noted that if there are future damage, it would be an issue between the conservation authority and the owner. Shawn noted that best efforts are made to reduce the impacts in the future. Shawn further noted that if there was a need to use this area in any way, whether it be for machinery storage or for any use of municipal right-of-way, there is a requirement for a municipal land use permit.

Ostap Mojsiak, owner of the property spoke noting there is construction currently happening at the neighbouring properties.

Member Oliver spoke further to Member Pratt's comments regarding the potential damage to the Camperdown Road allowance or to the culvert noting that since there is other construction currently happening that it would be impossible to identify who is responsible for damage, but Member Oliver further noted the importance of this topic being noted for staff to be aware of.

Member Pratt questioned Ostap if the road allowance would be used or if they had adequate space to do the work they need to do. Ostap noted that there is a lot of space on the south side of Hoover Lane for the purposes of parking vehicles for those working on the project.

Member Martin questioned if Hoover Lane dissected the Owner's property and if they own both sides. Ostap confirmed that they own both sides of the lot and further noted that Hoover Lane is a private property with access rights.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting

Moved by: Michael Martin Seconded by: Jim Oliver

THAT the Committee of Adjustment receive Staff Report PDS.24. 113, entitled "Recommendation Report –Application A30-2024 – 147 Hoover Lane (Dzulynsky and Mojsiak);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

Abbey Scott, First Step Building and Agent for the Applicant provided comments regarding the slope noting an engineer's slope stability study for the ditch along Camperdown as well as restoration that will be required for the erosion has been completed, and further noted there has been some erosion that has occurred near the end of Camperdown, towards Georgian Bay. Abbey noted they have had meetings with GSCA who have now approved this requirement as they are happy with the studies that have been completed. Abbey spoke regarding the County's comment looking for the slope stability and noted that it is available and will be used when applying for the building permit. Abbey spoke regarding the studies completed regarding the culvert size and flow that has been received in the last five years, along the ditch through to the bottom of Camperdown and noted that everything was approved, and the culvert did not need to be enlarged. Chair Waind noted that elevates some concerns.

Moved by: Duncan McKinlay Seconded by: Michael Martin

AND THAT the Committee of Adjustment GRANT Application A30-2024 to permit the construction of an attached garage and covered patio within the required front yard setback and encroaching into a Hazard zone, subject to the following conditions:

- 1. That a permit is obtained from the Grey Sauble Conservation Authority, if deemed to be required by the Conservation Authority;
- 2. That a sediment and erosion control plan be submitted as part of the site plan;
- 3. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and

4. That this is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the decision shall expire on July 17, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

B.6 Minor Variance Application No. A31-2024

Owner: David Byers, Carly Inc.

Applicant/Agent: Abbey Scott, First Step Building Consultants

Municipal Address: 128 Happy Valley Road Legal Description: Concession 3 Part Lot 19

Chair Waind read aloud the Public Meeting Notice and the Secretary-Treasurer confirmed that the Public Hearing Notice was circulated in accordance with the Planning Act by pre-paid first-class mail and was posted on-site on the subject lands. The Secretary/Treasurer provided a summary of all written comments received as a result of the Public Notice. Planning Staff then provided an overview of the review and recommendations contained in the Staff Recommendation Report.

Member Pratt spoke regarding the large tree where the proposed cover deck is to be and questioned the plans for the tree.

Abbey Scott, First Step Building, and Agent for the Applicant spoke correcting staff that the decks are existing and noted that the rear lot line appears to be the side lot line and Abbey referred to the submitted drawings noting that the red square with what is requiring the minor variance. Abbey noted the rear 9 metres lot line comes into the middle of the house and further noted that relief is being sought for that. Abbey further noted that section being the back deck is going to covered, and referring again to the submitted drawings noted the blue is uncovered, at grade, and no permit is required for that part of the project. Abbey noted that since it is new construction, planning staff requested that part be added to the site plan. Abbey noted that all the decks are existing, and they are looking to cover, what appears to be the side deck but noted that since the rear lot line comes right into the middle of the house, relief is needed for that area.

Member McKinlay referred to the submitted drawings and sought clarification from Abbey that was the area being proposed to be covered, which Abbey confirmed and provided more information regarding the area proposed to be covered.

Abbey spoke regarding the tree that Member Pratt mentioned and noted that the tree is not near the proposed covered area and noted the tree is in the corner of the lot and will not be impacted by the construction at all. Member Pratt questioned if heavy equipment will be driving over the tree roots which Abbey confirmed will not.

Member Oliver referred to the submitted drawings seeking clarification as to what was being proposed to be covered which Abbey clarified. Member Oliver further questioned if the roof will be a permanent extension of the existing roof line of the home. Abbey confirmed that it will be an extension of the roof line. Member Oliver further questioned if eavestroughs, will also be installed, which Abbey confirmed.

Member McKinlay questioned if the covered porches negatively affect the 30% lot coverage. Abbey noted the lot coverage calculations has been completed and they are not over 30%.

Chair Waind then opened the public portion of the hearing and asked if anyone in attendance wished to speak to the application.

As there was no one else in attendance to speak in favour of or in opposition to the proposal, Chair Waind closed the public meeting

Moved by: Jim Oliver

Seconded by: Michael Martin

THAT the Committee of Adjustment receive Staff Report PDS.24.114, entitled "Recommendation Report – Application A31-2024 – 128 Happy Valley Road (Carly Inc.);"

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind,

The motion is Carried (5 to 0)

Moved by: Duncan McKinlay Seconded by: Michael Martin

AND THAT the Committee of Adjustment GRANT Application A31-2024 to permit the expansion of an existing deck with covered and uncovered portions, subject to the following conditions:

1. That the site development be constructed in a manner substantially in accordance with the submitted site plan; and

2. That this is for the purpose of obtaining a building permit and is only valid for a period of two (2) years from the date of decision. Should a building permit not be issued by the Town within two years, the decision shall expire on July 17, 2026.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)

C. Other Business

Chair Waind spoke regarding the Motion that was passed by Council to increase the Committee's remuneration, which takes effect August 1, 2024, and noted his thanks to Council to recognizing the work of the Committee.

D. Committee Member Expenses

The Committee Members provided their travel expenses to the subject properties to the Secretary-Treasurer.

E. Notice of Meeting Date

August 21, 2024, at 1:00 p.m.

Town Hall, Council Chambers, and Virtual

September 18, 2024, at 1:00 p.m.

Town Hall, Council Chambers, and Virtual

F. Adjournment

Moved by: Michael Martin

Seconded by: Jan Pratt

THAT the Committee of Adjustment does now adjourn at 3:03 p.m. to meet again at the call of the Chair.

Yay (5): Michael Martin, Jim Oliver, Duncan McKinlay, Jan Pratt, and Robert Waind

The motion is Carried (5 to 0)