



**Town of Aurora  
Committee of Adjustment  
Meeting Agenda**

**Date:** Thursday, July 10, 2025  
**Time:** 7 p.m.  
**Location:** Video Conference

Meetings are available to the public via live stream on the [Town's YouTube channel](#). To participate electronically, please visit [aurora.ca/participation](http://aurora.ca/participation).

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1. Call to Order	
2. Land Acknowledgement	
3. Approval of the Agenda	
That the Agenda as circulated by the Secretary-Treasurer be approved.	
4. Declarations of Pecuniary Interest and General Nature Thereof	
5. Receipt of the Minutes	
5.1 Committee of Adjustment Meeting Minutes of June 12, 2025, Meeting Number 25-06	1
That the Committee of Adjustment Minutes from Meeting Number 25-06 be adopted as circulated.	
6. Presentation of Applications	
6.1 MV-2025-28 - El-Dassouki - 7 Steeplechase (Deferral)	5
6.2 MV-2025-15 to 20 and 22 to 27- Highfair Investments Inc - All of Lots 20 – 31, Plan 65M-4836,	7
7. New Business	
8. Adjournment	



**Town of Aurora**  
**Committee of Adjustment**  
**Meeting Minutes**

**Date:** Thursday, June 12, 2025

**Time:** 7 p.m.

**Location:** Video Conference

**Committee Members:** John Hartman  
Maricella Saucedo  
Alida Tari  
Michael Visconti  
Klaudia Watts

**Other Attendees:** Antonio Greco, Senior Planner  
Peter Fan, Secretary-Treasurer, Committee of Adjustment

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**1. Call to Order**

That the meeting be called to order at 7:04PM.

**2. Land Acknowledgement**

The Town of Aurora acknowledges that the Anishinaabe (A-nishshaw-na-bee) lands on which we live, and work are the traditional and treaty territory of the Chippewas of Georgina Island, as well as many other Nations whose presence here continues to this day. As the closest First Nation community to Aurora, we recognize the special relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands, and as a municipality we join them in these responsibilities.

We further acknowledge that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 as well as the

Williams Treaties of 1923. A shared understanding of the rich cultural heritage that has existed for centuries, and how our collective past brought us to where we are today, will help us walk together into a better future.

**3. Approval of the Agenda**

**Moved by** John Hartman

**Seconded by** Klaudia Watts

That the Agenda as circulated by the Secretary-Treasurer be approved.

**Carried**

**4. Declarations of Pecuniary Interest and General Nature Thereof**

None.

**5. Receipt of the Minutes**

**5.1 Committee of Adjustment Meeting Minutes of May 8, 2025, Meeting Number 25-05**

**Moved by** Michael Visconti

**Seconded by** Maricella Saucedo

That the Committee of Adjustment Minutes from Meeting Number 25-05 be adopted as circulated.

**Carried**

**6. Presentation of Applications**

**6.1 MV-2025-10 - Muikila - 54 Fife Road**

The owner/applicant is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to facilitate a widened driveway. The following relief is being requested:

1. Section 5.6.1(a)(i) of the Zoning By-law permits a maximum driveway width of 3.5 metres. The applicant is proposing a driveway width of 5.4 metres, thereby requiring a variance of 1.9 metres.

The Chair invited the Applicant or Owner to address the Committee. In attendance was the owner Maria Muikila. The owner provided a brief introduction to their application.

The Chair invited members of the public to provide comments. There were no public delegates in attendance for this application.

The Committee brought to the attention of staff that there was an error in the staff report and requested that it be corrected in the minutes.

**Moved by Michael Visconti**

**Seconded by John Hartman**

That the MINOR VARIANCE application MV-2025-10 be APPROVED

**Carried**

## **6.2 MV-2025-12 - Parravano - 54 Tyler**

The owner/applicant is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to facilitate the construction of a cabana. The following relief is being requested:

1. Section 7.2 of the Zoning By-law requires a minimum interior side yard of 1.2 metres. The applicant is proposing an accessory building (cabana), which is 0.9 metres to the interior side property line.
2. Section 4.12.2(b) of the Zoning By-law requires a minimum distance separation of 1.2 metres. The applicant is proposing an accessory building (cabana), which is 0.5 metres to the water's edge of the proposed pool.

The Chair invited the Applicant or Owner to address the Committee. In attendance was the Agent Cameron O'Neil. The agent provided a brief introduction to their application.

The Chair invited members of the public to provide comments. There were no public delegates in attendance for this application.

The Committee had no questions or concerns on the application.

**Moved by John Hartman**

**Seconded by Klaudia Watts**

That the MINOR VARIANCE application MV-2025-12 be APPROVED

**Carried**

**7. New Business**

None.

**8. Adjournment**

**Moved by Michael Visconti**

That the meeting be adjourned at 7:21PM.

