



The Corporation of the
Town of Milton
Committee of Adjustment and Consent

Thursday, September 25, 2025, 6:00 p.m.
Council Chambers - In Person

The Town of Milton is resuming the Committee of Adjustment and Consent (COA) meetings in person as of January 26, 2023. Applicants and interested parties can participate in person at Town Hall, Council Chambers, 150 Mary Street.

	Pages
1. AGENDA ANNOUNCEMENTS / AMENDMENTS	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. HOUSEKEEPING	
4. MINUTES	
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5. ITEMS FOR CONSIDERATION	
5.1 A25-046/M 256 Scott Boulevard	5
The applicant is seeking a minor variance to an after-the-fact variance to permit the existing driveway width of 11.9 metres.	
5.2 A25-047/M 397 Schreyer Crescent	11
The application seeks to facilitate the construction of an open-walled covered porch in the rear yard, which encroaches within 1.92 metres of the rear lot line and within 0.78 metres of the interior side lot line.	
5.3 A25-051/M 11245 Fourth Line Nassagaweya	16
The application seeks to facilitate the construction of an accessory building with a height of 10.9 metres and a GFA of 871.6 square metres, intended for use as a shed and hobby space.	
5.4 A25-052/M 1488 Buttercup Court	34
The application seeks to facilitate a basement Additional Residential Unit (ARU), with a primary entrance from the interior side yard through an existing at-grade door.	
6. NEXT MEETING	
Thursday, October 30, 2025 commencing at 6:00 p.m.	
7. ADJOURNMENT	



The Corporation of the
Town of Milton
Committee of Adjustment Minutes

August 28, 2025, 6:00 p.m.

The Committee of Adjustment for the Corporation of the Town of Milton met in regular session in person. All members were present except member Slaght.

1. **AGENDA ANNOUNCEMENTS / AMENDMENTS**
2. **DISCLOSURE OF PECUNIARY INTEREST**
3. **HOUSEKEEPING**
4. **MINUTES**

4.1 **Minutes from the Committee of Adjustment July 31, 2025**

THAT the minutes from the July 31, 2025 Committee of Adjustment be
APPROVED

Carried

5. **ITEMS FOR CONSIDERATION**

5.1 **A25-043/M 1470 Pratt Heights**

THAT the application for minor variance **BE APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:**

1. That prior to Building Permit issuance, the applicant incorporates a sprinkler system, designed by a qualified professional in fire protection systems and in accordance with NFPA 13D standards, within the building permit package for the proposed Additional Residential Unit;
2. That the development shall be constructed generally in accordance with the site plan prepared by Grace Engineering and dated and stamped by Town Zoning on July 21, 2025.

3. That a Building Permit be obtained within two (2) years from the date of the decision.
4. That the approval be subject to an expiry of two (2) years from the date of decision if the conditions are not met, if the proposed development does not proceed and/or if a building permit is not secured

Carried

5.2 A25-044/M 1487 Thompson Road

THAT the application for minor variance **BE APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:**

1. That prior to Building Permit issuance, the applicant shall obtain a Development Clearance Letter from Conservation Halton.
2. That the development shall be constructed generally in accordance with the site plan prepared by Cunningham McConnell Limited and dated and stamped by Town Zoning on July 28, 2025.
3. That a Building Permit be obtained within two (2) years from the date of the decision.
4. That the approval be subject to an expiry of two (2) years from the date of decision if the conditions are not met, if the proposed development does not proceed and/or a building permit is not secured.

Carried

5.3 A25-045/M 8020 Derry Road

THAT the application for minor variance **BE APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:**

1. Prior to registration of Condominium Application 24CDM-24005M, the Pavement Marking and Signage Plan shall be updated to the satisfaction of Town Transportation Staff, and shall label all parking spaces with a length of less than 5.6 metres as "Compact Vehicle Parking." The updated Pavement Marking and Signage Plan shall also include a design template for the custom "Compact Vehicle Parking" signage.

2. Prior to registration of Condominium Application 24CDM-24005M, Purchase of Sale conditions shall be updated for any unit tied to a parking space with a length below 5.6 metres, stating that these parking spaces are only intended for Compact Vehicle Parking.
3. Prior to registration of Condominium Application 24CDM-24005M, the applicant shall provide Vehicle Maneuvering Diagrams for any parking space with a width of less than 2.75 metres, demonstrating a typical passenger vehicle (PTAC) performing ingress and egress maneuvers to/from these parking spaces without encroaching into adjacent spaces.
4. The applicant acknowledges that updates to plans or submission materials, per the conditions above, shall be carried forward in all subsequent planning approvals.

