

City of Mississauga

Memorandum:

City Department and Agency Comments

Date Finalized: 2025-08-21	File(s): A452.24
To: Committee of Adjustment	
From: Committee of Adjustment Coordinator	Meeting date:8/28/2025 1:00:00 PM

Consolidated Recommendation

The City has no objection to variance #1, as amended, however recommends that the rest of the variances be refused.

Application Details

The applicant requests the Committee to approve a minor variance to allow a below grade entrance and circular driveway proposing:

1. An interior side yard setback of 0.99m (approx. 3.25ft) whereas By-law 0225-2007, as amended, requires a minimum interior side yard setback of 1.81m (approx. 5.94ft) in this instance;
2. A circular driveway on a lot with a frontage of 20.08m (approx. 65.88ft) whereas By-law 0225-2007, as amended, only permits a circular driveway on a lot with a minimum frontage of 22.50m (approx. 73.82ft) in this instance;
3. A circular driveway to cover more than 50% of the front yard whereas By-law 0225-2007, as amended, permits a circular driveway to cover a maximum of 50% of the front yard in this instance;
4. A combined width of the two points of access of a circular driveway of 9.90m (approx. 32.48ft) whereas By-law 0225-2007, as amended, permits a maximum combined width of two points of access of a circular driveway of 8.50m (approx. 27.89ft) in this instance; and
5. A driveway width of 11.36m (approx. 37.27ft) whereas By-law 0225-2007, as amended, permits a maximum driveway width of 8.50m (approx. 27.89ft) in this instance.

Amendments

The Building Department is processing Building Permit application SEC UNIT 24-5444. Based on review of the information available in this application, Zoning staff advise that following amendments are required:

Amend Variance 1: A below grade stairwell setback of 0.99m (approx. 3.25ft) whereas By-law 0225-2007, as amended, requires a minimum below grade stairwell setback of 1.2m (approx. 3.93ft) in this instance.

Amend Variance 3: A circular driveway covering 58.8% of the front yard whereas By-law 0225-2007, as amended, permits a circular driveway to cover a maximum of 50% of the front yard in this instance.

Amend Variance 5: A driveway width of 12.68m (approx. 41.60ft) whereas By-law 0225-2007, as amended, permits a maximum driveway width of 8.50m (approx. 27.89ft) in this instance.

Background

Property Address: 2210 Robin Dr

Mississauga Official Plan

Character Area: Sheridan Neighbourhood
Designation: Residential Low Density II

Zoning By-law 0225-2007

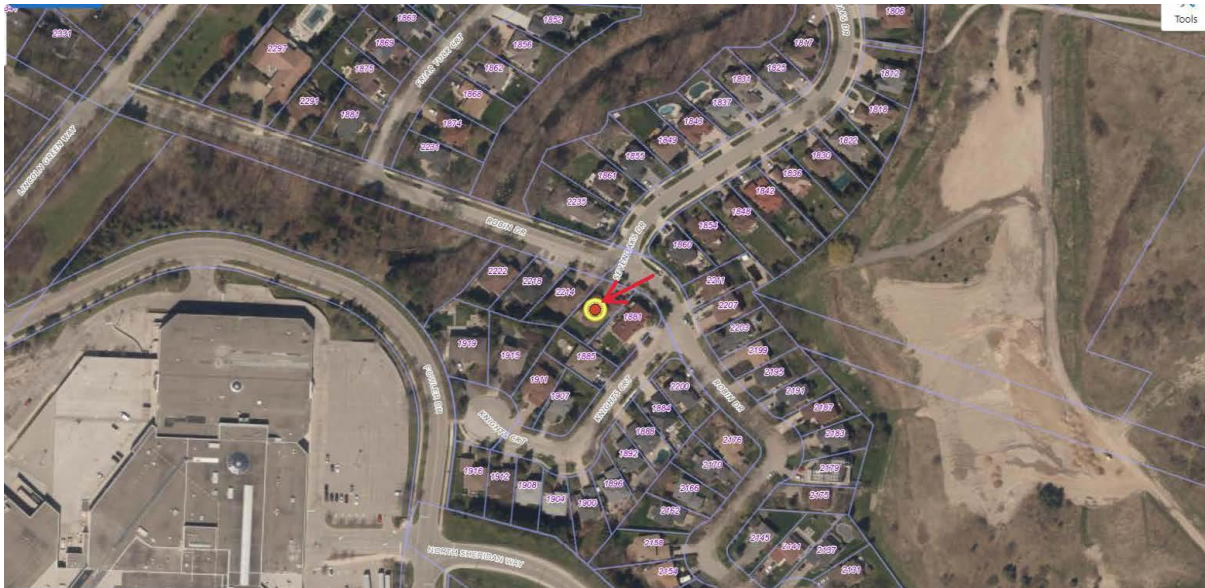
Zoning: RL - Residential

Other Applications: Building Permit application SEC UNIT 24-5444

Site and Area Context

The subject property is located north of North Service Road and east of Erin Mills Parkway in the Sheridan neighbourhood. The subject lot contains a two-storey detached dwelling with an attached garage. Limited landscaping and vegetation elements are present. The surrounding area context is primarily residential, consisting of detached dwellings. The property is in close proximity to a commercial plaza.

