



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

Date: Thursday, March 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.

	Pages
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 February 12, 2026, Meeting Number 26-02	1
That the Committee of Adjustment Meeting Minutes from Meeting Number 26-02 be adopted as circulated.	
6. Presentation of Applications	
6.1 MV-2026-10 - Ruscica - 9 Houdini Way	39
6.2 MV-2026-02 - Scully - 10 Dodie St	40
6.3 MV-2026-03 - Santilli - 59 Cranberry Lane	49
6.4 MV-2026-04 - MV-2026-09 - Dancing Forests - 186-206 Archerhill Cir	60
7. New Business	
8. Adjournment	



**Town of Aurora
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Meeting Agenda**

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		Pages
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 January 8, 2026, Meeting Number 26-01	1
	That the Committee of Adjustment Meeting Minutes from Meeting Number 26-01 be adopted as circulated.	
6.	Presentation of Applications	
	6.1 C-2025-03 - Hollidge Properties Inc - 170 Hollidge Blvd	5
	6.2 MV-2025-48 - Hunzach Group Holdings Inc - 350 First Commerce Drive	13
	6.3 MV-2025-47 - 1000050647 Ontario Inc - 140 Centre St	23
7.	New Business	
8.	Adjournment	



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 Saucedo
Alida Tari
Michael Visconti
Klaudia Watts

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

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 Saucedo**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 - 100050647 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

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

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').

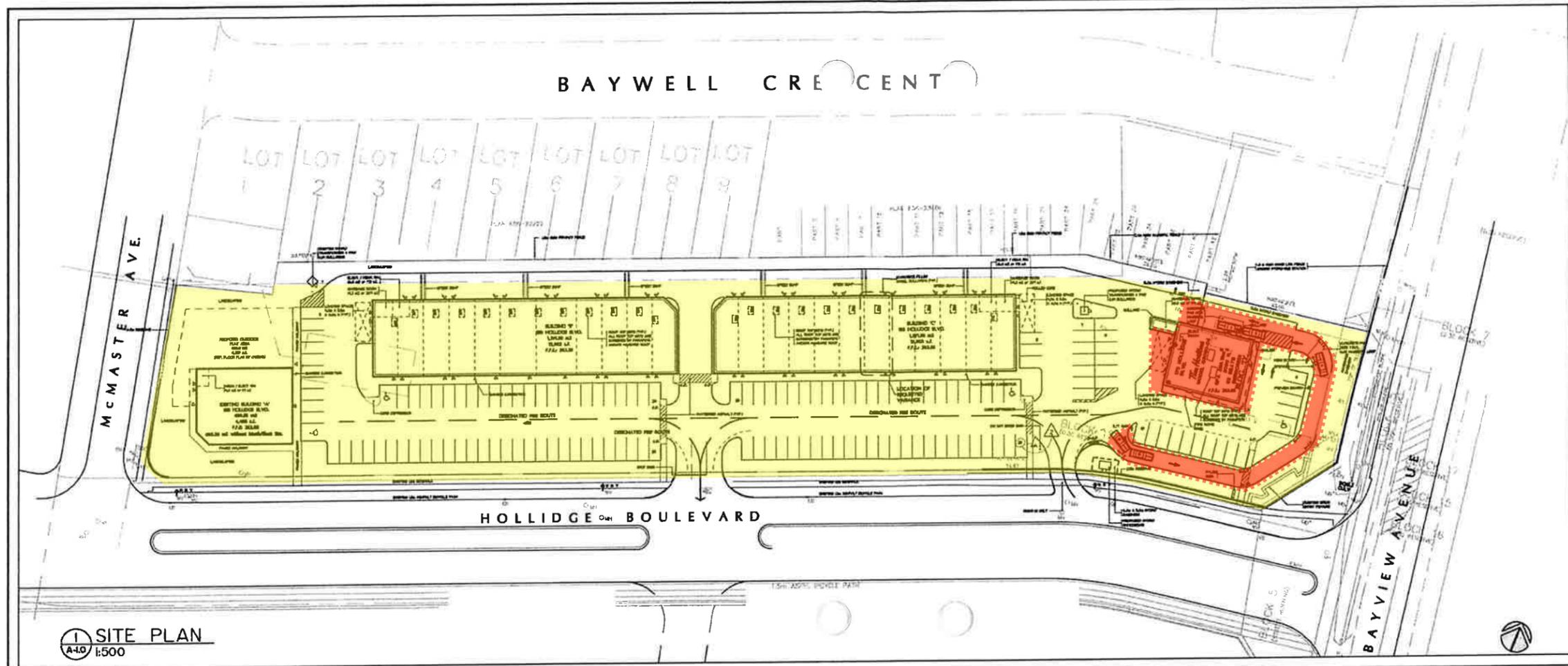
Attachments

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.



1 SITE PLAN
A-1.0 1:500

No	ISSUED	DATE
1	RE-ISSUED FOR SPA	APR 10 2018
2	ISSUED FOR COA	OCT 21 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

KEY PLAN NOT TO SCALE

NOTES

- ALL ROOF TOP UNITS ARE TO BE SCREENED FROM THE STREET EDGE AS WELL AS THE RESIDENTIAL LOTS TO THE NORTH.
- PYLON SIGN NOT TO EXCEED 10m IN AREA.
- DRIVEWAY CURBS SHALL BE DISCONTINUOUS AT THE SIDEWALKS AND SHALL BE TAPERED BACK 300mm.
- CONCRETE CURBS TO BE OPSD 600.1.

STATISTICS EXISTING ZONING: C4-9 (SHOPPING CENTRE, COMMERCIAL)

SITE AREA:	13,591.33 m ² or 3.34 acres
BUILDING 'A' AREA (daycare):	409.50 m ² or 4,406 s.f.
BUILDING 'B' AREA (retail):	1,291.50 m ² or 13,903 s.f.
BUILDING 'C' AREA (restaurant):	286.18 m ² or 3,080 s.f.
GROSS FLOOR AREA (TOTAL):	3,078.68 m ² or 33,297 s.f.
COMMERCIAL FLOOR AREA (TOTAL):	3,099.28 m ² or 34,437 s.f. (not including service areas)
SITE COVERAGE:	3,278.68 m ² or 24.12 %
LANDSCAPE AREA:	3,254.51 m ² or 23.94 %
ASPHALT AREA:	7,099.34 m ² or 51.94 %

LEGAL DESCRIPTION

208 - 224 HOLLIDGE BLVD.
PART OF BLOCK 1
REGISTERED PLAN 65M-3074
TOWN OF ALBERA
REGIONAL MUNICIPALITY OF YORK

BALDASSARRA
Architects INC.

30 Great Gulf Drive, Unit 20 | Concord ON | L4K 0K7
T 905.650.0722 | www.baldassarra.ca

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

SITE PLAN

DATE	DRAWN BY	CHECKED BY	SCALE
OCT. 2021	CL		AS NOTED
PROJECT No: 06-37		DRAWING No: A-1.0	

P:\P-2041 Hollidge Center 2020 Minor Variance\Drawings\01 Current Drawings\021 Minor Variance Application\0837_A-1.dwg, 2021-10-21 10:11:59 AM, Matthew, DWG To PDF.pc3



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

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):

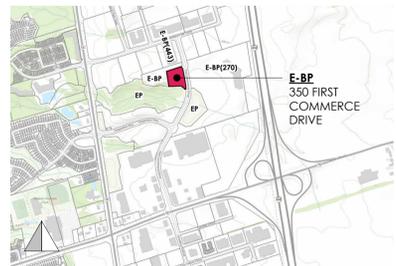
4. That the owner shall be required to provide an Evaluation Report prepared by a Certified Arborist or Professional Registered Forester outlining all aspects of the impacts that this proposal will have on existing trees. The report shall include the following:
 - a. An assessment of existing trees (5cm 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.

**TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION**

PERMIT NO.: PR20251915 **DATE:** Jan. 9, 2026

APPROVED BY: *Bill Jean*
PRELIMINARY ZONING REVIEW



KEY PLAN

ZONING STATS - E-BP (BUSINESS PARK)			
	MIN REQUIREMENT	PROVIDED	MV REQ
LOT AREA	0.8 ha [8000 SQM]	1.06 ha [10692]	NO
LOT FRONTAGE	30.0m	194.39m	NO
FRONT YARD	6.0m	13.95m	NO
REAR YARD	3.0m	31.19m	NO
INTERIOR SIDE YARD	10.0m	10.0m	NO
EXTERIOR SIDE YARD	6.0m	3.0m	YES
HEIGHT (MAX)	13.5m	13.5m	NO
LOT COVERAGE (MAX)	50%	42.0%	NO
PARKING SPACES	68 SPACES	71 SPACES	NO

SITE STATISTICS - A			
DESCRIPTION	AREA (SM)	AREA (SF)	PERCENTAGE
BUILDING FOOTPRINT	3919.49 m ²	42189 ft ²	36.66%
BUILDING FOOTPRINT	3919.49 m ²	42189 ft ²	36.66%
HARDSCAPE			
ASPHALT	5097.00 m ²	54864 ft ²	47.67%
WASTE STORAGE	20.64 m ²	222 ft ²	0.19%
SIDEWALK AND CURB	229.83 m ²	2474 ft ²	2.15%
LANDSCAPE	5347.47 m ²	57560 ft ²	50.01%
LAWN	1425.81 m ²	15347 ft ²	13.33%
LAWN	1425.81 m ²	15347 ft ²	13.33%
LAWN	10692.76 m ²	115096 ft ²	100.00%

PARKING SCHEDULE		
REQUIREMENT	Multiple unit buildings within Business park	68 SPACES REQUIRED
BARRIER FREE REQUIREMENT	13-100 SPACES	4% of the total number of Parking Spaces provided in the Parking Area 71*4% = 3 SPACES
PROVIDED TYPE	TYPE A 3650X5300 TYPE B 2700X5300	COUNT
ACCESSIBLE - TYPE A	3650 x 5300	1
ACCESSIBLE - TYPE B	2700 x 5300	2
PARALLEL PARKING SPACES	6500 x 2750	3
STANDARD PARKING SPACES	2700 x 5300	65
		71

Minimum Siting Specifications for Business Park (E-BP)		Minimum Landscaping Provisions for Business Park (E-BP)	
Yard adjacent to Public Highway		Adjacent to front Lot Line (except for Driveway locations)	
Adjacent to Hwy 404	13.7m	Adjacent to Wellington Street, Leslie Street and St. John's Sideroad	6 m
Adjacent to other streets	9 m	Lots fronting on other roads	3 m
Adjacent to other streets	6 m	Adjacent to Open Space Zone	10 m
Adjacent to other streets	10 m	Adjacent to other Lot Lines	3 m
Other Yards	3 m		

SITE LEGEND

	PROPOSED BUILDING		PAVERS
	LANDSCAPE		MULCH / WOOD CHIPS
	ASPHALT DRIVEWAY		PAINTED ROAD LINES
	CONCRETE CURB		WOOD DECKING
	CONCRETE SIDEWALK		6m WIDE FIRE ROUTE WITH HEAVY DUTY ASPHALT
	SIAMESE CONNECTION		MANHOLE
	LIGHT STANDARD		CATCHBASIN
	PROPOSED FIRE HYDRANT		PROPOSED MECHANICAL CONDENSING UNIT ON CONCRETE HOUSEKEEPING PAD - SEE MECH DWGS
	NO PARKING SIGN FOR FIRE ROUTE, IN ACCORDANCE WITH THE CITY SIGN BY-LAW AND OBC		PROPOSED PAD MOUNTED TRANSFORMER (REFER TO ELECTRICAL DRAWINGS)
	DEPRESSED CURB		MAIN ENTRANCE
	SETBACKS		SECONDARY ENTRANCE
	PROPERTY LINE		SERVICE ENTRANCE
	HANDICAP PARKING		EV CHARGING STATION
	WASTE STORAGE		SALT STORAGE BIN
	FIRE DEPARTMENT CONNECTION		BICYCLE PARKING

NOTES:

THE APPLICANT IS ALSO RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE PROVINCIAL REQUIREMENTS AND OBTAINING THE NECESSARY APPROVALS AND/OR PERMITS FROM THE MINISTRY OF THE ENVIRONMENT & CLIMATE CHANGE WITH REGARD TO ANY PROPOSED DE-WATERING.

ALL TREE PRESERVATION WITHIN THE RIGHT OF WAY LANDS SHALL BE IN ACCORDANCE WITH LANDSCAPE DRAWINGS AND TREE PRESERVATION DRAWINGS AND REPORTS, APPROVED BY CITY; PRIOR TO COMMENCING ANY WORK WITHIN THE RIGHT OF WAY, THE CONTRACTOR, DEVELOPER, OR CONSULTANT WILL OBTAIN ALL NECESSARY ROAD OCCUPANCY PERMITS FROM THE CITY'S RIGHT OF WAY MANAGEMENT UNIT.

STAFF HAS REVIEWED THE APPLICATION ON THE UNDERSTANDING IT WILL COMPRISE A SINGLE PARCEL OF LAND, UNDER ONE OWNER, UPON COMPLETION, IF ANY PARTY, INCLUDING THE APPLICANT ARE ANY SUBSEQUENT OWNER, SUBMITS AN APPLICATION FOR SEVERANCE, PART-LOT CONTROL, SUBDIVISION, CONDOMINIUM APPROVAL OR ANY OTHER FORM OF THE LAND DIVISION FOR THIS DEVELOPMENT NOT IN ACCORDANCE WITH THIS ASSUMPTION, DIFFERENT SERVICING CONNECTIONS, INCLUDING ALL ASSOCIATED STORMWATER MANAGEMENT FACILITIES AND ANY NECESSARY REVISED PLANS AND STUDIES, MAY BE REQUIRED BY THE CITY AT THE SOLE COST TO THAT APPLICANT.

REFER TO THE APPROVED ENGINEERING DRAWINGS FOR THIS SUBJECT SITE FOR ALL SITE SERVICING AND ABOVE GROUND CONNECTIONS INFORMATION.