Carried

5.4 DEFERRED A25-046/M 256 Scott Boulevard

5.5 A25-048/M 396 Williams Avenue

THAT the application for minor variance **BE APPROVED SUBJECT TO THE FOLLOWING CONDITION:**

1. That Site Plan Approval be granted within two years of the date of decision.

Carried

6. NEXT MEETING

7. ADJOURNMENT

Scott Corbett, Secretary Treasurer



The Corporation of the Town of Milton

Report To: Committee of Adjustment and Consent

From: Olivia Hayes

Date: August 28, 2025

File No: A25-046M

Subject: 256 Scott Boulevard

Recommendation: THAT the application for minor variance **BE DENIED**.

General Description of Application

Under Section 45(1) of the Planning Act, the following minor variance to Zoning By-law 016-2014, as amended, has been requested to:

- Permit a driveway width of 11.9 metres, whereas a maximum width of 8 metres is allowed, representing an increase of 3.9 metres.

The Subject Property, known municipally as 256 Scott Boulevard, is located north of Pringle Avenue and west of Scott Boulevard. Currently, the Subject Property is occupied by a two-storey detached dwelling with a double-width garage and surface parking. The applicant is seeking an after-the-fact variance to permit the existing driveway width of 11.9 metres.

Official Plan Designation (including any applicable Secondary Plan designations)

Halton Region Official Plan

The Subject Property is within the Urban Area per Map 1 - Regional Structure. The Urban Area consists of lands with existing or planned urban services, and is intended to accommodate the Region's residential and employment growth.

Town of Milton Official Plan

The Subject Property is designated Residential Area by Schedule B - Urban Area Land Use Plan. Additionally, the Subject Property falls within the Sherwood Survey Secondary Plan and is designated Residential Area by Schedule C-8-D - Land Use Plan. The

Official Plan Designation (including any applicable Secondary Plan designations)

Secondary Plan also identifies Scott Boulevard as a Collector Road per Schedule C-8-B - Transportation Plan.

Section 2.8.2 of the Official Plan establishes urban design policies, and policy 2.8.2.2 states that one objective is to achieve a consistently high standard of design in the built environment that is complementary to, and compatible with, existing development and the Town's natural and cultural heritage in all areas including site, building and landscape design. The Sherwood Survey Secondary Plan reiterates this objective in policy C.8.3.2.2, which notes that a goal of the Secondary Plan is to ensure, through the establishment of urban design guidelines and other measures, a high quality and consistent level of urban design for both public and private areas of the community.

Policy C.8.4.6.2(a) directs that all development within the Sherwood Survey Planning District shall be designed to create new development that has an immediate character in part by retaining, where possible, existing vegetation and character buildings.

Lastly, Policy 5.8.3.1(c) of the Official Plan directs that in determining whether a variance is desirable, the Committee of Adjustment shall take into account the natural and cultural heritage resources which may be affected by the application (among other considerations).

It is Staff's opinion that the proposal does not maintain the intent of the Town of Milton Official Plan or the Sherwood Survey Secondary Plan.

Zoning

The Subject Property is zoned Medium Density Residential 1, Exception 77 (RMD1 *77) by Zoning By-law 016-2014. The RMD1 Zone permits a variety of residential uses, ranging from detached to townhouse dwellings. Zoning Exception 77 applies specific performance standards for various elements of the subdivision in which the Subject Property is located.

Variance One: Section 5.6.2(v)(d)(e) stipulates that no person shall permit a residential driveway exceeding a width of 8.0 metres for lots having a frontage greater than 11.5 metres. The applicant is requesting permission for a driveway width of 11.9 metres, representing an increase of 3.9 metres.

Consultation

Public Consultation

Notice for the hearing was provided pursuant to the Planning Act on August 11, 2025. As of the writing of this report on August 18, 2025, staff have not received any comments from members of the public.

Agency Consultation

Development Engineering objects to the application, as the driveway extension appears to encroach into the public boulevard owned by the Town of Milton.

Development Services Comments

Planning staff object to the application, and do not believe the requested variance to be minor in nature, desirable for the use of the land, or consistent with the intent of the Official Plan or Zoning By-law. The application seeks to permit a driveway width that spans the entire facade of the house, covers the majority of the front yard, and extends into the interior side yard. Consequently, the application entails excessive hardscaping, reduces permeable landscaped space, and severely limits the opportunity for vegetation or plantings. Development Engineering also objects to the application, as the additional paving appears to extend into the public boulevard.

The intent of the above-noted zoning provision is to ensure that a driveway width remains proportional to the lot frontage and does not overwhelm a residential property, leaving sufficient space for soft landscaping in the front yard. The application seeks to permit a driveway width 3.9 metres beyond what is allowed, thereby leaving no soft landscaping in front of the dwelling façade and failing to maintain the Zoning By-law's intent. Moreover, the Zoning By-law establishes maximum driveway widths relative to lot frontage, and 8 metres is the greatest width permitted among the various lot frontages. A driveway width beyond 8 metres is not contemplated for any residential lot, regardless of its size or frontage, which further demonstrates how the application is not minor and fails to maintain the intent of the Zoning By-law.

