



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

**Date:** Thursday, February 12, 2026

**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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	Pages
<b>1. Call to Order</b>	
<b>2. Land Acknowledgement</b>	
<b>3. Approval of the Agenda</b>	
That the Agenda as circulated by the Secretary-Treasurer be approved.	
<b>4. Declarations of Pecuniary Interest and General Nature Thereof</b>	
<b>5. Receipt of the Minutes</b>	
<b>5.1 Committee of Adjustment Meeting Minutes of January 8, 2026, Meeting Number 26-01</b>	1
That the Committee of Adjustment Meeting Minutes from Meeting Number 26-01 be adopted as circulated.	
<b>6. Presentation of Applications</b>	
<b>6.1 C-2025-03 - Hollidge Properties Inc - 170 Hollidge Blvd</b>	5
<b>6.2 MV-2025-48 - Hunzach Group Holdings Inc - 350 First Commerce Drive</b>	13
<b>6.3 MV-2025-47 - 1000050647 Ontario Inc - 140 Centre St</b>	23
<b>7. New Business</b>	
<b>8. Adjournment</b>	



## **Town of Aurora**

### **Committee of Adjustment**

### **Meeting Minutes**

**Date:** Thursday, January 8, 2026

**Time:** 7 p.m.

**Location:** Video Conference

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

Other Attendees: Antonio Greco, Planner  
Stephanie February, Secretary-Treasurer, Committee of Adjustment

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#### **1. Call to Order**

#### **2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

**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**

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

**5. Receipt of the Minutes**

**5.1 Committee of Adjustment Meeting Minutes of December 11, 2025, Meeting Number 25-12**

**Moved by** Maricella Sauceda

**Seconded by** Michael Visconti

That the Committee of Adjustment Meeting Minutes from Meeting Number 25-12 be adopted as circulated.

**Carried**

**6. Presentation of Applications**

**6.1 MV-2025-48 - Hunzach Group Holdings Inc - 350 First Commerce Drive (Deferral)**

The Applicant is proposing construction of a new Industrial Building.

Planning Staff are requesting a deferral of the above noted minor variance application for 350 First Commerce Drive (MV-225-48)

**Moved by** Michael Visconti

**Seconded by** Klaudia Watts

That Minor Variance Application MV-2025-48 be DEFERRED.

**Carried****6.2 MV-2025-46 - Depass - 46 Mosley Street**

The applicant is proposing the construction of a one-storey multi-purpose accessory structure at the rear of the subject property, which will consist of an exercise room (golf simulator), bathroom, utility room, and covered patio.

The following relief is being requested:

- a) Section 24.497.8 of the Zoning By-law permits a maximum gross floor area of 40.0 square metres. The applicant is proposing a one-storey accessory structure with a gross floor area of 78.5 square metres.
- b) Section 24.497.8 of the Zoning By-law permits a maximum height of 3.5 metres to the mid-point of the roof. The applicant is proposing a one-storey accessory structure with a height of 4.0 metres to the midpoint of the roof.
- c) Section 24.497.8 of the Zoning By-law permits a maximum height of 4.5 metres to the peak of the roof. The applicant is proposing a one-storey accessory structure with a height of 5.3 metres to the peak of the roof.

The Chair invited the Applicant or Owner to address the Committee. In attendance was the Owner, Dylan Depass who provided a brief presentation of the application.

The Committee inquired if a future pool permit would be affected by the proposed structure. Staff advised that any pool permits would be reviewed by the Building Division to ensure the space is adequate, when the Owner chooses to make that application.

The Committee inquired what the process would be if the structure were to be converted to a residential living space in the future. Staff advised that the approval of this application pertains to the recreation use of the structure. Should the Owner or future Owner choose to change the use of this building to residential, then new Committee approvals would be required.

The Committee inquired about the use of sound barriers, if any to reduce the noise of the golf simulator for surrounding neighbours. The Owner advised that noise dampening measures will be used in the construction of the structure to reduce impacts on surrounding properties.

**Moved by** Michael Visconti

**Seconded by** John Hartman

That Minor Variance Application MV-2025-46 be APPROVED.

**Carried**

### **6.3 MV-2025-47 - 1000050647 Ontario Inc - 140 Centre Street (Deferral)**

The Applicant is proposing the redevelopment of the property to construct a new two-storey daycare facility at the rear of the lot while retaining and renovating the existing dwelling to maintain its residential use.

Planning Staff are requesting a deferral of the above noted minor variance application for 140 Centre Street (MV-225-47)

**Moved by** Maricella Saucedo

**Seconded by** Klaudia Watts

That Minor Variance Application MV-2025-47 be DEFERRED.

## **7. New Business**

None.

## **8. Adjournment**

That the meeting be adjourned at 7:17PM

**Moved by** John Hartman

**Carried**



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora  
**Committee of Adjustment Report**  
No. C-2025-03

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**Subject:** Consent Application  
Hollidge Properties Inc  
170 Hollidge Boulevard  
PLAN 65M3074 PT BLK 1  
File: C-2025-03

**Prepared by:** Kenny Ng, Planner

**Department:** Planning and Development Services

**Date:** February 12, 2026

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## Application

The purpose of the proposed consent application is to facilitate a long-term commercial lease exceeding 21 years for the existing drive-through restaurant (Tim Horton's) located within the commercial plaza at 170 Hollidge Boulevard. Under Section 50(3)(f) of the Planning Act, any lease exceeding 21 years constitutes a division of land and requires Committee of Adjustment approval.

The applicant is requesting provisional consent to:

- a) Grant a long-term lease over a portion of the subject lands (lease lands) for a period exceeding 21 years, in favour of Tim Horton's; and
- b) Retain the remainder of the lands, which will continue to function as a multi-tenant commercial plaza.

(No new lot is being created as a result of this application; this is a technical consent application required by the Planning Act for a lease exceeding 21 years)

## Background

### Subject Property and Area Context

The subject lands are located within a commercial plaza and are municipally known as 108 - 224 Hollidge Boulevard. The subject lands are located on the west side of Bayview Avenue, north of Hollidge Boulevard and have an approximate lot area of 13,591.33 square metres (3.36 acres), and an approximate lot frontage of 231 metres (760 feet) along Hollidge Boulevard.

The subject lands currently contain four (4) commercial buildings: 108 Hollidge Boulevard which is used as a daycare centre, 130 Hollidge Boulevard and 150 Hollidge Boulevard which are used for retail/commercial uses, and 170 Hollidge Boulevard (subject unit) which is used as a drive-through restaurant (Tim Horton's). The subject unit has an approximate gross area of 286.14 square metres (3,080 square feet).

### Proposal

The purpose of the proposed consent application is to authorize a lease exceeding 21 years for the Tim Horton's restaurant (170 Hollidge) and associated drive-through area. The leased area will be approximately 780 square metres (8,395.85 square feet) and the use will remain as a Tim Horton's restaurant with drive-through.

The remainder of the lands will be approximately 12,811 square metres (137,896.47 square feet) and will continue to function as a commercial plaza. All existing buildings and structures will remain and no demolition or new construction is proposed.

### Official Plan

The subject lands are designated "Community Commercial Centre" by the Town of Aurora Official Plan. The intent of the "Community Commercial Centre" designation is to provide for a full range of retail and service commercial uses to serve the wider residential community.

### Zoning

The subject lands are zoned "C4(187) Community Commercial Exception Zone" under the Town of Aurora Zoning By-law 6000-17, as amended. This site-specific zoning is intended to accommodate the retail/commercial function of the commercial centre, permitted uses in the C4(187) zone include clinics, convenience retail stores, offices, places of

entertainment, financial institutions excluding drive-thrus, retail stores, and service shops, personal.

### **Preliminary Zoning Review**

A Preliminary Zoning Review (PZR) was undertaken by the Building Services Division prior to submission of the subject application. The PZR confirmed that the proposed application will not result in any non-compliance with the Zoning By-law.

### **Planning Comments**

Under section 53 (12) of the Planning Act, a lease lasting 21 years or longer as per section 50(3) is considered as a “technical severance”. Given that the tenant will have control over the land for a long duration of time, the Planning Act view this as a form of land division. As such, the Planning Act guides the Committee of Adjustment to use the same rules found in Section 51(24) when creating a new lot. These criteria can be summarized as follows: Conformity to the Official Plan, Suitability of the Land, Adequacy of Services and Access and Impact on Surrounding Lands.

