The Corporation of the
City of Sault Ste. Marie

Committee of Adjustment
December 2, 2026
2:00 P.M.
Plummer Room
3rd Floor, Civic Centre
Livestreamed

AGENDA

Hearings viewed live on the City's YouTube channel.
https://www.youtube.com/user/SaultSteMarieOntario

Call to Order

- **Introduction of Committee and Staff**
- **Declaration of Quorum**
- **Land Acknowledgement**
- **Approval of the Minutes of November 18th, 2026**
- **Disclosure of Pecuniary Interest and the General Nature Thereof**
- **Notice of Withdrawal or Motion for Deferral**
- **Matters To Be Considered**

Deferred Applications - none

New Applications

- B28/26 Civic No. 1292 Great Northern Road

- **Other Business**
  - Applications to sit on City Boards & Committees has been advertised
- Next meeting January 20th, 2027
- **Adjournment**

Michelle Kelly

Michelle Kelly, ACST
Secretary-Treasurer

TAB 1

Application B28/26-127-(1-142)-15688-HZ

The property that is the subject of this application is described as Lots 1 & 8, RCP H737 former Township of Tarentorus and municipally identified as **CIVIC NO. 1292 GREAT NORTHERN ROAD**. It is located on the southeast corner of Great Northern Road and Fourth Line East. It is designated Commercial in the Official Plan and is zoned HZ, Highway Zone.

Application Details:

The owner is seeking approval to sever and convey the property into three (3) parcels. Two parcels fronting on Great Northern Road and the remaining parcel to front on Fourth Line West to facilitate both existing and proposed commercial development including the proposed construction of a 280m^2 building on Lot 3 (retained). The owner also seeks approval of an easement for sanitary services in favour of the parcel fronting on Fourth Line East.

	Frontage (approximate)	Depth (approximate)	Area (approximate)
Lot 1	29.67m (Great Northern Road)	50.95m	1782.9m^2
Lot 2	51.24m (Great Northern Road)	61.15m	3065.4m^2
Lot 3/Retained	53.86m (Fourth Line East)	56.75	2882.1m^2
Easement	will follow the boundary line between the two lots fronting on GNR to Lot 3 on Fourth Line West		349m^2

Public Input
Notice of public hearing was sent by personal mail to neighbouring properties, by posting a sign on-site & posting on the City website.

Technical Review: Circulated Departments & Agencies
As part of the application review, this proposal was circulated to the following internal departments and external agencies for their review.

Division/Agency	Circulated	Response
Algoma Public Health		
Bell Canada Right-of-Way		
Building Division	X	Spatial separation requirements between buildings will be evaluated at the permit stage.

		Regard for this should be considered when doing the survey. Note also that a final inspection is outstanding for permit 27101 for the installation of new roof trusses on the Paul Davis building.
Canada Post		
Conservation Authority	X	Lands are in a regulated area & subject to the Clean Water Act. No concerns or objections on the application provided no activities involving the storage, handling, or application of substances identified as significant drinking water threats are proposed or established on the property.
Engineering & Construction	X	
Fire Services	X	No comments or concerns
Legal Department	X	No comment
Planning Division	X	See comments below
PUC Distribution Inc. (Electric)	X	See comments below
Public Utilities Comm. (Water)	X	No concerns. See additional comments below.
Public Works	X	No comment