BUILDING PERMIT ISSUANCE SHALL BE SUBJECT TO THE BUILDING PERMIT DRAWINGS NOT BEING IN CONTRAVENTION WITH THESE APPROVED PLANS AND DRAWINGS INCLUDING, BUT NOT LIMITED TO, THE EXTERIOR DESIGN OF THE BUILDING AND THE EXTERIOR BUILDING MATERIALS.

PROPOSED FIRE ROUTE SHALL PROVIDE LOAD SUPPORT SUFFICIENT TO SUPPORT THE EXPECTED LOADS IMPOSED BY FIRE FIGHTING EQUIPMENT AND MEET THE REQUIREMENTS OF THE CANADIAN HIGHWAY BRIDGE CODE, CAN/CSA-656, AND SHALL BE SURFACED IN ORDER TO BE ACCESSIBLE UNDER ALL CLIMATIC CONDITIONS.

No.	Description	Date
5	REV. FOR MV	2025.01.07
4	ISSUED FOR MV	2025.12.24
3	REV. FOR PZR	2025.11.24
2	ISSUED FOR PZR	2025.11.18
1	FOR CLIENT REVIEW	2025.11.13

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.

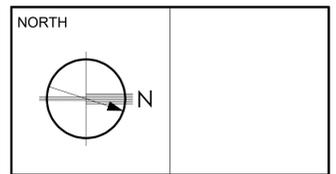
DO NOT SCALE DRAWINGS.

THIS DRAWING MAY NOT BE USED FOR CONSTRUCTION UNTIL SIGNED.

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CSPACE ARCHITECTURE

58-8841 GEORGE BOLTON PKWY, BOLTON, ON L7E 2X8
T: 647.588.1784 E: info@cspace.ca



PROJECT

MULTI UNIT INDUSTRIAL BUILDING

350 FIRST COMMERCE DRIVE

DRAWING TITLE

SITE PLAN

SCALE
As indicated

PROJECT NO.
25-2140

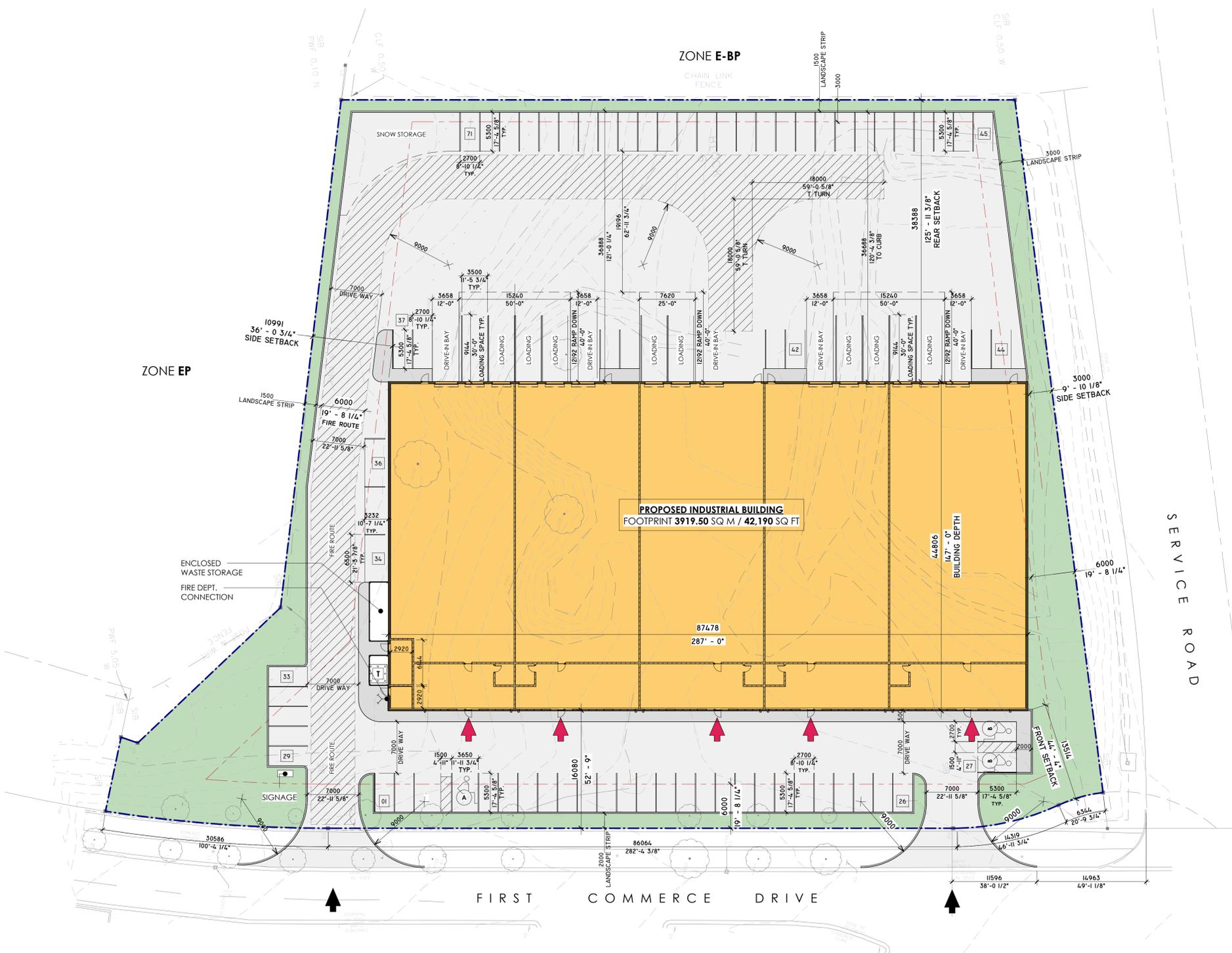
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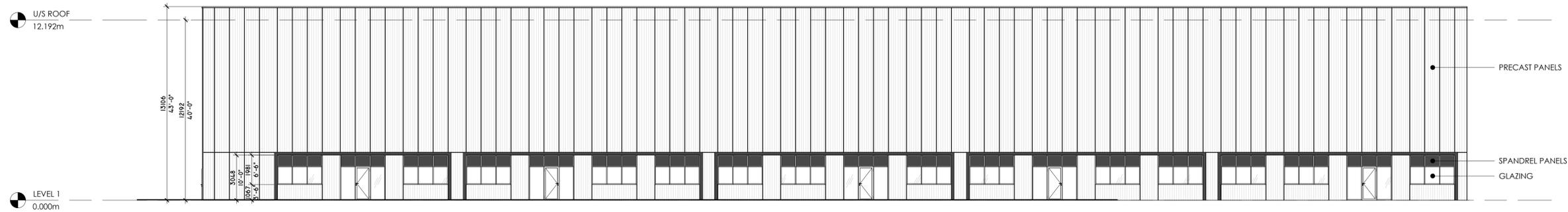
DATE-YMD
26.01.07

DRAWING NO.

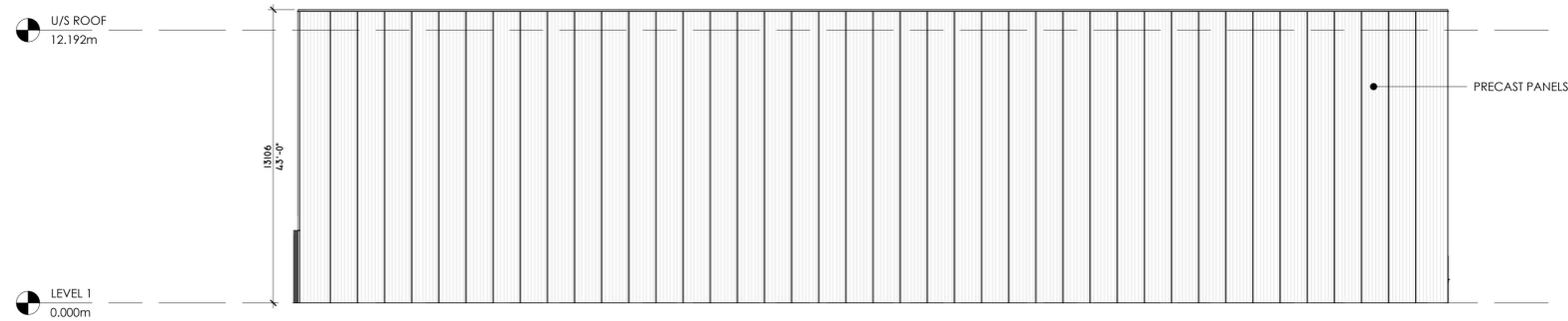
A1



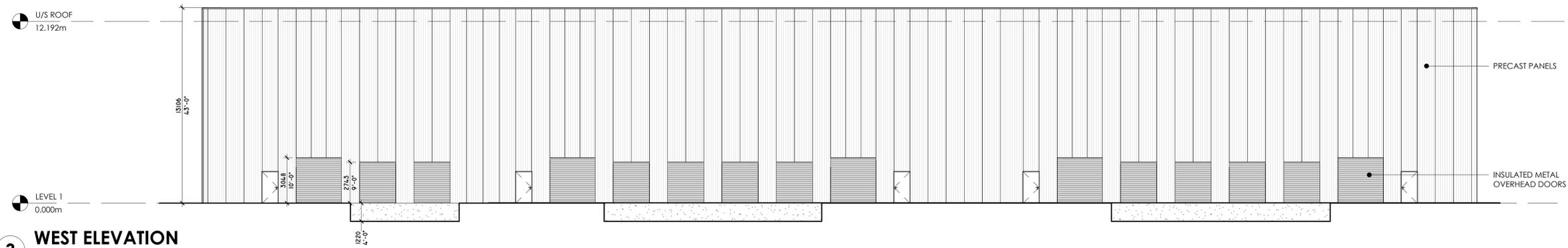
1 SITE PLAN
1 : 300



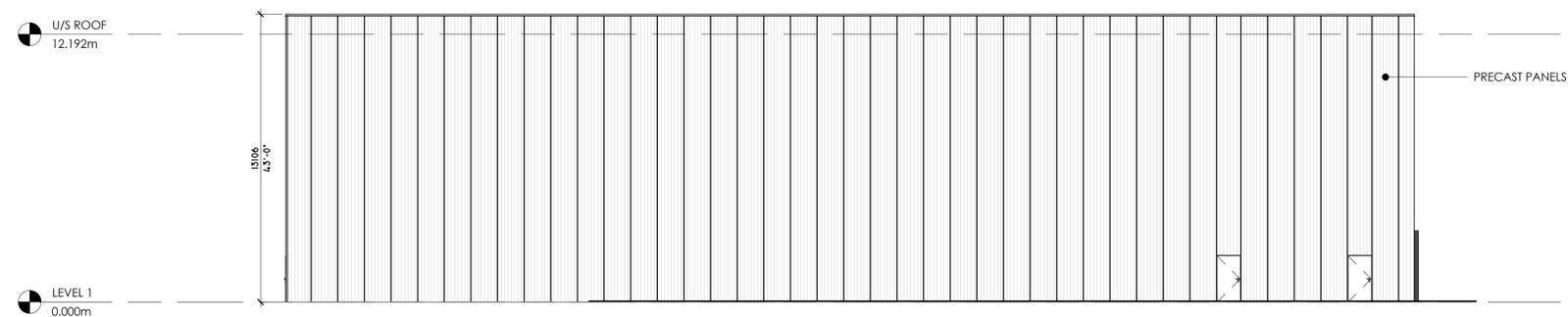
1 EAST ELEVATION - COMMERCIAL DRIVE
1 : 150



2 NORTH ELEVATION - SERVICE ROAD
1 : 150



3 WEST ELEVATION
1 : 150



4 SOUTH ELEVATION
1 : 150

No.	Description	Date
3	REV. FOR PZR	2025.11.24

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.

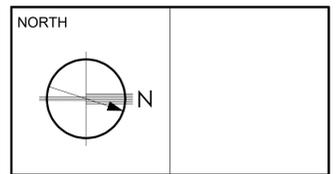
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THIS DRAWING MAY NOT BE USED FOR CONSTRUCTION UNTIL SIGNED.

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CSPACE ARCHITECTURE

58-8841 GEORGE BOLTON PKWY, BOLTON, ON L7E 2X8
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
asaeedaurora.ca

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

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

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 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.

**TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION**

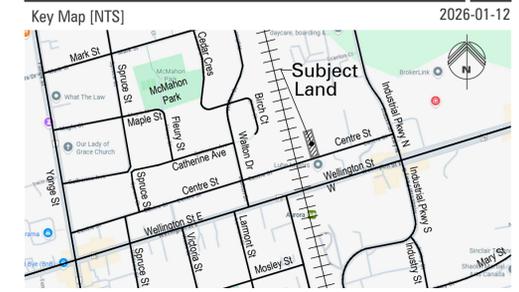
PERMIT NO.: PR20251940 DATE: Jan. 14, 2026

APPROVED BY: *Bill Jean*
PRELIMINARY ZONING REVIEW



SITE PLAN

140 Centre Street
AURORA, ON



KEY PLAN NTS

STATISTICS

SUBJECT LAND	589.14 m ²	0.059 Ha	100.0%
Existing Building footprint (to remain)	55.70 m ²	0.006 Ha	9.4%
Daycare (new building footprint)	118.60 m ²	0.012 Ha	20.1%
Driveway and Parking Area	242.08 m ²	0.024 Ha	41.1%
Walkways	21.58 m ²	0.002 Ha	3.7%
Landscape Areas	151.18 m ²	0.015 Ha	25.7%

Gross Floor Area

Existing Building GFA for Residential (to remain)	~ 100 m ²
New Daycare Building GFA	218.6 m ²

ZONING STANDARDS

	E1 Zone Standards	Proposed E1-XX
Lot Area	Min. 2,000m ² existing	589.14 m ²
Lot Frontage	Min. 30 m	existing 10.10m
Front Yard Setback	Min. 3.0 m	existing 5.7m (Complying)
Rear Yard	Min. 9.0 m	7.0 m
Interior Side Yard S/B	Min. 3.0 m	Nil (east side existing house) 1.2m (east side new building) 3.7m (west side existing house) 0.98m (west side new building)

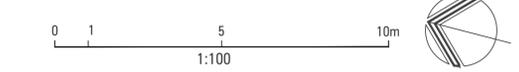
Exterior Side Yard	N/A	N/A
Lot Coverage (maximum)	N/A	N/A
Height (maximum)	15 m	within 15 m (Complying)
Landscape Buffer (ZBL 5.3.7.1)	3.0 m	Nil
Distance between buildings same lot	N/A	N/A

Parking

	Required	Provided:
Typical Parking dimensions	Min. 2.7m x 5.3m	2.7 x 5.3m (Complying)
Barrier Free Type A parking	1 space (3.65x5.3) + 1.5m	1 space (3.4m x 5.3m) + 1.5m (Complying)

Residential (2 per dwelling)	2 spaces	Nil
Daycare 2.5 / 100m ² GFA	6 spaces	5 spaces
Total Parking provided (including 1 Accessible Type A):		5 Parking Spaces

Bicycle Parking (2+ 1/1,000m ² GFA)	Req. 2	Nil
Parking manoeuvring width	7.0m	5.2 m
Driveway width (at lot frontage)	Min.3.5/Max.4.5m	4.07 m (Complying)
Driveway width (between building & lot line)	Min.3.5/Max.4.5m	3.7m & 4.0m (Complying)



No.	PLAN	REVISION	BY	CHK	DATE
03	SP1	Removed parking space from front yard & updated stats	DAC	MTL	2026.01.12
02	SP1	Minor revisions to exterior layout features	DAC	MTL	2025.10.30
01	SP1	Concept Site Plan Issued for Coordination	DAC	MTL	2025.09.15

140 CENTRE STREET, AURORA, ON
Legal Description: PT LT 2 and 3 Second Range North of Centre St. East of Railroad Reg. Plan 107, Town of Aurora
Prepared for:
1000050647 Ontario Inc.