The application equally fails to maintain the intent of the Official Plan and Sherwood Survey Secondary Plan, and is not consistent with policies requiring a high standard of urban design. Notably, policy 2.8.2.2 calls for landscape design to be complementary to existing development, whereas the application detracts from the surrounding streetscape and fails to complement the neighbourhood's front yard pattern. Policy C.8.3.2.2



The Corporation of the Town of Milton

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Consultation

specifies that one goal of the Secondary Plan is to ensure high-quality urban design, including for private areas of the community, which the application fails to achieve.

The proposed variance also fails to conform with policy C.8.4.6.2(a), which directs that development shall retain existing vegetation where possible. With respect to minor variance applications, policy 5.8.3.1(c) directs the Committee of Adjustment to take into account how a proposal would impact natural resources. By paving over a significant portion of the front and interior side yards, the application limits opportunities for future vegetation or plantings on the Subject Property.

In addition, the proposed driveway width is not desirable or appropriate for the use of the lands, and would detract from the maintenance of an attractive streetscape along a Collector Road. Negative visual impacts caused by the oversized driveway would be amplified by the Subject Property's prominent frontage, as the excessive hardscaping is fully visible from the public realm.

For the reasons outlined above, the application is not minor, does not maintain the intent of the Official Plan, Secondary Plan or Zoning By-law, and is not desirable or appropriate for the use of the Subject Property. Planning staff recommend refusal of the application.

Respectfully submitted,

Olivia Hayes, B.E.S.
Planner, Development Review

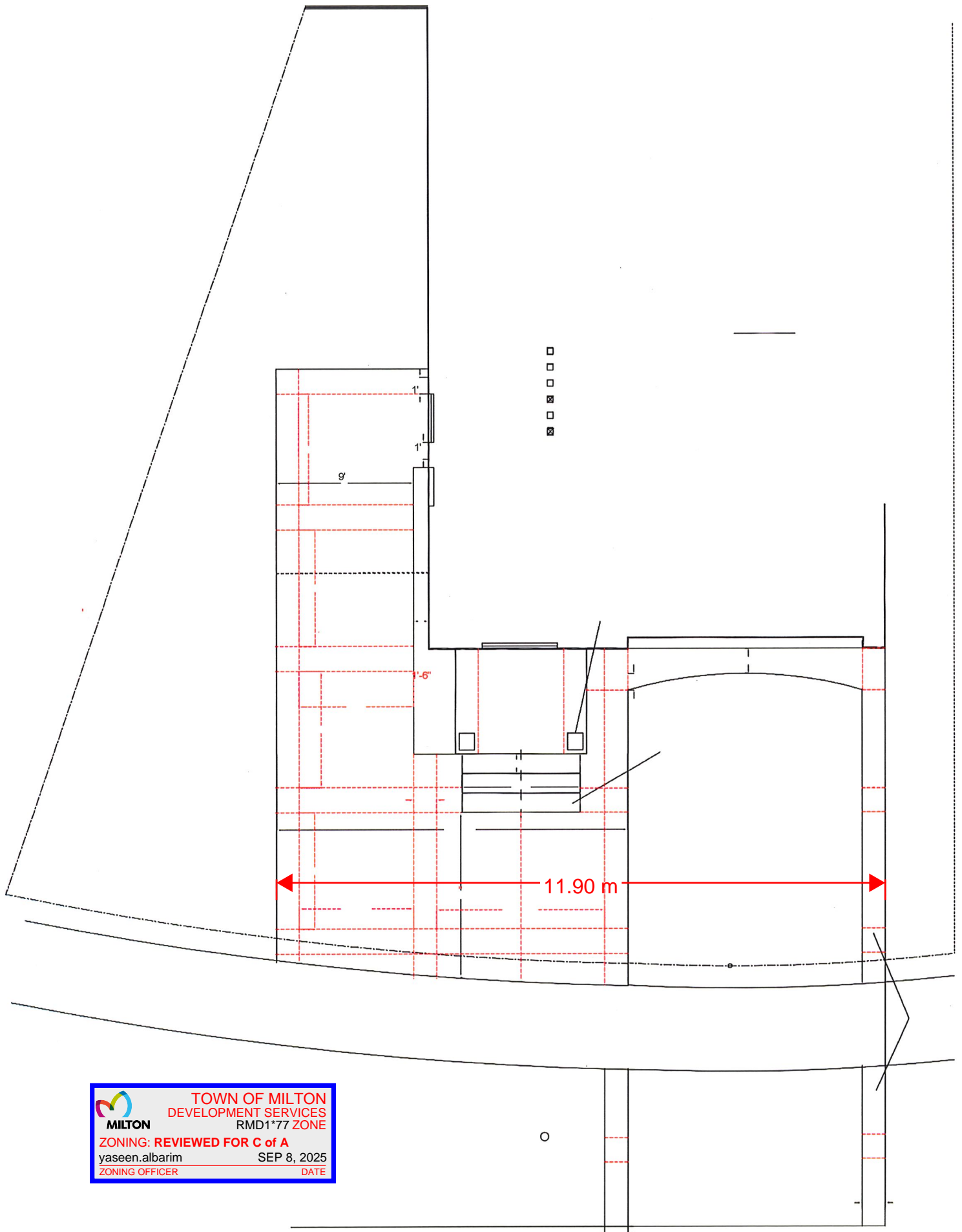
For questions, please contact: Olivia.Hayes@Milton.ca