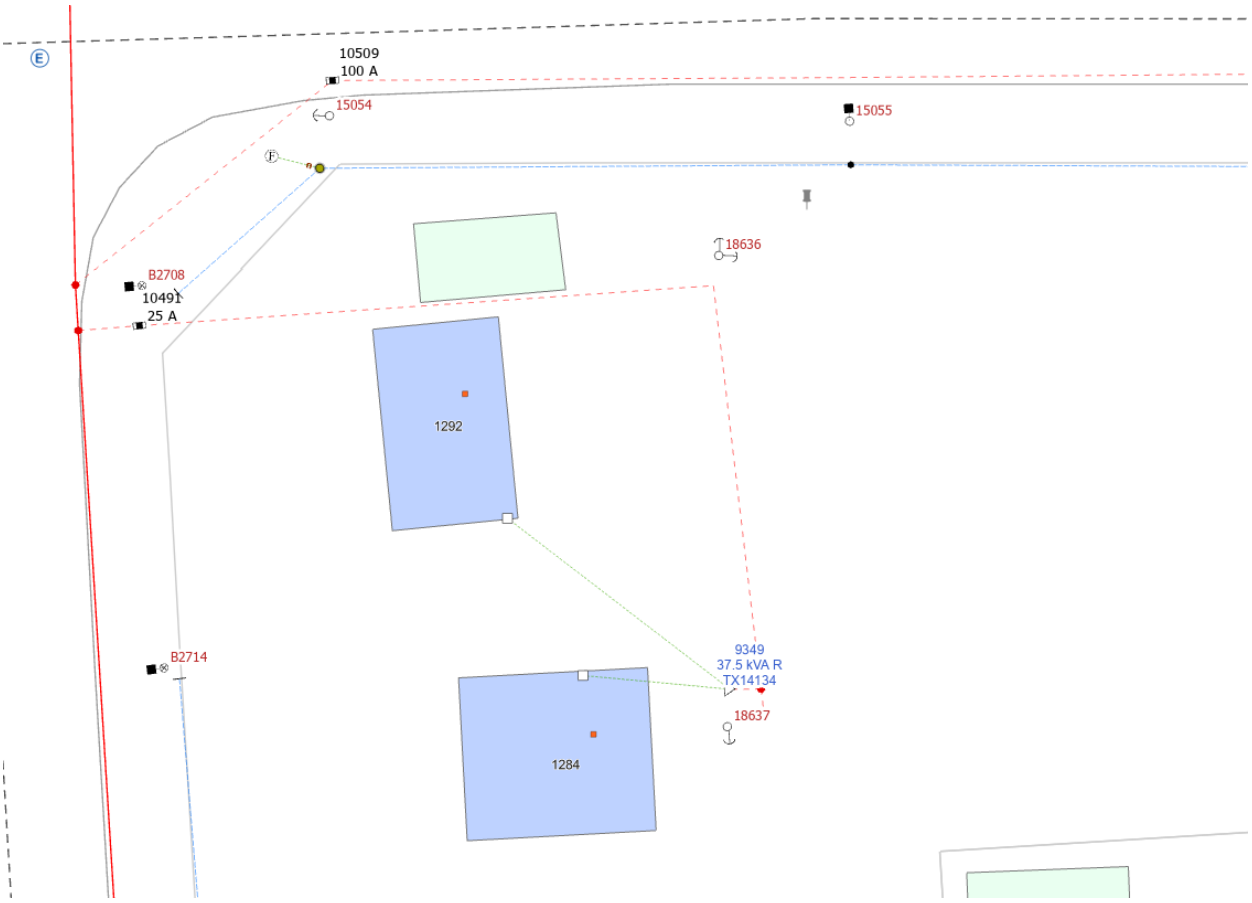
PUC Distribution Inc. (Electric Utility)

• A primary overhead powerline runs on 1292 and 1284 Great Northern Road near the proposed building on the lot (Lot 3) fronting Fourth Line East. A swing calculation will be required.

• On the two lots fronting Great Northern Road, a primary overhead powerline crosses from the north lot to the south lot, and an easement will be required.

• The overhead secondary service to the north lot 1292 Great Northern Road crosses the proposed property line of the south lot 1284 Great Northern Road and will need to be relocated.

• The documents provided contain no electrical servicing information or requirements for the proposed building. A detailed plan that includes electrical servicing is required. The Developer is encouraged to contact PUC Engineering early in the process to allow for detailed review and coordination.



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Public Utilities Commission of the City of Sault Ste. Marie (Water Utility)
No concerns with the proposed severance. However, an Application for General Water Service is required to be submitted to PUC for the proposed commercial development on retained Lot 3 fronting Fourth Line West. Please contact PUC Engineering early in the design process.