#### **Conformity to the Official Plan**

The subject lands are designated “Community Commercial Centre” by the Town of Aurora Official Plan. The current restaurant use is permitted within the designation and conforms to the Official Plan as it maintains the commercial function of the site, which aligns with the intent of the designation.

#### **Suitability of the Land**

The subject lands are developed with a 1-storey standalone commercial building and a functional drive-thru lane. The existing site layout provides for safe and efficient internal circulation and the site’s suitability for the drive-thru restaurant use has been demonstrated through its continuous operation. The existing built form will remain to be suitable, appropriate and compatible with the existing character of this neighbourhood. The subject lands are physically appropriate for the proposed consent, and the proposal represents a logical and efficient use of existing commercial land without disrupting the orderly development of the commercial plaza.

#### **Compliance with Zoning By-law**

The subject lands are zoned “C4(187) Community Commercial Exception Zone” under the Town of Aurora Zoning By-law 6000-17, as amended. The current drive-thru

restaurant use is permitted in this site-specific zone. Building staff has also confirmed that this application will not incur any non-compliance with existing zoning provisions.

#### Adequacy of Services and Access

The lands are serviced by municipal water and sewer which makes the site fully suited for the specific commercial use. Town engineering staff also confirms that adequate servicing and utilities are currently in place for the subject lands.

The existing building is located on a lot with frontage on a municipal roadway (Hollidge Boulevard). There are no proposed modifications identified for the existing site circulation and vehicular access off of Hollidge Boulevard. Town transportation staff also has not identified any concern in relation to the adequacy and availability for vehicular access.

#### Impact on Surrounding Lands

The subject property is situated within a well-established local commercial centre. As the application does not propose any new construction, changes to the building footprint, or alterations to the existing site operations, there will be no net change in impact on the surrounding land uses. The restaurant has functioned as an integrated use within the larger commercial centre for years. Because the use is existing and the site layout remains unchanged, the application will not result in increased traffic or nuisance and land use conflicts.

Based on the review of the proposal, Staff have no concerns with the proposed application and is of the opinion that the proposed consent is considered to conform to the applicable legislative provisions of the Planning Act. Staff recommend approval of the application, subject to the recommended conditions of approval (Appendix A).

## Additional Comments

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

Department or Agency	Comments
Building Division	<i>Preliminary Zoning Review was completed. No objections.</i>
Engineering Division	<i>No objections.</i>
Operations (Parks)	<i>No objections.</i>
Operations (Public Works)	<i>No objections.</i>
Central York Fire Services	<i>No objections.</i>
York Region	<i>No objections.</i>
LSRCA	<i>No objections.</i>

## 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

Staff have reviewed the application with respect to the Section 51(24) of the *Planning Act*, R.S.O, 1990, c.P.13, as amended, the Provincial Planning Statement, Provincial Plans and the Town's Official Plan and are satisfied with the proposed consent application.

Based on the aforementioned, Staff have no objection to the approval of Consent application File No. C-2025-03 subject to the conditions attached (Appendix 'A').

## Attachments

Appendix 'A' – Recommended Conditions of Approval

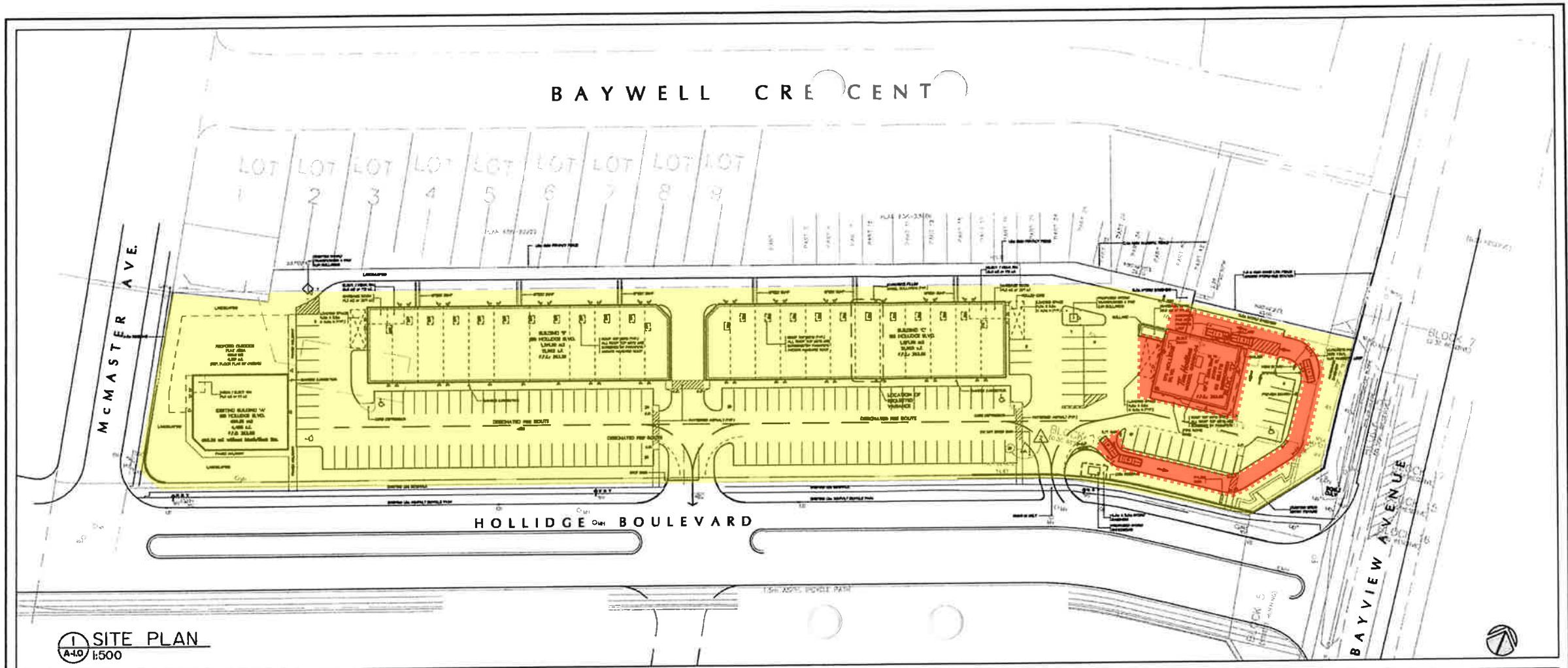
Appendix 'B' – Site Plan

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

1. That the consent only applies to the subject property in conformity with the plans attached as Appendix 'B' to this report, to the satisfaction of the Director of Planning and Development Services.
2. That the Owner provide written confirmation of no outstanding payment of property taxes owing to date for the subject property, to the satisfaction of the Secretary-Treasurer.
3. Fulfilment of all of the above conditions shall occur within two (2) years of the date that notice of the decision was given under Section 50(17) or 50(24) of the Planning Act. R.S.O. 1990, c.P.13, or the consent will lapse.

# Appendix 'B' - Site Plan

Page 12 of 37



No	ISSUED	DATE
1	RE-ISSUED FOR SPA	APR. 10 2018
2	ISSUED FOR COA	OCT. 2, 2021

The Property  
(PIN 03641-1564)  
(+/- 13,591 sq/m)

Leased Lands  
(+/- 780 sq/m)