- Notes:
- Distances shown on this Plan are in Metres.
 - Topographical information made available through Survey prepared by GENESIS Land Surveying Inc. dated November 24th, 2024.

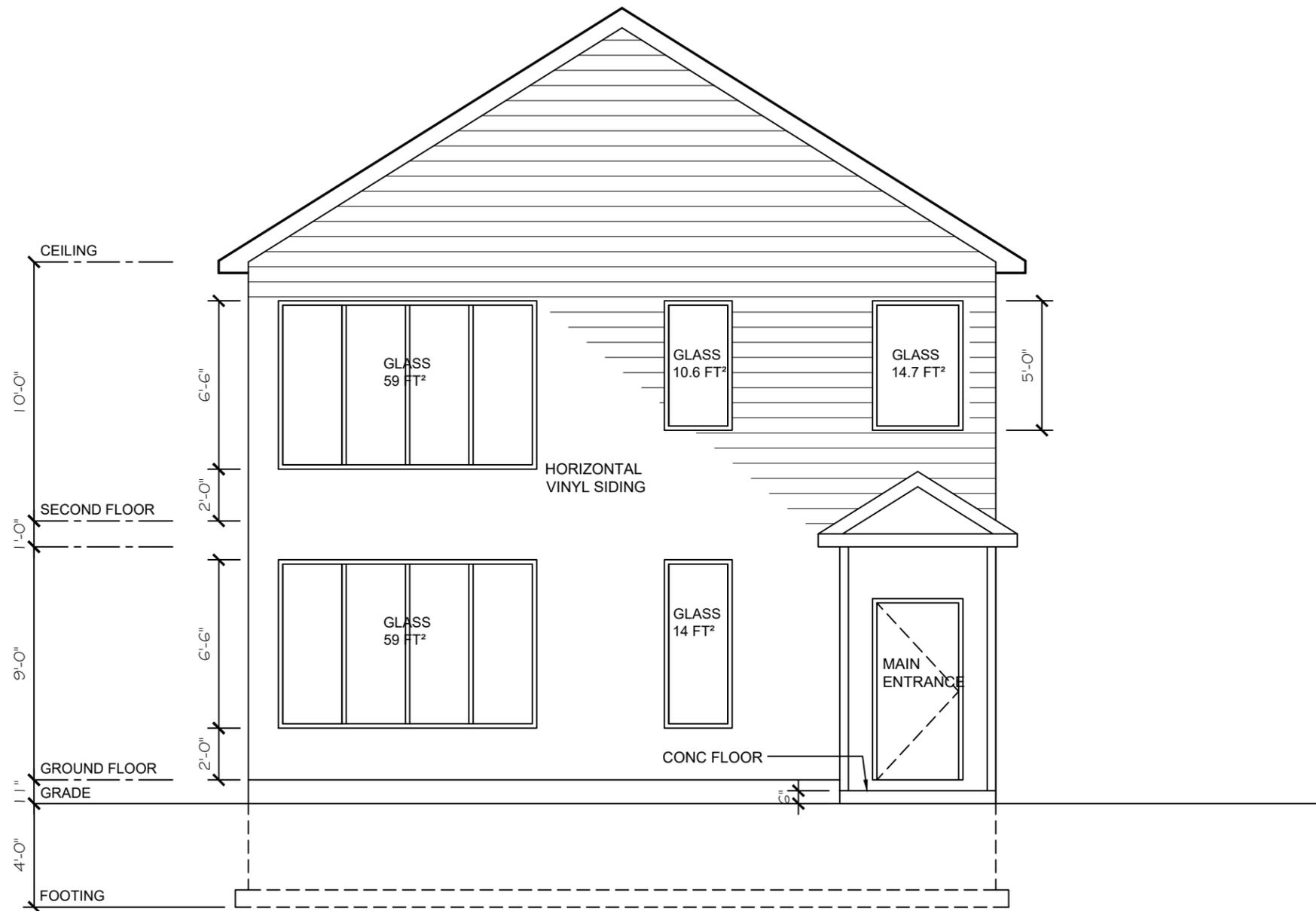
LEGEND

Subject Land	12-01-2026	ALC
New Building	DATE	PROJECT
Existing Building		

LARKPlan
Land Use + Development Consultants A Division of LDC

3169 Searidge Street, Severn, ON L3V 8R1
Ph: 905-895-0554

SCALE: 1:250
PLAN: SP1



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

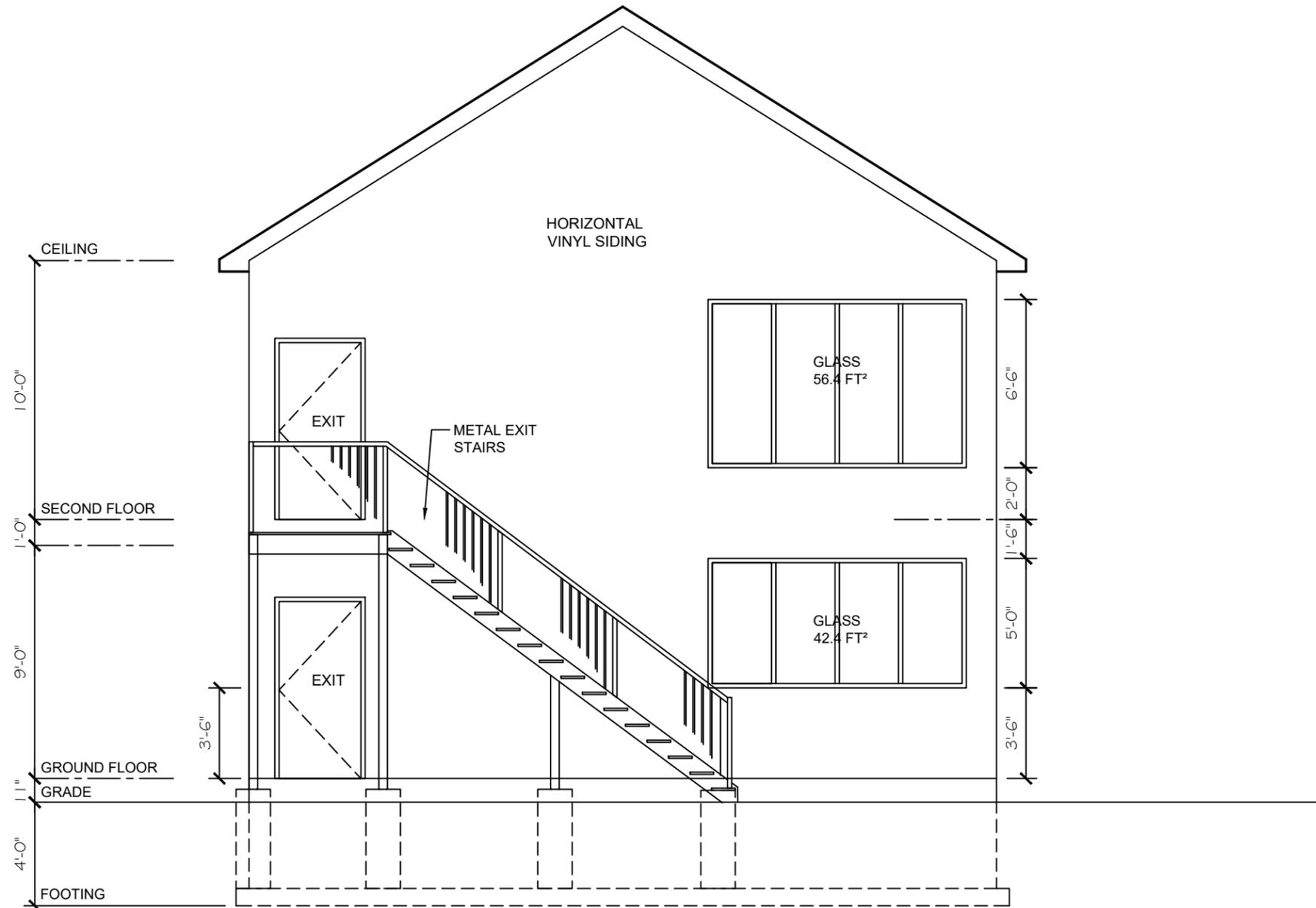


PROJECT
 ADDITION
 TO
 140 CENTRE STREET
 AURORA ON
 FOR :
 EARLY LEARNING CENTRE

DRAWING
 EXTERIOR ELEVATION

1 SOUTH ELEVATION
 SCALE 3/16" = 1' - 0"

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

**ADDITION
TO
140 CENTRE STREET
AURORA ON**

FOR :

