



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

Date: Thursday, May 8, 2025
Time: 7 p.m.
Location: Video Conference

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

	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 April 10, 2025, Meeting Number 25-04	1
That the Committee of Adjustment Minutes from Meeting Number 25-04 be adopted as printed and circulated.	
6. Presentation of Applications	
6.1 MV-2025-08 - Nobari - 56 Nisbet Drive	6
6.2 MV-2025-09 - Payne - 61 Metcalf	14
7. New Business	
8. Adjournment	



Town of Aurora
Committee of Adjustment
Meeting Minutes

Date: Thursday, April 10, 2025

Time: 7 p.m.

Location: Video Conference

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

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

1. Call to Order

That the meeting be called to order at 7:02pm

2. Land Acknowledgement

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

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

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

3. Approval of the Agenda

Moved by John Hartman

Seconded by Klaudia Watts

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

Carried

4. Declarations of Pecuniary Interest and General Nature Thereof

None.

5. Receipt of the Minutes

5.1 Committee of Adjustment Meeting Minutes of March 13, 2025, Meeting Number 25-03

Moved by Michael Visconti

Seconded by Maricella Saucedo

That the Committee of Adjustment Minutes from Meeting Number 25-03 be adopted as circulated.

Carried

6. Presentation of Applications

6.1 MV-2025-06 - Hollidge Properties Inc. -130 Hollidge Blvd

The applicant is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to permit the operation of a Pet Service (grooming service for dogs & cats) business within a single retail unit (Unit B-12). A site plan and floor plan are attached as Appendix 'B' to this report.

The following relief is being requested:

1. Section 24.1.187 of the Zoning By-law does not list "Pet Services" as a permitted use. The applicant is proposing a "Pet Service" use, thereby requiring a variance to permit this use on the subject lands.

The Chair invited the Applicant or Owner to address the Committee. In attendance was the agent Vince Figliomeni. The agent provided a brief introduction to their application.

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

The Committee had no questions or concerns on the application.

Moved by Michael Visconti

Seconded by John Hartman

That the Minor Variance application MV-2025-06 be APPROVED

Carried

6.2 MV-2025-07 - Ramos -196 Crane Street

The owner is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to permit outdoor swimming lessons as a Home Occupation on the subject property. The following relief is being requested:

1. Section 3 of the Zoning By-law does not permit outdoor swimming lessons as a Home Occupation. The applicant is proposing outdoor swimming lessons.; and,
2. Section 4.6.1 of the Zoning By-Law states a home occupation shall be conducted entirely within the dwelling or permitted accessory buildings. The applicant is proposing outdoor swimming lessons.

The Chair invited the Applicant or Owner to address the Committee. In attendance was the owner Jane Ramos. The owner provided a brief introduction and presentation to their application.

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

The Committee posed concerns regarding available parking on the property as on-street parking is not permitted. The committee also inquired about the access to the pool and whether changing facilities will be provided on site.

Moved by John Hartman

Seconded by Maricella Saucedo

That the Minor Variance application MV-2025-07 be APPROVED.

Carried

6.3 MV-2025-05 - Zaghloul - 75 Watkins Glen Cres

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:

5. 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.

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

The Chair invited members of the public to provide comments. There were two (2) public delegates in attendance for this application; Maggie Silveria and Lorne Pike. Maggie provided a brief overview of her concerns regarding the proximity of the parked vehicle to her gas lines, how the vehicle often encroaches onto her property, and the destruction of her lawn. Lorne spoke in support of the application has the neighbor to the other side of the applicant. He supported the driveway widening and mentioned how the garage is not fit to park a larger vehicle without difficulties. Lorne also addressed concerns of snow storage on site, located at the front of the property with the existing tree. Lastly, he confirms that through his conversations with the residents on the street, they are also in support of the application.

The Committee inquired about the size of the vehicle to be parked on the parking pad and whether the grading is directed towards the neighbor.

Moved by John Hartman

Seconded by Michael Visconti

That the Minor Variance application MV-2025-05 be APPROVED.