Phone: Ext. 2454

Attachments

Figure 1 - Site Plan

Figure 2 - Photograph of Driveway Condition



 **TOWN OF MILTON**
DEVELOPMENT SERVICES
RMD1*77 ZONE
ZONING: **REVIEWED FOR C of A**
yaseen.albarim SEP 8, 2025
ZONING OFFICER DATE





The Corporation of the Town of Milton

Report To:	Committee of Adjustment and Consent
From:	Olivia Hayes
Date:	September 25, 2025
File No:	A24-047M
Subject:	397 Schreyer Crescent

Recommendation: **THAT the application for minor variance BE APPROVED
SUBJECT TO THE FOLLOWING CONDITION:**

1. That plantings (in the form of trees, shrubs, hedges, or equivalent) shall be provided along portions of the western interior lot line and rear lot line to mitigate visual impacts of the proposed covered porch.
2. That the development shall be constructed generally in accordance with the site plan prepared by Schiller Co. and dated and stamped by Town Zoning on August 15, 2025.
3. THAT a Building Permit be obtained within two (2) years from the date of the decision.
4. THAT the approval be subject to an expiry of two (2) years from the date of decision if the conditions are not met, if the proposed development does not proceed and/or a building permit is not secured.

General Description of Application

Under Section 45(1) of the Planning Act, the following minor variance to Zoning By-law 016-2014, as amended, has been requested to:

- Allow a porch encroachment of 1.92 metres from a rear lot line, whereas porches are permitted to encroach no closer than 3 metres to a rear lot line, representing a difference of 1.08 metres
- Allow a porch encroachment of 0.78 metres from an interior side lot line, whereas a porch may be located no closer than 0.9 metres from the side lot line, representing a difference of 0.12 metres

The Subject Property, known municipally as 397 Schreyer Crescent, is located generally north of Louis St. Laurent Avenue and east of Tremaine Road. Currently, the Subject

General Description of Application

Property is occupied by a two-storey detached residential dwelling. The application seeks to facilitate the construction of an open-walled covered porch in the rear yard, which encroaches within 1.92 metres of the rear lot line and within 0.78 metres of the interior side lot line. The proposed porch will be programmed with a hot tub, outdoor cooking facilities, and a lounge area.

Official Plan Designation (including any applicable Secondary Plan designations)

Halton Region Official Plan

The Subject Property is designated Urban Area by Map 1 - Regional Structure. The Urban Area identifies lands with current or planned servicing, and is intended to accommodate the Region's residential and employment growth.

Town of Milton Official Plan

The Subject Property is designated Residential Area by Schedule B - Urban Area Land Use Plan, and is equally designated Residential Area by Schedule C-8-D of the Sherwood Survey Secondary Plan. The residential area designation is intended to predominantly be used for a mix of low, medium, and high-density residential development. The housing mix targets for the Urban Area, as established in the Official Plan, shall apply to the Sherwood Survey Secondary Plan.

Policy 2.8.2.2 directs that one objective of the Official Plan is to achieve a consistently high standard of design in the built environment that is complementary to and compatible with existing development and the Town's natural and cultural heritage in all areas including site, building and landscape design.

It is Staff's opinion that the proposal is in conformity with the Halton Region Official Plan and the Town of Milton Official Plan.

Zoning

The Subject Property is zoned Medium Density Residential 1, exception 104 (RMD1 *104) by Zoning By-law 016-2014. A variety of residential uses are permitted in the Medium Density Residential Zone, ranging from detached dwellings to townhouse and quattroplex units. Zoning Exception 104 applies to the larger residential subdivision and establishes a number of specific zoning provisions. Notably, this Zoning Exception states

Zoning

that porches and verandas may encroach into a required interior side yard, but shall be located no closer than 0.9 metres from the side lot line.

Variance One: Table 4H of the Zoning By-law stipulates that porches are permitted to encroach no closer than 3 metres to a rear lot line. The application seeks to permit a porch encroachment within 1.92 metres of a rear lot line, representing a difference of 1.08 metres.

Variance Two: section 13.1.1.104(iii)(c) states that porches and verandas are permitted to encroach into the required interior side yard, but at no time shall they be located closer than 0.9m from the side lot line. The application seeks to permit a porch encroachment within 0.78 metres of the interior lot line, representing a difference of 0.22 metres.

Consultation

Public Consultation

Notice for the hearing was provided pursuant to the Planning Act on September 10, 2025. As of the writing of this report on September 16, 2025, staff have not received any comments from members of the public.