Engineering staff noted the following;

- If runoff from a severed or retained parcel must pass through one of the other parcels, a drainage agreement may be required along with a grading plan prepared by a professional engineer to the satisfaction of the Director of Engineering or their designate.

The applicant should be made aware of the following:

- A culvert permit may be required to access the retained parcel.
- Any work within the municipal right of way will require Municipal Consent.

The following can be addressed as part of the Site Plan Review Process for the new building being proposed:

- Engineering will need a letter/brief confirming post-development flow will not exceed pre-development. If it does, stormwater management will be required, and the applicant should submit a Site Plan, Grading Plan, Servicing Plan, and Stormwater Management Report to support both quantity and quality controls.

    1. The proposed driveway entrance appears to exceed the widths specified in our streets By-Law.
    2. The existing sanitary lateral proposed to be tied into is shown to be 200mm in diameter while the proposed lateral is 150mm. The transitions need to be located on private property with the cleanout installed as close to property line as possible.

- Cleanouts should be installed every 50' along sanitary lateral.

Planning staff advised that the Highway Zone does not prescribe minimum lot frontage or lot area requirements. Accordingly, the proposed severed and retained parcels satisfy the applicable lot frontage and lot area provisions of this zone under Zoning By-law 2005-150. Planning Staff have no objections to the proposed consent application.

Planning Staff would like to remind the applicant that both the severed and retained parcels are subject to Site Plan Control. Any future development subject to Site Plan Control will require formal review and, as applicable, a new Site Plan Control Agreement or an amendment to an existing agreement, to the satisfaction of the Director of Planning or their designate.

Furthermore, buffering will be required along the eastern interior lot line of the retained parcel, as it abuts a residentially zoned property. The specific buffering requirements will be addressed through the Site Plan Control process.

Staff Comments
The applicant is reminded that the storage, handling, or application of substances identified as significant drinking water threats are not permitted on the property.

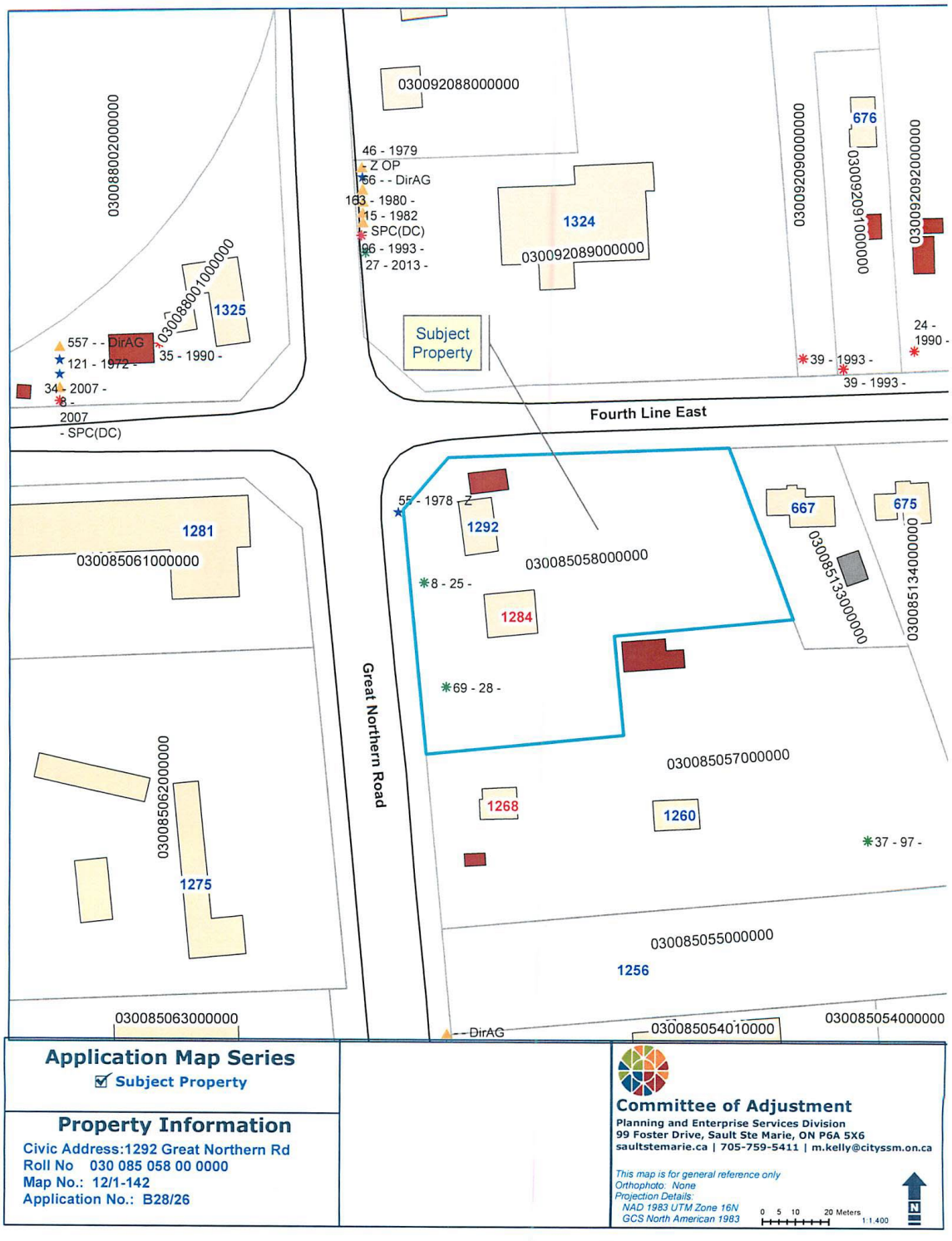
The applicant should contact the Building Division to schedule a final inspection for permit #27101.

