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Town of Aurora  
**Committee of Adjustment Report**  
No. MV-2025-05

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**Subject:** **Minor Variance Application**  
Ashraf Zaghloul  
75 Watkins Glen Crescent  
PLAN 65M3573 PT BLK 268 RP; 65R25480 PARTS 6 TO 8  
File: MV-2025-05

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

**Department:** Planning and Development Services

**Date:** April 10, 2025

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## 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 widened driveway. The following relief is being requested:

- a) Section 5.6(i) of the Zoning By-law allows a maximum driveway width of 3.5 metres if the lot frontage is less than 9.0 metres. The applicant is proposing a maximum driveway width of 6.0 metres.

## Background

The subject application was deferred by the Committee of Adjustment at the March 13, 2025 meeting. Planning Staff requested for additional time to consult with various commenting agencies to ensure that matters including implications towards emergency services and technical engineering feasibility could be addressed. Planning Staff have since gathered sufficient information to provide an informed recommendation.

## Subject Property and Area Context

The subject property is located on the east side of Watkins Glen Crescent, east of Bridgenorth Drive and south of Earl Stewart Drive. The subject property has an area of approximately 231.3 square metres (2490 square feet) with a lot frontage of

approximately 7 metres (23 feet). The subject property contains a townhouse dwelling unit (within a block of 8 townhouses).

### **Proposal**

The applicant is requesting to increase the maximum driveway width on a lot with less than 9.0 metres of frontage from 3.5 metres to 6.0 metres. The driveway expansion already exists (completed in 2023), and no further paving/interlocking will occur based on Committee's should Committee approve this application.

### **Official Plan**

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

### **Zoning**

The subject property is zoned "Townhouse Dwelling Residential Exception R8 (265)" within Zoning By-law 6000-17, as amended. This zone permits a townhouse dwelling unit and associated accessory 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 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 applicant is seeking approval for an existing driveway extension which intends to facilitate a third parking spot.

### **Planning Comments**

Planning Staff have evaluated Minor Variance Application MV-2025-05 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 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.

Planning Staff are of the opinion that the subject variance will result in minimal impact to the existing streetscape and the surrounding context of the neighbourhood. The location and orientation of the driveway expansion on the north side of the driveway allows for the owner to facilitate an additional parking spot on the driveway, which enhances the functionality of the existing townhouse dwelling unit. The expansion is screened from the street, behind an existing boulevard tree, that is to be maintained. A curb cut to expand the entrance of the driveway is not proposed. As such, there is minimal impact to the streetscape as adequate screening to the new driveway area has been provided. Furthermore, the expanded area is interlocked and has been designed in a manner that is similar to other driveways along Watkins Glen Crescent and does not disrupt any Town infrastructure or the availability of on-street parking and snow storage.

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

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

The subject property is zoned "Townhouse Dwelling Residential Exception R8 (265)". The site specific zoning ensures all new developments are appropriately sized and buildings and structures are orientated properly. The intent of the maximum driveway width provision is to preserve the streetscape character, ensure proper drainage, and encourage the use of green spaces.

Majority of the properties on this street is characterized with attached single car garage with hard landscaping beside the existing driveway with a boulevard tree. The subject property expanded the area adjacent to the driveway with interlocked and is designed in a manner that is similar to other driveways along the street. In addition, a curb cut is not being contemplated, and the boulevard tree will remain as is. With respect to maintaining appropriate grading and drainage for stormwater management purposes, the Town's Engineering Staff have reviewed the request variance and have no concerns from a grading and drainage perspective.

Staff are satisfied that the requested variance meets the general intent of the Zoning By-law.

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

Given that the average household size that requires a parking space continues to grow, it is Planning Staff’s opinion that the proposed variance represents a reasonable number of parking spaces required. Permitting the additional parking spot on the driveway reduces the reliance of on-street parking which contributes to minimizing street congestion. Additionally, it helps reduce potential disruptions to street maintenance (ie. snow clearing).

Staff are of the opinion that the proposal allows for the appropriate development of the site to accommodate an additional parking space in a manner that respects the character of the existing properties along Watkins Glen Crescent.

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

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

The driveway expansion is considered to be minor by staff and is not anticipated to negatively impact the front yard amenity space, nor pedestrian or emergency vehicle access through the front yard. Sufficient soft landscaping is maintained in the front yard as a 0.9 metre setback is provided between the expanded driveway and the interior (north) property line, and a 3.5 metre setback is maintained from the edge of the street.

Given the location of the driveway expansion and the existing screening boulevard tree, staff would consider the variance to be minimal and will have no impact on surrounding properties or the neighbourhood character.

**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. 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

Written submissions were received at the time of writing of this report. Should written submissions be received after the writing of this report, the Secretary Treasurer will provide the submission(s) to Committee members at the meeting.

## Conclusion

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

## Attachments

Appendix 'A' – Conditions of Approval

Appendix 'B' – Site Plan

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.