Carried

7. New Business

None.

8. Adjournment

Moved by Michael Visconti

That the meeting be adjourned at 8:00PM.

Carried



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

Town of Aurora

Committee of Adjustment Report

No. MV-2025-08

Subject: **Minor Variance Application**
 Mohammad Reza Heyrani Nobari & Fariba Mottaghizadeh
 56 Nisbet Drive
 Plan M50 Lot 5
 File: MV-2025-08

Prepared by: **Felix Chau, Planner**

Department: Planning and Development Services

Date: May 8, 2025

Application

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

- a) Section 5.6 (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 a maximum driveway width of 6.8 metres.

Background

Subject Property and Area Context

The subject property is located on the west side of Nisbet Drive, north of Murray Drive and west of Yonge Street. The subject property has an area of approximately 526.9 square metres (5671 square feet) with a lot frontage of approximately 15.5 metres (51 feet). The subject property contains a detached dwelling.

Proposal

The applicant is requesting to increase the maximum driveway width on a lot with approximately 15.5 metres of frontage from 6.0 metres to 6.8 metres. The driveway

expansion already exists (completed in May of 2024), and no further paving/interlocking will occur 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 “Detached Third Density Residential R3-SN (497) Exception Zone” within Zoning By-law 6000-17, as amended. This zone permits a detached dwelling 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 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 reasoning:

“It is not possible to comply with the provisions of the by-law because the current allowable driveway width does not adequately meet the practical needs of our household. The additional one meter of width is necessary to safely and efficiently accommodate vehicle access and maneuvering, especially given the layout of our lot and the number of vehicles regularly using the driveway.

This minor variance will not negatively impact the streetscape or surrounding properties and maintains the overall intent of the zoning by-law, which is to ensure safe and orderly use of land. The proposed increase is modest and will improve functionality without altering the character of the neighborhood”.

Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2025-08 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 original driveway had a width of 4.8 metres, which was widened along both sides by 1.0 metre respectively. This resulted in a total driveway width of 6.8 metres, exceeding the maximum allowable driveway width by 0.8 of a metre.

Given the single detached nature of the surrounding area containing front yards featuring wide lawns and sparse mature vegetation, the visual impact of the widened driveway towards the streetscape is minimal. Furthermore, the widened sections of the driveway are interlocked whereas original driveway area is paved, representing a driveway design that is consistent with multiple surrounding lots, including the immediate neighbour to the north. The owner has cut the curb to line up with the widened driveway area, which is subject for review by the Town’s Public Works Division. In Planning Staff’s opinion, given the wider nature of the lots, the curb cuts do 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 “Detached Third Density Residential R3-SN (497) Exception Zone”. 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.

The lots on Nisbet Drive are characterized as featuring detached dwellings with an attached single car garage and soft landscaping next to the existing driveways anchored with sparse but mature boulevard trees. The subject property expanded the area adjacent to the driveway with interlock and is designed in a manner that is similar to other driveways along the street. 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. While the driveway expansion does not facilitate a full additional parking space, it has been expanded to accommodate convenient manoeuvring of private vehicles and pedestrian access on the driveway.

Prioritizing parking 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 Nisbet Drive.

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. Given the nominal nature 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.

May 8, 2025

5 of 6

Report No. MV-2025-08

Engineering Division	No objections.
Operational Services (Parks)	No objections.
Operational Services (Public Works)	No objections.
Central York Fire Services	No objections.
York Region	No objections.
LSRCA	No objections.
Alectra	No objections.

