



# Staff Report

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## Planning & Building Services – Planning Division

**Report To:** Committee of Adjustment  
**Meeting Date:** October 22, 2025  
**Report Number:** PBS.25.098  
**Title:** Recommendation Report – Minor Variance A22-2025 – 134  
Campbell Cres (Brace)  
**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.25.098, entitled “Recommendation Report – Minor Variance A22-2025 – 134 Campbell Crescent (Brace)”;

AND THAT the Committee of Adjustment GRANT Application for Minor Variance A15 – 2025 in order to permit the construction 13.94 m<sup>2</sup> detached accessory building (office), 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 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 by the Town within two years, the variance shall expire on October 22, 2027.

### B. Background

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The subject lands are located at 134 Campbell Cres which is surrounded by open space uses to the north, residential uses to the east and west and Campbell Cres to the south. The subject lands are approximately 727 m<sup>2</sup> with a lot frontage of 15.3 m from Campbell Cres. The property contains partial vegetation along with gentle sloping throughout the property. The subject land contains an existing 218 m<sup>2</sup> single detached dwelling with an attached garage and veranda.

The owner intends to construct a 13.94 m<sup>2</sup> detached accessory building (office) on the subject lands. As a result, the proposed structure will exceed the permitted maximum lot coverage of 30%, requiring the following variance:

1. To increase the maximum lot coverage from 30% to 31.9%

## **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 Blue Mountain Village Resort Area – Low Density Residential (BMVRA – LDR). This designation primarily supports residential development, as outlined in Section B3.10.4 of the Official Plan. Specifically, it permits single detached residential dwellings on existing lots within registered plans of subdivision (Section B3.10.4.1), as well as accessory buildings and structures.

Planning Staff is 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) under the Town of The Blue Mountains Comprehensive Zoning By-law 2018-65. The requested variance relates to Table 6.2.1 – Residential Zone Standards, which establishes a maximum lot coverage of 30% for properties within the R1-1 zone. The intent of the maximum lot coverage provision is to regulate the extent of development on a lot, ensuring sufficient open space is preserved, maintaining neighborhood character and aesthetics, and preventing overdevelopment. The proposed 1.9% increase in lot coverage, resulting in a total of 31.9%, is considered a modest adjustment.

The proposed 13.94 m<sup>2</sup> detached accessory building (office) must comply with Section 4.3 – Accessory Buildings, Structures and Uses, along with all applicable provisions. The structure is to be located in the rear yard, behind the main dwelling, with a height of 3.04 m and minimum setbacks of 2 m from both the interior side and rear lot lines as per the site plan drawing. The proposal maintains compliance with the applicable provisions of Section 4.3 of the Zoning By-law.

The proposed accessory building will remain secondary to the principal dwelling on the property.

Planning Staff is 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” when the scale of the request is modest and the proposed relief does not result in more than a minimal adverse impact on adjacent properties, surrounding uses, or the broader area. As previously noted, the proposed detached accessory building is secondary in size and height and complies with the applicable zoning requirements

outlined in the By-law. Additionally, vegetation removal associated with the construction appears to be minimal.

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

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

Planning Staff is satisfied that the proposal is desirable for the development and use of the lands. The proposed detached office will provide a dedicated solely workspace that will be separated from the main building.

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

**Additional Comments**

At time of writing this report, comments from external agencies, internal town departments, the general public have not been received. The Committee will need to consider all comments received prior to making a decision and developing necessary conditions to approval.

**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.25.098 Recommendation Report - Minor Variance A22-2025 - 134 Campbell Crescent (Brace).docx
Attachments:	- A22-2025 Draft Decision.docx - A22-2025 Draft Decision.pdf
Final Approval Date:	Oct 15, 2025

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

**Shawn Postma - Oct 15, 2025 - 11:04 PM**