At the time of this writing, no objections were submitted.

The request conforms with the Zoning By-law and the Official Plan.

Recommended conditions to be attached to any approval are:

- Transfer/Deed of Land
- Parkland Levy
- Certificate application & review fee
- Reference plan
- Lot Grading and Drainage Plan
- Drainage Agreement to be registered on all properties affected where deemed necessary by the Director of Engineering or his designate
- PIN abstract and PIN map
- Minor Variance Application (if required)
- Discharge of Charge/Mortgage
- Partial discharge of Charge/Mortgage
- Payment of municipal taxes
- Copy of receipted electronic transfer



Application Map Series

☑ Subject Property

Property Information

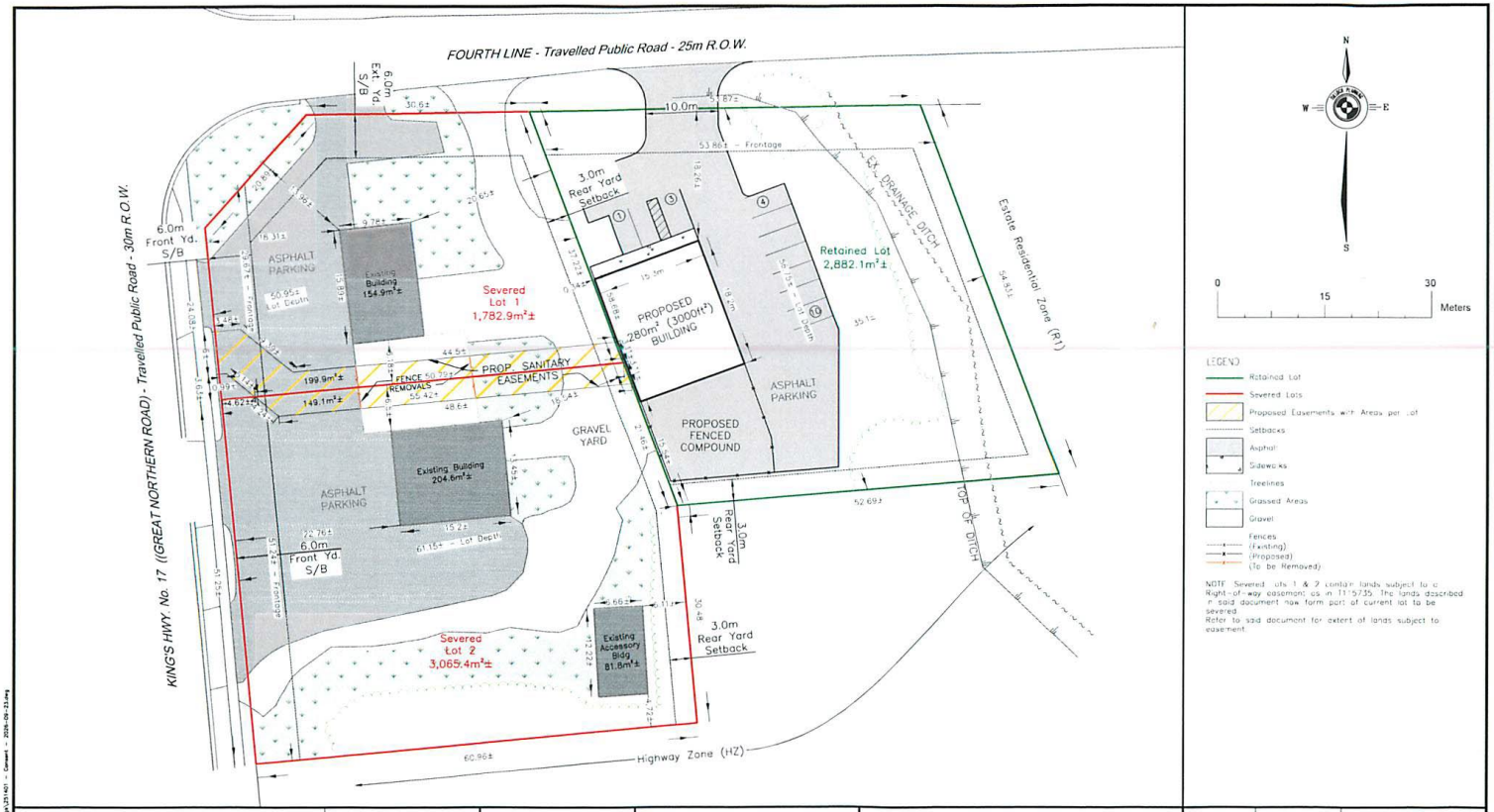
Civic Address:1292 Great Northern Rd
Roll No 030 085 058 00 0000
Map No.: 12/1-142
Application No.: B28/26

Committee of Adjustment

Planning and Enterprise Services Division
99 Foster Drive, Sault Ste Marie, ON P6A 5X6
saultstemarie.ca | 705-759-5411 | m.kelly@cityssm.on.ca

This map is for general reference only