Agency Consultation

No objections were filed with respect to the variance application from Town staff or external agencies.

Development Services Comments

Planning staff have no concerns with the application, and do not anticipate adverse impacts on adjacent properties. The intent of the above-noted zoning provisions is to ensure that a porch does not encroach too closely to abutting yards, which could negatively affect neighbouring properties and interfere with drainage patterns. Planning staff believe the proposed variances represent a minor reduction to the minimum setbacks established in the Zoning By-law, and that the application maintains the intent of providing adequate separation between a porch and the rear and interior lot lines. Further, the applicant will incorporate new plantings along the interior lot line and rear lot line to help mitigate any potential visual impacts of the development. Planning staff also note that the porch is not raised and will be primarily open-walled, with one media wall



The Corporation of the Town of Milton

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Consultation

facing the eastern lot line; this wall would be set back a minimum of 5.46 metres from eastern the interior lot line.

With respect to Variance One, staff note that the rear lot line is angled, so the proposed encroachment within 1.92 metres of the rear lot line represents the encroachment at its closest point. Moving eastward, the porch would be set back 2.67 metres from the rear lot line. In addition, only one section of the porch requires this variance; the majority of the proposed porch complies with the Zoning By-law.

Concerning Variance Two, staff do not believe that an additional encroachment of 0.12 metres will have a material impact on the abutting property to the west. The additional encroachment does not raise any drainage or circulation concerns, and the opposite side yard is spacious and unobstructed.

For these reasons, Planning staff are of the opinion that the application is minor in nature, maintains the intent of the Zoning By-law and Official Plan, and is desirable for the appropriate use of the land.

Respectfully submitted,

Olivia Hayes, B.E.S.
Planner, Development Review

For questions, please contact: Olivia.Hayes@Milton.ca

Phone: Ext. 2454

Attachments

Figure 1 - Site Plan



The Corporation of the Town of Milton

Report To: Committee of Adjustment and Consent

From: Olivia Hayes

Date: September 25, 2025

File No: A25-051M

Subject: 11245 Fourth Line

Recommendation: THAT the application for minor variance **BE DENIED**.

General Description of Application

Under Section 45(1) of the Planning Act, the following minor variance to Zoning By-law 144-2003, as amended, has been requested to:

- Permit a maximum height of 10.9 for an accessory building, whereas a maximum height of 5.5 metres is permitted, representing an increase of 5.4 metres
- Permit a maximum gross floor area (GFA) of 871.6.1 square metres for an accessory structure, whereas a maximum of 93 square metres is permitted, representing an increase of 778.6 square metres

The Subject Property, known municipally as 11245 Fourth Line, Nassagaweya, is generally located north of 15 Side Road and east of Fourth Line. Currently, the 97.82-acre Subject Property is occupied by a single detached residential dwelling, a detached garage, and a pool house. A significant portion of the Subject Property is designated as Natural Heritage System Key Features, with a tributary of Sixteen Mile Creek and portions of multiple wetlands present on the lands.

The application seeks to facilitate the construction of an accessory building with a height of 10.9 metres and a GFA of 871.6 square metres, intended for use as a shed and hobby space. Planning staff have multiple concerns with the proposal and recommend that the application be denied.

Official Plan Designation (including any applicable Secondary Plan designations)

Greenbelt Plan

Official Plan Designation (including any applicable Secondary Plan designations)

The Subject Property is entirely within the Greenbelt Natural Heritage System (NHS), and contains both Key Natural Heritage Features (significant woodlands) and Key Hydrologic Features (wetlands; permanent and intermittent streams) as defined in policy 3.2.5.

Policy 3.2.2.3 stipulates that new development or site alteration in the NHS (as permitted by the policies of the Greenbelt Plan) shall demonstrate that there will be no negative impacts on key natural heritage features or key hydrologic features or their functions.

Policy 3.2.5.5 requires that a proposal for new development or site alteration within 120 metres of a key natural heritage feature within the NHS or a key hydrologic feature anywhere within the Protected Countryside requires a natural heritage evaluation or a hydrological evaluation which identifies a vegetation protection zone, which:

- a) Is of sufficient width to protect the key natural heritage feature or key hydrologic feature and its functions from the impacts of the proposed change and associated activities that may occur before, during and after construction and, where possible, restore or enhance the feature and/or its function; and
- b) Is established to achieve and be maintained as natural self-sustaining vegetation.

Halton Region Official Plan

As of July 1, 2024, Halton Region has become an upper-tier municipality without planning responsibilities; however, the Regional Official Plan (ROP) remains in effect and the local municipalities are responsible for administering the plan until such time that it is revoked or amended by the respective municipality.

The subject property is designated as Agricultural Area and within the Greenbelt NHS Overlay as shown on Map 1 - Regional Structure. With respect to Natural Heritage Features, the Subject Property contains both Key Features and Enhancement Areas, Linkages and Buffers as illustrated on Map 1G - Key Features within the Greenbelt and Regional NHS.

