



# Staff Report

## Planning & Building Services – Planning Division

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**Report To:** Committee of Adjustment  
**Meeting Date:** June 18, 2025  
**Report Number:** PBS.25.045  
**Title:** Recommendation Report – Minor Variance A09-2025 – 126 Bay St E (Scott)  
**Prepared by:** Manuel Rivera, Planner I

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### A. Recommendations

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THAT the Committee of Adjustment receive Staff Report PBS.25.045, entitled “Recommendation Report – Minor Variance A09-2025 – 126 Bay St E (Scott)”;

AND THAT the Committee of Adjustment GRANT a minor variance for A09 – 2025 to permit the relocation of an existing 41 m<sup>2</sup> detached garage, attaching it to the southern portion main building, and to recognize a 29 m<sup>2</sup> addition on the western side of the main building.

1. Confirmation from Grey Sauble Conservation Authority that a permit can be obtained (if required);
2. That the site development be constructed in a manner substantially in accordance with the submitted site plan;
3. That the Owner complete an archaeological assessment, or receive confirmation that an assessment is not required to the satisfaction of the Saugeen Ojibway Nation;
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 June 18, 2027.

### B. Background

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The subject lands are located at 126 Bay St E, adjacent to the Georgian Bay to the north, and residential uses along the east, south and west. The lands are irregular in shape with a total lot area of approximately 744 m<sup>2</sup> (0.18 acres). The property has an existing 121 m<sup>2</sup> single detached dwelling with attached open deck with an in ground hot tub, 15.33 m<sup>2</sup> lower deck with attached stairs and 41 m<sup>2</sup> detached garage located 0.2 m at the front lot line facing Bay St E. The lands contain vegetation along the south, east and west of the property. The subject lands are located within the Grey Sauble Conservation Authority regulated area which a permit may be required.

The owner wishes to relocate the existing detached garage and attach it onto the main building which will be set further back from the existing location. Due to the relocation, a variance is being requested:

1. To permit a reduction from the minimum front yard setback from 7.5 m to 2.2 m;

Also, the application also wishes to construct a 29 m<sup>2</sup> addition that is to be located on the western side of the main building. A variance is not required for this proposed addition, however details have been included as part of the overall development project and minor variance notice.

### **C. Analysis**

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Pursuant to Section 45(1) of the Planning Act, the Committee of Adjustment is authorized to grant minor variances to by-laws enacted by the Town which are established to implement the Official Plan. Staff have reviewed the proposal against the relevant planning documents, including the four tests of a minor variance, as outlined in the following section.

#### **Does the proposal maintain the general intent and purpose of the Official Plan?**

The subject lands are designated Community Living Area in the 2016 Town of the Blue Mountains Official Plan. This land use designation is established to is to maintain the small town feel of the Thornbury – Clarksburg Area along with maintaining the community low profile and density (B3.1.1). Single detached dwelling, accessory buildings and structures is permitted in this designation (B3.1.3).

Planning Staff are therefore satisfied that the proposal maintains the general intent and purpose of the Official Plan.

#### **Does the proposal maintain the general intent and purpose of the Zoning By-law?**

The subject lands are zoned Residential One (R1-1) in the Town of the Blue Mountains The subject lands are zoned Residential One (R1-1) in the Town of the Blue Mountains Comprehensive Zoning By-law 2018-65. Table 6.2.1 under Part 6.0 of the Town of the Blue Mountains Zoning By-law provide the minimum lot standards including lot setbacks for residential zones. The variance is requested in reducing the minimum front yard setback from 7.5 m to 2.2 m. The purpose of the front yard setback to provide an adequate distance between the building and the street. The existing garage is currently located 0.2 m from front lot line. This relocation of the garage will place it 2.2m away from the front lot line and will be added to the main building. This will provide a more adequate distance than its current location.

Adequate parking (two spaces) will be provided on the property within the new relocated garage and second private driveway.

The applicant is proposing a 29 m<sup>2</sup> addition, that is going to be added onto the western side of the main building. The proposed addition appears to be within the building setbacks.

The existing total lot coverage is currently 23.8% which consist of the existing single detached dwelling, lower deck with attached stairs and detached garage. The relocation of the detached garage to the main building will not change lot coverage, however the addition being added to western side of the main building will increase the lot coverage to 27.7% which is within the maximum lot coverage of 30% permitted in R1-1 zone.

Planning Staff are satisfied that the proposal maintains the general intent and purpose of the Zoning By-law.

**Is the proposal Minor in nature?**

A variance may be considered “minor” where the scale of the request is marginal and the proposed relief will not result in a greater than minor adverse impact on adjacent properties, uses, or area. The relocation of the existing detached garage will improve the setback distance from the street and the building from its current location. It is still maintaining the remaining R1-1 lot requirements. The proposed addition will maintain the lot requirements and existing building height.

The overall size of the relocated garage is generally the same as the existing garage.

Planning Staff are satisfied that this proposal is minor in nature.

**Is the proposal desirable for the development and use of the lands?**

Planning Staff are satisfied that the proposal is desirable for the development and use of the lands. The relocation of the detached garage being added onto the main building will provide further distance Bay St E. The addition will provide additional live space for property owners to enjoy.

Based on the above comments, Planning Staff are satisfied that the proposal can meet all four tests for minor variance.

**D. Attached**

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1. Draft Decision

Respectfully submitted,

Manuel Rivera  
Planner I

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### Report Approval Details

Document Title:	PBS.25.045 Recommendation Report - Minor Variance A09-2025 - 126 Bay Street East (Scott).docx
Attachments:	- A09-2025 Draft Decision.docx - A09-2025 Draft Decision.pdf
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This report and all of its attachments were approved and signed as outlined below:

**Shawn Postma - Jun 11, 2025 - 2:47 PM**

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Attachments:	- A09-2025 Draft Decision.docx
Final Approval Date:	Jun 12, 2025

This report and all of its attachments were approved and signed as outlined below:

**Shawn Postma - Jun 12, 2025 - 11:54 AM**