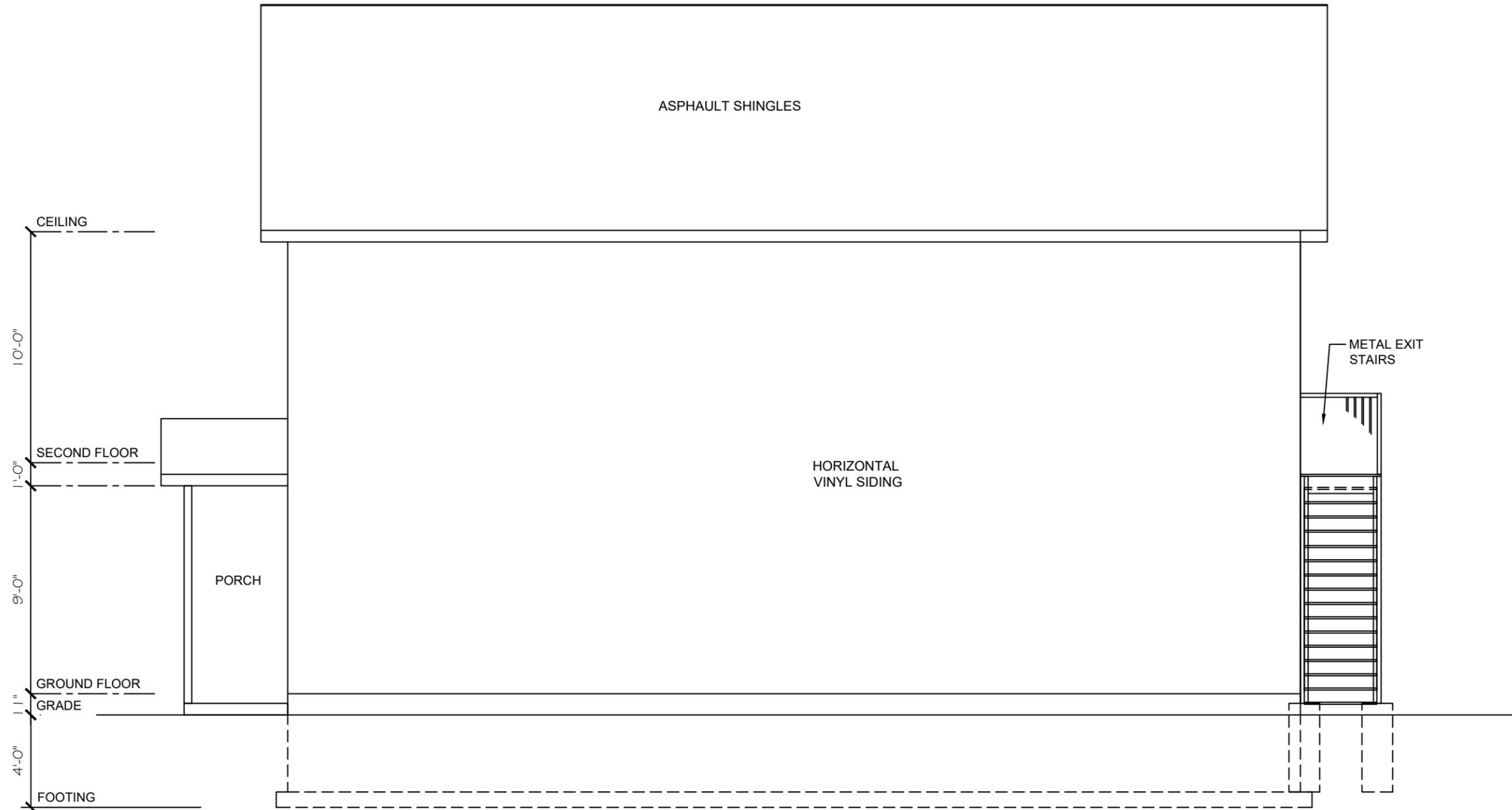
EARLY LEARNING CENTRE

DRAWING

EXTERIOR ELEVATION

1 NORTH ELEVATION
SCALE 3/16" = 1' - 0"

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

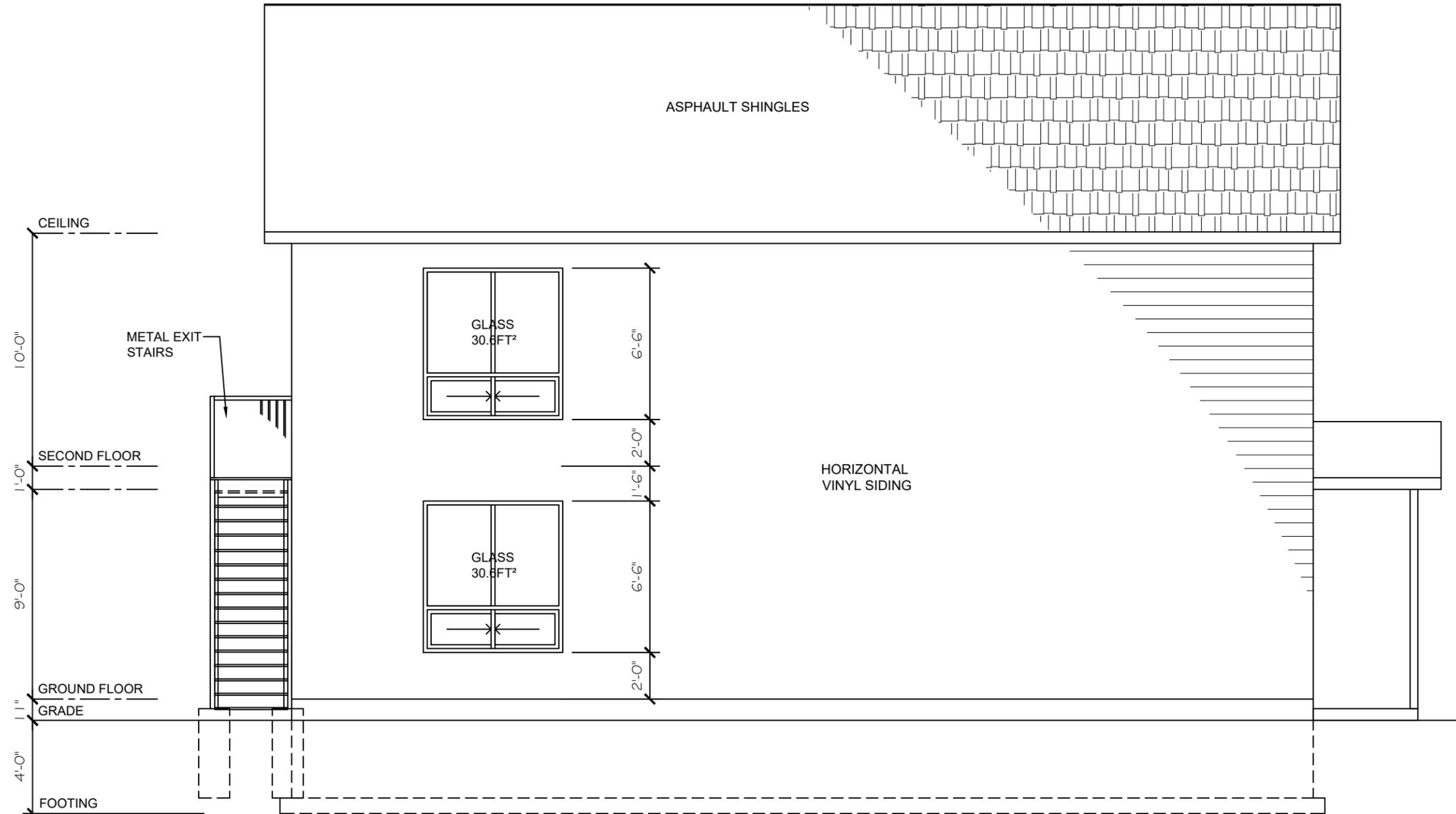
**ADDITION
TO
140 CENTRE STREET
AURORA ON**

FOR :
EARLY LEARNING CENTRE

DRAWING
EXTERIOR ELEVATION

1 EAST ELEVATION
SCALE 3/16" = 1' - 0"

SCALE 3/16" = 1'-0"	PROJECT NO. 2025-12
DATE JUNE 2025	
DRAWN L C	DRAWING NO. 6
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

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

DRAWN
L C

DRAWING NO.

CHECKED
M Y

7

1 WEST ELEVATION
SCALE 3/16" = 1' - 0"



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

Town of Aurora
Committee of Adjustment Report
No. MV-2026-10

Subject: **Minor Variance Application**
Jonathan Ruscica
9 Houdini Way
PLAN M-42 LOT 8
File: MV-2026-10

Prepared by: **Antonio Greco, Senior Planner**

Department: Planning and Development Services

Date: March 12, 2026

Application

Planning Staff are requesting a deferral of the above noted minor variance application for 9 Houdini Way (MV-2026-10).

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 and two (2) cabanas.

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.

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.



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

Town of Aurora
Committee of Adjustment Report
No. MV-2026-02

Subject: Minor Variance Application
Daniel Jacob Scully
10 Dodie Street
File: MV-2026-02

Prepared by: Ahmed Saeed, Planner

Department: Planning and Development Services

Date: March 12, 2026

Application

The owner is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to facilitate the construction of a one-storey addition to the existing single detached residential dwelling. The following relief is being requested:

- a) Section 7.2 of the Zoning By-law requires a minimum interior side yard of 4.5 metres. The applicant is proposing a one-storey addition, which is 3.0 metres to the interior side yard property line.

Background

Subject Property and Area Context

The subject property, municipally known as 10 Dodie Street, is located on the north side of Dodie Street, south of Wellington Street West and west of Yonge Street, within a developed suburban area of the Town of Aurora. The property currently contains a two-storey single detached residential dwelling positioned toward the front of the lot, one accessory structure located west of the residential dwelling, and an outdoor swimming pool located in the rear yard.

The existing property has a lot area of 829 square metres (8,923 sq. ft), a lot frontage of 41.0 metres and a lot depth of 51.0 metres. Dense vegetation exists along the western property line, while the rear and eastern property line hold areas of light vegetation.

There is an existing wood privacy fence located at the west side of the dwelling, abutting the front yard and wrapping around along the westerly property line, extending towards the rear lot line.

Surrounding land uses of the subject property include residential uses, comprised primarily of single detached residential dwellings.

Proposal

The Owner is proposing to construct a new one-storey addition located at the west side of the existing single detached dwelling. The addition is intended to function as a personal office/den and will be connected to the existing dwelling via an internal hallway along the west-facing façade.

The proposed addition has a gross floor area of 33.5 square metres and a height of 4.3 metres. The existing dwelling will remain; however, the existing accessory structure is proposed to be relocated northward along the west side of the dwelling to accommodate the addition. The fence along the westerly property line will be retained, however the section of fence abutting the front yard in the east-west direction will be modified to accommodate the addition.

Official Plan

The subject property is designated as 'Suburban Residential' under the Town of Aurora's Official Plan. This designation permits the development of single detached dwellings subject to the development policies of the Official Plan.

Zoning

The subject property is zoned 'Detached First Density Residential' (R1) by the Town of Aurora Zoning By-law #6000-17, where Detached Dwelling is listed as a permitted use.

Preliminary Zoning Review

A Preliminary Zoning Review (PZR) has been completed by the Town of Aurora's Building Division. The PZR identified the required variance 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 proposed office/den requires exterior dimensions of 6.1 metres by 6.1 metres to function appropriately. The applicant indicates that an

extension to the existing building would require major renovations. The applicant further notes that shifting the addition further south would result in an awkward and poorly executed façade, giving undue prominence to the addition, while relocating it further north would increase the setback encroachment.

Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2026-02 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 'Suburban Residential' designation is to recognize the existing residential pockets with very low densities, ensuring that the character and density of these neighbourhoods are maintained. This designation is characterized by low density housing and spacious building separation relative to other residential neighbourhoods. This designation seeks to maintain the prevailing character of these areas, including open yard areas, consistent building spacing, and a built form that reinforces the low-density single detached suburban context.

The proposal does not alter the established low-density character of the neighbourhood nor introduce built forms that would be considered incompatible. The proposed addition is modest in scale and maintains the visual appearance of a single detached dwelling. The materials and architectural detailing are consistent with the existing dwelling, ensuring a cohesive and integrated design. The addition does not introduce a new dwelling unit, intensification beyond the intended density, or a change in land use. Open yard areas are maintained, and adequate amenity space remains on the property.

Staff are of the opinion that the proposed development meets the general intent of the Official Plan.

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

The subject property is zoned 'Detached First Density Residential' (R1) zone. The intent of the minimum interior side yard setback provision is to ensure appropriate and adequate spacing for access, privacy, drainage and to reduce overdevelopment of the property.

Despite the proposed addition having a reduced side yard setback of 3.0 metres, adequate access to the rear of the property is provided through the easterly side yard and internally through the existing detached dwelling. The westerly property line is

characterized by dense vegetation that functions as a natural visual buffer, mitigating potential privacy impacts. The addition is one-storey (4.3 metres) in height substantially lower than the existing dwelling (9.3 metres), thereby minimizing shadowing and overlook concerns. Engineering staff have also reviewed and have no objections with the structure in regard to drainage concerns.

Staff are of the opinion that the requested variance meet the intent of the Zoning by-law.

c) The proposed variance is considered desirable for the appropriate development of the land

The minor variance has been considered in the context of the site itself and the adjacent neighbourhood. The addition is modest in scale, subordinate to the principal dwelling, and proportionate to the lot size. The proposed addition has been designed in a manner that respects the existing neighbourhood. The location of the proposed addition utilizes the existing vegetation to protect the privacy of adjacent residence; the materials and exterior design maintain the look of a single detached dwelling.

Additionally, the addition allows for an expansion of indoor living space without compromising the usability of the rear yard or resulting in excessive lot coverage. The existing vegetation along the westerly lot line enhances privacy and softens the visual impact of the addition. From a neighbourhood perspective, the proposal does not introduce massing, scale, or siting that would be out of character with surrounding single detached dwellings. The addition remains clearly subordinate and does not visually dominate the streetscape.

Staff are of the opinion that the requested variance is considered desirable for the appropriate development of the land.

d) The proposed variance is considered minor in nature

The question of the minor nature of a proposed variance can be related to its scale and impact on adjacent properties. Although the proposed addition has a reduced side yard setback of 3.0 metres, the addition itself is modest in its overall mass as it is a one-storey addition (4.3 metres in height), whereas the existing dwelling is two-storeys (9.3 metres in height), thus resulting in minimal visual obstruction and impact. The increase in gross floor area and building footprint are numerically minor given the overall context and size of the site. Furthermore, the presence of dense vegetation along the shared lot line further mitigates potential privacy concerns.

Staff are of the opinion that the requested variance is 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 on January 16, 2026. No Objection.
Engineering Division	No Objection.
Operational Services (Parks)	No Objection.
Operational Services (Public Works)	Comments provided stating applicant will require a Road Occupancy Permit from Operations for the proposed work. (February 13, 2026)
Central York Fire Services	No Objection.
York Region	No Objection.
LSRCA	No Objection.
Alectra	No Objection.

Public Correspondence

Written submissions were received at the time of writing of this report. Including three letters of support and zero letters of opposition. 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 with respect to the Section 45(1) of the Planning Act, R.S.O, 1990, c.P.13, as amended, and are of the opinion that the requested variance does meet the four tests of the Planning Act for granting minor variances.

Staff recommend approval of the requested variances subject to the conditions outlined in Appendix 'B'.

Attachments

Appendix 'A' – Recommended Conditions of Approval

Appendix 'B' – Site Plan

Appendix 'A' – Recommended 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.

Operational Services (Parks):

2. 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.
3. 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.