Policy 117.1(10) states that accessory buildings or structures are permitted within the NHS, subject to other policies of the Halton Region Official Plan, applicable policies of the Greenbelt Plan and Niagara Escarpment Plan, and applicable Local Official Plan policies and Zoning By-laws.

Policy 139.3.7(2) requires the proponent of any development or site alteration located wholly or partially within the Greenbelt NHS, or within 120 metres of a Key Feature, to carry out an Environmental Impact Assessment. This policy also implements the Greenbelt Plan's requirement for an EIA to identify a vegetation protection zone.

Official Plan Designation (including any applicable Secondary Plan designations)

Town of Milton Official Plan

The Subject Property is designated Agricultural Area with a Greenbelt NHS Overlay, per Schedule A - Rural Land Use Plan. Echoing the Regional Official Plan, the Subject Property contains NHS Key Features and Enhancement Areas, Linkages, and Buffers per Schedule M - Key Features within the Greenbelt and NHS.

Policy 4.10.1.6(b) states that in accordance with the policies of the Greenbelt Plan and the policies of this Plan, the Town shall prohibit development or site alteration on lands adjacent to the Key Features of the Greenbelt Natural Heritage System unless the proponent has evaluated the ecological functions of these lands through an Environmental Impact Assessment in accordance with Section 4.10.1.6(d).

Similarly, policy 4.10.1.6(e) directs that where proposed development or site alteration is located wholly or partially within the Greenbelt Natural Heritage System or within 120 metres of a Key Feature, or, in the case of development or site alteration related to agricultural uses, agricultural-related uses, and on-farm diversified uses within 30m of a Key Feature, the proponent is required to carry out an Environmental Impact Assessment (EIA). The EIA must identify a vegetation protection zone which is of sufficient width to protect the Key Feature and its functions. Policy 4.10.1.6(f) further specifies that a minimum vegetation protection zone of 30 metres wide is required for wetlands, permanent and intermittent streams, and significant woodlands, measured from outside the boundary of the key feature.

Planning staff requested an Environmental Impact Assessment as part of the minor variance application which was not provided. It is Staff's opinion that the proposal does not conform with the Greenbelt Plan, the Halton Region Official Plan and the Town of Milton Official Plan.

Zoning

The Subject Property is zoned Rural Zone (A2), Greenlands A, and Greenlands B by Zoning By-law 144-2003. The Rural Zone permits a wide range of uses including agricultural, conservation use, veterinary clinics, detached dwellings, and accessory buildings or structures. Within the Greenlands A Zone, only existing uses or conservation uses are permitted; the Greenlands B Zone also permits detached dwellings, home occupations, and forestry use. The proposed accessory building would be located within the Rural Zone lands.

Variance One: Section 4.1.2.2(ii) of the By-law stipulates that an accessory building shall not exceed a maximum height of 5.5 metres. The applicant is requesting a maximum height of 10.9 metres, representing an increase of 5.4 metres.

Zoning

Variance Two: Section 4.1.2.2(ii) of the Zoning By-law states that an accessory building shall not exceed a maximum GFA of 93 square metres. The applicant is requesting a maximum GFA of 871.6 square metres, representing an increase of 778.6 square metres.

Consultation

Public Consultation

Notice for the hearing was provided pursuant to the Planning Act on September 10, 2025. As of the writing of this report on September 16, 2025, staff have not received any comments from members of the public.

Agency Consultation

No objections were filed with respect to the variance application from Town staff or external agencies. Halton Region noted that the Subject Property falls within the jurisdiction of the Halton-Hamilton Source Protection Plan, and is located in a Highly Vulnerable Aquifer (VS=6). However, the application is not subject to Section 59 of the Clean Water Act, 2006, and can therefore proceed from a Source Water Protection perspective.

Communication With Applicant

During the pre-submission phase, Planning staff requested an EIA, and advised that the GFA of the accessory building was not supported. Further, staff inquired if any agricultural equipment would be stored in the proposed accessory building to justify its size. The applicant has not provided an EIA or made any modifications to the proposal. Note that a copy of the Conservation Halton Permit was submitted as part of the minor variance application.

Development Services Comments

Planning staff have multiple concerns with the application and are of the opinion that it is not minor in nature, fails to maintain the intent of the Zoning By-law or Official Plan, and is not desirable for the use of the lands.

The intent of the above-noted zoning provisions is to ensure that an accessory building remains clearly subordinate and secondary to the principal dwelling, both in height and in GFA. The proposed accessory building would exceed the maximum permitted GFA by 778.6 square metres, and in terms of GFA would be over 5 times larger than the existing dwelling on the Subject Property. The height of the proposed accessory building would also exceed the height of the existing dwelling by 0.2 metres, and is nearly equal to the maximum permitted height of 11 metres for any residential dwelling in the A2 Zone. As the proposed accessory building would be for personal use, the excessive size is not justified or necessary for an agricultural operation. Furthermore, Planning staff note that the proposed accessory building would be the third



Consultation

accessory structure on the Subject Property, which already contains a detached garage and pool house. The proposed accessory building would not be subordinate to the principal dwelling and thus fails to maintain the intent of the Zoning By-law. Given the GFA and height of the proposed accessory building, particularly relative to the scale of the residential dwelling, the requested variances are not minor.

