

COMMITTEE OF ADJUSTMENT AGENDA

Date: Wednesday, October 7, 2026, 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 D13VAR26.037H – 56 Gamble Street

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Location: 56 Gamble Street, Town of Halton Hills (Glen Williams),
Regional Municipality of Halton

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

1. To permit a maximum floor area of 85 square metres for one accessory structure (cabana), whereas the By-law permits a maximum floor area of 40 square metres for one accessory structure.
2. To permit a maximum Lot Coverage of 373.8 square metres whereas the By-law permits a maximum lot coverage of 350 square metres.
3. To permit a maximum height of 4.65 metres to the highest point of the roof for an accessory structure (cabana), Whereas the By-law permits a maximum building height of 4.5 metres to the highest point of the roof or structure.

To accommodate a proposed accessory structure (cabana).

Owner(s): Ivanka Kozuh, **Agent:** Mathew Partridge

b. Minor Variance D13VAR26.038H – 186 Miller Drive

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Location: 186 Miller Drive, 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 4.78 m rear yard setback.

To accommodate a proposed addition to the dwelling.

Owner(s): Savita Subramu & Subramu Basavapatna

c. Minor Variance D13VAR26.039H – 17 Trillium Terrace

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Location: 17 Trillium Terrace, Town of Halton Hills (Esquesing), 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 metres to permit a maximum height of 4.73 metres.
2. To increase the total floor area of all accessory structures from the maximum 80 square metres to permit a total floor area of 106 square metres.

To accommodate the construction of a new detached garage.

Owner(s): Iraj Ashrafi, **Agent:** Alana + Kelly Design Co. Ltd., Alana Nielsen

4. ADJOURNMENT

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

FROM: Caylee MacPherson, Planner – Heritage & Development Review

DATE: September 29, 2026

RE: Planning Recommendation for
Application D13VAR26.037H
Municipally known as 56 Gamble Drive,
Town of Halton Hills (Glen Williams)

APPLICATION

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

1. To permit a maximum floor area of 85 square metres for one accessory structure (cabana), whereas the By-law permits a maximum floor area of 40 square metres for one accessory structure.
2. To permit a maximum Lot Coverage of 373.8 square metres whereas the By-law permits a maximum lot coverage of 350 square metres.
3. To permit a maximum height of 4.65 metres to the highest point of the roof for an accessory structure (cabana), whereas the By-law permits a maximum building height of 4.5 metres to the highest point of the roof or structure.

To accommodate a proposed accessory structure (cabana).

Proposal

The Applicant is seeking zoning relief to permit an 85 square metre cabana with a height of 4.65 metres in the rear yard of the property.

POLICY CONTEXT

Town of Halton Hills Official Plan

The subject property is designated Hamlet Residential Area under the Town's Official Plan. This designation permits single detached dwellings. 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 (Exception 64) (HR1(64)) under the Town's Comprehensive Zoning By-law 2010-0050, as amended. The HR1(64) zone permits single detached dwellings and permits a maximum lot coverage of 350 square metres. Additionally, the Zoning By-law (General Provisions) limits the maximum floor area for any individual accessory building to 40 square metres and the maximum height for any individual accessory building to 4.5 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 is to regulate accessory buildings and structures to ensure that they do not visually dominate the lot, are clearly accessory to the principal residential use (i.e. single-detached dwelling) and do not create impacts to surrounding properties. Staff is of the opinion that the intent for accessory structures is being maintained as the proposed cabana is incidental to the principal residential use and it does not appear that there will be significant visual impacts to the surrounding properties. Further, the proposed location of the cabana does not appear to create privacy concerns with the adjacent property. Therefore, Planning staff have no objection to the proposed minor variances.

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

1. The location and construction of the proposed cabana is generally in accordance with the drawings A1 and SP1 drafted by Canopy Design date stamped by the Committee of Adjustment on August 11, 2026, to the satisfaction of the Commissioner of Planning & Development.

Reviewed and Approved by,



Jeff Markowiak, Director of Development Review

Notes:

Development Engineering

- Development Engineering has reviewed the variance application for 56 Gamble Street and has no objection to the requested variance as presented. The following advisory notes are provided for the applicant's information:
 - o Prior to the submission of any permits we will require a Developers Clearance Letter approving the proposed works as Gamble Street is not yet assumed by the Town.
 - o The proposed works will also be subject to a site alteration permit issued by Development Engineering at the building permit stage. Be advised that the Town has a Site Alteration By-law 2025-0009 which regulates site alterations within the Town of Halton Hills. The applicant is responsible for reviewing the by-law requirements and contacting Development Engineering staff to apply for permits based on the proposed works.
 - o A Grading Plan prepared by a Professional Engineer will be required at the building permit stage to demonstrate how existing and proposed drainage patterns will be managed to the Town's satisfaction and will not adversely impact neighbouring properties. Note that the Town requires a minimum separation of 3.0 m between the proposed pool and the existing infiltration gallery as a safe engineering practice to minimize the potential for water seepage between the two features, unless confirmed by Qualified Professional that a reduced separation will not result in any adverse impacts.

Zoning

- Please note that the proposed structure cannot be used for human habitation or an occupation for gain or profit.

Region of Halton

- The property is currently serviced by Regional water and wastewater through a 50mm diameter watermain and a 200mm diameter sanitary wastewater main along Gamble Street. Regional staff recommend that the owner verify the location of existing services to determine if relocation of these services will be required to facilitate this development. For the applicant's information, should services need to be relocated as a result of the proposed development, the following will be required as part of a Regional Servicing Permit:

- o Any existing water or wastewater services that will not be re-used must be disconnected at the mains at the expense of the owner.
- o No wastewater service laterals or water service connections are to cross existing or proposed property lines.
- o The applicant 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.