2	REVISED AS NOTED	FEB. 28, 2020
1	REVISED AS PER MUNICIPAL COMMENTS	APR. 10 2018
No	REVISION	DATE

**BALDASSARRA**  
Architects

30 Great Gulf Drive, Unit 20 | Concord ON | L4K 0K7

t 905 650.0722 | www.baldassarra.ca

KEY PLAN	NOT TO SCALE	NOTES	STATISTICS
		<p>1. ALL ROOF TOP UNITS ARE TO BE SCREENED FROM THE STREET EDGE AS WELL AS THE RESIDENTIAL LOTS TO THE NORTH.</p> <p>2. PYLON SIGN NOT TO EXCEED 10m2 IN AREA.</p> <p>3. DRIVEWAY CURBS SHALL BE DISCONTINUOUS AT THE SIDEWALKS AND SHALL BE TAPESTRY BACK 300mm.</p> <p>4. CONCRETE CURBS TO BE OPSD 600L1</p>	<p><b>EXISTING ZONING: C4-9 (SHOPPING CENTRE, COMMERCIAL)</b></p> <p><b>SITE AREA:</b></p> <p>BUILDING 'A' AREA (daycare): 409.60 m<sup>2</sup> or 4.406 s.f. BUILDING 'B' AREA (retail): 1,291.60 m<sup>2</sup> or 13,903 s.f. BUILDING 'C' AREA (retail): 1,291.60 m<sup>2</sup> or 13,903 s.f. BUILDING 'D' AREA (retail): 286.16 m<sup>2</sup> or 3,080 s.f. BUILDING 'E' AREA (TOTAL): 3,275.36 m<sup>2</sup> or 35,392 s.f.</p> <p><b>COMMERCIAL FLOOR AREA (TOTAL):</b> 3,199.36 m<sup>2</sup> or 34,437 s.f. (not including service areas)</p> <p><b>SITE COVERAGE:</b></p> <p>LANDSCAPE AREA: 3,278.68 m<sup>2</sup> or 24.12 % ASPHALT AREA: 7,059.34 m<sup>2</sup> or 51.94 %</p> <p><b>PARKING:</b></p> <p>DRIVEWAY USE: (25,000 m<sup>2</sup>) GFA (not including service areas): 405.20 m<sup>2</sup> PARKING REQUIRED: 10 spaces</p> <p>RETAIL USE: (45,000 m<sup>2</sup>) GFA (not including service areas): 2463.00 m<sup>2</sup> PARKING REQUIRED: 120 spaces</p> <p>RESTAURANT USE: (11,000 m<sup>2</sup>) GFA (not including service areas): 136 m<sup>2</sup> PARKING REQUIRED: 15 spaces</p> <p><b>TOTAL PARKING REQUIRED:</b> 145 spaces <b>TOTAL PARKING PROVIDED:</b> 145 spaces <b>LOADING SPACES REQUIRED:</b> 3 spaces <b>LOADING SPACES PROVIDED:</b> 3 spaces</p>
		<b>LEGAL DESCRIPTION</b>	
		<p>108 - 224 HOLLIDGE BLVD. PART OF BLOCK 1 REGISTERED PLAN 4584-2074 TOWN OF AURORA REGIONAL MUNICIPALITY OF YORK</p>	
			<b>OWNERS INFORMATION</b>

**HOLLIDGE &  
McMASTER**  
108 - 224 HOLLIDGE BLVD.  
AURORA, ON

## SITE PLAN

DATE	DRAWN BY	CHECKED BY	SCALE
OCT. 2021	CL		AS NOTED
PROJECT #: 06-37	DRAWING #: A-1.0		



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora  
**Committee of Adjustment Report**  
No. MV-2025-48

**Subject:** **Minor Variance Application**  
 Hunzach Group Holdings Inc.  
 350 First Commerce Drive  
 PLAN 65M3819 PT BLK 6 RP, 65R34564 PART 3 PT PART 4  
 File: MV-2025-48

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

**Department:** **Planning and Development Services**

**Date:** **February 12, 2026**

## **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 construction of a 3919.49 square metre (42,189 square feet) industrial building containing five (5) units. The following relief is being requested:

- a) Section 10.2 of the Zoning By-law 6000-17, as amended, requires a minimum landscaping strip of 3.0 metres. The applicant is proposing a landscaping strip of 1.5 metres at the west lot line; and
- b) Section 10.2 of the Zoning By-law 6000-17, as amended, requires a minimum landscaping strip of 3.0 metres. The applicant is proposing a landscaping strip of 1.5 metres at the south lot line; and
- c) Section 10.2 of the Zoning By-law 6000-17, as amended, requires a minimum landscaping strip of 3.0 metres. The applicant is proposing a landscaping strip of 2.0 metres at the east lot line; and
- d) Section 10.2 of the Zoning By-law 6000-17, as amended, requires a minimum setback of 6.0 metres on a yard adjacent to a street (north lot line). The applicant is proposing a setback of 3.0 metres to the north lot line.

## Background

### Subject Property and Area Context

The subject lands are located west of Leslie Street and south of Addison Hall Circle. The subject lands have a lot area of 1.06 hectares (2.62 acres) with 194.4 metres (637.8 feet) of frontage along the west side of First Commerce Drive. The subject property abuts a water tower to the west that is accessed by a service road immediately north of the subject property. The subject lands are currently vacant.

### Proposal

The applicant is requesting the subject variances to facilitate the construction of a 3919.49 square metre (42,189 square feet) industrial building containing five (5) units. Two vehicular accesses are proposed off First Commerce Drive.

### Official Plan

The subject lands are designated 'Business Park' by the Town of Aurora Official Plan (Bayview Northeast Area 2B Secondary Plan). The intent of this designation is to provide a full range of employment opportunities, and the designation permits for prestige industrial uses, office, as well as ancillary uses that primarily serve the business functions in the Business Park.

### Zoning

The subject lands are zoned "E-BP - Business Park Zone" under Zoning By-law 6000-17, as amended. This zoning permits a wide range of employment uses.

### 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.

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

The applicant has provided the following rationale for the requested variances:

- The landscaping strip reductions provide enough drive aisle and maneuvering space for emergency vehicles and transport trucks while ensuring proposed building provides feasible space requirements for tenants and ownership.

- The property line is angled along the north side, tapering away from First Commerce and faces a Service Road. Only the rear third of the building is proposed to have a less than less than 6.0m setback to the property line.

## Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2025-48 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 subject lands are designated as “Business Park” in the Town’s Official Plan and it is within the Bayview Northeast Area 2B Secondary Plan. The intent of the “Business Park” designation is to provide a mix of employment activities that support the business function of the area and overall economic development of the Town. The Business Park designation further encourages high-quality employment uses that can meet the needs of residents, businesses, and employees over the long-term.

A key consideration of the “Business Park” designation is to ensure the development priority of lands adjacent to Highway 404, and to encourage high quality building and site design. Development within the business park specifically calls for distinctive, landmark buildings to create a striking built presence in this area, which the requested variances will help to implement. Through the submission of a site plan application, a full design review of the building will also occur to ensure a high-quality built form. With that said, Staff are of the opinion that the requested landscape strip and setback reductions will maintain sufficient space to provide for a high-quality site design.

The requested variances help to support the goals and objectives for the employment area. It is the opinion of staff that the general intent of the Official Plan is upheld.

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

The subject property is zoned “E-BP - Business Park Zone” under Zoning By-law 6000-17, as amended. This zoning permits a wide range of employment uses including warehouses and offices.

### Landscape Strip Variances

The intent of the minimum landscape strip standard in the business park area is to ensure a high quality and consistent streetscape, and to ensure adequate separation is provided

between buildings or to the street. The applicant is proposing to reduce the 3.0 metre landscaping strip requirement to 1.5 metre along the south and west lot lines. The south lot line abuts an EP zone, whereas the west lot line abuts the street. For this reason, there are no direct neighbouring buildings impacted by the requested reduction.

Furthermore, the applicant proposes to reduce the landscaping strip requirement of 3.0 metres to 2.0 metres along the east lot line, which is the front lot line. A municipal right-of-way of approximately 5.0 metres separates the property and the edge of the road, which contains a sidewalk, landscaping, and municipal trees. As such, sufficient separation is maintained to the street, despite the reduced landscaping strip requirement, and sufficient landscaping elements will be maintained between the road and the development.

The applicant's purpose of reducing the landscaping strip is to reasonably maximize the building envelope on the site, while ensuring sufficient driving aisle space throughout the property to accommodate truck and private vehicle flow. Planning Staff and Parks Staff are satisfied with the reduced landscaping strip in principle, further detailed review of the strips will be reviewed through the Site Plan Application process.

#### **Yard Adjacent to a Street Setback Variance**

The E-BP zone establishes minimum siting specifications which requires a 6.0 metre setback from buildings adjacent to a street. In this case, the north side yard abuts a private service road that is used to access the neighbouring York Region water tower. The purpose of this requirement is to ensure sufficient separation is provided between typically large industrial scale buildings. Given that the adjacent property only consists of a service road and water tower, the intent of the visual relief is maintained.

Furthermore, the proposed building maintains a 6.0 metre setback closer to First Commerce Drive, and tapers to a 3.0 metre setback at the rear of the building. As such, only a small portion of the building encroaches into the required setback.

Staff are of the opinion that the requested variances meet the general intent of the Zoning By-law.