**Carried**



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Town of Aurora

## Committee of Adjustment Report

No. MV-2025-28

**Subject:** **Minor Variance Application**  
El-Dassouki  
7 Steeplechase Avenue  
PLAN M1582 LOT 34  
File: MV-2025-28

**Prepared by:** **Kenny Ng, Planner**

**Department:** Planning and Development Services

**Date:** July 10, 2025

### Application

Planning Staff are requesting a deferral of the above noted minor variance application for 7 Steeplechase Avenue (MV-2025-28).

Additional time is required for the applicant to submit a scoped Natural Heritage Evaluation (NHE) for staff to review the subject application. The applicant proposes to construct a detached garage with upstairs loft. The detached garage will have a gross floor area of 150.44 m<sup>2</sup> and requires a variance to increase the maximum height permitted from 4.5 m to 8.07 m.

Schedule 'F1' of the Town Official Plan identifies the presence of a Key Natural Heritage Feature (Woodland) and its associated Minimum Vegetation Protection Zone (MVPZ) on the subject property. As per the Town Official Plan and Oak Ridges Moraine Conservation Plan (ORMCP), a scoped NHE is required to demonstrate that the proposed development will not result in any adverse effects to the ecological integrity of the natural heritage feature. As such, the applicant is required to submit a scoped NHE for the proposed development.

Staff recognize the importance of making informed decisions and believe the requested deferral will enable the applicant the necessary time to prepare the NHE and to ensure the proposed development is in compliant with applicable policy requirements.

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As a result, Staff are requesting the subject application be deferred for consideration, pending staff's review and approval of the Natural Heritage Evaluation. The applicant has been made aware of the deferral recommendation.



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## Committee of Adjustment Report

No. MV-2025-15-20 & 22-27

**Subject:** **Minor Variance Application**  
 Highfair Investments Inc. (Treasure Hill Homes)  
 All of Lots 20 – 31, Plan 65M-4836, Parts 1 – 24, Plan 65R-41410  
 Files: MV-2025-15, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26 & 27  
 Related Planning Applications: ZBA-2021-06, SUB-2021-02 & PLC-2025-01

**Prepared by:** **Felix Chau, Planner**

**Department:** Planning and Development Services

**Date:** July 10, 2025

## Application

The owner/applicant is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to facilitate the development of detached dwellings. The following relief is being requested:

- a) Section 24.546.2.1 requires a minimum interior side yard of 1.2 metres on both interior side yards. The applicant is proposing an interior side yard setback of 1.2 metres on one side, and 0.65 metres on the other side.

## Background

In March 2023, Aurora Council issued a Notice of Decision to approve a Plan of Subdivision for the development of 138 single detached lots ("Archerhill Subdivision"). In May 2023, Council enacted Zoning By-law 6501-23 which rezoned the subject lands to "Detached Third Density Residential R3 (546) Exception Zone" and "Detached Fourth Density Residential R4 (547) and (548) Exception Zone". The site is currently under construction, including site grading, installation of municipal services and other related works.

There are twelve (12) lots within the R3 (546) zone located at the north end of the development limits identified as Lots 20 to 31 on Registered Plan 65M-4836. A Part Lot Control Exemption application (PLC-2025-01) was approved by Council on June 24,

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2025, to permit the approved lots to be further subdivided and consolidated to form an additional 2 lots (see Appendix B).

### **Subject Property and Area Context**

The subject lands are located south of Wellington Street East and north of Vandorf Sideroad. The subject lands consist of lots which are located at the northern limits of the Archerhill Subdivision, backing onto EP zoned lands.

### **Proposal**

Due to the reduced lot frontages created through the Part Lot Control Exemption application, the applicant is no longer able to accommodate the same model homes originally designed for the wider lots proposed at the Draft Plan of Subdivision stage. To address this, the applicant is requesting relief from the Zoning By-law's minimum interior side yard requirements of 1.2m on both sides to having just 1.2m on one side and 0.65m on the other. This variance is being requested for 12 newly created lots.

### **Official Plan**

The subject properties are designated "Stable Neighbourhood" by the Town of Aurora Official Plan, which permits ground-related residential uses and accessory structures.

### **Zoning**

The subject properties are zoned "Detached Third Density Residential R3 (546) Exception Zone" within Zoning By-law 6000-17, as amended. This zone permits detached dwellings.

### **Related Planning Applications**

- ZBA-2021-06 & SUB-2021-02 – Zoning By-law Amendment and Plan of Subdivision applications to facilitate a 138-lot subdivision for detached dwellings were approved in 2023.
- PLC-2025-01- Part Lot Control Exemption application to subdivide and consolidate several lots to create two additional lots was approved by Council on June 24, 2025.