Public Correspondence

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

Conclusion

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

Attachments

Appendix 'A' – Conditions of Approval

Appendix 'B' – Site Plan

Appendix 'A' – Conditions of Approval

May 8, 2025

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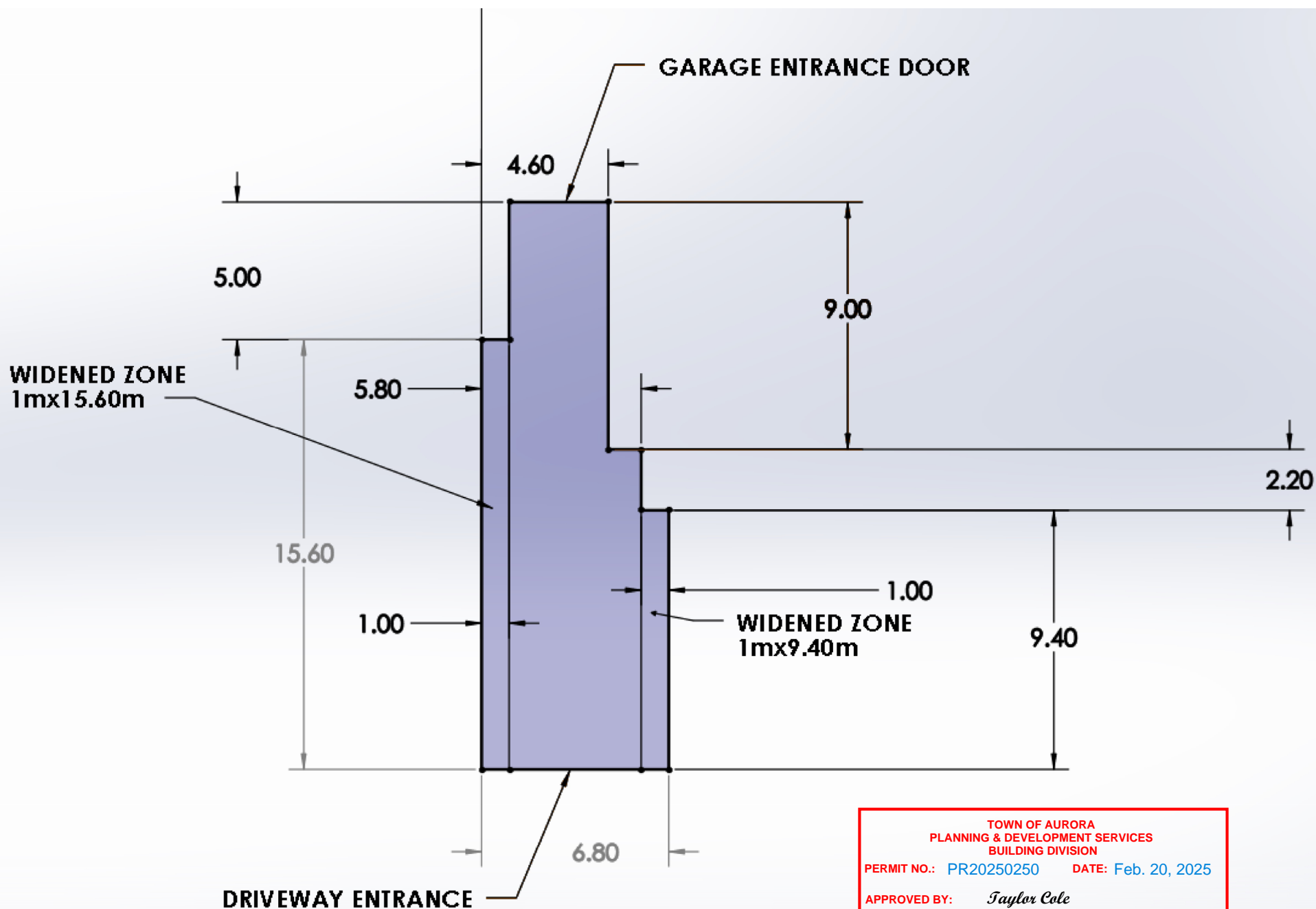
Report No. MV-2025-08

