



**Minutes  
Committee of Adjustment  
Municipality of West Grey  
January 18, 2021, 1 p.m.  
electronically**

Committee members present: Chair Tom Hutchinson  
Vice Chair Rebecca Hergert  
Member Doug Hutchinson  
Member Christine Robinson  
Member Geoffrey Shea  
Member Stephen Townsend

Regrets: Member Hamilton

Staff members present: CAO/Deputy Clerk Laura Johnston, Secretary-Treasurer Genevieve Scharback, Manager Planning & Development Lorelie Spencer, Recreation Supervisor Kodey Hewlett, Deputy Secretary-Treasurer Lindsey Glazier

**1. Call to order**

Chair Hutchinson called the meeting to order at 1:00 p.m. He advised that Member Hamilton sent her regrets and will not be in attendance.

**2. Purpose of meeting**

Clerk Scharback identified that the purpose of this meeting is to allow the presentation of applications for minor variances and an application for a consent to sever and to allow interested members of the public the opportunity to ask questions or offer comments with regard to the applications. A public registry is available by email at [khewlett@westgrey.com](mailto:khewlett@westgrey.com) and if any members of the public would like to be notified in writing of the decision on an application they are to provide their name and mailing address for the registry. This will also allow for notice of a Local Planning Appeal Tribunal if the decision of an application is appealed.

**3. Disclosure of pecuniary interest and general nature thereof**

None.

#### **4. Approval of minutes**

##### **4.1 Minutes of December 8, 2020**

**Resolution: COA 01-2021**

**Moved:** Member C. Robinson

**Seconded:** Member D. Hutchinson

That the Committee of Adjustment approves the minutes of December 8, 2020, as circulated.

**Disposition: Carried**

#### **5. Minor variance application A06.2020, Levitt - 503862 Grey Road 12, Geographic Township of Glenelg, Part Lot 9, Concession 12**

##### **5.1 Application No. A06.2020, Levitt**

##### **5.2 Planner L. Spencer - report**

Planner Spencer advised that the purpose of the application is to vary the provisions of Section 8.2.4(d) reduce the interior lot set back requirement to 3.05 metres (10 feet) from the required 15.2 metres (49.9 feet). The effect of which will permit the placement of an accessory structure for storage purposes on the subject lands.

She recommended approval of the application as it meets the four tests for a minor variance as it is considered minor in nature, it is appropriate development of the lands in question, it meets the general intent and purpose of the County of Grey Official Plan and the general intent and purpose of the Municipality of West Grey Zoning By-law No. 37-2006.

##### **5.3 Written comments received**

##### **5.3.1 Grey County**

Grey County provided comments noting that pending positive comments from the Conservation Authority, county planning staff have no concerns with the subject application.

##### **5.3.2 Saugeen Valley Conservation Authority**

The Saugeen Valley Conservation Authority provided comments noting that the proposed minor variance is considered acceptable.

### **5.3.3 Brett and Jerri-Lynn Levitt, applicants**

Applicants Brett and Jerri-Lynn Levitt provided comments noting that the structure was in place prior to their purchase of the property and the minor variance will allow compliance with the zoning bylaw.

## **5.4 Verbal comments**

### **5.4.1 Committee members**

Member Hutchinson enquired into why this application has come forward as a result of a complaint.

Planner Spencer advised that the application is being brought forward following a complaint filed with the municipality in order to rectify the matter and bring the property into compliance with the zoning bylaw.

### **5.4.2 Members of the public**

Negar Motamed-Khorasani, West Grey resident spoke in opposition of the application. She disputed the property line used to measure the setback for the shed and believes the structure is on her property. She noted the shed recently built.

Planner Spencer noted that if there are concerns regarding the property lines, either the applicant or Ms. Motamed-Khorasani are able to obtain a legal survey.

Jerri-Lynn Levitt, applicant, noted that the shed has been renovated but is not newly constructed, it was on the property prior to her purchase of the property. Ms. Levitt noted that there are stakes on the property identifying the property lines.

## **5.5 Decision**

### **Resolution: COA 02-2021**

**Moved:** Member Hergert

**Seconded:** Member Townsend

That committee of adjustment hereby defers the minor variance application number A06.2020, Levitt until such time as the lot lines can be verified.

**Disposition: Carried**

## **5.6 Next steps**

The next steps for the applicant include providing verification to Planner Spencer of the lot lines, then the planner will bring the application back to a future committee of adjustment meeting.

## **6. Minor variance application A07.2020, Davis - 933 Caroline Street, Ayton, Geographic Township of Normanby, Plan 153, Part Lots 23 and 13 W, Part or Park Lot 1 RP 17R613; Part 3; RP 17R3147, Part 5**

### **6.1 Application No. A07.2020, Davis**

### **6.2 Planner L. Spencer - report**

Planner Spencer advised that the purpose of the application is to vary the provisions of Section 6.1.4(ii) to allow an increased maximum permitted area for an accessory structure to be 366 m<sup>2</sup> (1200 ft<sup>2</sup>), being an increase from the permitted maximum of 92.9 m<sup>2</sup> (1000 ft<sup>2</sup>). The effect of which will permit the construction of an accessory structure for storage purposes.