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

The proposed variance is considered desirable for the appropriate development of the land as it intends to facilitate a permitted business park use (warehouses). This will help contribute to the economic function and job creation targets of the Town. The subject property is part of a newer business park in Town that is undergoing the review of newer development applications. Furthermore, the property benefits from proximity to Highway 404 and the proposed development of the site, in the opinion of staff, represents good planning. Overall, it is the opinion of staff that the proposed variances are considered desirable for the appropriate development of the land.

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

The proposed variance is considered minor in nature as it implements the "Business Park" land use designation of the subject property and will result in no negative adverse impacts on the property or surrounding area. The variance upholds the integrity and intent of the Official Plan and Zoning By-law, and facilitate the orderly, efficient, and functional development of the site to the benefit of the Town, Region, residents, employees, and businesses.

The proposed building will also be subject to a future Site Plan Application in which a comprehensive review of the overall development of the property will be conducted. Overall, it is the opinion of staff that the proposed 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 completed. No objection.
Engineering Division	No objection.
Operational Services (Parks)	No objection.
Operational Services (Public Works)	No objection.
Central York Fire Services	No objection.

York Region	No objection.
LSRCA	No objection.
Alectra	No objection.

## 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 condition outlined in Appendix 'A.'

## Attachments

Appendix 'A' – Recommended Conditions of Approval

Appendix 'B' – Site Plan

Appendix 'C' – Elevations

**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; and
2. That the Owner shall obtain all necessary Site Plan approval from the Town Development Planning division to the satisfaction of the Director of Planning and Development Services; and
3. That the Owner shall clear all the above conditions within two (2) years of the date that notice of the decision was given or the Variance will lapse, requiring re-application to the satisfaction of the Director of Planning and Development Services.

**Operational Services (Parks):**

4. That the owner shall be required to provide an Evaluation Report prepared by a Certified Arborist or Professional Registered Forester outlining all aspects of the impacts that this proposal will have on existing trees. The report shall include the following:
  - a. An assessment of existing trees (5cm trunk diameter and greater) by size, species and condition including trees on adjacent properties whose structure or root zone may be impacted by construction.
  - b. Identification of all tree injuries and tree removals, if any.
  - c. Identification of all tree protection measures including recommendations on the mitigation of negative effects to trees during and post construction, including applicable maintenance requirements.
  - d. Provision of monitoring of the site work through a series of site visits by the Arborist/Forester to ensure protection/preservation measures remain in compliance throughout the duration of the project. Monitoring shall occur i) at commencement of work to certify all tree protection measures are in place, ii) during site work to confirm protection measures are in place and to oversee arboricultural works as required, and iii) post construction assessment. Each site visit is to be documented and any resulting action items required by the Arborist /Forester shall be implemented and confirmed on site forthwith by the Arborist /Forester following each visit.
  - e. A monetary evaluation in accordance with the Town's Tree Compensation Policies for all trees designated to be removed.

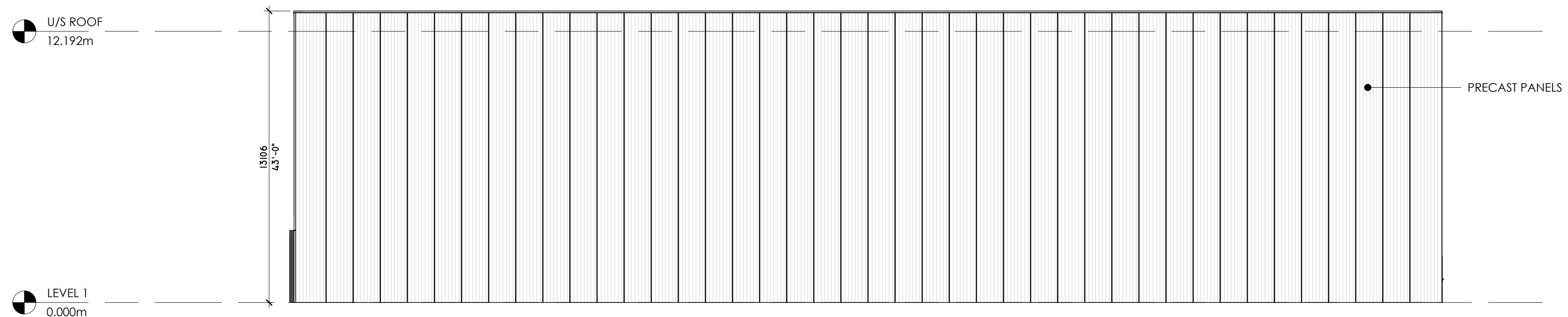
5. The Owner shall be required to provide a tree compensation and a replanting plan in accordance with the Town of Aurora Tree Compensation Policies to the satisfaction of the Director of Operational Services as compensation for trees removed to facilitate construction. Compensation planting shall be completed prior to release of the financial securities.
6. The owner shall agree to comply with the Aurora Tree Permit By-law # 5850 -16 prior to the removal of any trees on the property.
7. The owner shall be required to provide financial securities based on the total value of the Tree Compensation evaluation and all Arboriculture works as defined by the Town and the Owner's Arborist/ Forester, to the satisfaction of the Director of Operational Services.
8. All the above shall be included as terms and conditions in a Letter of Undertaking with the Town of Aurora to guarantee compliance with the Conditions of Approval and all related site works.