As detailed above, policies in the Greenbelt Plan, Regional Official Plan, and Town of Milton Official Plan all require an EIA to be completed for development proposals located within the Greenbelt Natural Heritage System and within 120 metres of a Key Feature. Planning staff note that the proposed development would be located approximately 15 metres from significant woodlands, approximately 50 metres from a wetland, and approximately 30 metres from a tributary of Sixteen Mile Creek. Development within the Greenbelt NHS must demonstrate that there will be no negative impacts on Key Features or their functions, and a vegetation buffer must be identified to protect Key Features from potential adverse impacts of development. The applicant has not provided an EIA or an equivalent environmental study to satisfy the above-noted policies, and thus fails to maintain the intent of the Greenbelt Plan and Official Plans. Further, the location of the proposed accessory building is not desirable, as the Subject Property is large enough to accommodate an accessory building much farther from the floodplain and Key Features.

Although the applicant has obtained a permit from Conservation Halton, conservation authorities are not responsible for upholding the policies of the Greenbelt Plan or Official Plans. As such, a Conservation Halton Permit does not exempt the applicant from preparing an EIA as mandated by provincial, regional, and local planning policies.

For these reasons, the application is not minor in nature, fails to maintain the intent of the Zoning By-law, Official Plan and Greenbelt Plan, and is not a desirable use of the Subject Property. Planning staff recommend that the application be denied.

Respectfully submitted,

Olivia Hayes, B.E.S.
Planner, Development Review

For questions, please contact:

