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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.