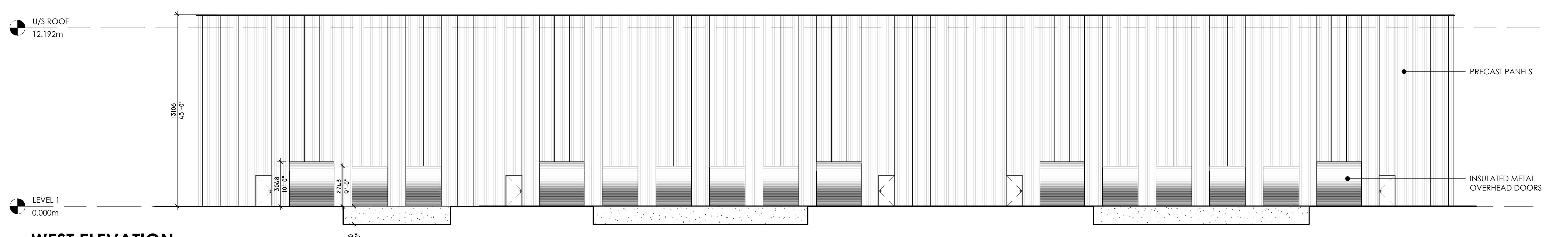
**1 EAST ELEVATION - COMMERCIAL DRIVE**

1 : 150



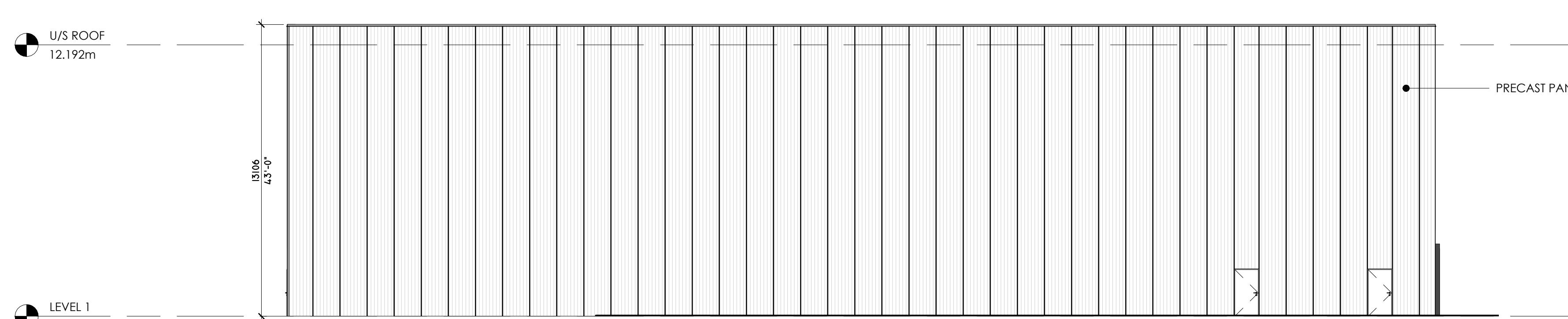
**2 NORTH ELEVATION - SERVICE ROAD**

1 : 150



**3 WEST ELEVATION**

1 : 150

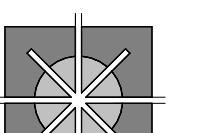


**4 SOUTH ELEVATION**

1 : 150

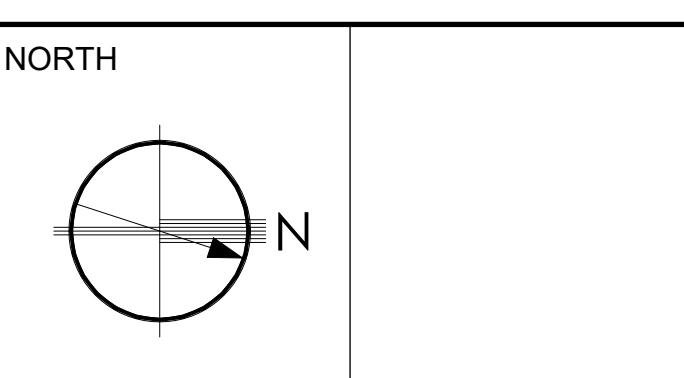
3	REV. FOR PZR	2025.11.24
No.	Description	Date
IT IS THE RESPONSIBILITY OF THE APPROPRIATE CONTRACTOR TO CHECK AND VERIFY ALL DIMENSIONS ON SITE AND REPORT ALL ERRORS AND OR OMISSIONS TO THE ARCHITECT.		
ALL CONTRACTORS MUST COMPLY WITH ALL PERTINENT CODES AND BY-LAWS.		
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T: 647.588.1784 E: info@cspace.ca



**PROJECT**  
**MULTI UNIT INDUSTRIAL BUILDING**  
350 FIRST COMMERCE DRIVE

**DRAWING TITLE**  
**ELEVATIONS**

**SCALE** 1 : 150 **PROJECT NO.** 25-2140

**DRAWN BY** SE **APPROVED** CCP **DATE-YMD** 25.11.24

**DRAWING NO.**

**A3**



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 726-4748  
asaeedaaurora.ca

Town of Aurora  
**Committee of Adjustment Report**  
No. MV-2025-47

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**Subject:** Minor Variance Application  
1000050647 Ontario Inc  
140 Centre Street  
File: MV-2025-47  
Related Planning Application: SP-2025-09

**Prepared by:** Ahmed Saeed, Planner

**Department:** Planning and Development Services

**Date:** February 12, 2026

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## Application

The 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 two-storey daycare facility at the rear of the lot.

The following relief is specifically being requested:

- a. Section 10.2 of the Zoning By-law 6000-17 requires a minimum interior lot line of 3.0 metres from the day care building. The applicant is proposing 1.2 metres from the easterly lot line.
- b. Section 10.2 of the Zoning By-law 6000-17 requires a minimum interior lot line of 3.0 metres from the day care building. The applicant is proposing 0.98 metres from the westerly lot line.
- c. Section 10.2 of the Zoning By-law 6000-17 requires a minimum rear lot line of 9.0 metres from the day care building. The applicant is proposing 7.25 metres.
- d. Section 10.2 of the Zoning By-law 6000-17 requires a minimum Lot Frontage of 30 metres. The existing Lot Frontage is 10.1 metres.
- e. Section 10.2 of the Zoning By-law 6000-17 requires a minimum Lot Area of 2,000 square metres. The existing Lot Area is 607 square metres.

- f. Section 5.4, Parking Standards of the Zoning By-law 6000-17 requires a minimum of 2.5 parking spaces per 100 square metres of gross floor area. Based on a gross floor area of 236 square metres, a total of 6 parking spaces are required. The applicant is proposing 4 parking spaces.
- g. Section 5.7 of the Zoning By-law 6000-17 requires a minimum of 2 bicycle spaces. The applicant is proposing 0 bicycle spaces.
- h. Section 5.8.1 of the Zoning By-law 6000-17 requires a barrier free parking space to be a minimum of 3.65 metres in width. The applicant is proposing 3.4 metres.
- i. Section 10.3 of the Zoning By-law 6000-17 requires 1 loading space. The applicant is providing 0 loading spaces.
- j. Section 5.3 of the Zoning By-law 6000-17 requires a minimum maneuvering aisle width of 7.0 metres. The applicant is proposing 5.3 metres.
- k. Section 5.8.1 of the Zoning By-law 6000-17 requires a 2.0 metre landscaping strip along the front and side lot lines. The applicant is proposing 0.0 metre landscaping strip.

## Background

### Subject Property and Area Context

The subject property, municipally known as 140 Centre Street, is located on the north side of Centre Street within a developed urban area of the Town of Aurora. The property currently contains a two-storey single-detached dwelling situated toward the front of the lot, two accessory structures located centrally on the site, and a fenced outdoor play area situated in the rear of the lot.

The existing property has a lot area of 607 square metres (6,533 sq. ft) and a lot frontage of 10.1 metres. The property is listed heritage but not designated on the Town's Heritage Registry, no heritage permit is required. Surrounding land uses of the subject property include a day care facility located to the west, a residence located to the east and the Aurora GO Station overflow parking facility located to the north. Surrounding land uses are characterized by a mix of residential, commercial, and employment uses consistent with the Major Transit Station Area (MTSA) designation.

## **Proposal**

The applicant is proposing to construct a new two-storey daycare facility located at the rear of the lot. The proposed daycare has a gross floor area of 236 square metres and includes an associated 79 square metres fenced outdoor play area situated at the rear of the building.

The existing accessory structures located centrally on the lot, along with the deck attached to the rear of the existing dwelling, are to be removed. Additionally, the existing chain fence situated along the easterly yard is to be replaced with a new wood board fence. The existing dwelling located at the front of the lot will be retained and will continue to operate as a legal non-confirming residential use.

Vehicular access to the site will be provided via the existing single driveway from Centre Street, which will lead to the proposed on-site parking area situated centrally on the site. A total of five (5) spaces are proposed, including one (1) barrier-free Type A space. Three (3) of the parking spaces, plus one (1) barrier-free space is designated to serve the day care facility. One (1) parking space will be designated to the existing residential dwelling.

## **Official Plan**

The subject property is designated as "Aurora Promenade and MTSA Mixed Use" under Schedule 'B' – Land Use Plan in the Town of Aurora Official Plan. The property is further identified as "Major Transit Station Area" in Schedule 'D1' of the Town's Official Plan.

## **Zoning**

The subject property is zoned Service Employment (E1) under Comprehensive Zoning By-law 6000-17, as amended. The E1 Zone permits a range of employment and institutional uses, including daycare facilities.

## **Related Planning Applications**

A Site Plan Approval application (SP-2025-09) has been submitted concurrently for the proposed two-storey day care facility.

## **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.

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

As stated on the application form, “the existing property is too small to accommodate the standard zoning specifications”.

### **Planning Comments**

Planning staff have evaluated Minor Variance Application MV-2025-47 pursuant to the prescribed tests as set out in Section 45 (1) of the Planning Act, as follows:

#### **a) The proposed variance meets the general intent of the Official Plan**

The intent of the Major Transit Station Area (MTSA) designation is to support appropriately scaled infill developments that integrate with the surrounding neighbourhood while fostering a range of uses that will transform the area into a vibrant, mixed-use area that prioritizes pedestrian activity, amenities and community services. Child care facilities are permitted within the MTSA designation and represent an essential community service. The proposed development introduces a child care facility while retaining the existing residential use, which aligns with the MTSA policy direction by providing a mix of uses and an essential community service.

Given that the proposed redevelopment is in close proximity to the Aurora Go Station and walking distance from bus connections, the proposed reduced parking space requirements is appropriate and consistent with the MTSA transit-oriented development objectives that seek to reduce reliance on private vehicles. The proposed child care facility is expected to encourage the use of existing transit infrastructure by enabling parents to conveniently drop off their children before commuting to work. In addition, the proposed site design locates parking at the rear of the existing residential dwelling, which supports a safer, pedestrian-oriented environment, consistent with MTSA objective of promoting walkability and pedestrian activity.

Overall, Staff are of the opinion that the proposed variances meet the general intent of the Official Plan.

#### **b) The proposed variance meets the general intent of the Zoning By-law**

The intent of the Service Employment (E1) Zone is to accommodate employment-related and institutional uses that is compatible in terms of ensuring appropriate site design, access and compatibility with surrounding land uses.