The applicant is proposing a secondary unit requesting a variance for side yard setback to a below grade entrance and to legalize the existing driveway requesting variances for driveway width, the driveway coverage and lot frontage requirements to facilitate a circular driveway.



Comments

Planning

Section 45 of the *Planning Act* provides the Committee of Adjustment with the authority to grant relief from the requirements of a municipal zoning by-law. Approval of applications must meet the requirements set out under 45(1) and/or 45(2) (a) or (b) in the *Planning Act*.

Staff comments concerning the application are as follows:

The subject property is located in the Sheridan Neighbourhood Character Area and is designated Residential Low Density II in Schedule 10 of the Mississauga Official Plan (MOP).

Staff note that the subject property was before the Committee of Adjustment on October 24, 2024, for a variance pertaining to side yard setback measured to the below grade stairwell. Staff had no objection to the proposal; however, the application was deferred to address the existing driveway and ensure all variances are captured.

Staff note that there is no change in the variance pertaining to the below grade stairwell and as such, staff comments remain the same regarding Variance #1.

The current application has additional variances to legalize the existing driveway. Variances #2 - #5 all pertain to an increase in the driveway width, the driveway coverage and lot frontage requirements to facilitate a circular driveway.

The subject lot does not have adequate frontage required for a circular driveway under the zoning by-law. Further, the current driveway exceeds the front yard coverage for hard surfacing. As a result the front yard has a minimal amenity area present which is a concern to staff specifically that the proposal represents significant paving in the front yard. Staff are of the opinion that the current driveway represents excessive hardscaping and can facilitate the parking of additional vehicles, contrary to the intent of the zoning by-law.

Staff are of the opinion that, as currently proposed, the driveway does not meet the general intent or purpose of the zoning by-law and is not minor in nature. Staff therefore recommend that the variances pertaining to the driveway be refused.

Comments Prepared by: Shivani Chopra, Committee of Adjustment Planner

Appendices

Appendix 1 – Transportation and Works Comments

Enclosed are pictures of the property. We advise that our Development Construction Section has been on site through the review of SEC UNIT-24/5444 and have no drainage concerns.

However, our Traffic Planning Section does not recommend permitting a second access point or a driveway access width exceeding 8.5m.

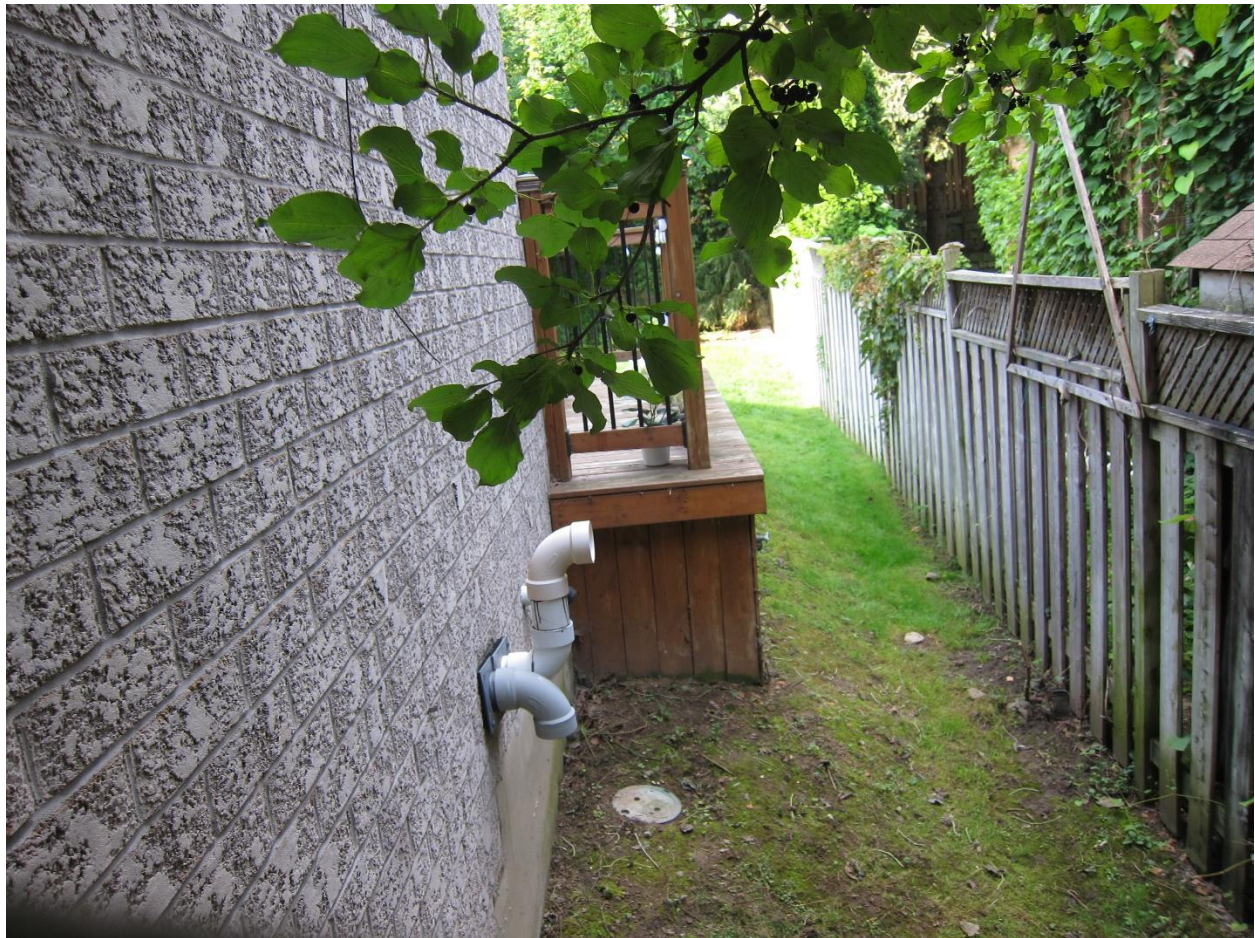
Through Traffic Engineering best practices, driveway widths on the municipal road network are generally minimized to optimize roadway safety and efficiency, minimize vehicular and pedestrian conflict points, ensure sufficient space is available between driveways for signage/utilities/trees/other street appurtenances, maintain on-street parking spaces and clearly identify which property each driveway serves, etc.

