

# City of Mississauga

## Memorandum:

### City Department and Agency Comments

Date Finalized: 2025-08-21	File(s): A222.25
To: Committee of Adjustment	
From: Committee of Adjustment Coordinator	Meeting date: 8/28/2025 1:00:00 PM

## Consolidated Recommendation

The City has no objections to the application.

## Application Details

The applicant requests the Committee to approve a minor variance to allow the construction of a new dwelling proposing:

1. A front yard walkway attachment of 3.66m (approx. 12.00ft) whereas By-law 0225-2007, as amended, permits a maximum front yard walkway attachment of 1.50m (approx. 4.92ft) in this instance;
2. A driveway width of 9.00m (approx. 29.53ft) whereas By-law 0225-2007, as amended, permits a maximum driveway width of 8.50m (approx. 27.89ft) in this instance;
3. A combined width of side yards of 5.62m (approx. 18.44ft) whereas By-law 0225-2007, as amended, requires a minimum combined width of side yards of 5.72m (approx. 18.77ft) in this instance;
4. A height of flat roof of 8.30m (approx. 27.23ft) whereas By-law 0225-2007, as amended, permits a maximum height of flat roof of 7.50m (approx. 24.61ft) in this instance;
5. Two kitchens whereas By-law 0225-2007, as amended, permits a maximum of one kitchen in this instance;
6. A dwelling unit depth of 21.06m (approx. 69.09ft) whereas By-law 0225-2007, as amended, permits a maximum dwelling unit depth of 20.00m (approx. 65.62ft) in this instance;
7. A left interior side yard setback to the window well of 1.19m (approx. 3.90ft) whereas By-law 0225-2007, as amended, requires a minimum left interior side yard setback to the window well of 1.20m (approx. 3.94ft) in this instance; and
8. A gross floor area – infill residential of 421.13sq m (approx. 4,533.01sq ft) whereas By-law 0225-2007, as amended, permits a maximum gross floor area – infill residential of 383.83sq m (approx. 4,131.51sq ft) in this instance.