ADJACENT LAND USE - SINGLE FAMILY RESIDENTIAL

40.868 N73°37'00" E

PLOT PLAN 1:250 14.50

PART 9 PLAN 65R-3158/246 PT LOT 33
TOWN OF AURORA RM OF YORK

SITE AREA: 2050 m²

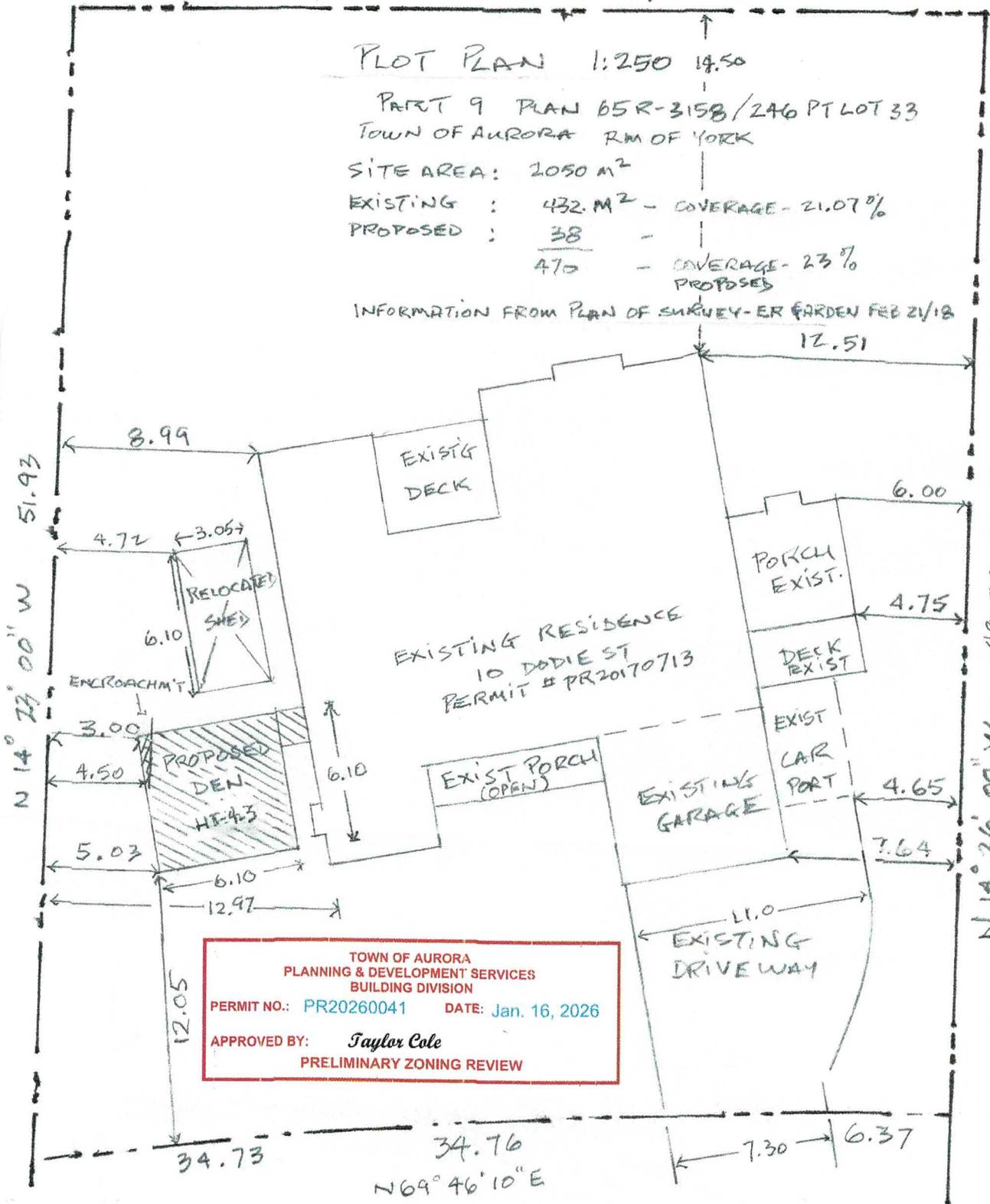
EXISTING : 432. M² - COVERAGE - 21.07%

PROPOSED : $\frac{38}{470}$ - COVERAGE - 23%
PROPOSED

INFORMATION FROM PLAN OF SURVEY - ER FARDEN FEB 21/18

ADJACENT LAND USE - SINGLE FAMILY RESIDENTIAL

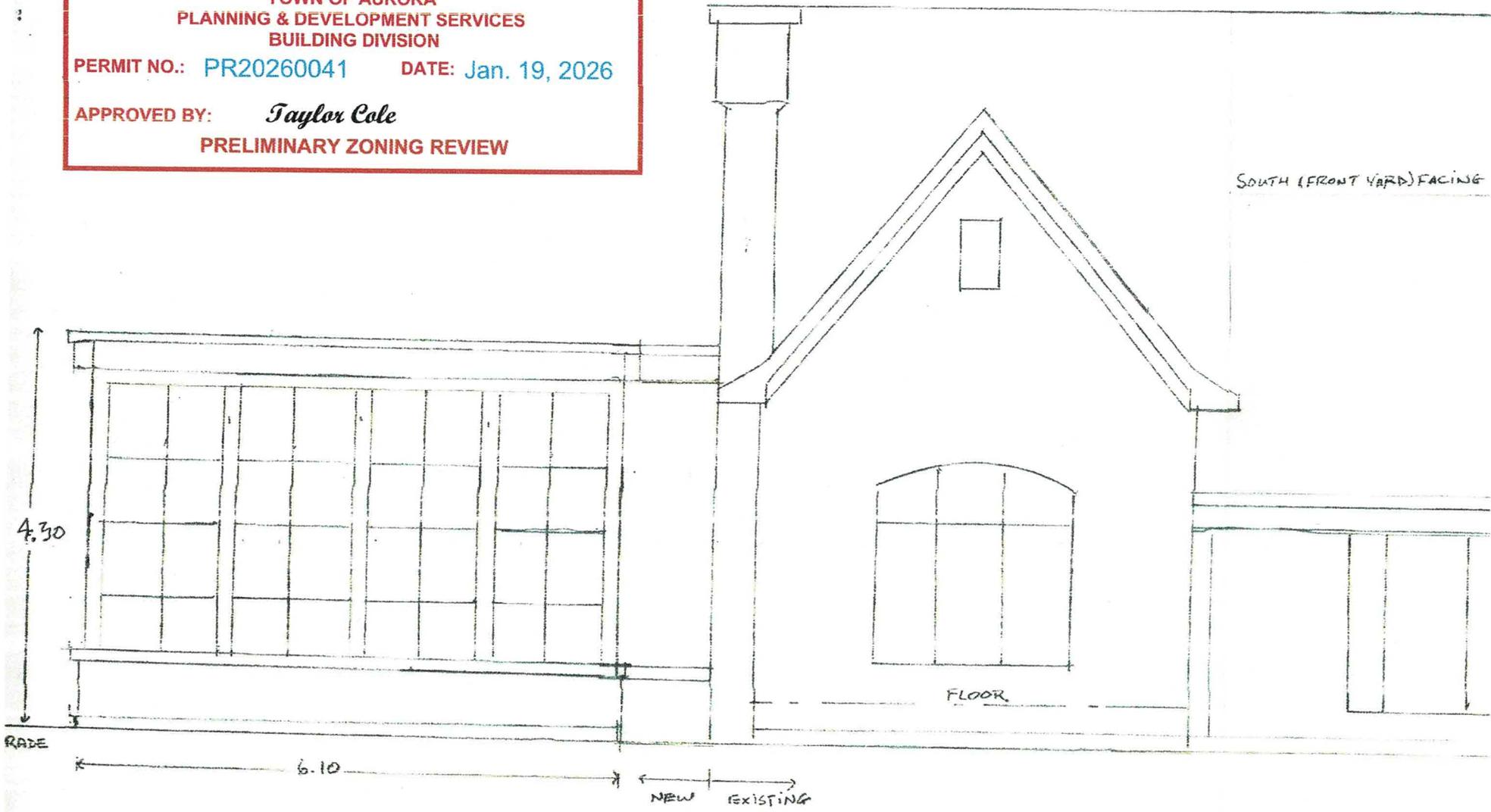
ADJACENT LAND USE - SINGLE FAMILY RESIDENTIAL



TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION
PERMIT NO.: PR20260041 DATE: Jan. 16, 2026
APPROVED BY: *Taylor Cole*
PRELIMINARY ZONING REVIEW

DODIE ST

TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION
PERMIT NO.: PR20260041 DATE: Jan. 19, 2026
APPROVED BY: *Taylor Cole*
PRELIMINARY ZONING REVIEW



10 DODIE ST / SCULLY



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

Town of Aurora
Committee of Adjustment Report
No. MV-2026-nn

Subject: **Minor Variance Application**
Christian Santilli
59 Cranberry Lane
Lot 53 (Part 1), Block 34 (Parts 5 & 6) Registered Plan 65M-2259
File: MNV-2026-03

Prepared by: **Alexandra Krstajic, Planner**

Department: Planning and Development Services

Date: March 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 permit the construction of a two-storey single detached dwelling with an attached 2-car garage on the subject property. The following relief is being requested:

- a) Section 4.20 of the Zoning By-law states open porches require a minimum front yard of 4.5 metres. The applicant is proposing a front porch, which is 2.5 metres to the front property line.
- b) Section 4.20 of the Zoning By-law states steps require a minimum front yard of 4.5 metres. The applicant is proposing front porch steps, which are 2.0 metres to the front property line.
- c) Section 7.2 of the Zoning By-law requires a minimum front yard setback of 6.0 metres. The applicant is proposing a detached dwelling unit, which is 3.0 metres to the front property line.

Background

Subject Property and Area Context

The subject property is municipally known as 59 Cranberry Lane. It is located east of Bathurst Street, west of Murray Drive, and north of Henderson Drive, adjacent to the Highland Gate development.

The subject property was severed from the neighbouring property at 53 Cranberry Lane on July 13, 2023. The parcel has an area of approximately 550 square metres (5,920 sq. ft.) and is a corner lot with frontage along Cranberry Lane, Dennis Reed Court, and Wallace Merchant Court.

Despite being a corner lot, Cranberry Lane is the only frontage that can function as the front of the dwelling. This is due to the presence of Block 33, which is located directly west of the site and fronts onto Dennis Reed Court and Wallace Merchant Court. Block 33 is Town-owned open space and contains servicing and infiltration trenches along the Dennis Reed Court frontage. As a result, Cranberry Lane is the only viable frontage for the proposed development.

The property is currently vacant, with no existing structures and limited vegetation.

Proposal

The applicant is proposing to construct a new two-storey single detached dwelling with an attached two-car garage. The dwelling will have a total gross floor area of approximately 2,939.5 square feet and is intended for single-family residential use. The proposal includes two enclosed parking spaces within the attached garage, as well as two additional parking spaces on the driveway.

Official Plan

The subject property is designated 'Stable Neighbourhoods' by the Town of Aurora Official Plan. The Stable Neighbourhoods designation permits the development of single detached dwellings.

Zoning

The subject property are zoned R3 (Detached Third Density Residential) under the Town of Aurora Zoning By-law 6000-17, as amended, where a detached dwelling is a permitted use.

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 submitted Planning Justification Rationale, variances have been requested "as a result of the lot configuration."

Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2026-03 pursuant to the prescribed tests as set out in Section 45 (1) of the *Planning Act*, as follows:

a) The proposed variance does meet the general intent of the Official Plan

The subject property is designated 'Stable Neighbourhoods' under the Town of Aurora's Official Plan. The intent of the 'Stable Neighbourhoods' designation is to ensure that all new development will be protected from incompatible forms of development. Additionally, this designation is intended to preserve the character and function of established residential areas. To assist infill and redevelopments to be compatible with the exiting neighbourhood the Stable Neighbourhood Design Guidelines were developed.

The proposed detached dwelling maintains the prevailing low-density residential use of the area. While minor variances are requested to address front yard setbacks associated with the dwelling, porch, and steps, these adjustments do not alter the fundamental built form or introduce a land use that is inconsistent with the surrounding context. In accordance with the Town of Aurora Stable Neighbourhood Urban Design Guidelines, the proposed dwelling will remain comparable in height, massing, and residential function to adjacent homes, ensuring a compatible scale within the existing streetscape. The design includes a front porch and entrance steps, which align with the guidelines' direction to emphasize street-oriented frontage elements and human-scaled design characteristics.

The proposed development and associated variances are considered to maintain the general intent of the Official Plan, as they represent compatible residential infill that respects neighbourhood character, supports appropriate design, and enables the reasonable use of the property within a Stable Neighbourhoods designation.

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

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

The subject property is zoned Detached Third Density Residential (R3), under Zoning By-law 6000-17, as amended. The R3 zone is intended to accommodate medium-sized detached residential lots within established urban neighbourhoods, ensuring that new dwellings are compatible with the surrounding built form while supporting a cohesive and stable residential character.

A summary of the variances requested and how they meet the general intent of the zoning is as follows:

Front Yard Setback to the Porch

The proposal contemplates a front porch of 2.5 metres to the front property line, while Section 4.20 of the Zoning By-law states open porches require a minimum front yard of 4.5 metres. The intent of the setback requirement for open porches is to ensure that projections remain minor in nature, maintain a landscaped buffer to the street, and do not interfere with the established relationship between dwellings and the public realm. The subject lot has an irregular, tapered configuration that differs from the typical corner lot condition from which the Zoning By-law setback is measured, limiting the ability to locate the dwelling further from the street and creating a functional building envelope. While the porch projection is slightly greater than those of neighbouring properties, it maintains a similar architectural treatment seen within the area. Staff are satisfied that sufficient landscaped space, including the boulevard and sidewalk area, will remain between the porch and the street, and the proposal is not anticipated to negatively impact the streetscape or adjacent properties. In this context, the reduced setback is unlikely to disrupt the overall building alignment or create adverse impacts on adjacent properties. The porch will still maintain a reasonable landscaped buffer to the street and is consistent with common porch projections observed in newer subdivisions.

Front Yard Setback to the Steps

The proposal contemplates a 2.0 metre setback to the front property line from the porch steps, while Section 4.20 of the Zoning By-law states steps require a minimum front yard setback of 4.5 metres.

The minimum setback for steps is intended to maintain a consistent building line and preserve the established relationship between the dwelling and the street. Additionally, the intent of this setback is to ensure that projections into the front yard do not interfere with the public realm or municipal infrastructure.

In this case, the intent of the requirement is maintained. The steps are limited in scale and remain clearly subordinate to the principal dwelling. Importantly, sufficient space will remain between the steps and the street to accommodate the boulevard and sidewalk, ensuring no conflicts with pedestrian circulation, snow storage, or municipal servicing. As such, the reduced setback is not anticipated to materially impact the streetscape or the function of the front yard.

Front Yard Setback to the Detached Dwelling Unit

The proposal contemplates a 3.0 metres setback to the front property line from the detached dwelling, while Section 7.2 of the Zoning By-law requires a minimum front yard setback of 6.0 metres.

The intent of the front yard setback is to establish consistent building siting, ensure the primary building mass remains compatible in scale and preserves the pattern of the neighbourhood.

Although the proposed front yard setback is 3.0 metres, the proposed 3.0 metres is the shortest distance at one corner of the structure, while the remainder of the dwelling maintains a greater setback. In particular, the proposed garage is setback 6.24 metres from the front lot line. The Town of Aurora Zoning By-law requires 6.0 metres for garage placement. The requested relief is limited to the north-west corner and a portion of the front of the dwelling, while the remainder of the building footprint complies with the applicable setback provisions. As such, the majority of the dwelling maintains the intended yard relationships established by the Zoning By-law.

Overall, Staff are of the opinion that the requested variances meet the intent of the zoning by-law.

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

The proposed variances are considered desirable for the appropriate development of the land as they facilitate a functional and well-designed dwelling that responds to the

site's corner lot configuration and associated constraints, specifically Block 33. Block 33 is Town-owned open space and contains servicing and infiltration trenches along the Dennis Reed Court frontage. Sufficient separation from this block is required to ensure the dwelling does not encroach upon or interfere with the function, access or maintenance this block requires. The open porch and front steps enhance the architectural character of the home and provide safe, practical access, while remaining subordinate to the principal dwelling.

The reduced front yard setback for the dwelling allows for a building placement that is compatible with the surrounding neighbourhood, maintains adequate landscaping, and supports a coherent streetscape. Collectively, the variances enable the appropriate and harmonious development of the property without compromising the character, functionality, or residential amenity of the area.