Should the Committee see merit in approving the requested minor variance, the applicant is advised that all costs incurred in providing any new driveway entrances to the subject lands or any modifications/reinstatement required (including the existing driveway), would be at the cost of the owner. We are also noting that should any utilities/trees need to be relocated, all costs incurred will also be at the expense of the owner. Driveway accesses shall maintain a 1.5m setback from aboveground features such as utilities. Setbacks from any trees shall be confirmed with the City's Community Services Department. The applicant would also be required to apply for Access Modification Permits prior to Site Plan Approval and/or Building Permit Issuance.

Comments Prepared by: John Salvino, Development Engineering Technologist











Appendix 2 – Zoning Comments

The Building Department is processing Building Permit application SEC UNIT 24-5444. Based on review of the information available in this application, we advise that following amendment is required:

Amend Variance 1: A below grade stairwell setback of 0.99m (approx. 3.25ft) whereas By-law 0225-2007, as amended, requires a minimum below grade stairwell setback of 1.2m (approx. 3.93ft) in this instance.

Amend Variance 3: A circular driveway covering 58.8% of the front yard whereas By-law 0225-2007, as amended, permits a circular driveway to cover a maximum of 50% of the front yard in this instance.

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Our comments may no longer be valid should there be changes in the Committee of Adjustment application that have yet to be submitted and reviewed through the Building Division application. To receive updated comments, the applicant must submit any changes to information or drawings separately through the above application.

Comments Prepared by: Minan Song, Zoning Examiner

Appendix 3 – Parks, Forestry & Environment

Forestry Comments

The Forestry Section of the Community Services Department has reviewed the above noted minor variance application and advises as follows:

1. No public trees shall be injured or removed. If public tree injury or removal is required, a permit must be issued as per By-law 0020-2022.
2. No private trees shall be injured or removed. If a private tree with a diameter of 15 centimetres or greater on private property is to be injured or destroyed, a permit must be issued as per By-law 0021-2022.
3. Please note if a tree is identified as a shared tree with the adjacent property owner, and the applicant intends to apply for a Tree Removal Permit, written consent must be obtained by both parties.

An Application to Permit the Injury or Destruction of Trees on Public and Private Property can be found at <https://www.mississauga.ca/publication/application-to-permit-the-injury-or-destruction-of-trees-on-public-and-private-property/>.

Should further information be required, please contact Jamie Meston, Landscape Technician, Forestry Section, Community Services Department at 905-615-3200 ext. 4264 or via email jamie.meston@mississauga.ca.

Comments Prepared by: Jamie Meston, Landscape Technician

Appendix 4 – Region of Peel Comments

Minor Variance Application: A-24-452M / 2210 Robin Drive

Development Engineering: Wendy Jawdek (wendy.jawdek@peelregion.ca)(905) 791-7800
x6019

Comments:

- Any changes to the underground water or sanitary sewer will require review by the Region of Peel. Site Servicing approvals are required prior to the local municipality issuing building permit. For more information, please contact Servicing Connections by email at siteplanservicing@peelregion.ca.
- Please be advised that service connection sizes shall be in compliance with Ontario Building Code and Region of Peel Design Criteria. An upgrade of your existing service may be required. All works associated with the servicing of this site will be at the applicant's expense. For more information, please contact Servicing Connections at 905.791.7800 x7973 or by email at siteplanservicing@peelregion.ca.

Comments Prepared by: Petrele Francois, Junior Planner