### **Preliminary Zoning Review**

A Preliminary Zoning Review (PZR) has been completed by the Town of Aurora's Building Division. The PZR identified the required variances, and no other non-compliance was identified.

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**Applicant's stated reason(s) for not complying with the Zoning By-law**

As stated on the application form, the lot sizes were reduced and in order to accommodate similar house designs within the area, a minor reduction to the side yard setbacks is required.

**Planning Comments**

Planning Staff have evaluated Minor Variance Applications MV-2025-15, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26 & 27 pursuant to the prescribed tests as set out in Section 45 (1) of the *Planning Act*, as follows:

**a) The proposed variances meet the general intent of the Official Plan**

The intent of the Official Plan "Stable Neighbourhoods" designation is to ensure that residential neighbourhoods are protected from incompatible forms of development, while allowing the neighbourhoods to be enhanced and evolve over time. This designation permits ground-related residential uses

The Stable Neighbourhoods designation outlines design policies for all new development that shall respect and reinforce the existing physical character and uses of the surrounding area. The attention to the building type, heights and scale of nearby residential properties is essential for all new development. The proposed detached dwellings adequately meets the intent of these design policies and allows for a smooth transition with the Archerhill Subdivision.

The proposed reduction in side yard setbacks allows the developer to continue building homes that are architecturally consistent with the rest of the subdivision, maintain the established character and design continuity of the Archerhill community.

Based on the above, Staff are of the opinion that the requested variance is in keeping with the general intent of the Official Plan.

**b) The proposed variances meet the general intent of the Zoning By-law**

The subject lots are zoned "Detached Third Density Residential R3 (546) Exception Zone". The site-specific zoning ensures the development is appropriately sized and buildings and structures are orientated accordingly. The intent of requiring a minimum interior side yard of 1.2 metres on both sides is to ensure sufficient

separation between dwellings for functional purposes such as drainage, maintenance and access, as well as to ensure a consistent streetscape.

Despite the reduction of 0.55 metres, providing a minimum interior side yard setback of 1.2 metres on one side and 0.65 metres on the other side continues to allow for adequate functionality within both side yards. Within the R4 and R5 zones of the Town's Zoning By-law, a minimum interior side yard of 0.6 metres for detached dwellings is required, therefore a minimum interior side yard setback of 0.6 metres for a detached dwelling is not unique within the Town's Zoning By-law. Staff are satisfied that the general intent of the Zoning By-law is kept, as the variances facilitate consistent architectural design amongst these subject lots and seamlessly blends in with the entirety of the Archerhill Subdivision.

**c) The proposed variances are considered desirable for the appropriate development of the land**

The proposed detached dwellings comply with all other zoning provisions. Staff are of the opinion that the requested variances are desirable as allows for a maintaining a house design with similar massing, roof line and overall architectural design in keeping with the character of the subdivision and surrounding neighbourhood. Furthermore, the requested variances implement Council's decision in permitting two additional lots in the subdivision. The variances facilitate detached dwellings that feature three garage doors and a main entrance on the side of the front face of the dwelling. This design is in keeping with the character of the Subdivision.

Staff are of the opinion that the proposal allows for the appropriate development of the site to accommodate reduced side yard setbacks in a manner that respects the character of the properties within the Archerhill Subdivision.

**d) The proposed variances are considered minor in nature**

The question of the minor in nature of a proposed variance can be related to its scale and impact on adjacent properties. In the opinion of Staff, the requested variance is minor and is not expected to have any adverse effects on the subject lands, neighbouring properties, or the character of the existing neighbourhood as a whole.

The requested reduction represents a minor modification to the site-specific zoning provisions and is only applicable to a small area of the subdivision. The subject lots also back onto environmentally protected lands, which further reduces any impacts towards neighbouring lots. There are no concerns around privacy, and the overall impacts to the streetscape and public realm are negligible. Furthermore, these

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variances are in line with other residential zoning standards within the Town's Zoning By-law, as the R4 and R5 zones permit minimum interior side yards of 0.6 metres for detached dwellings.

Staff are of the opinion that the requested variances are minor in nature.

## Additional Comments

The minor variance application was circulated to Town Department/Divisions and to external agencies for review and comment. The following comments were provided:

Department or Agency	Comments
Building Division	Preliminary Zoning Review was completed. <ul style="list-style-type: none"> <li>No objections.</li> </ul>
Engineering Division	No objections.
Operational Services (Parks)	No objections.
Operational Services (Public Works)	No objections.
Central York Fire Services	No objections.
York Region	No objections.
LSRCA	No objections.
Alectra	No objections.

## Public Correspondence

Written submissions were not received at the time of writing of this report. Should written submissions be received after the writing of this report, the Secretary Treasurer will provide the submission(s) to Committee members at the meeting.