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 – Public Works

2. That the Owner obtain a Curb Cut Permit through Public Works.

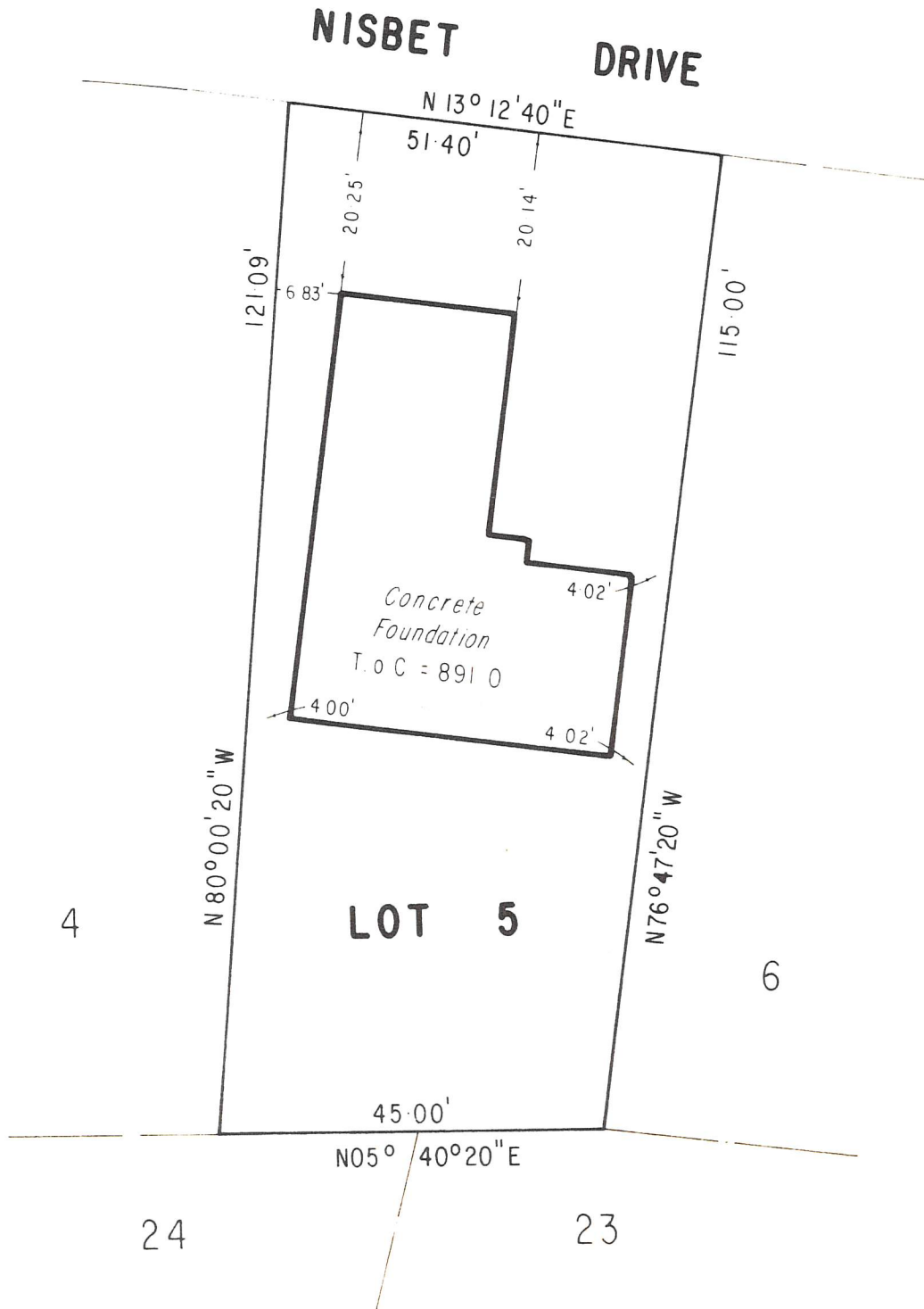


TOWN OF AURORA
 PLANNING & DEVELOPMENT SERVICES
 BUILDING DIVISION
 PERMIT NO.: PR20250250 DATE: Feb. 20, 2025
 APPROVED BY: *Taylor Cole*
 PRELIMINARY ZONING REVIEW