A summary of the requested variances and how they maintain the general intent and purpose of the Zoning By-law is provided below:

**Minimum Lot Frontage and Minimum Lot Area:**

Although the proposed development does not alter the existing lot boundaries which were established prior to the enactment of the current Zoning by-law requirements. Building Staff have interpreted that when introducing a new building on the lot, the development is required to conform with the current Zoning By-law requirements, voiding the legal non-conforming status. The required lot frontage and area size as regulated by the Zoning By-law was established to facilitate employment uses which are typically larger in size. This is a unique area of Town, where the lot were previously created for residential purposes and overtime the Town has changed direction for employment use. As such, although the lot frontage and area will not meet the Zoning By-law requirements, but it will be more compatible and consistent with the rest of the lots on Centre Street.

**Minimum Rear Lot Line:**

The intent of the rear yard setback is to ensure appropriate separation between uses in order to maintain privacy, safety, and compatibility. The site immediately north of the subject property contains the Aurora GO Station overflow parking facility with dense vegetations along the southernly property line. The proposed daycare facility is separated by a proposed play area with a setback of 7.25m. Between the proposed play area plus the dense vegetation, it is Staff's opinion that there is adequate buffer to mitigate any privacy and safety concerns. As such, the proposal maintains the intent of the rear yard setback in the Zoning By-law.

**Minimum Interior Side Yard:**

The intent of the minimum interior side yard setback provisions is to ensure adequate separation between buildings for access, privacy and drainage. Despite the reductions, adequate access to the rear of the property is provided through the easterly side yard and internally through the proposed building. In terms of privacy, the Owner is proposing a new solid fence along the easterly side yard to block the view of the parking spaces. The proposed east elevation of the daycare facility contains no windows, thereby maintaining the privacy of the residence located on the abutting easterly property. Lastly, Engineering Staff does not have concerns with the drainage of the site and believes the proposed variance will not have impact to the maintenance of stormwater on the site.

**Landscaping Strip:**

A typical building in an employment zone would contain a large building footprint. The intent of the landscaping strip requirements in an employment zone is to break up those large elevations facing the street between industrial buildings. Although the subject property is within an employment zone, the north side of Centre Street is still predominately residential in nature. The proposed daycare is located in the rear of the

property which keeping the residential building at the front is more consistent with the existing street pattern of Centre Street than the requirements of the Zoning By-law. As such, it is Staff's opinion that the reduction of landscaping strip is appropriate for this portion of Centre Street.

#### Vehicular Parking and Maneuvering Aisle:

The intent of the vehicular parking provisions is to ensure that an adequate supply of on-site parking is provided to support the proposed use while minimizing impacts on surrounding streets and adjacent properties. The intent of the minimum maneuvering aisle provisions is to regulate site access and minimize impacts on the public realm while ensuring safe vehicular movement. The proposed daycare facility is modest in scale and is expected to generate parking demand primarily during peak drop-off and pick-up periods. Engineering Staff agrees with the applicant's Traffic Impact Study which concluded that the reduced parking spaces is sufficient for peak demand and have no concerns with regards to the on-site maneuvering and driveway areas.

#### Barrier-Free Parking:

The intent of the barrier-free parking provisions is to ensure that parking spaces designated for persons with disabilities are safe, convenient, and provide sufficient space for vehicle access to and from a building entrance. Although, the proposed barrier-free parking space does not meet the Town's Zoning By-law, it does meet the minimum requirements of the *Ontario Building Code*. Furthermore, it has direct access to the proposed daycare facility.

#### Bicycle Parking:

The existing E1 zone is intended to support the transportation needs of a larger workforce. However, the proposed day care only anticipates four (4) staff members. Furthermore, most trips to and from the site are expected to be made by parents accompanying young children, typically by automobile. Lastly, the location of the subject property is within a walkable distance from nearby transit stations. Staff does not anticipate a demand for bicycle usage and the reduction of bicycle parking will not discourage another active transportation methods like public transportation.

#### Loading Space:

The intent of the loading space requirement is to ensure that service and delivery functions can occur safely and efficiently on-site without creating conflicts with vehicular circulation or impacts to the public realm. Given the scale and operational characteristics of the proposed daycare facility, Staff are satisfied that loading and servicing activities can be accommodated through on-site parking and designated drop off areas without the

need for a dedicated loading space. The absence of a formal loading space is not anticipated to result in adverse operational or safety impacts.

Overall, staff are of the opinion that the requested variances meet the intent of the Zoning by-law.

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

The proposed daycare use is compatible with adjacent land uses. The proposed development is in keep with the development patterns on Centre Street and the use is compatible with the existing day care facility located west of the subject property. Locating the proposed daycare at the rear of the lot will not impact the existing residential character of Centre Street. The proposed east elevation of the daycare facility and the new solid wood fence will further mitigate potential privacy impacts between the proposed day care and residence. Overall, the requested variances are appropriate and desirable to support the proposed development.

**d) The proposed variance is considered minor in nature**

The proposed variances are minor in nature when considered collectively and in the context of the existing site conditions and surrounding development. The proposed variances do not result in any negative impacts, as the proposed development does not alter the existing lot frontage or lot area and maintains the existing driveway. The proposed site layout will continue to provide safe and functional vehicular movement for drop-off and pick-up, and appropriate access for emergency vehicles. The overall site functionality is maintained, and no adverse operational impacts are anticipated.

#### **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 completed. No objection.
Engineering Division	No objection.
Operational Services (Parks)	No objection.

Department or Agency	Comments
Operations (Public Works)	No objection.
Central York Fire Services	No objection.
York Region	No objection.
LSRCA	No objection.
Alectra	No objection.

### **Public Correspondence**

Written submissions were not received at the time of writing of this report. Should additional 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' – Recommended Conditions of Approval

Appendix 'B' – Site Plan

Appendix 'C' - Elevations

## Appendix 'A' – Conditions of Approval

### Planning and Development Services:

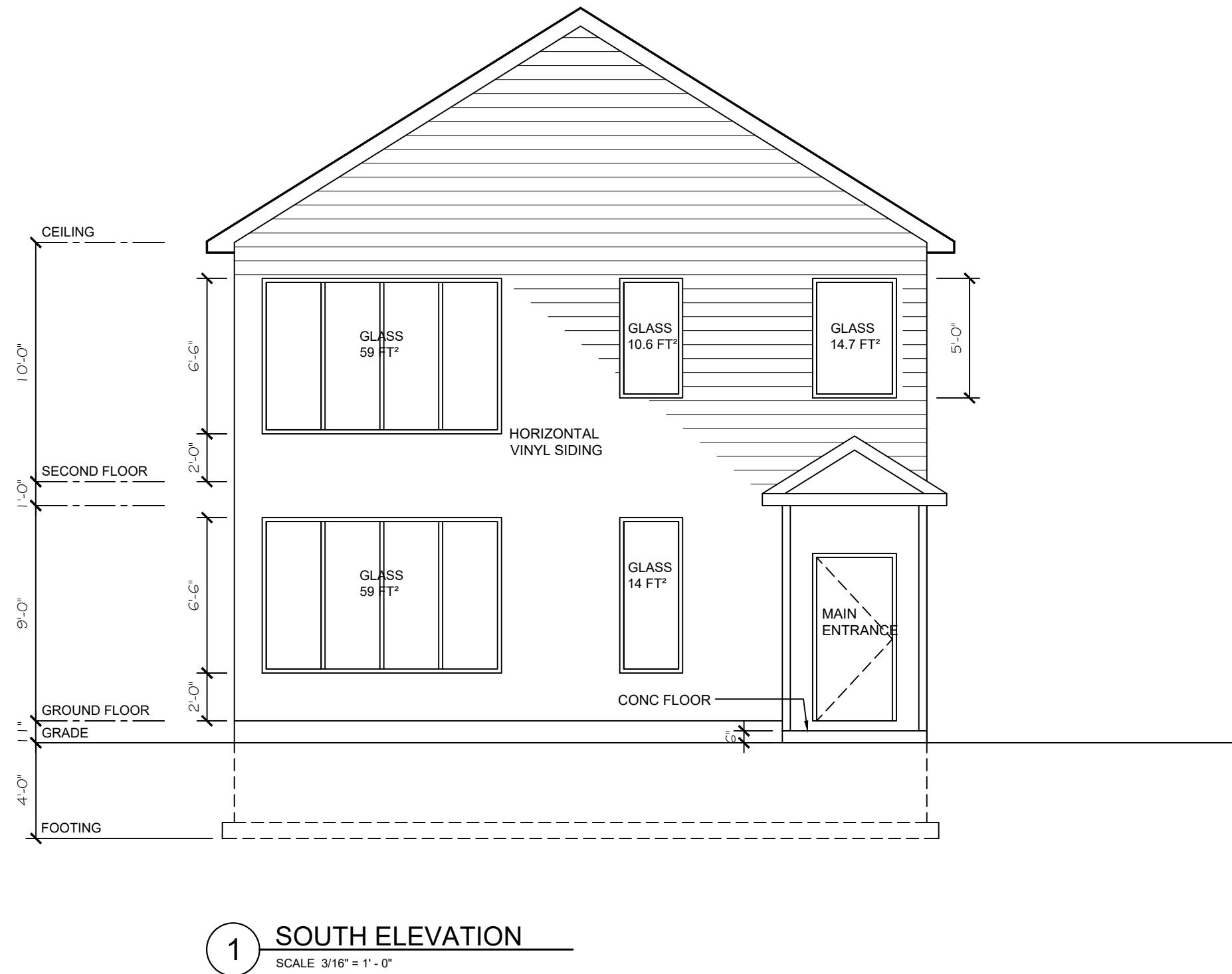
1. That the variance only applies to the subject property in conformity with the plans attached as 'Appendix B' to this Staff Report, to the satisfaction of the Director of Planning and Development Services or designate.
2. That the Owner shall obtain all necessary Site Plan approval from the Town Development Planning division to the satisfaction of the Director of Planning and Development Services; and
3. "That the Owner shall clear all the above conditions within two (2) years of the date that notice of the decision was given or the Variance will lapse, requiring re-application to the satisfaction of the Director of Planning and Development Services."