It should be noted that the adjacent Highland Gate subdivision, located directly west of the subject property, fronting on to Dennis Reed Court is subject to site-specific Zoning (Residential R3- 466) that permits a minimum front yard setback of 4.5 metres. In this context, the proposed 3.0 metre setback represents a modest 1.5 metre deviation from that subdivision standard.

Overall, it is the opinion of staff that the proposed variances are considered desirable for the appropriate development of the land.

d) The proposed are considered minor in nature

The proposed variances are considered minor in nature as they primarily relate to typical residential design elements. While the proposal introduces a new dwelling on the lot, the proposed variance remains consistent with the principles of development in this neighbourhood. The reduced setbacks associated with the open porch and front steps represent minor projections necessary to provide functional access and enhance the architectural character of the dwelling, while remaining visually subordinate and maintaining adequate separation from the street. Overall, the proposed variances are not anticipated to result in adverse impacts related to municipal Infrastructure or streetscape character, thereby satisfying the test of being 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	No objections.
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

Two letters of opposition were 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 with respect to the Section 45 (1) of the Planning Act, R.S.O, 1990, c.P.13, as amended, and are of the opinion that the requested variances meet the four tests the Planning Act for granting of minor variances. Please refer to Appendix 'A' for recommended conditions of approval for the requested variance.

Attachments

Appendix 'A' – Recommended Conditions of Approval

Appendix 'B' – Site Plan

Appendix 'A' – Recommended Conditions of Approval

Planning and Development Services:

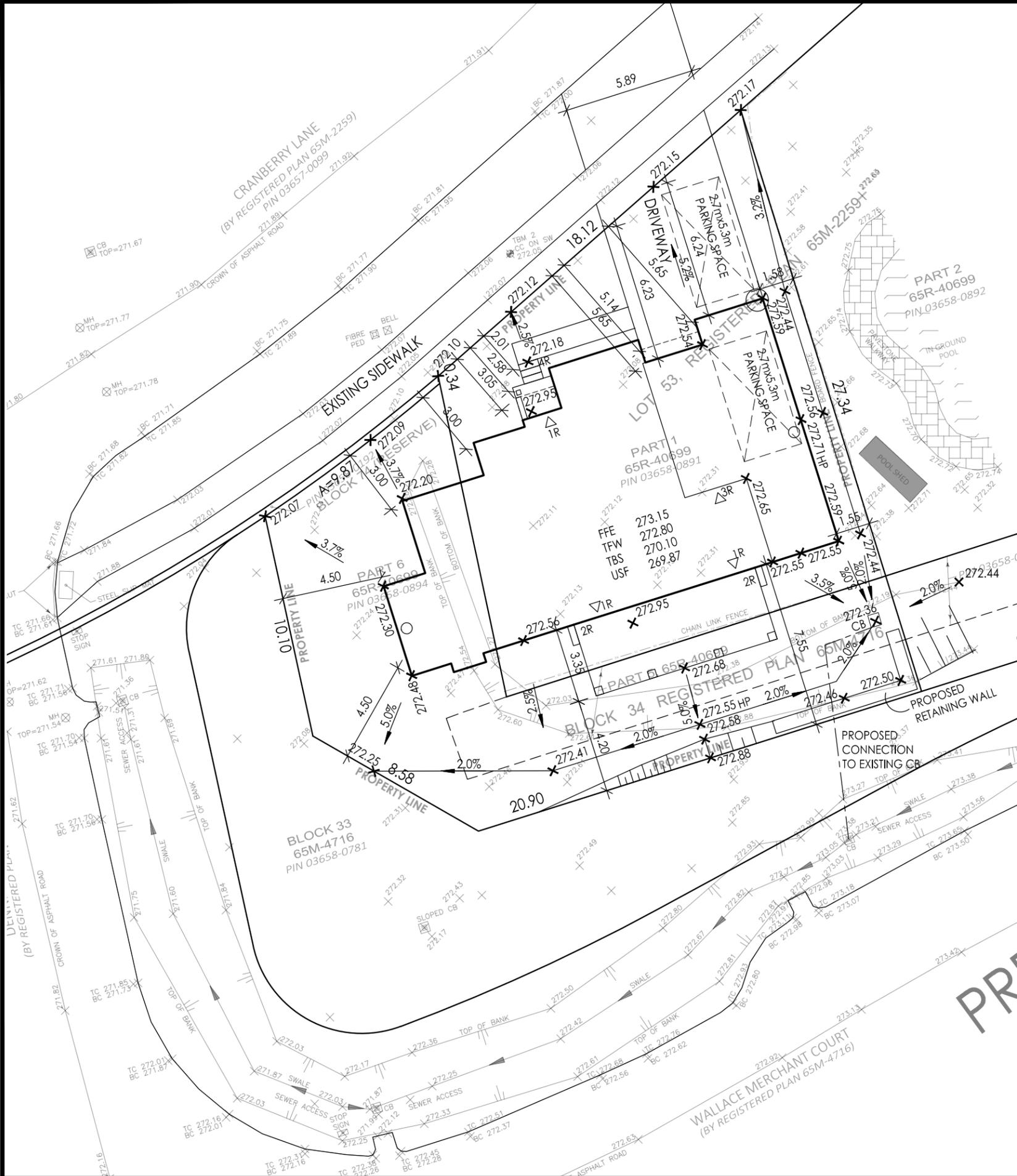
1. That the variance only applies to the subject property, in conformity with the plan(s) attached as 'Appendix B' to this Staff Report, to the satisfaction of the Director of Planning and Development Services or designate; and

2. That the Owner shall clear all the listed 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)

3. 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:
 - 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.
 - Identification of all tree injuries and tree removals, if any.
 - Identification of all tree protection measures including recommendations on the mitigation of negative effects to trees during and post construction, including applicable maintenance requirements.
 - 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.
 - A monetary evaluation in accordance with the Town's Tree Compensation Policies for all trees designated to be removed.
4. 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.
5. 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

6. 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.
7. 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.
8. Conditions 2 through 5 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



IMPORTANT FOOTING NOTE:
 - IT IS THE RESPONSIBILITY OF THE BUILDER TO VERIFY FROM THE ARCHITECTURAL DRAWINGS BEFORE CONSTRUCTION, WHETHER ADDITIONAL THICKNESS MAY BE REQUIRED.
 - LOT GRADING PLANS ASSUME A TBS TO USF DISTANCE OF 0.23, BASED ON FOOTING THICKNESS UP TO 6'.
 - IF ADDITIONAL FOOTING THICKNESS IS REQUIRED THE USF IS TO BE LOWERED BY THE FOLLOWING AMOUNTS:
 - UP TO 9" FOOTING, LOWER USF BY 0.07
 - 10" FOOTING, LOWER USF BY 0.10
 - 11" FOOTING, LOWER USF BY 0.13
 - 12" FOOTING, LOWER USF BY 0.15
 - 13" FOOTING, LOWER USF BY 0.18
 - 14" FOOTING, LOWER USF BY 0.20

NOTE: BUILDER TO VERIFY LOCATION OF ALL HYDRANTS, STREET LIGHTS, TRANSFORMERS AND OTHER SERVICES. IF MIN. DIMENSIONS ARE NOT MAINTAINED BUILDER IS TO RELOCATE AT HIS OWN EXPENSE.

BUILDING STATISTICS

REG. PLAN No.	65M-2259
ZONE	R3
LOT NUMBER	53
LOT AREA(m) ²	.
BLDG AREA(m) ²	.
LOT COVERAGE(%)	.
No. OF STOREYS	X
MEAN HEIGHT(m)	.
PEAK HEIGHT(m)	.
DECK LINE(m)	.



SITE STATISTICS			
59 Cranberry Lane			
LOT 53 (PART 1), BLOCK 34 (PARTS 5 & 6)			
REGISTERED PLAN 65M-2259			
ZONING DESIGNATION			
CITY OF AURORA BY-LAW No. 6000-17		R3	
		REQUIRED	PROPOSED
LOT AREA (min)	m ²	460	550.67
LOT FRONTAGE (min)	m	15	28.62
BUILDING AREA (w/o-porch & loggia)	m ²	N/A	192.3
LOT COVERAGE (max)	%	35	34.9%
ESTABLISHED GRADE			272.49
BLDG. HT. (max)	m	10	7.61
NUMBER OF STOREYS (max)		2	2
SETBACKS (min)			
FRONT YARD (GARAGE)*	m	6	5.65
FRONT YARD (HOUSE)*	m	6	3
REAR YARD	m	7.5	7.55
INTERIOR SIDE YARD	m	1.50	1.55
EXTERIOR SIDE YARD*	m	6.00	4.5

LEGEND

FFE FINISHED FLOOR ELEVATION	SP SUMP PUMP
TFW TOP OF FOUNDATION WALL	BP BELL PEDESTAL
TBS TOP OF BASEMENT SLAB	CP CABLE PEDESTAL
USF UNDER SIDE FOOTING	CB CATCH BASIN
USFR UNDER SIDE FOOTING @ REAR	DBL DBL. CATCH BASIN
USFG UNDER SIDE FOOTING @ GARAGE	EF ENGINEERED FILL
TEF TOP OF ENGINEERED FILL	HC HYDRO CONNECTION
R NUMBER OF RISERS TO GRADE	FD FIRE HYDRANT
WOD WALKOUT DECK	SL STREET LIGHT
LOB LOOKOUT BASEMENT	MB MAIL BOX
WOB WALK OUT BASEMENT	TR TRANSFORMER
WUB WALK UP BASEMENT	SC2 SEWER CONNECTIONS 2 LOTS
REV REVERSE PLAN	SC1 SEWER CONNECTIONS 1 LOT
STD STANDARD PLAN	WC WATER CONNECTION
DOOR	WV WATER VALVE CHAMBER
WINDOW	HV HYDRANT AND VALVE
AC AIR CONDITIONING	HM HYDRO METER
DS DOWN SPOUT TO SPLASH PAD	GM GAS METER
DS2 DOWNSPOUT CONNECTED TO SIM	MS MANHOLE - STORM
SW SWALE DIRECTION	MS2 MANHOLE - SANITARY
X CHAINLINK FENCE	
XX PRIVACY FENCE	
XXX SOUND BARRIER	
FOOTING TO BE EXTENDED TO 1.22 (MIN) BELOW GRADE TO CONFIRM WITH WORKING DRAWINGS FOR SPECIFIC SIZES THAT MAY SUPERSEDE THIS SIZE.	

* VARIANCE REQUIRED

PRELIMINARY ONLY

**TOWN OF AURORA
 PLANNING & DEVELOPMENT SERVICES
 BUILDING DIVISION**

PERMIT NO.: PR20251884 DATE: Nov. 25, 2025

APPROVED BY: *Taylor Cole*
 PRELIMINARY ZONING REVIEW

ISSUED OR REVISION COMMENTS

NO.	DESCRIPTION	DATE	DWN	CHK
1	ISSUED FOR PRE-SITE ONLY	22-Sep-25	BS	.
2	ISSUED FOR PRE-SITE ONLY	25-Nov-25	BS	.

RN DESIGN WWW.RNDESIGN.COM
 T:905-738-3177
 WWW.THEPLUSGROUP.CA

I, _____ DECLARE THAT I HAVE REVIEWED AND TAKEN DESIGN RESPONSIBILITY FOR THE DESIGN WORK ON BEHALF OF **RN DESIGN LTD.** UNDER DIVISION C, PART-3 SUBSECTION-3.2.4 OF THE BUILDING CODE. I AM QUALIFIED AND THE FIRM IS REGISTERED IN THE APPROPRIATE CLASSES / CATEGORIES.

QUALIFIED DESIGNER BCIN: _____
 FIRM BCIN: _____
 DATE: _____ DATEOUT: _____

SIGNATURE: _____

CLIENT	SILVERBROOK HOMES
PROJECT/LOCATION	59 CRANBERRY LANE AURORA, ONTARIO
DRAWING	SITE PLAN
DRAWN BY	---
SCALE	1:200
PROJECT No.	25033
LOT NUMBER	53



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

Town of Aurora
Committee of Adjustment Report
No. MV-2026-04 to MV-2026-09

Subject: **Minor Variance Application**
Starlane Homes
186, 190, 194, 198, 202 & 206 Archerhill Circle
Lots 33, 34, 35, 36, 37 & 38, Plan 65M-4836
Files: MV-2026-04, MV-2026-05, MV-2026-06, MV-2026-07,
MV-2026-08 & MV-2026-09

Prepared by: **Felix Chau, Planner**

Department: Planning and Development Services

Date: March 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 a detached dwelling on each lot. The following relief is being requested:

- a) Section 5.61(ii) of the Zoning By-law allows a maximum driveway width of 6.0 metres if the lot frontage is greater than or equal to 9.0 metres and less than 18.0 metres. The applicant is proposing driveway widths of 9.0 metres.

Background

The subject variances are located within an approved Plan of Subdivision (2023) for the development of 138 single detached lots ("Archerhill Subdivision"). Town Council enacted three site specific zoning (Residential R3 (546), R4 (547) and R4 (548) Exception Zone) to facilitate the approved Plan of Subdivision. The subdivision features lots in various stages of construction, with some lots occupied, some under construction, and some lots having not applied for building permits. The installation of municipal servicing infrastructure and other related works are complete.

Subject Property and Area Context

The subject lands are located south of Vandorf Sideroad and west of Bayview Avenue. The six (6) lots affected by the proposed variances are located on the northeastern portion of the subdivision, with rear yards abutting Bayview Avenue. The subject lots are currently vacant and have lot areas of approximately 465 square metres (5005 square feet) with lot frontages of 13.7 metres (45 feet).

Proposal

The applicant is proposing to exceed the Zoning By-law's maximum driveway width provision on each of the six lots to 9.0m of driveway width, whereas the by-law requires a maximum of 6.0m.

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 Fourth Density Residential R4 (547) 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 consolidate and subdivide 10 lots to create two additional lots (for a total of 12 lots) was approved in June 2025. This application facilitated a total of 140 lots in the Archerhill Subdivision.
- MV-2025-15, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26 & 27 – Minor Variances were approved in July 2025 to reduce the minimum interior side yard setbacks of 1.2 metres on both interior side yards to 1.2 metres on one side and 0.65 metres on the other side was approved to facilitate detached dwellings on the 12 lots created through PLC-2025-01.