PLAN OF SURVEY

SHOWING LOCATION OF BUILDING ON
LOT 5 , PLAN M-50
 TOWN OF AURORA
 REGIONAL MUNICIPALITY OF YORK

Scale: 1" = 20'



carter horwood limited
 ontario land surveyors
 box 171
 markham, ontario
 phone: 294-1328

Project No 78 374

[Signature]
 Ontario Land Surveyor
 Date June 15, 1979

5



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

Town of Aurora

Committee of Adjustment Report

No. MV-2025-09

Subject: **Minor Variance Application**
Payne
61 Metcalfe Street
PLAN 68 PT LOTS 10 & 11
File: MV-2025-09

Prepared by: **Kenny Ng, Planner**

Department: Planning and Development Services

Date: May 8, 2025

Application

The owner/applicant is requesting relief from the requirements of the Town's Comprehensive Zoning By-law 6000-17, as amended, to recognize a constructed front porch and steps. 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 constructed a front porch, which is 1.3 metres to the front property line, thereby requiring a variance of 3.2 metres.
- b) Section 4.20 of the Zoning By-law states steps require a minimum front yard of 4.5 metres. The applicant constructed a porch steps, which are 0.7 metre to the front property line, thereby requiring a variance of 3.8 metres.

Background

Subject Property and Area Context

The subject lands are municipally known as 61 Metcalfe Street, located on the north side of Metcalf Street, east of Wells Street. The subject lands currently accommodate a two-storey detached dwelling and have an approximate lot area of 589.51 square metres (6,344.43 square feet), and an approximate lot frontage of 18.52 square metres (60.76 square feet). The existing two-storey detached dwelling has a Gross Floor Area of 178.17 square metres (1,917.8 square feet) with driveway access on Metcalfe Street. There is a

concrete walkway which leads from the front porch to municipal sidewalk, with wooden fence along the side yards.

The applicant initially submitted for a building permit for an addition to the main dwelling, however, the submitted plans did not show the replacement of the porch and steps which have different configurations than the existing. The demolished porch was approximately 7.67 square metres (82.56 square feet) in size, compared to approximately 14.78 square metres (159.1 square feet) for the new porch. The demolished porch was situated closer to the front property line than the replacement porch at approximately 1.14 metres (3.74 feet) compared to 1.38 metres (4.53 feet) for the new porch.

Proposal

The applicant has requested to reduce front yard setback requirements to accommodate for a constructed front porch and stairs. The applicant has demolished and reconstructed a new front porch and stairs without a building permit. Town inspector identified the zoning non-compliance and required the structures to comply with the Zoning by-law. To address the zoning non-compliance, the applicant submitted the subject Minor Variance application to permit the constructed structures.

Official Plan

The subject property is designated "Stable Neighbourhoods" by the Town of Aurora Official Plan, which permits Ground-related Residential Uses and accessory structures.

Zoning

The subject property is zoned "Detached Third Density Residential Exception R3-SN (497) Zone" in the Town of Aurora's Comprehensive Zoning By-law. Residential uses and associated accessory uses are permitted under this zoning.

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 original house that we added the addition to is only sitting 3.56 meters from the front property line. According to the town notes, the

setback for a new deck is 4.5 meters. We were not aware that we would need a permit to rebuild the front porch.”

Planning Comments

Planning Staff have evaluated Minor Variance Application MV-2025-09 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 ‘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 and, at the same time, are permitted to evolve and be enhanced over time. Within this designation, emphasis is placed on compatibility of built form with respect to massing, scale, and design to ensure a cohesive relationship with adjacent buildings, streetscapes, and exterior areas.

Staff note that there is approximately two metres of distance between the front lot line of the property to the municipal sidewalk, which provides further separation between the public realm and the proposed structures. Staff are of the opinion that adequate spatial separation continues to exist between the constructed structures and the public, ensuring no negative impacts to the streetscape and continued uninterrupted access in the front yard area. The front porch and steps are considered to be an appropriate extension of the dwelling and are not visually obtrusive from an urban design perspective.

Based on the above, staff are of the opinion that the requested variances meet the general intent and purpose of the Official Plan.

