

## COMMITTEE OF ADJUSTMENT AGENDA

**Date:** Wednesday, October 1, 2025, 6:00 p.m.  
**Location:** VIA ZOOM  
**Members:** T. Jenney, Chair, J. Watson, L. Hillier, K. Medenblik, J. Smith

### Pages

1. CALL TO ORDER
2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST
3. APPLICATIONS TO BE HEARD
  - a. **Minor Variance D13VAR25.027H – 83 Wildwood Road** 3

**Location:** 83 Wildwood Road, Town of Halton Hills (Glen Williams), Regional Municipality of Halton

**Purpose:** Requesting relief from Zoning By-law 2010-0050, as amended,

    1. To increase the height of an accessory structure from the maximum 4.5 m to permit a height of 6.92 m.
    2. To increase the floor area of a detached garage from the maximum 40.0 sq m to permit a floor area of 126.0 sq m
    3. To increase the floor area of all accessory structures from the maximum 60.0 sq m to permit a total floor area of 141.0 sq m

**To accommodate a proposed detached garage.**

**Owner(s):** Brent & Joanne Shelley, **Agent:** Matthews Design & Drafting Services Inc. (Doug Matthews/Bethany VanRavens)
  - b. **Minor Variance D13VAR25.028H – 191 Mountainview Road North** 7

**Location:** 191 Mountainview Road North, Town of Halton Hills (Georgetown), Regional Municipality of Halton

**Purpose:** Requesting relief from Zoning By-law 2010-0050, as amended,

    1. To reduce the rear yard setback from the minimum 7.5 m to permit a rear yard setback of 4.5 m.

To accommodate an addition of enclosed stairs to a detached dwelling with two additional residential units (as built).

**Owner(s):** Maciej Stasiowski, **Agent:** Kurtis Van Keulen

**4. ADJOURNMENT**

**TO:** Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment & Consent Official

**FROM:** Ruth Conard, Planner – Development Review

**DATE:** September 23, 2025

**RE:** Planning Recommendation for  
Application D13VAR25.027H  
Municipally known as 83 Wildwood Road  
Town of Halton Hills (Glen Williams)

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### **APPLICATION**

Requesting relief from Zoning By-law 2010-0050, as amended:

1. To increase the height of an accessory structure from the maximum 4.5 m to permit a height of 6.92 m.
2. To increase the floor area of a detached garage from the maximum 40.0 sq m to permit a floor area of 126.0 sq m.
3. To increase the floor area of all accessory structures from the maximum 60.0 sq m to permit a total floor area of 141.0 sq m.

To accommodate a proposed detached garage.

### **Proposal**

The variances are required in order to construct a 126 square metre detached garage in the rear yard of the subject property.

### **POLICY CONTEXT**

#### **Town of Halton Hills Official Plan**

The subject property is designated Hamlet Residential Area under the Town's Official Plan. Single detached residential uses are permitted in this designation. Section G13.6 of the Official Plan states that whenever a use is permitted in a land use designation, it is intended that uses, buildings or structures normally incidental and accessory to that use are also permitted.

## **Town of Halton Hills Zoning By-Law**

The subject property is zoned Hamlet Residential One (Mature Neighbourhood Two) (HR1(MN2)) under the Town's Comprehensive Zoning By-law 2010-0050, as amended. Single detached dwellings are permitted. The Zoning By-law permits accessory structures in the HR1 zone to have a maximum height of 4.5 metres, a maximum floor area for an individual building of 40 square metres and a maximum floor area for all accessory buildings of 60 square metres.

### **COMMENTS**

#### **Internal Department and External Agency Comments**

This application was circulated for review and comment to Town departments and external agencies. No objections were received; relevant comments regarding the Minor Variance application are as follows:

##### **Planning**

The intent of the Zoning By-law to regulate the maximum floor area of accessory structures (both individual and combined) and height is to ensure they do not visually dominate the lot; are clearly accessory to the principal residential use (i.e. the existing single detached dwelling); and do not create impacts to surrounding properties. The location of the proposed detached garage towards the rear of the property is not immediately adjacent to any sensitive land use or residential dwelling. Sufficient rear yard amenity space would still be available, and the garage is clearly subordinate to the principal residential use.