March 12, 2026

3 of 9 Report No. MV-2026-04 to MV-2026-09

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 requested relief pertains to Section 7.1 of the By-law to permit a driveway width and curb cut of 9.0 metres whereas the By-law prescribes a lesser maximum width of 6.0 metres for residential properties. The proposed driveway configuration is intended to address site-specific 3-car garage access to the single family dwelling. The minor variance is minor in nature, is appropriate for the development of the subject property, and maintains the general intent and purpose of both Zoning By-law and the Official Plan. The proposal will not result in any adverse impacts on the surrounding neighbourhood or streetscape. The increase in driveway width and curb cut is limited and represents a modest deviation from the By-law requirement. The variance will not create adverse impacts related to traffic operations, pedestrian safety, drainage, or the character of the streetscape".

Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2026-04, 05, 06, 07, 08 & 09 pursuant to the prescribed tests as set out in Section 45 (1) of the *Planning Act*, as follows:

a) The proposed variances do not 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. Section 7.5.1.3 (a) of the Official Plan states that site alteration abutting existing residential development shall be sympathetic to the form and character of the existing development and shall be compatible with regard to building scale and urban design.

The proposed expanded driveway widths should only be considered on lots where 3 car garages can be accommodated. Each of the subject lots only have a lot frontage of 13.7 metres, it was never intended to accommodate three-car garages with a 9.0 metre driveway width. The lack of separation between buildings and hardscaping in

March 12, 2026

4 of 9 Report No. MV-2026-04 to MV-2026-09

the front yard would cause massing issues towards the streetscape. These lot frontage sizes are appropriately scaled for two-car garage dwellings with a 6.0 metre driveway width to allow for breaks in between the buildings and allow for a consistent streetscape.

The surrounding approved lots feature detached dwellings with garage faces and driveway widths that were scaled appropriately to their respective lot frontages. The proposed streetscape will be impacted as these lots will look disproportional compared to the neighbouring lots, which feature driveway widths scaled appropriately to their lot widths. This would result in an uneven ratio of softscape to hardscape along Archerhill Circle.

Expanding the driveway width for the purpose of allowing a three-car garage dwelling model where one was not previously considered contradicts the overall review of the subdivision. This has adverse impacts on the streetscape both aesthetically and functionally, due to the loss of approved on-street parking space and boulevard trees.

Staff is of the opinion that the proposed variances do not meet the general intent of the Official Plan.

b) The proposed variances do not meet the general intent of the Zoning By-law

The subject properties are zoned "Detached Fourth Density Residential R4 (547) Exception Zone" within Zoning By-law 6000-17, as amended. The amending By-law for the Archerhill Subdivision created three separate residential exception zones catering for specific building specifications based on the lot sizes and frontages.

The intent of the maximum driveway width provision is to preserve the streetscape character, ensure proper drainage, and encourage the use of green spaces. The proposed variances to widen six driveway widths deviates from this.

Staff have concerns over the loss of on-street public parking availability resulting from the widened driveway widths. There is currently a total of six on-street parking spaces in front of these six lots. The proposed driveway widenings will reduce this to three spots. Furthermore, the approved subdivision restricts on-street parking on the opposite (west) side of Archerhill Circle, thus there is no additional parking spaces to make up for the loss. As a result, the loss of three on-street parking spaces significantly reduces the on-street parking supply in the general vicinity of the subject lots. The intention for on street parking is not only for the individual lots in question,

March 12, 2026

5 of 9 Report No. MV-2026-04 to MV-2026-09

but for the subdivision as a whole to provide parking spaces for visitors. The applicant submitted a parking plan to justify the reduction, however Staff identified that parking spaces were inaccurately shown where on-street parking is restricted. The applicant did not provide an updated parking plan or any parking study in response.

The Town's Engineering Staff have provided comments indicating their concerns and opposition over the loss of pervious (grassed) areas and the impact to water balance and storm runoff. Furthermore, they have indicated that there are concerns about the widened driveway clearance impacting the location of two mainline valves approved through the Plan of Subdivision. The applicant did not provide any supplementary studies to addressing the potential impacts on drainage. Engineering Staff also have concerns regarding the loss of boulevard space for utilities. The subject lots only have 13.7 metres of frontage each. Increasing the driveways to 9.0 metres leaves only 4.7 metres of frontage for boulevard space, which represents about one-third of the total lot frontage. This limits the available space for future utility installations in the boulevard.

Additionally, the Town's Parks Staff have indicated their concerns and opposition regarding the loss of boulevard trees resulting from the widened driveways. The Town's Landscape Design Guidelines for new subdivisions require a minimum of one boulevard tree per lot. Staff do not agree with the expanded driveways at the expense of boulevard trees and front yard green space.

For these reasons, Staff is of the opinion that the requested variances do not meet the intention of the Zoning By-law.

c) The proposed variances are not considered desirable for the appropriate development of the land

The proposed widened driveway will result in an imbalanced streetscape in comparison with the neighbouring lots. The neighbouring lots to the north of the subject properties have larger lot frontages to accommodate for a 3-car garage dwelling. The lots to the south have similar sized lot frontages to the subject properties and only two-car garages are proposed.

While widening the driveway facilitates additional private parking spaces on the subject properties, the on-street parking supply is intended for public use within the subdivision. The loss of on-street parking supply within the subdivision is a concern,

March 12, 2026

6 of 9 Report No. MV-2026-04 to MV-2026-09

and the applicant has not provided any adequate alternative parking solutions that conform with the approved subdivision.

The loss of the boulevard trees in the approved subdivision is a concern as the overall subdivision was approved with tree compensation requirements. Furthermore, The Town's urban forestry study, as endorsed by Council, recommends increasing the urban tree canopy where appropriate. Removing approved boulevard trees to expand the driveway widths would be in direct contradiction of this recommendation.

Staff is of the opinion that the requested variances are not desirable of the appropriate development of the land.

d) The proposed variances are not 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.

The driveway width expansions will have impact on the overall streetscape of the subdivision by creating massing issue by limiting the spacing in between the buildings and driveways. The subject lots, with a 13.7 metre lot frontage, were intended for a two-car garage dwelling, with a maximum driveway width of 6.0 metres.

Furthermore, it is Engineering Staff's opinion that the proposed driveway expansions contradict the plans reviewed and approved through the Archerhill Subdivision in 2023. The applicant has not adequately justified how increased runoff and impact to approved locations of servicing to the satisfaction of Engineering Staff.

To develop the subdivision, existing trees were required to be removed. The approved locations of the boulevard tree coincide with the tree that was planted to compensate. The location of the trees was reviewed and approved with streetscape aesthetic in mind, in addition to increasing the overall urban tree canopy. The applicant has proposed to remove the boulevard tree with no plan or justification to relocate the trees.

Therefore, it is the opinion of Staff, the requested variances are not 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:

March 12, 2026

7 of 9 Report No. MV-2026-04 to MV-2026-09

Department or Agency	Comments
Building Division	Preliminary Zoning Review was completed. No comments.
Engineering Division	<p>The Engineering Department is objecting to this driveway widening minor variance request for the following reasons:</p> <ol style="list-style-type: none"> 1. Loss of on-street parking spaces: There is currently a total of 6 on-street parking spaces in front of these 6 homes requesting driveway widenings. The proposed driveway widenings will reduce that on-street parking to 3 (loss of 3 spaces). 2. Impact of driveway clearance to water service curbstops: The proposed #206 Archerhill driveway widening will encroach on the 1.2m minimum clearance to its water service curbstop. 3. Loss of boulevard trees: There are a total of 5 proposed boulevard trees along the fronts of these 6 homes. All of them will be impacted by these proposed driveway widenings. 4. Loss of pervious (grassed) area and impact to water balance and storm runoff: The 6 proposed driveway widenings will result in a significant loss of grassed area in front of these homes. This impacts the LID measures identified in the Infiltration Assessment and Water Balance Report as one of the LID measures is to direct roof drainage to grassed areas. The loss of front lawn area will also alter the runoff coefficients of the storm drainage catchment areas associated with these properties and negatively impact the water balance for this portion of the site. 5. Loss of Boulevard Space for Utilities: These 6 lots only have 13.7m of frontage each. Increasing the driveways to 9m wide leaves just 4.7m of frontage for boulevard space (only 1/3 of the total

March 12, 2026

8 of 9 Report No. MV-2026-04 to MV-2026-09

	<p>frontage). This limits the available space for future utility installations in the boulevard.</p> <p>6. Uneven Ratio of Boulevard Space to Driveway Space: These 6 proposed driveway widenings will result in only 1/3 of the frontage remaining as front lawn space whereas the majority (2/3) of the frontage will be driveway. This a concern for overall aesthetics as well as for pedestrians using the sidewalk in front of these homes. Wider driveways increase crossing distance which increase pedestrian exposure to vehicles.</p>
Operational Services (Parks)	<p>The Landscape Design Guidelines for subdivisions require a minimum of 1 boulevard tree per lot. Further, our urban forestry study, as endorsed by Council, recommends increasing our urban tree canopy. Parks Staff don't agree with paving over our boulevards at the expense of losing tree canopy, so Parks Staff object to the variances.</p>
Operational Services (Public Works)	No comments.
Central York Fire Services	No comments.
York Region	No comments.
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.

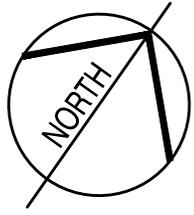
Conclusion

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 variances do not meet the four tests of the *Planning Act* for granting minor variances. Staff recommend refusal of the requested variances.

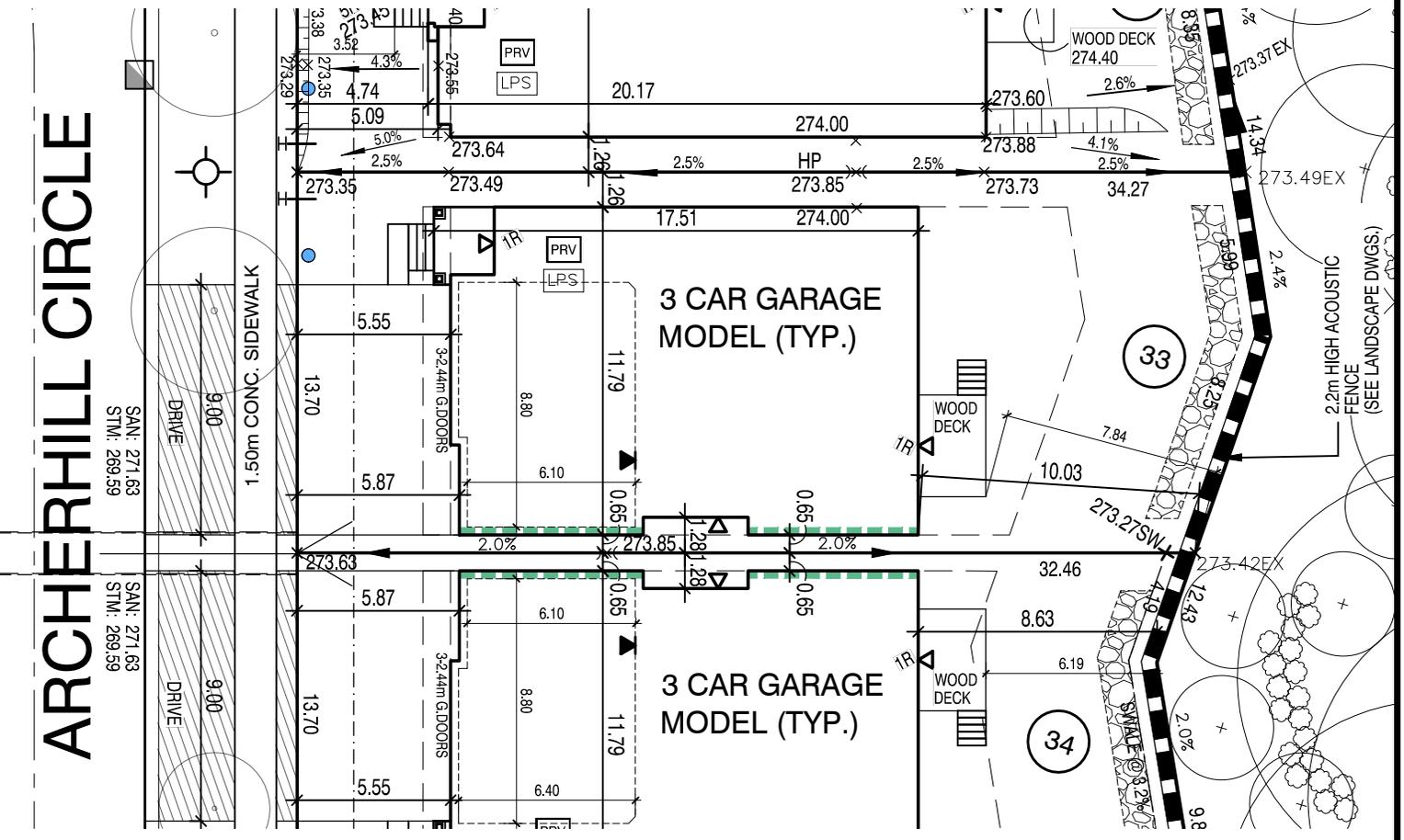
Attachments

Appendix 'A' – Site Plan

- STORM CONNECTION
- - - SANITARY CONNECTION
- WATER CONNECTION
- H HYDRO CONNECTION
- DOUBLE CATCH BASIN
- CATCH BASIN
- STREET LIGHT
- ▲ TRANSFORMER
- INFILTRATION TRENCH (BELOW)
(SEE ENG. DRAWINGS FOR DETAILS)
- GENERATOR
- HOUSE EQUIPPED WITH PRESSURE REDUCING VALVE
- HOUSE EQUIPPED WITH LOW PRESSURE SANITARY SERVICE
- HYDRANT
- REVIEW GEOTECHNICAL CERTIFICATE FOR ENG. FILL LOT DESIGNATION
- CABLE TV PEDESTAL
- BELL PEDESTAL
- ENTRANCE DOOR LOCATION
- GARAGE DOOR LOCATION
- UNITS W/ INSULATED WATER SERVICE CONNECTION
- HYDRO METER
- GAS METER
- COMMUNITY MAILBOX
- PROPOSED BERM
- DOWNSPOUT LOCATION
- VALVE AND CHAMBER
- SANITARY MANHOLE
- STORM MANHOLE
- PROPOSED A/C LOCATION
- 100.00 PROPOSED GRADE
- 100.00 EXISTING GRADE
- SW 100.00 PROPOSED SWALE GRADE
- SWALE DIRECTION
- F.FLR. FINISHED FLOOR ELEVATION
- T/WALL TOP OF FOUNDATION WALL
- F.SLAB FIN. BASEMENT FLOOR SLAB
- U/FTG. UNDERSIDE FOOTING ELEVATION



LEGEND



**TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION**

PERMIT NO.: PR20260008 DATE: Jan. 12, 2026

APPROVED BY: Taylor Cole

PRELIMINARY ZONING REVIEW

5	
4	
3	
2	
1	JAN. 06, 2026 ISSUED FOR CLIENTS REVIEW.

