



# Staff Report

---

## Planning & Building Services – Planning Division

**Report To:** Committee of Adjustment  
**Meeting Date:** June 18, 2025  
**Report Number:** PBS.25.044  
**Title:** Recommendation Report – Minor Variance A08-2025 – 54 Bruce St  
(Greenwood)  
**Prepared by:** Manuel Rivera, Planner I

---

### A. Recommendations

---

THAT the Committee of Adjustment receive Staff Report PBS.25.044, entitled “Recommendation Report – Minor Variance A08-2025 – 54 Bruce St (Greenwood)”;

AND THAT the Committee of Adjustment DEFER a decision on minor variance for A08-2025 that requests permission for the conversion of an existing 81.87 m<sup>2</sup> concrete barn into an additional residential unit.

AND THAT the Committee of Adjustment requests a response and update from Planning Staff on or before the September Committee of Adjustment Meeting for consideration.

### B. Overview

---

The subject lands are located at 54 Bruce St S and is surrounded by residential use in all directions. The lands are approximately 1,306.92 m<sup>2</sup> (0.32 acres) in size and it contains an existing two storey single detached dwelling with and a stone patio at the rear of building, a shed and a concrete barn located at the rear yard. The property is landscape at the front yard of the property with mature vegetation running along the interior and rear lot lines.

The owner wishes to convert the existing concrete barn into an Additional Residential Unit (ARU). The application is to request a minor variance from sections 4.1.3 (a), (b) and Table 6.2.1:

1. To permit a reduction in the minimum rear yard setback from 1.2 m to 0.0 m;
2. To permit an increase in the maximum permitted height from 5 m to 5.78 m;
3. To permit a reduction in the minimum interior side yard setback from 2.0 m to 0.64 m.

The purpose of this application is to recognize the existing building’s height, rear yard setback and interior side yard setback. It was noted that they are not changing the footprint of the building and interiors renovations are being proposed.

During the circulation period, Planning Staff received an enquiry regarding the subject lands. Upon further review, Planning Staff noted a discrepancy between the proposed gross square footage 1,786 ft<sup>2</sup> (165.9 m<sup>2</sup>) and building footprint 1,089 ft<sup>2</sup> (101.1 m<sup>2</sup>) for the ARU while the main building has a footprint of 1,849 ft<sup>2</sup> (171.2 m<sup>2</sup>).

Concerns regarding reducing the 1.2 m rear yard setback to 0 m and the required access for maintenance and construction which would be dependent on access through the adjacent landowner's property along with the potential encroachment of the existing and/or proposed overhangs which may present an issue as well.

At the time of drafting this report, the applicant has confirmed that footprint of the existing concrete barn is 82.87 m<sup>2</sup> (892 ft<sup>2</sup>) and the footprint of the existing two storey single detached dwelling is 171.2 m<sup>2</sup> (1,849 ft<sup>2</sup>). Therefore an additional variance from section 4.1.2 (a) which states, *the maximum gross floor area of an ARU shall not exceed 50% that of the primary residential unit or 100 square metres, whichever is greater.* This would involve the re-issuing of the notice to include this additional variance. The applicant has confirmed with the Town Staff that they will require the additional variance from the Town of The Blue Mountains Zoning By-law and therefore have requested a deferral on this application and to allow for a new application to be circulated for a future meeting

With regards to the 0m rear yard setback and the concerns for access for construction and maintenance, the Owner has indicated that an easement or similar encroachment agreement may exist and has requested additional time to research this item further.

Based on the above request, Planning Staff has not completed a full analysis of this application and are not prepared to provide a recommendation until the recirculation of this application has been completed.

## **C. Attached**

---

1. Nil

Respectfully submitted,

Manuel Rivera  
Planner I

For more information, please contact:  
Manuel Rivera  
[planning@thebluemountains.ca](mailto:planning@thebluemountains.ca)  
519-599-3131 extension 308

**Report Approval Details**

Document Title:	PBS.25.044 Recommendation Report - Minor Variance A08-2025 - 54 Bruce Street (Greenwood).docx
Attachments:	
Final Approval Date:	Jun 11, 2025

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

**Shawn Postma - Jun 11, 2025 - 2:36 PM**