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

The intent of the minimum front yard setback provision is to ensure there is consistency between dwellings from a streetscape perspective and a relatively uniform presence from the street edge. Staff are of the opinion that despite the reduction in front yard setback, there is still adequate spatial separation and uniformity along Metcalfe Street, as the adjacent property to the west also contains similarly sized porch and associated steps located within similar setback distance. This helps to create a relatively consistent and uniform streetscape.

The porch and steps are intended to provide access to the elevated entrance to the dwelling. Staff are of the opinion that the front porch and steps are modest in overall mass, and as they meet all other provisions of the Zoning By-law, result in minimal visual

impact or obstruction. Additionally, there is ample back yard space available to accommodate for any amenity requirements.

Based on the above, staff are of the opinion that the requested variances meet the general intent and purpose of the zoning by-law.

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

The requested variances to permit reduced front yard setback for the porch and steps are desirable, as the structures have been designed to respect the character of the existing dwelling. Although the constructed porch is slightly enlarged from 7.67 m² (82.56 ft²) to 14.78 m² (159.1 ft²) compared to the original existing porch, it has a further front yard setback distance than the original porch and will continue to provide necessary access to the elevated dwelling entrance.

Staff would consider the porch and stairs to have minimal impact to the existing streetscape, as the structures are generally in keeping with surrounding residential neighbourhood, in relation to scale, massing, orientation and build materials. Staff also consider the structures having no impact to the accessibility, drainage and maneuverability of the front yard space. Town Engineering Division has reviewed the requested variances and have no objection to the application.

Based on the above, staff are of the opinion that the requested variances to be desirable for the appropriate development and use of the lands.

d) The proposed variances are considered minor in nature

The requested variances to reduce the front yard setback is considered minor, as the front porch and steps are not anticipated to affect the overall compatibility and appearance of the existing dwelling, as well as the character of the neighbourhood as a whole. Adequate amount of front yard space remains available to provide for sufficient accessibility and functionality for the owner and pedestrians. Given the size and location of the porch and steps, staff would consider the reduced front yard setback requirement to be minimal and will have no impact on surrounding properties or neighbourhood character. Town Operations Department has reviewed the requested variances and have no objection to the application.

Based on the above, staff are of the opinion that the variances are considered 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. 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.

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 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