Orthophoto: None
Projection Details:
NAD 1983 UTM Zone 16N
GCS North American 1983

0 5 10 20 Meters
1:1,400



NOTE: Severed Lots 1 & 2 contain lands subject to a Right-of-way easement as in 111735. The lands described in said document now form part of current lot to be severed. Refer to said document for extent of lands subject to easement.

CAUTION

THE PROPERTY BOUNDARIES ILLUSTRATED ON THIS PLAN HAVE BEEN COMPILED FROM REGISTRY PLANS AND HAVE NOT BEEN CONFIRMED.

THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE

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TULLOCH

T: 705-522-6303
sudbury@tulloch.ca
131 FIELDING ROAD
LIVELY, ONTARIO
P3Y 1L7

DRAWING: **Sketch for Consent to Sever**

PROJECT: **1284-1292 Great Northern Rd, Sault Ste. Marie**

DRAWN BY	CHECKED BY	PROJECT No.
MDJ	VS	25-1401
SCALE	PLOT SIZE	DATE
1:500	11x17	Sept 29, 2026

OTHER BUSINESS **TAB 2**

- 2027 Committee of Adjustment Hearing Schedule

DATE OF NEXT HEARING – January 20, 2027

ADJOURNMENT

Michelle Kelly

Michelle Kelly, ACST
Secretary-Treasurer