## Background

**Property Address: 1391 Hollyrood Ave**

### Mississauga Official Plan

Character Area: Mineola Neighborhood  
Designation: Residential Low Density I

### Zoning By-law 0225-2007

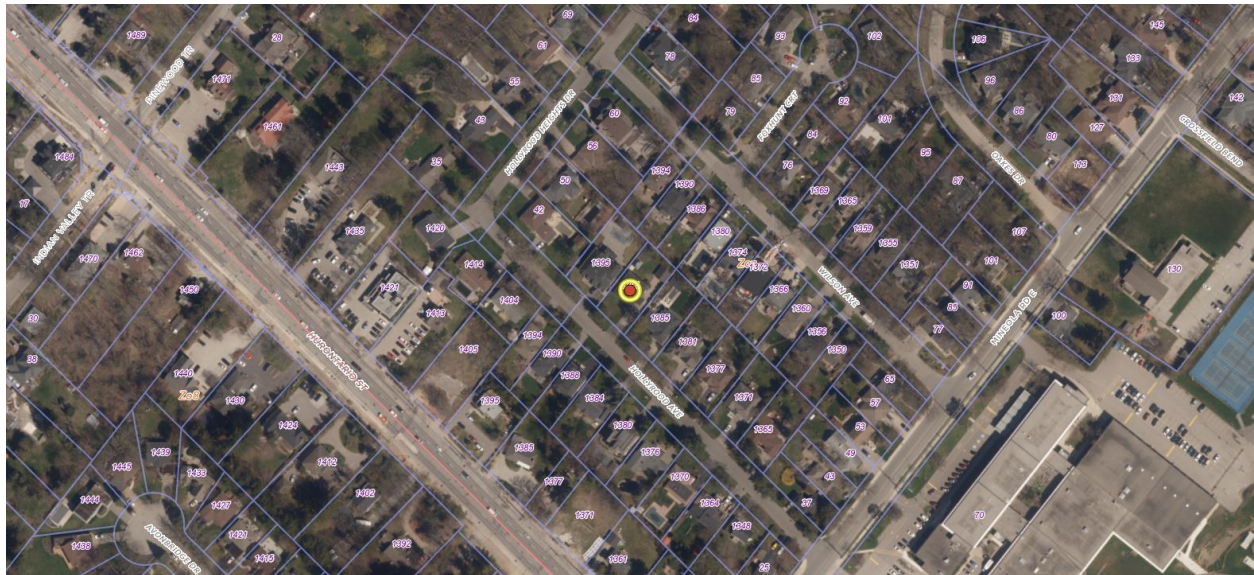
**Zoning: RL-9 - Residential**

**Other Applications: Building Permit application 25-5928**

### Site and Area Context

The subject property is located in the Mineola Neighbourhood Character Area, northeast of the Hurontario Street and Mineola Road East intersection. The immediate neighbourhood primarily consists of a mix of older and newer one and two-storey detached dwellings with mature vegetation in the front yards. The subject property contains a two-storey detached dwelling with vegetation in the front yard.

The applicant proposes a new two-storey detached dwelling requiring variances for walkway attachment width, driveway width, combined width of side yards, flat roof height, number of kitchens, dwelling depth, window well setback and gross floor area.



## 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 of the four tests to this minor variance request are as follows:

#### **Does the proposal maintain the general intent and purpose of the Official Plan?**

The subject property is located in the Mineola Neighbourhood Character Area and is designated Residential Low Density I in Schedule 10 of the Mississauga Official Plan (MOP). This designation permits detached, semi-detached and duplex dwellings. Section 9 of MOP promotes development with appropriate urban form and site design, regulating that such development is compatible with the existing site conditions, the surrounding context, and the landscape of the character area. The proposal respects the designated and surrounding land uses. Staff are satisfied that the proposed built form is appropriate for the subject property given surrounding area and will not negatively impact the streetscape.

Planning staff are satisfied that the general intent and purpose of the official plan are maintained.

#### **Does the proposal maintain the general intent and purpose of the Zoning By-law?**

Variance #1 pertains to walkway width. The intent of the walkway attachment provision is to help define the entryway and to permit safe movement of pedestrians to the dwelling while prohibiting vehicle accommodation. Staff note the variance requested is measured only for a small portion of the walkway and that the walkway is raised in height with two risers. Both the steps have an individual width of 1.83m (6ft) which forms the walkway. Staff are of the opinion that the proposed walkway is appropriately sized for the subject property. Given the nature of the walkway design and location, staff are satisfied that the walkways will not accommodate vehicular access and parking.

Variance #2 requests an increase in the driveway width. While Planning staff are not in a position to provide a Zoning review, staff note that under regulation 4.1.9.13, lots with frontages greater than 18m are permitted a driveway width of 10.5m (34.4ft) for that portion of the driveway which is within 6m (19.6ft) of the garage face, and which is providing direct vehicular access to the garage. This implies that the subject driveway only needs a variance for the portion of the driveway beyond the 6m (19.6ft) of the garage face. Staff note that an increase of 0.5m (1.6ft) for a driveway on this lot is minor numerically with very limited impacts to the streetscape. Further, staff are satisfied that this increase will not facilitate additional vehicular parking. Lastly, no variance is required for soft landscaping.

Variance #3 requests relief in the combined side yard width. The applicant is requesting a reduction of 0.1m or 0.33ft, which will be imperceptible from the streetscape. Staff have no concerns regarding this reduction.

Variance #4 requests an increase in the flat roof height. The intent in restricting height to the flat roof is to reduce the overall massing of a flat roof dwelling compared to a sloped roof dwelling and to minimize negative impacts on the streetscape and neighbouring properties. The intent of regulating the flat roof height is also to prevent a third storey as of right due to a combination of maximum permitted height and its architectural style. The proposed dwelling is only 2 storeys in height. Staff note the Average Grade is located below grade for the majority of the dwelling, with a discrepancy of up to 0.57m (1.8ft) between average and finished grade. As such, staff are of the opinion that the proposed height maintains compatibility with detached dwellings found within the surrounding area and would not negatively impact the character streetscape.

Variance #5 is regarding two kitchens. The original intent of the restriction on second kitchens was to restrict the creation of second dwelling units. Given the implementation of second unit policies as well as new provincial and municipal legislation regulating three and four dwelling units as of right, additional kitchens are minor in nature. The proposed additional kitchen does not impact the streetscape, adjacent properties or the neighbourhood.