### Operational Services (Parks):

4. That the owner shall be required to provide an Evaluation Report prepared by a Certified Arborist or Professional Registered Forester outlining all aspects of the impacts that this proposal will have on existing trees. The report shall include the following:
  - a. An assessment of existing trees (5cm trunk diametre and greater) by size, species and condition including trees on adjacent properties whose structure or root zone may be impacted by construction.
  - b. Identification of all tree injuries and tree removals, if any.
  - c. Identification of all tree protection measures including recommendations on the mitigation of negative effects to trees during and post construction, including applicable maintenance requirements.
  - d. Provision of monitoring of the site work through a series of site visits by the Arborist/Forester to ensure protection/preservation measures remain in compliance throughout the duration of the project. Monitoring shall occur i) at commencement of work to certify all tree protection measures are in place, ii) during site work to confirm protection measures are in place and to oversee arboricultural works as required, and iii) post construction assessment. Each site visit is to be documented and any resulting action items required by the Arborist /Forester shall be implemented and confirmed on site forthwith by the Arborist /Forester following each visit.

- e. A monetary evaluation in accordance with the Town's Tree Compensation Policies for all trees designated to be removed.
- 5. The Owner shall be required to provide a tree compensation and a replanting plan in accordance with the Town of Aurora Tree Compensation Policies to the satisfaction of the Director of Operational Services as compensation for trees removed to facilitate construction. Compensation planting shall be completed prior to release of the financial securities.
- 6. The owner shall agree to comply with the Aurora Tree Permit By-law # 5850 -16 prior to the removal of any trees on the property.
- 7. The owner shall be required to provide financial securities based on the total value of the Tree Compensation evaluation and all Arboriculture works as defined by the Town and the Owner's Arborist/ Forester, to the satisfaction of the Director of Operational Services.





**WALL TYPE LEGEND:**

- TO BE REMOVED
- EXISTING WALL
- TO REMAIN
- NEW WALL

**Marilyn Ypes  
Architect Inc.**

238 Twin Sister Lakes Road  
Marmora, Ontario  
K0K 2M0  
Tel 416-223-8385

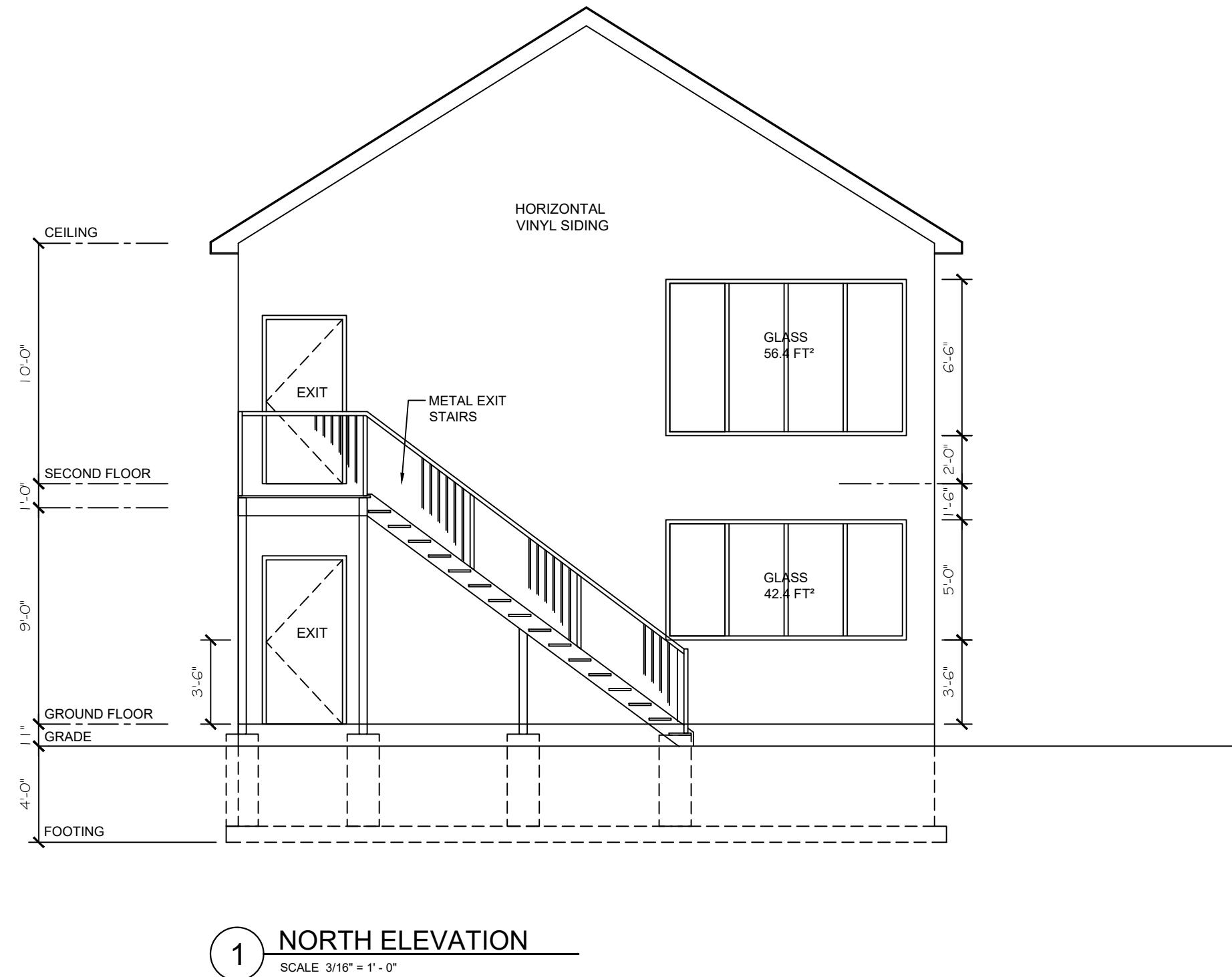


**PROJECT**  
**ADDITION  
TO  
140 CENTRE STREET  
AURORA ON**

**FOR :**  
**EARLY LEARNING CENTRE**

**DRAWING**  
**EXTERIOR ELEVATION**

SCALE 3/16" = 1'-0"	PROJECT NO. 2025-12
DATE JUNE 2025	DRAWING NO. 4
DRAWN L C	CHECKED M Y



WALL TYPE LEGEND:

- TO BE REMOVED
- EXISTING WALL
- TO REMAIN
- NEW WALL

Marilyn Ypes  
Architect Inc.