Halton Hills Hydro

- Please refer to Halton Hills Hydro comments dated September 11, 2026.

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

FROM: John McMulkin, Senior Planner – Development Review

DATE: September 29, 2026

RE: Planning Recommendation for
Application D13VAR26.038H
Municipally known as 186 Miller Drive
Town of Halton Hills (Georgetown)

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 4.78 m rear yard setback.

To accommodate a proposed addition to the dwelling.

Proposal

The variance is required to accommodate a proposed 1-storey addition to the rear of the existing 2-storey single detached dwelling for a sunroom. The sunroom is proposed on top of the existing attached deck; however, given the deck was constructed by the previous owner without a Building Permit, it may be required to be demolished to accommodate the proposed sunroom and ensure that the overall construction meets Ontario Building Code standards.

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.

Town of Halton Hills Zoning By-Law

The subject property is zoned “Low Density Residential One (LDR1-4)” under the Town’s Comprehensive Zoning By-law 2010-0050. Single detached dwellings are permitted in this zone.

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 minimum rear yard setback requirement is to provide separation between the dwelling and the rear lot line in order to provide an outdoor amenity area and maintain a level of privacy between neighbouring dwellings. This requirement is also intended to provide a consistent pattern of dwelling setbacks and area for landscaping to maintain privacy and character of the neighbourhood.

Given the size of the rear yard, the extent of the requested relief, the location of the addition and the amount of outdoor amenity area/landscaping that is proposed to be maintained within the rear yard, staff believe that the requested variance would not impact the above considerations. Therefore, staff views the intent of this requirement to be maintained.

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 has no objection to the approval of this application, subject to the following conditions:

1. The location of the addition (sunroom) shall be generally in accordance with the submitted Site Plans, date stamped by the Committee of Adjustment on August 31, 2026, to the satisfaction of the Commissioner of Planning.
2. The addition (sunroom) shall be constructed generally in accordance with the architectural design as shown on the submitted Elevation Drawing, date stamped by the Committee of Adjustment on September 29, 2026, to the satisfaction of the Commissioner of Planning.

Reviewed and Approved by,



Jeff Markowiak, Director of Development Review

Notes:

Development Engineering

- The proposed works are subject to a Site Alteration Permit issued by Development Engineering staff at the Building Permit stage. Please be advised that the Town has a Site Alteration By-law 2025-0009 which regulates site alterations within the Town of Halton Hills. The Applicant is responsible for reviewing the by-law requirements and contacting Development Engineering staff to apply for permits based on the proposed works.
- A Grading Plan prepared by a Professional Engineer will be required at the Building Permit stage to demonstrate how existing and proposed drainage patterns will be managed to the Town's satisfaction and will not adversely impact neighbouring properties.

Halton Hills Hydro

- Please see Halton Hills Hydro's letter dated September 11, 2026, for hydro servicing comments.

Halton Region

- 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 Applicant 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 By-Law 157-05 Respecting the Prevention of Backflow Into the Water System.

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

FROM: Ruth Conard, Planner – Development Review

DATE: September 29, 2026

RE: Planning Recommendation for
Application D13VAR26.039H
Municipally known as 17 Trillium Terrace
Town of Halton Hills (Esquesing)

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 metres to permit a maximum height of 4.73 metres.
2. To increase the total floor area of all accessory structures from the maximum 80 square metres to permit a total floor area of 106 square metres.

To accommodate the construction of a new detached garage.

Proposal

The variances are required in order to construct a 37 square metre detached accessory building on the subject property.

POLICY CONTEXT

Town of Halton Hills Official Plan

The subject property is designated Country Residential Area under the Town's Official Plan. The main permitted uses in this designation include single detached dwellings on existing lots. 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 Country Residential (CR) under the Town's Zoning Bylaw 2010-0050, as amended. Single detached dwellings and accessory structures are permitted. The Zoning By-law permits accessory buildings in the CR zone to have a maximum height of 4.5 metres, and a maximum floor area for all accessory buildings of 80 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 buildings and structures and their 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. Given the extent of the minor variances, it appears that the proposed garage will be clearly subordinate to the principal residential use and will not negatively impact the adjacent residential lots. Sufficient amenity space will still be available on the subject property. All other accessory buildings on site are within the maximum permitted floor area and height provisions set out in the Zoning By-law.

Therefore, planning staff have no objection to the proposal.

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

1. The proposal shall be constructed generally in accordance with the Site Plan and Elevations (Drawing No. 0.01, 0.05 and 0.06), date stamped by the Committee of Adjustment on August 31, 2026, to the satisfaction of the Commissioner of Planning & Development.

Reviewed and Approved by,



Jeff Markowiak, Director of Development Review

Notes:

Development Engineering

- The proposed works will be subject to a site alteration permit issued by Development Engineering at the building permit stage. Please be advised that the Town has a Site Alteration By-law 2025-0009 which regulates site alterations within the Town of Halton Hills. The applicant is responsible for reviewing the by-law requirements and contacting Development Engineering staff to apply for permits based on the proposed works.
- A Grading Plan prepared by a Professional Engineer will be required at the building permit stage to demonstrate how existing and proposed drainage patterns will be managed to the Town's satisfaction and will not adversely impact neighbouring properties.