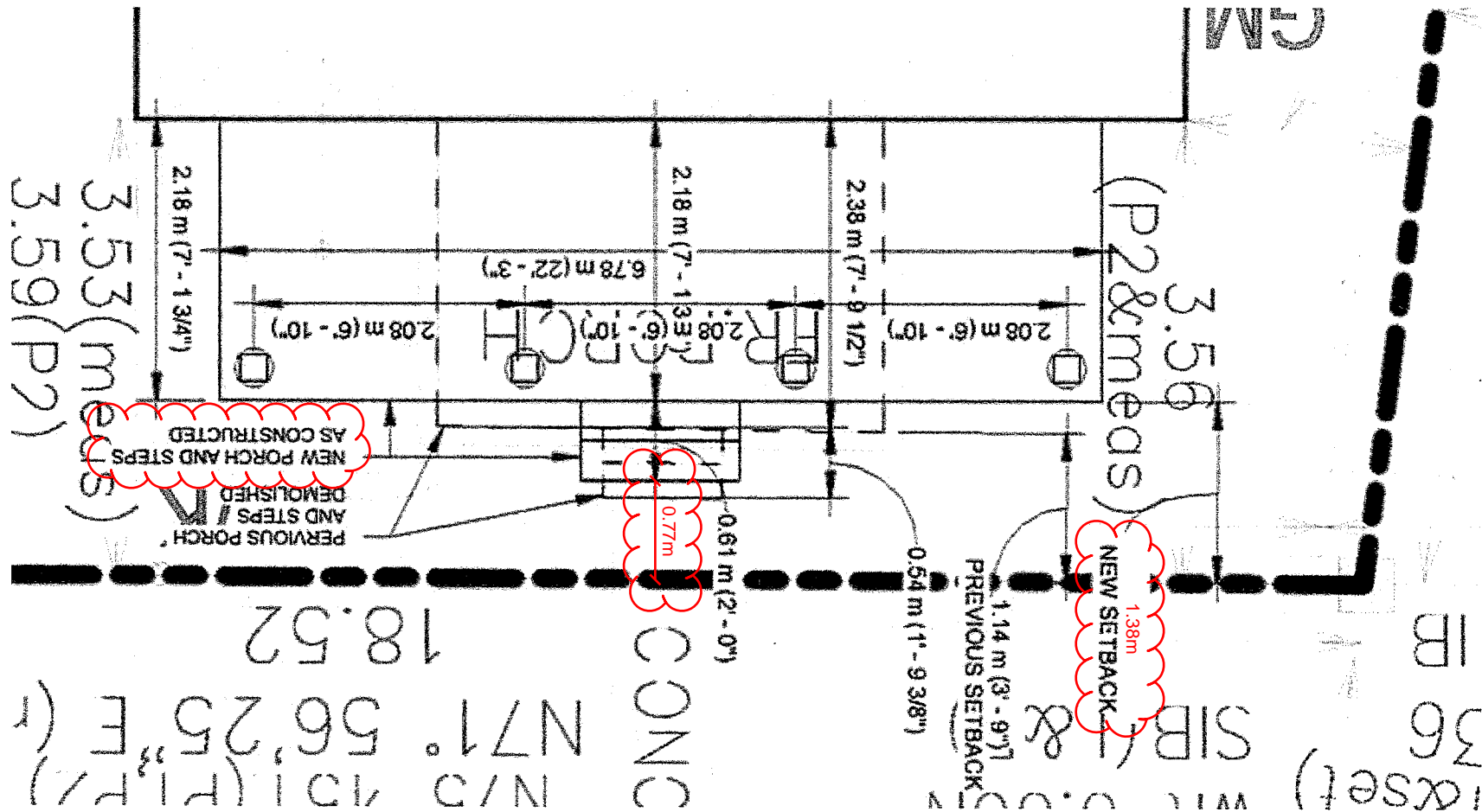
Appendix 'B' – Site Plan

Appendix 'A' – Recommended Conditions of Approval

The following conditions are required to be satisfied should application MV-2025-09 be approved by the Committee of Adjustment:

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.
2. That the Owner obtain a Road Occupancy Permit through Public Works.

Appendix "B"



S 10 and 11 (SOUTH OF METCALF ST.)
REGISTERED PLAN 68
TOWN OF AURORA
REGIONAL MUNICIPALITY OF YORK
FORMERLY COUNTY OF YORK