Variance #6 requests an increase in the dwelling depth. The intent of the by-law is to minimize any impact of long walls on neighbouring lots as a direct result of the building massing. The dwelling itself appears to be approximately 15.9m or 52ft with the additional 5.1m or 17ft being attributed to the rear covered deck. This deck is primarily an open structure and is one storey tall, however, it technically calculated in the dwelling depth. Staff are satisfied that the covered deck does not have the same massing impact as the rest of the dwelling, the increase in dwelling depth does not pose negative impacts in this instance and does not negatively impact adjoining properties.

Variance #7 pertains to side yard setback measured to the window well. The proposal requests a reduction of 0.01m or 0.03ft. This is an exceedingly minor deviation measured only to a pinch point and will have no impact. Staff have no concerns with this request.

Variance #8 requests an increase in the gross floor area (GFA). The intent in restricting gross floor area is to maintain compatibility between existing and new dwellings in order to ensure the existing and planned character of a neighbourhood is preserved. Staff are satisfied that the design of the proposed dwelling is sympathetic to both the planned character of the area and existing dwellings. Staff are of the opinion that the proposed design limits its impact to both abutting properties and the streetscape. Further, staff note no variances have been requested for lot coverage or dwelling side yard setbacks which further mitigates massing impacts.

Given the above, staff are satisfied that the requested variances maintain the general intent and purpose of the zoning by-law.

**Is the proposal desirable for the appropriate development of the subject lands and minor in nature?**

Staff are satisfied that the proposal represents appropriate development of the subject lands. It is staff's opinion that the proposal poses no massing concerns on abutting properties. The variances, both individually and cumulatively, are minor in nature as the proposal will not create any undue impacts to adjoining properties or the planned or existing character of the area.

Comments Prepared by: Shivani Chopra, Committee of Adjustment Planner

## Appendices

### Appendix 1 – Transportation and Works Comments

We are noting for Committee's information that any Transportation and Works Department concerns/requirements for the proposed dwelling will be addressed by our Development Construction Section through Building Permit BP 9NEW-25/5928.

Comments Prepared by: John Salvino, Development Engineering Technologist







## Appendix 2 – Zoning Comments

The Building Division is processing Building Permit application 25-5928. Based on the review of the information available in this application, the requested variance(s) is/are correct.

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: Andrew Wemekamp, 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](mailto:jamie.meston@mississauga.ca).

Comments Prepared by: Jamie Meston, Landscape Technician

#### **Appendix 4 – Region of Peel Comments**

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

##### **Comments:**

- 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 [servicingconnections@peelregion.ca](mailto:servicingconnections@peelregion.ca).
- The applicant shall verify the location of the existing service connections to the subject site and the contractor shall locate all existing utilities in the field. Requests for underground locates can be made at <https://www.ontarioonecall.ca/portal/>
- For location of existing water and sanitary sewer infrastructure, please contact Records at (905) 791-7800 x7993 or by e-mail [PWSserviceRequests@peelregion.ca](mailto:PWSserviceRequests@peelregion.ca).
- Any changes to the underground water or sanitary sewer will require review by the Region of Peel. Site Servicing approvals may be required prior to the local municipality issuing building permit. For more information, please contact Servicing Connections at (905) 791-7800 x7973 or by email at [servicingconnections@peelregion.ca](mailto:servicingconnections@peelregion.ca).

Comments Prepared by: Petrele Francois, Junior Planner

**Appendix 5 – Metrolinx**

The subject property is located within the Municipal Consent and Roadway Coordination review zone of Metrolinx's Hurontario LRT.

**HuLRT – ADVISORY COMMENTS**

- The applicant should be advised that Metrolinx and its contractors will be utilizing the Hurontario Street right-of-way, and its intersections, during the project's Construction Period. Based on the location of the subject property, there is potential for construction coordination and traffic staging conflicts.
- Should construction of the Hazel McCallion LRT and the proposed development occur simultaneously, Metrolinx will require the developer to submit schedule or staging plans to coordinate access to both parties.

Should you have any questions or concerns, please do not hesitate to contact me.

Comments Prepared by: Jenna Auger, Project Analyst