The height and floor area of the proposed detached garage is consistent with the accessory structure on the property immediately to the west (85 Wildwood Road) which received approval from the Committee of Adjustment in 2016 to increase the maximum height to 6.8 metres, the floor area to 121 square metres and the total floor area for all accessory buildings to 129 square metres.

Therefore, planning staff have no objection to the proposal.

#### **Public Comments**

No comments have been received from the public as of the date this report was prepared.

### **RECOMMENDATION**

It is the opinion of Planning staff that the application for Minor Variance meets the four tests of a Minor Variance as outlined in the Planning Act. The application:

- 1) meets the intent and purpose of the Town of Halton Hills Official Plan;
- 2) meets the intent and purpose of the Town of Halton Hills Zoning By-law;
- 3) is considered to be desirable for the appropriate development or use of the property; and,
- 4) is considered to be minor in nature.

Planning staff have no objection to the approval of this application, subject to the following condition:

1. The proposed detached garage shall be constructed generally in accordance with Drawing No. MV-1, Site Plan and MV-3 – Elevations, date stamped by the Committee of Adjustment on August 26, 2025, to the satisfaction of the Commissioner of Planning & Development.

Reviewed and Approved by,



**Jeff Markowiak, Director of Development Review**

**Notes:**

Town Development Engineering

- The owner will be required to apply for a site alteration permit during the building permit stage.

Region of Halton

- The property is currently serviced by Regional water through a 200 mm diameter watermain along Wildwood Road. There is currently no wastewater main adjacent to the property. The owner should verify the location of existing services and determine that no relocation of services will be required. Should services need to be relocated as a result of the proposed development, the following would apply:
  - Any existing water or wastewater services that will not be re-used must be disconnected at the mains at the expense of the owner.
  - No wastewater service laterals or water service connections are to cross existing or proposed property lines.
  - The owner shall comply with the Region's current construction and design standards as stated in the Region's Development Engineering Review Manual, Region of Halton Design Criteria, Contract Specifications and Standard Drawings, Sewer Discharge By-law 02-03, Multi-unit Servicing Policy as set out in Report PPW01-96 and the By-law Respecting the Prevention of Backflow Into the Water System as set out in By-law 157-05.
  - That prior to final approval, the owner obtain water and wastewater servicing permits from Halton, pay all necessary fees associated with the permits, and meet all of the service permit requirements including the installation of all water meters, to the satisfaction of Halton's Development Project Manager.

Halton Hills Hydro Inc. (HHHI)

- The existing residential dwelling is currently serviced by an underground secondary electrical service at 120/240V supplied by a 50kVA transformer.
- HHHI requires details regarding the electrical load of the proposed detached garage, including voltage, estimated kW load and any other relevant information. If the proposed load increase results in the need to upgrade the existing distribution system, the owner shall apply for a Technical Service Layout.

Please see the link below:

TSLO - <https://haltonhillshydro.com/for-home/new-service-upgrades/>

**TO:** Niloo Hodjati, Secretary-Treasurer, Committee of Adjustment & Consent Official

**FROM:** Jessica Rahim, Senior Planner – Development Review

**DATE:** September 23, 2025

**RE:** Planning Recommendation for  
Application D13VAR25.028H  
Municipally known as 191 Mountainview Road North,  
Town of Halton Hills (Georgetown)

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### **APPLICATION**

Requesting relief from Zoning By-law 2010-0050, as amended:

1. To reduce the rear yard setback from the minimum 7.5 m to permit a rear yard setback of 4.5 m.

To accommodate an addition of enclosed stairs to a detached dwelling with two additional residential units (as built).