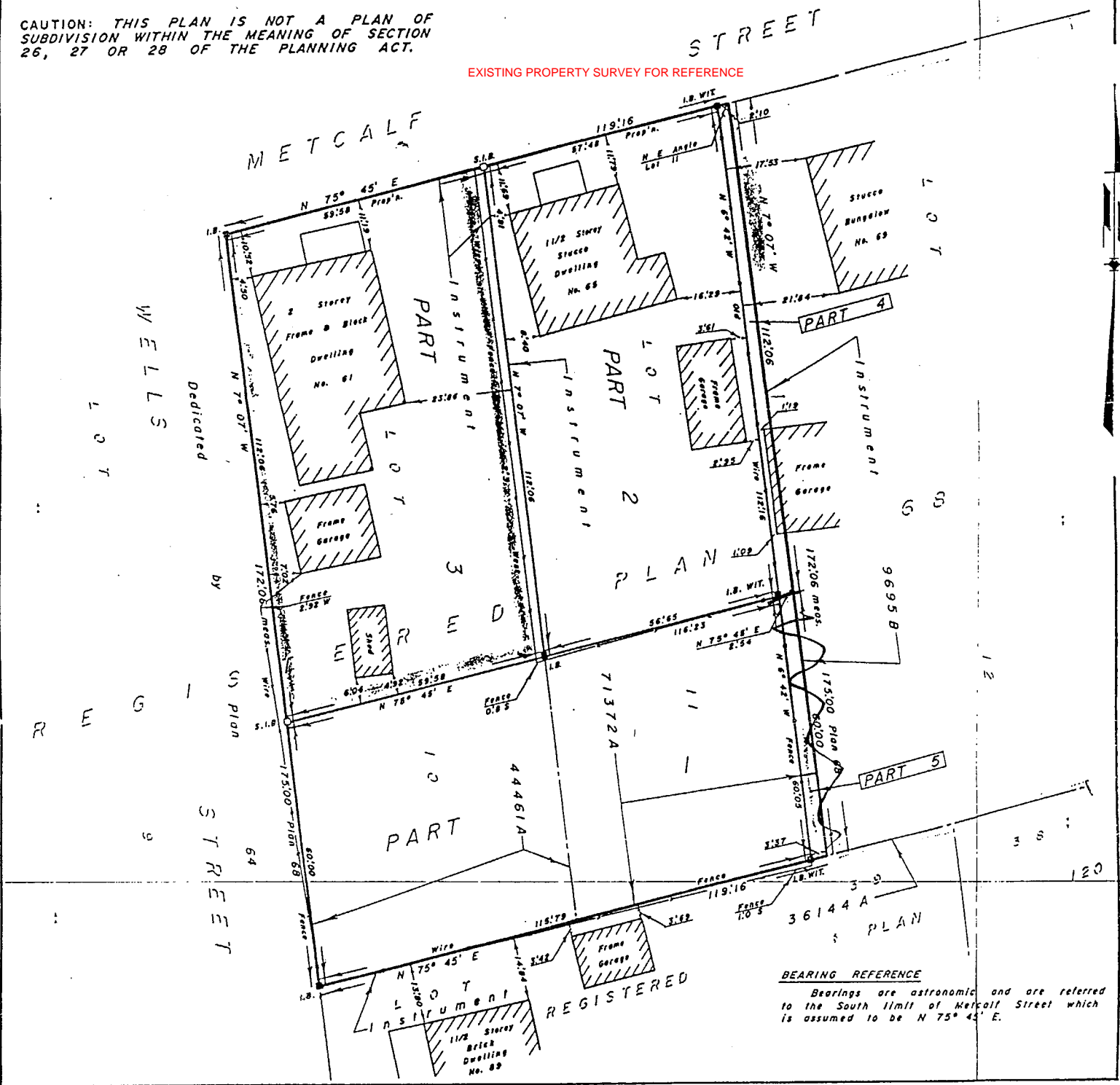
JAMES M. PURCELL, O.L.S.
JANUARY 5, 1971
Scale 1" = 20'

6th DAY OF JANUARY 1971	
I REQUIRE THIS PLAN TO BE DEPOSITED UNDER PART II OF THE REGISTRY ACT.	
I HEREBY CERTIFY: 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THEREUNDER. 2. THE SURVEY WAS COMPLETED ON THE 8th DAY OF SEPTEMBER 1967.	
5th DAY OF JANUARY 1971	
James M. Purcell, Ontario Land Surveyor	
LLOYD AND PURCELL	47 MAIN STREET, NEWMARKET, ONTARIO, PH. 416-895-6416
FILE # A2-68-10 & 11	

RECEIVED AND DEPOSITED AT THE REGISTRY OFFICE
Page 21 of 22
PLAN 65R-419
6 DAY OF January 1971
Erna E. Young
Deputy REGISTRAR
FOR THE REGISTRY DIVISION OF YORK NORTH

CAUTION: THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE MEANING OF SECTION 26, 27 OR 28 OF THE PLANNING ACT.

EXISTING PROPERTY SURVEY FOR REFERENCE



TOWN OF AURORA
 PLANNING & DEVELOPMENT SERVICES
 BUILDING DIVISION
 PERMIT NO.: PR20250501 DATE: Apr. 16, 2025
 APPROVED BY: *Ashley Vanderwaal*
 PRELIMINARY ZONING REVIEW