238 Twin Sister Lakes Road  
Marmora, Ontario  
K0K 2M0  
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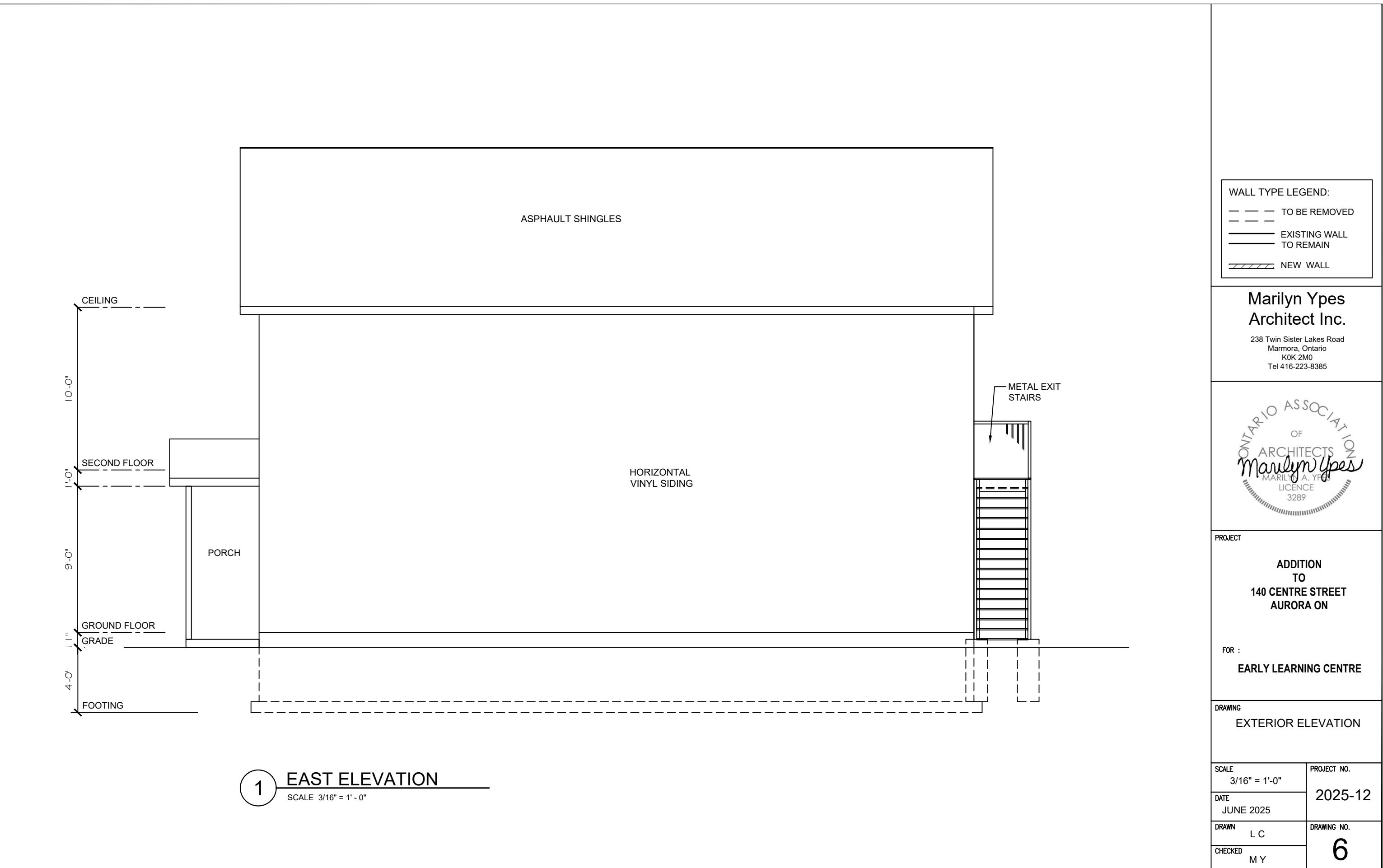


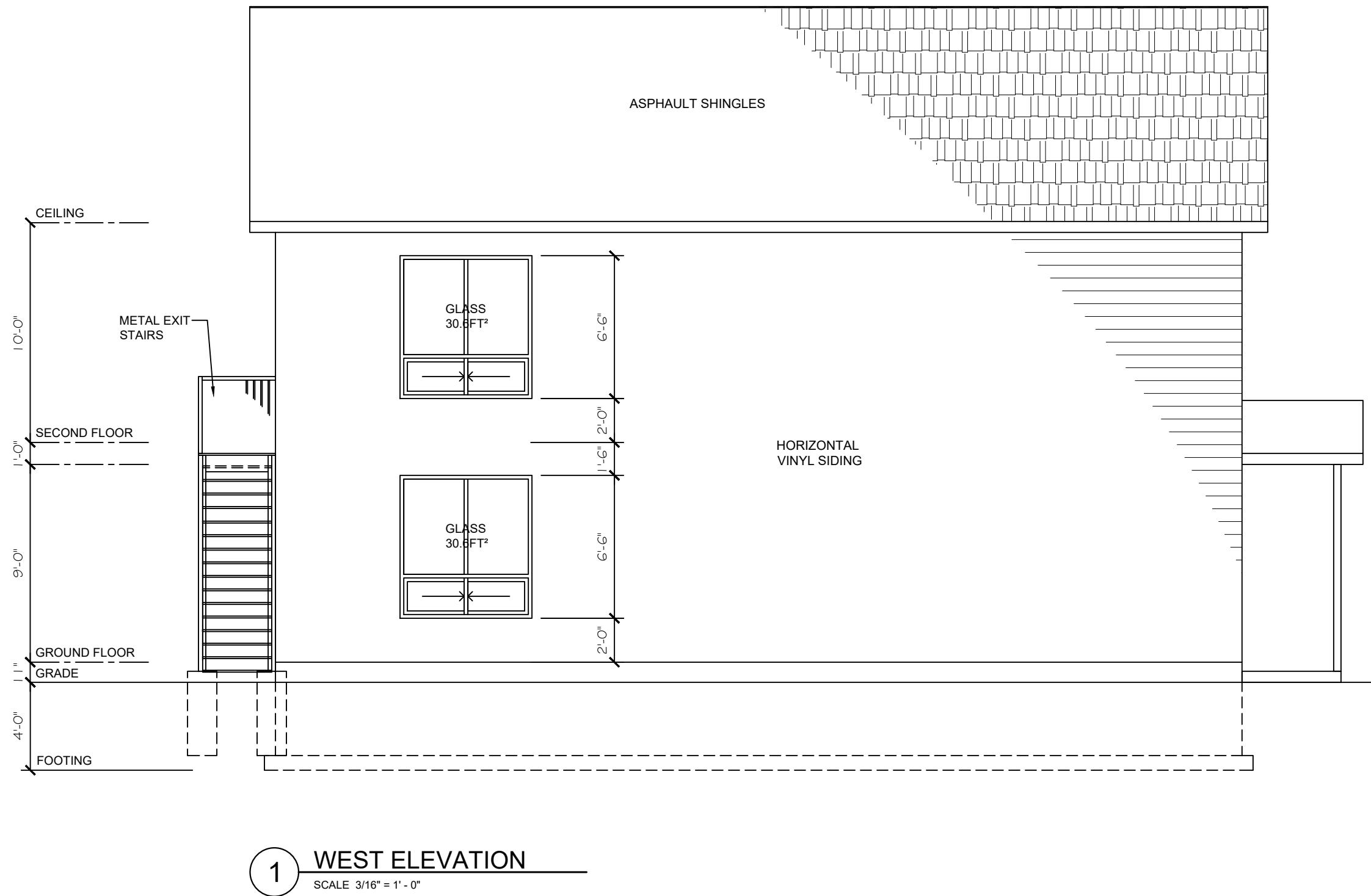
PROJECT  
ADDITION  
TO  
140 CENTRE STREET  
AURORA ON

FOR :  
EARLY LEARNING CENTRE

DRAWING  
EXTERIOR ELEVATION

SCALE 3/16" = 1'-0"	PROJECT NO. 2025-12
DATE JUNE 2025	DRAWING NO. 5
DRAWN L C	CHECKED M Y





WALL TYPE LEGEND:

— — — TO BE REMOVED

— — — EXISTING WALL

— — — TO REMAIN

// / NEW WALL

# Marilyn Ypes Architect Inc.

238 Twin Sister Lakes Road  
Marmora, Ontario  
K0K 2M0  
Tel 416-223-8385



PROJECT

**FOR :**

**DRAWING**  
**EXTERIOR ELEVATION**

SCALE 3/16" = 1'-0"	PROJECT NO. 2025-12
DATE JUNE 2025	
DRAWN L C	DRAWING NO.
CHECKED M Y	7