She recommended approval of the application as it meets the four tests for a minor variance as it is considered minor in nature, it is appropriate development of the lands in question, it meets the general intent and purpose of the County of Grey Official Plan and the general intent and purpose of the Municipality of West Grey Zoning By-law No. 37-2006.

### **6.3 Written comments received**

#### **6.3.1 Grey County**

Grey County provided comments noting that pending positive comments received from the Conservation Authority, county planning staff have no further concerns with the subject application.

#### **6.3.2 Saugeen Valley Conservation Authority**

The Saugeen Valley Conservation Authority provided comments noting that the proposed minor variance is considered acceptable.

### **6.4 Verbal comments**

#### **6.4.1 Committee members**

Member Townsend noted the size of the structure needs to be corrected, as it is 111.5 square meters not 300 square meters.

#### **6.4.2 Members of the public**

None.

#### **6.5 Decision**

##### **Resolution: COA 03-2021**

**Moved:** Member Robinson

**Seconded:** Member D. Hutchinson

That committee of adjustment hereby approves the minor variance application number A07.2020, Davis, for reasons as set out in the planners report.

**Disposition: Carried**

#### **6.6 Next steps**

Staff advised that the next step is a twenty day appeal period, after which, if there are no appeals, the applicant may apply for a building permit.

### **7. Consent to sever applications B22.2020 and B23.2020, Culliton - 1021 Victoria Street, Geographic Township of Normanby, Plan 153, Lot 2, Part Lot 1 S; RP 16R11092, Part 1**

#### **7.1 Application Nos. B22.2020/B23.2020, Culliton**

#### **7.2 Planner L. Spencer - report**

Planner Spencer advised that the purpose applications are to sever the subject lands to create new parcels. The effect of which will create two new parcels for a total of three (3) parcels on the subject lands including the retained parcel. All of the parcels will be used for residential purposes.

Staff recommend applications B22.2020 and B23.2020 be approved subject to the following conditions: payment of any outstanding municipal taxes, if applicable; payment of the zoning by-law amendment application fee; passage of the zoning by-law amendment application; confirmation that appropriate private services are on-site for the proposed detached dwelling units; payment and receipt of entrance permits for the severed lands, file B22.2020 and the retained lands, file B23.2020; and payment of the \$500.00 parkland dedication fee for each parcel created.

### **7.3 Written comments received**

#### **7.3.1 Grey County**

Municipal planning staff requested confirmation that the proposed lot creation will occur on the municipally maintained road and that the proposed lots can be adequately serviced. County Planning staff have no further concerns with the subject applications and request notice of any decision rendered with respect to these applications.

#### **7.3.2 Saugeen Valley Conservation Authority**

Saugeen Valley Conservation Authority comments note that the applications are acceptable and they request notice of any decisions or appeals related to the applications.

#### **7.3.3 Enbridge Gas Inc. operating as Union Gas**

Comments from Enbridge Gas Inc. noted that if a service relocation is required due to a severance it would be at the cost of the property owner and that should future gas service be required to either the severed or retained parcel, a request for gas service needs to be submitted to the District Office.

#### **7.3.4 Hydro One**

Hydro One comments noted no concerns.

### **7.4 Verbal comments**

#### **7.4.1 Committee members**

Member Hutchinson requested clarification of how private services are confirmed. Planner Spencer advised that the applicant needs to prove that the services are available, for instance they need to confirm that a well can be drilled if necessary and that the property will accommodate septic system.

Member Townsend requested clarification regarding the size of the original lot on the second application. He also inquired about the property access to a road. Planner Spencer reviewed the process and noted she will review and confirm that the numbers are correct, and that there is access to a municipal road.

Member Hergert inquired if the road was open and maintained. Planner Spencer advised that there is access to an

open and maintained road, there is no need for a road service agreement.

#### **7.4.2 Members of the public**

None.

#### **7.5 Decision**

**Resolution: 04-2021**

**Moved:** Member Townsend

**Seconded:** Member Hergert

That committee of adjustment hereby approves severance application numbers B22.2020 and B23.2020, Culliton, for the reasons set out in the planners report and with the conditions set out within the planners report.

**Disposition: Carried**

#### **7.6 Next steps**

Staff advised that the next step is a twenty day appeal period, after which, if there are no appeals, the applicant has a full year to meet the conditions as set out in the committee decisions.

#### **8. Next meeting**

The next meeting will be at the call of the chair.

#### **9. Adjournment**

**Resolution: COA 05-2021**

**Moved:** Member Robinson

**Seconded:** Member Townsend

That committee of adjustment hereby closes this public meeting at 1:54 p.m.

**Disposition: Carried**

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Chair Tom Hutchinson

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Secretary-Treasurer G. Scharback