### **Proposal**

The application is required to recognize the existing (as-built) enclosed stairs to the detached dwelling to accommodate two additional residential units (ADU) that are existing.

### **POLICY CONTEXT**

#### **Town of Halton Hills Official Plan**

The subject property is designated Low Density Residential Area under the Town's Official Plan. Single detached dwellings are permitted in this designation.

Section D1.3.1.6 outlines the policy framework for accessory residential units, specifically that an ARU is designed and located in such a manner to not have a negative impact on the character of the surrounding neighbourhood and to that end any building addition shall be compatible with the massing, height, and setbacks of adjacent dwelling units.

#### **Town of Halton Hills Zoning By-Law**

The property is zoned Low Density Residential One (LDR1) in the Town's Comprehensive Zoning By-law 2010-0050, as amended. The LDR1 zone permits single detached dwellings subject to a range of zoning standards, including a minimum required rear yard setback of 7.5 m.

## **COMMENTS**

### **Internal Department and External Agency Comments**

This application was circulated for review and comment to Town departments and external agencies. No concerns or objections were identified; relevant comments regarding the Minor Variance application are as follows:

#### **Planning**

The intent of the minimum rear yard setback requirement is to ensure adequate separation between structures and property lines in order to maintain privacy, support proper drainage, and preserve sufficient amenity space on the property. In this case, the existing enclosed stairs on the subject property does not appear to obstruct drainage or access to any swales along the lot line. As the property is situated on a corner lot, ample amenity space remains to accommodate the proposed units. Additionally, no new building additions or windows are proposed that would result in privacy concerns. Therefore, Planning staff has no objection to the requested variances.

### **Public Comments**

No objections have been received from the public as of the date this report was prepared.

## **RECOMMENDATION**

It is the opinion of Planning staff that the application for Minor Variance meets the four tests of a Minor Variance as outlined in the *Planning Act*. The application:

- 1) meets the intent and purpose of the Town of Halton Hills Official Plan;
- 2) meets the intent and purpose of the Town of Halton Hills Zoning By-law;
- 3) is considered to be desirable for the appropriate development or use of the property; and,
- 4) is considered to be minor in nature.

Planning staff has no objection to the approval of this application, subject to the following condition:

1. The existing covered stairs to the detached dwelling shall be in accordance with the Site Plan (SP) prepared by Huis Design Studio Ltd., date stamped by the Committee of Adjustment on August 28, 2025, to the satisfaction of the Commissioner of Planning & Development.

Reviewed and Approved by,



**Jeff Markowiak, Director of Development Review**



## Notes

### Halton Hills Hydro

- The existing residential dwelling is currently serviced by an overhead secondary electrical service at 120/240V supplied by a 75kVA transformer.
- HHHI has assumed that no significant increase in electrical load based on the information provided in the permit application. However, if the applicant increases electrical load in a manner that requires upgrades to existing HHHI distribution system, the applicant shall apply Technical Service Layout online. Please find the link below: TSLO - <https://haltonhillshydro.com/for-home/new-service-upgrades/>

### Region of Halton

- The subject property is located within the jurisdiction of the CTC Source Protection Plan (SPP). The CTC SPP can be accessed online at: <https://www.ctcswp.ca/source-protection-plan/the-ctc-source-protection-plan>. The property is located in a WHPA-Q1/Q2 (moderate risk to quantity).
- Upon review of the submission materials, it has been confirmed that this application is subject to Section 59 of the Clean Water Act, 2006. A Section 59 2) (a) notice was subsequently completed and issued in accordance with the Act, a copy of which has been attached for reference. It was further confirmed that this application is not subject to Section 57 (Prohibition) nor Section 58 (Risk Management Plan) of the Act. Based on the above, the application can proceed from the perspective of Source Water Protection.
- Reference material related to the Source Water Protection Program and the important role landowners play in protecting drinking water sources has also been attached for the Owner's information.