



# Minutes

## The Blue Mountains, Committee of Adjustment

**Date:** September 18, 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, Duncan McKinlay, Jan Pratt, Robert Waind

**Staff Present:** Manager of Planning, Shawn Postma, Chief Building Official Tim Murawsky, and Planner Manuel Riveria

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### 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

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

#### A.3 Approval of Agenda

Moved by: Michael Martin  
Seconded by: Jim Oliver

THAT the Agenda of September 18, 2024, be approved as circulated, including any additions to the agenda.

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

**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: Jim Oliver

Seconded by: Michael Martin

THAT the Minutes of August 21, 2024, and the Minutes of the Special Meeting of September 13, 2024, be approved as circulated, including any revisions to be made.

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

**The motion is Carried (5 to 0)**

**A.6 Business Arising from Previous Minutes**

**A.6.1 Minor Variance Application A26-2024 - 191 Summit View Crescent, Re: Further Deferral of Application**

The Committee discussed the Applicant's request for a further deferral of the application. The Applicant requested a further deferral because they are still in the process of working on the concerns raised by Grey Sauble Conservation Authority.

Moved by: Duncan McKinlay

Seconded by: Michael Martin

THAT the Committee of Adjustment further DEFERS Minor Variance Application A26-2024, no later than the November 20, 2024, regularly scheduled Committee of Adjustment meeting.

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

**The motion is Carried (5 to 0)**

**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. A33-2024**

Owner: NW Property Corp

Applicant/Agent: Kristine Loft, Loft Planning

Municipal Address: 495972 Grey Road 2

Legal Description: 495972 Grey Road 2, Plan 114, Part Lot 1

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 McKinlay questioned staff if the Town has a municipal parking plan for the hamlet of Ravenna, including future parking and a mechanism to collect money from a person or business who that is deficit in parking. Planner Manuel noted the Town does not have any parking mechanisms for Ravenna, at this time. Chair Waind noted there were extensive road works completed in the last two or three years and questioned the criteria the County used in establishing what needed to be done. Chair Waind questioned if the County took into consideration the possibility of additional parking requirements in the Ravenna hamlet. Shawn Postma, Manager of Planning noted it was a couple of years ago when the County made significant intersection improvements and other improvements along Grey Road 2 and further noted the County had formalized the existing on-street parking, by painting lines and establishing the curbs. Shawn noted this work was not completed based on a parking study, it was to clean up the existing situation that had been there for years. Chair Waind questioned staff if they are aware if there are currently parking issues that exist in the area. Member Oliver noted that as he is the Chair of the Blue Mountains OPP Detachment Board, there have been discussions over the last several years about speeding issues in the village of Ravenna. Member Oliver further noted it is a village community where speeding can be a problem and why the area has 50km/hr speed limits. Member Oliver noted to his knowledge there have not been a significant number of accidents, but speeding has been a concern and OPP have targeted focus patrols and special enforcement in that area, in the past. Chair

Waind noted that a review should be completed of the area to identify parking options as this area is only going to grow.

Member Pratt suggested that a four-way stop, or light may solve safety concerns.

Member Oliver spoke regarding the 5x5 metre daylight triangle the County is requesting and questioned if it is as simple as it sounds; is five metres down Grey Road 119 and five metres down Grey Road 2, dedicated to the County, to help with the right turn site lines. Staff confirmed that was correct.

Member Martin spoke noting his concerns regarding parking and encroachment onto the County Road and further noted the store is recognized as an icon in the community. Member Martin noted that if the Applicant can work out the use agreement with the County that is being proposed, that should satisfy the Town in that regard. Member Martin further noted that it does not sound like planning staff feel like this is a minor variance. Chair Waind noted the encroachment agreement might address some of the current issues but not the parking shortage.

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

Kristine Loft, of Loft Planning and Agent for the Applicant provided an overview her presentation regarding the application. Kristine provided further information to the Committee regarding the proposed parking spaces including a parking spot proposed to be removed, noting it was identified in the parking study and site plan that it is not functional in its current location. Kristine noted the tree on the property is remaining.

Member Oliver questioned if the proposed parking meets the Town's requirements and further questioned if the property was deficit prior to this application coming before the Committee, with respect to parking spaces. Kristine noted it would be slightly deficit because twelve spots is the requirement. Chair Waind questioned if they would be short five spaces, not four noting one is going to be lost and questioned how staff would reconcile that, especially if the site was already deficit. Kristine noted when there is an expansion, the requirement is to provide the additional spaces that the expansion requires and not clawing back into the existing use. Kristine further noted the required variance is for four spaces, for the addition.

The Committee further discussed the merits of the application including the allocation of parking in the area.

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.24.120, entitled “Recommendation Report – Minor Variance A33-2024 – 495972 Grey Road 2 (NW Property Corp).

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: Jim Oliver

THAT the Committee of Adjustment DEFER Minor Variance Application A33-2024 until the October 16, 2024, Committee of Adjustment meeting.

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. A34-2024**

Owner: Roman and Roma Dubczak  
Applicant/Agent: Abbey Scott, First Step Building Consultants  
Municipal Address: 145 Hoover Lane  
Legal Description: Concession 7 Part Lot 27, RP 16R8415 Parts 2, 7, and 8.

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 questioned the current zoning on the property. Shawn Postma, Manager of Planning noted in 2018 the property was re-zoned when the Town developed the new Comprehensive Zoning By-law. Shawn further noted at that time, it was decided based on the size of this particular parcel, future development could be permitted. Shawn noted that what that future development looks like was undetermined and why it was zoned Development D Zone. Shawn noted the Development D Zone did not get implemented and noted that is why the old Collingwood Township Bylaw is in place. Shawn further noted the intent of the D Zone is to maximize flexibility for future development on this land and the variance as requested would not encumber the lands

any further from that intend for future development. Shawn noted the additions are all okay within the existing building itself so there are no concerns from Town staff in that regard. Member McKinlay questioned the status of Hoover Lane and the encroachment onto it as noted. Shawn noted that Hoover Lane is a private laneway that other lots have an easement or legal arrangements to use Hoover Lane. Shawn further noted that based on that arrangement, additions and use of the property, as long as they still comply with zoning and located off Hoover Lane, would be permitted. Shawn further noted there are no setbacks from Hoover Lane.

Shannon Dougherty of First Step Building Consultants and Agents for the Applicant spoke regarding the application noting the addition at the front, over the existing veranda is not encroaching any further onto Hoover Lane than is existing.

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: Jan Pratt

THAT the Committee of Adjustment receive Staff Report PDS.24.121, entitled "Recommendation Report – Minor Variance A34-2024 – 145 Hoover Lane (Dubczak);

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 a Minor Variance for A34-2024 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 permit is obtained from the Ministry of Transportation Ontario for building and land use.
3. That the site development be constructed in a manner substantially in accordance with the submitted site plan.

4. That this variance to the Zoning By-law 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 within two years, the variance shall expire on September 18, 2026.

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

**The motion is Carried (5 to 0)**

### **C. Other Business**

None

### **D. Committee Member Expenses**

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

### **E. Notice of Meeting Date**

October 16, 2024

Town Hall, Council Chambers, and Virtual

November 20, 2024

Town Hall, Council Chambers, and Virtual

### **F. Adjournment**

Moved by: Jim Oliver

Seconded by: Jan Pratt

THAT the Committee of Adjustment does now adjourn at 2:25 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)**