## Conclusion

Planning staff have reviewed the application regarding Section 45 (1) of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, and believe that the requested variance meets the four tests of the *Planning Act* for granting minor variances. Staff recommend approval of the requested variance subject to the conditions outlined in Appendix 'A.'

**Attachments**

Appendix 'A' – Conditions of Approval

Appendix 'B' – Site Plan

**Appendix 'A' – Conditions of Approval**

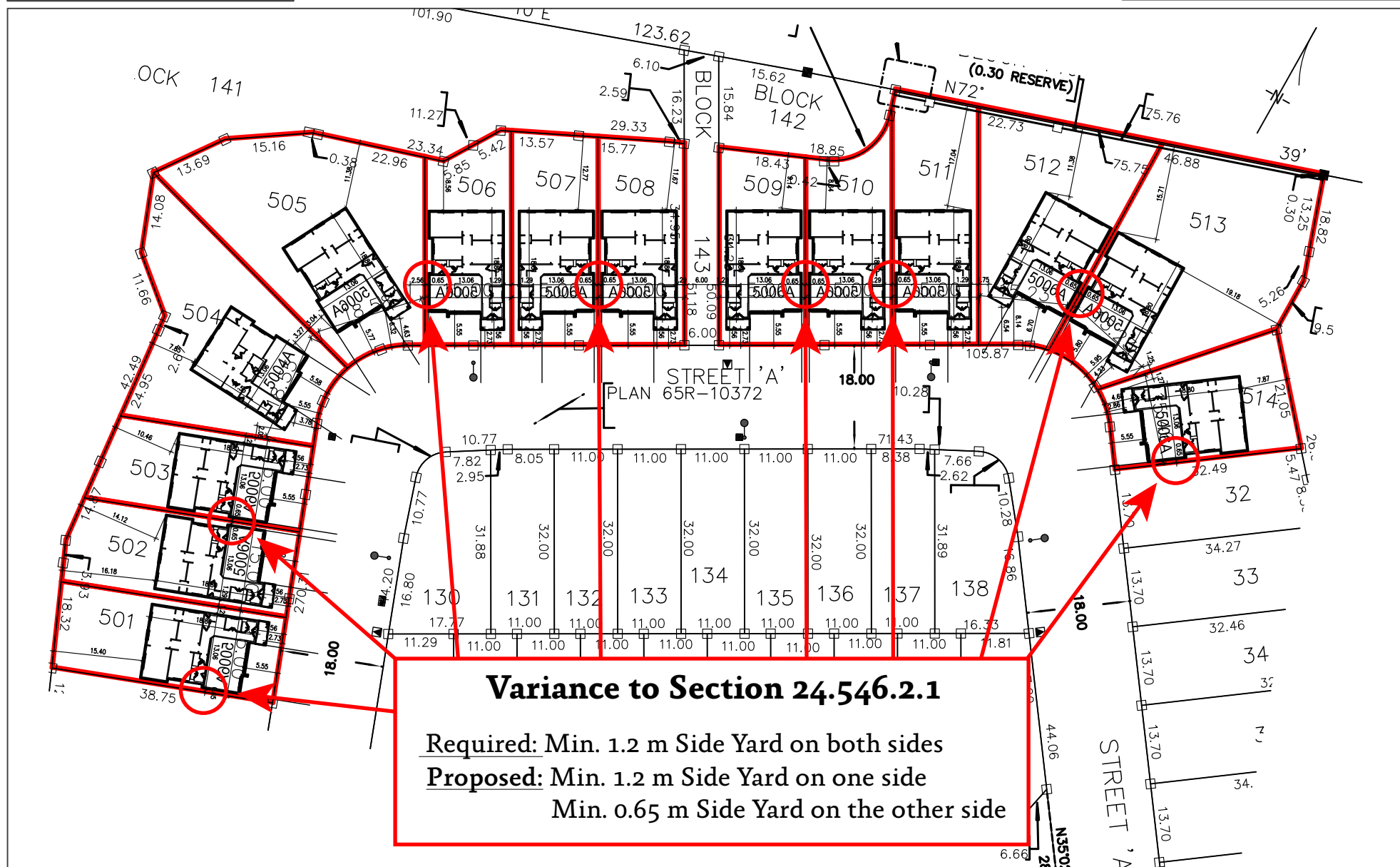
Planning and Development Services:

1. That the variance only applies to the subject property in conformity with the plans attached as 'Appendix B' to this Staff Report, to the satisfaction of the Director of Planning and Development Services or designate.

All of Lots 20 - 31 Plan  
65M-4836 MV Application

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All of Lots 20 - 31 Plan  
65M-4836 MV Application



## Key Plan of Total Proposed Minor Variance Locations

All of Lots 20 - 31 Plan 65M-4836  
 Town of Aurora  
 Regional Municipality of York

land use planning consultants

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 BOUNDLESS INGENUITY

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