FOR DISCUSSION PURPOSES

■ ■ ■ ■ : 45 MINUTE RATED WALL WITH SIDE YARD < 1.2m



DANCING FORESTS DEVELOPMENT LTD.

PROJ. No. 23-03 MUNICIPAL ADDRESS

LOT No. 33 186 ARCHERHILL CIRCLE



64 JARDIN DR. SUITE 3A
VAUGHAN ONT. L4K 3P3
TEL: 905 660-3377 FAX: 905 660-3713
EMAIL: info@jardindesign.ca

REG. PLAN LOTS 1 TO 14, BLOCKS 15,
16 ARCHERHILL COURT, (PLAN 65M-2494)
PLAN 65M-4836
TOWN OF AURORA

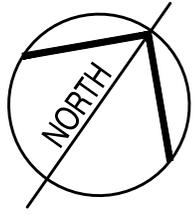
THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS ON SITE BEFORE PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO JARDIN DESIGN GROUP LTD. PRIOR TO COMMENCEMENT OF WORK.

JARDIN DESIGN GROUP LTD. IS NOT RESPONSIBLE FOR THE ACCURACY OF SURVEY, STRUCTURAL OR ENGINEERING INFORMATION SHOWN ON THESE DRAWINGS OR FOR CONSTRUCTION STARTED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT. REFER TO THE APPROPRIATE ENGINEERING DRAWINGS BEFORE PROCEEDING WITH WORK.

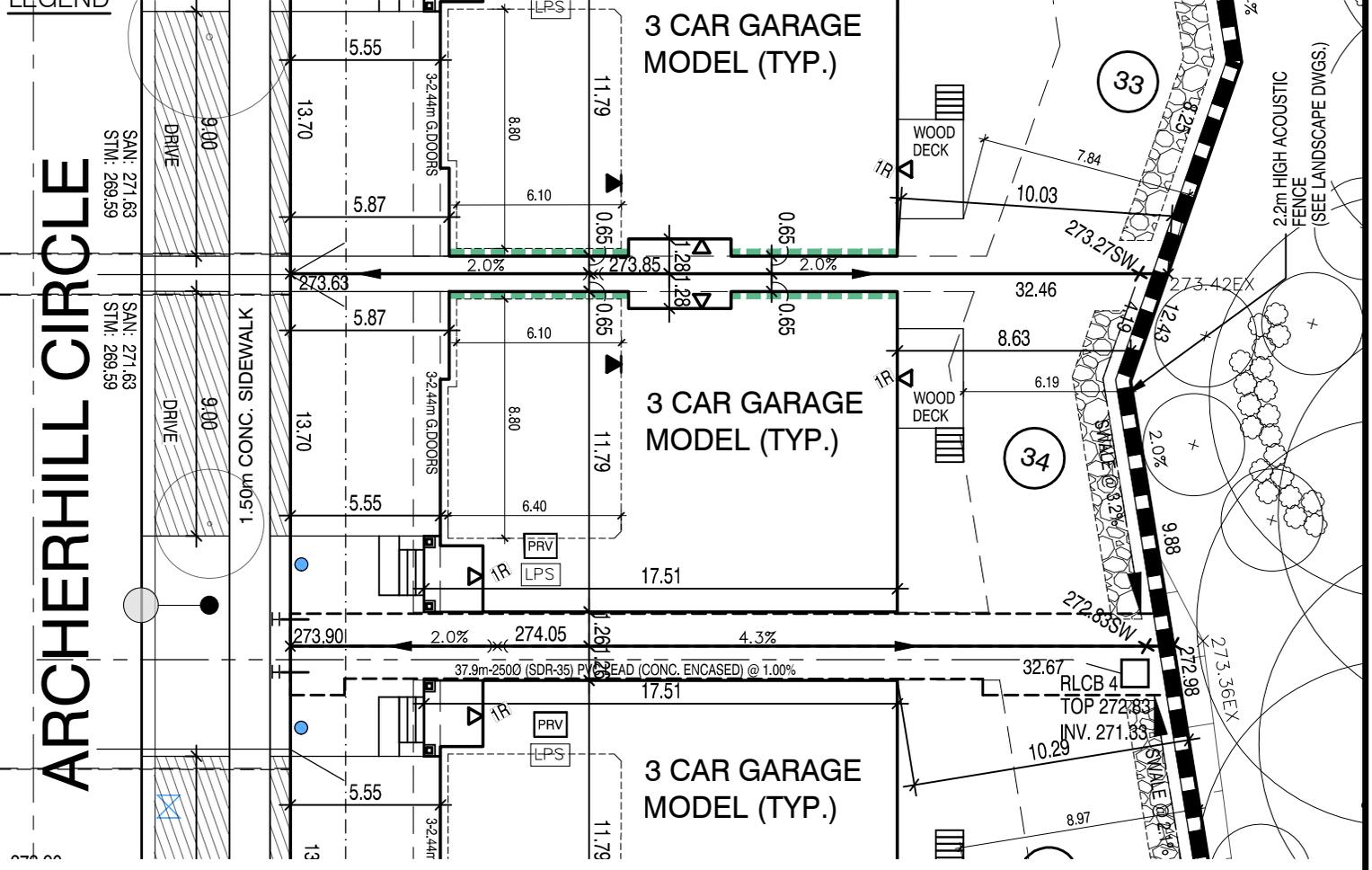
AS CONSTRUCTED INVERTS MUST BE VERIFIED PRIOR TO POURING FOOTINGS. JARDIN DESIGN GROUP LTD. HAS NOT BEEN RETAINED TO CARRY OUT GENERAL REVIEW OF THE WORK AND ASSUMES NO RESPONSIBILITY FOR THE FAILURE OF THE CONTRACTOR OR SUB CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

THIS DRAWING IS AN INSTRUMENT OF SERVICE. IS PROVIDED BY AND IS THE PROPERTY OF JARDIN DESIGN GROUP LTD. THIS DRAWING IS NOT TO BE SCALED.

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- U/FTG. UNDERSIDE FOOTING ELEVATION



LEGEND



TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION
 PERMIT NO.: PR20260009 DATE: Jan. 12, 2026
 APPROVED BY: *Taylor Cole*
PRELIMINARY ZONING REVIEW

5		
4		
3		
2		
1	JAN. 05, 2026	ISSUED FOR CLIENTS REVIEW.

FOR DISCUSSION PURPOSES

■ ■ ■ ■ : 45 MINUTE RATED WALL WITH SIDE YARD < 1.2m



DANCING FORESTS DEVELOPMENT LTD.

PROJ. No. 23-03 MUNICIPAL ADDRESS

LOT No. 34 190 ARCHERHILL CIRCLE



64 JARDIN DR. SUITE 3A
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 TEL: 905 660-3377 FAX: 905 660-3713
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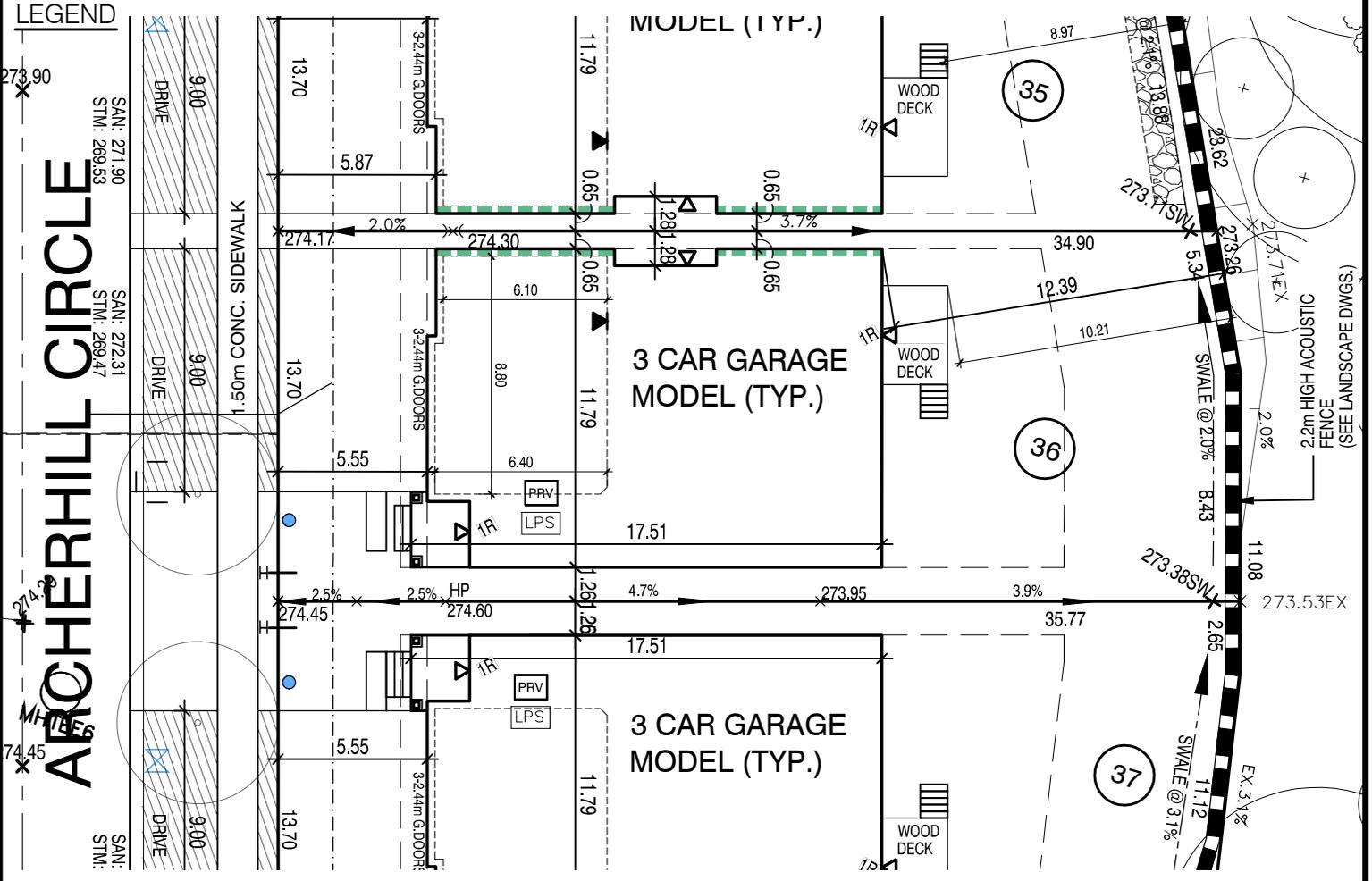
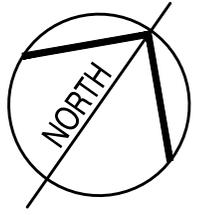
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- GENERATOR
- HOUSE EQUIPPED WITH PRESSURE REDUCING VALVE
- HOUSE EQUIPPED WITH LOW PRESSURE SANITARY SERVICE
- HYDRANT
- REVIEW GEOTECHNICAL CERTIFICATE FOR ENG. FILL LOT DESIGNATION
- CABLE TV PEDESTAL
- BELL PEDESTAL
- ENTRANCE DOOR LOCATION
- GARAGE DOOR LOCATION
- UNITS W/ INSULATED WATER SERVICE CONNECTION
- HYDRO METER
- GAS METER
- COMMUNITY MAILBOX
- PROPOSED BERM
- DOWNSPOUT LOCATION
- VALVE AND CHAMBER
- SANITARY MANHOLE
- STORM MANHOLE
- PROPOSED A/C LOCATION
- 100.00 PROPOSED GRADE
- 100.00 EXISTING GRADE
- SW 100.00 PROPOSED SWALE GRADE
- ← SWALE DIRECTION
- F.FLR. FINISHED FLOOR ELEVATION
- T/WALL TOP OF FOUNDATION WALL
- F.SLAB FIN. BASEMENT FLOOR SLAB
- U/FTG. UNDERSIDE FOOTING ELEVATION



**TOWN OF AURORA
PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION**

PERMIT NO.: **PR20260011** DATE: **Jan. 12, 2026**

APPROVED BY: *Taylor Cole*
PRELIMINARY ZONING REVIEW

5		
4		
3		
2		
1	JAN. 06, 2026	ISSUED FOR CLIENTS REVIEW.

FOR DISCUSSION PURPOSES

■■■■ : 45 MINUTE RATED WALL
WITH SIDE YARD < 1.2m



DANCING FORESTS DEVELOPMENT LTD.

PROJ. No. 23-03 MUNICIPAL ADDRESS

LOT No. 36 198 ARCHERHILL CIRCLE



64 JARDIN DR. SUITE 3A
VAUGHAN ONT. L4K 3P3
TEL: 905 660-3377 FAX: 905 660-3713
EMAIL: info@jardindesign.ca

REG. PLAN LOTS 1 TO 14, BLOCKS 15,
16 ARCHERHILL COURT, (PLAN 65M-2494)
PLAN 65M-4836
TOWN OF AURORA

THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS ON SITE BEFORE PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO JARDIN DESIGN GROUP LTD. PRIOR TO COMMENCEMENT OF WORK.

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