Olivia.Hayes@Milton.ca

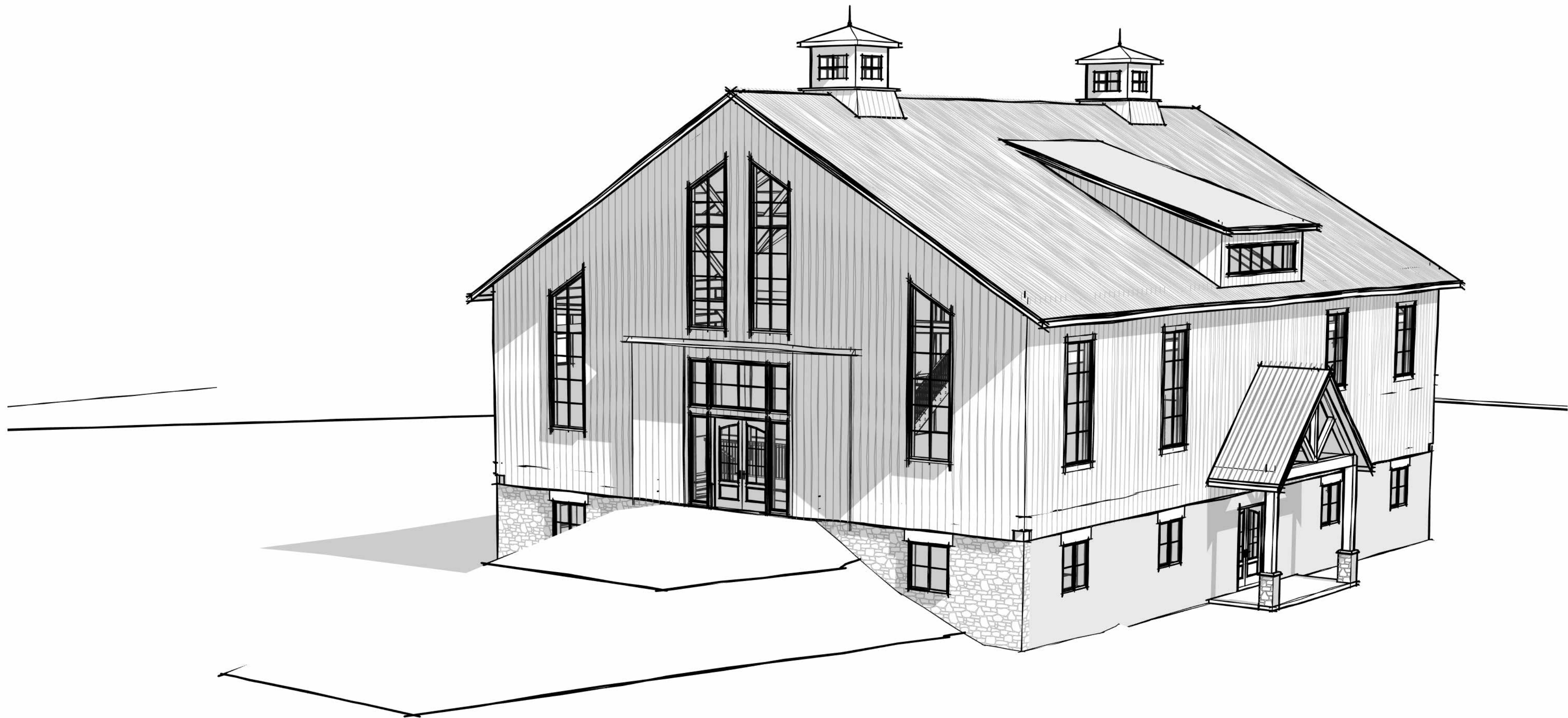
Phone: Ext. 2454



The Corporation of the Town of Milton


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A25-051M
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Attachments
Figure 1 - Building Elevations and Floor Plans Figure 2 - Site Plan



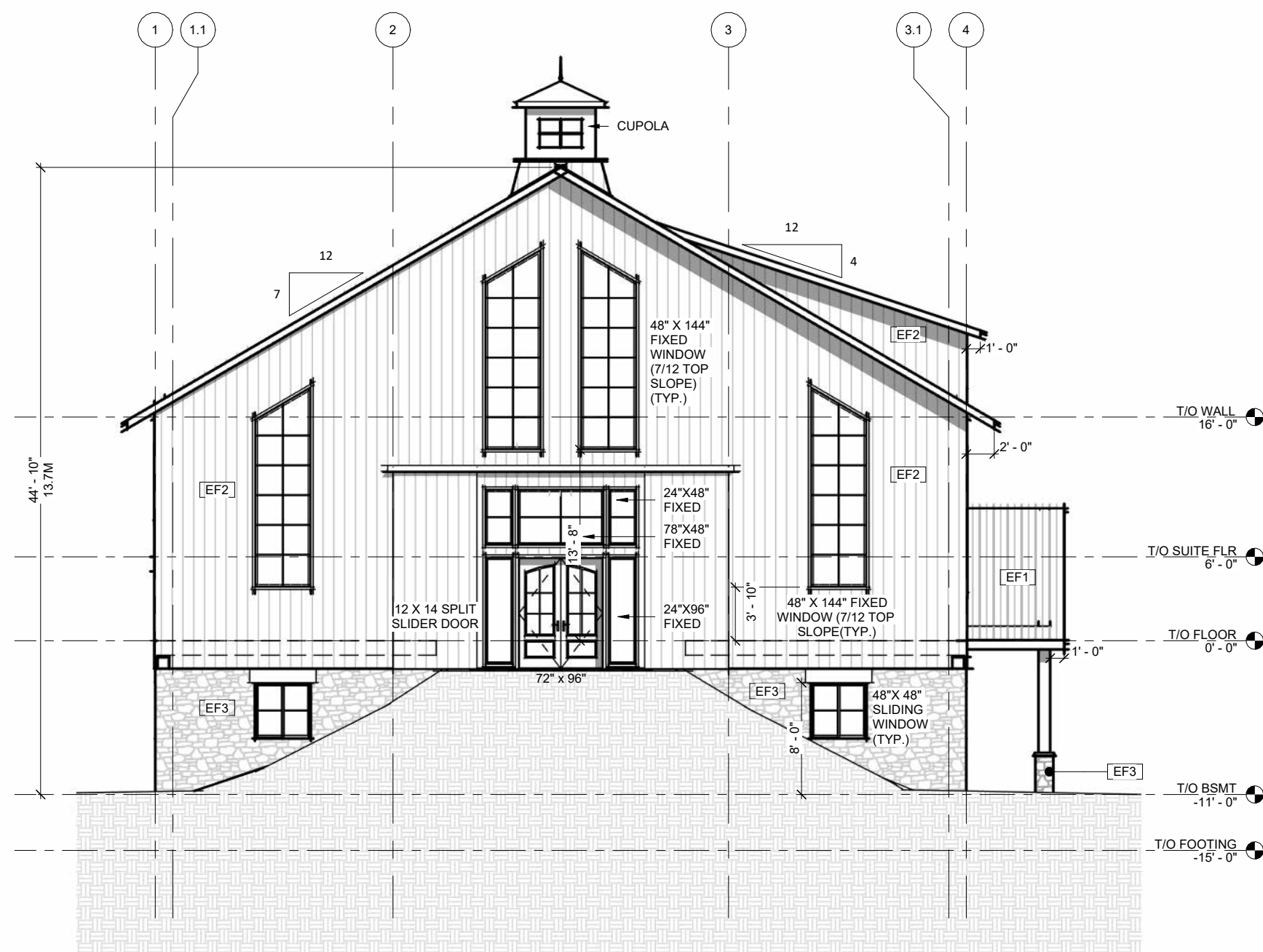
SHEET LIST		
NO.	NAME	REV
A1	COVERPAGE	5
A2	ELEVATIONS	5
A3	ELEVATIONS	5
A4	BSMT AREA PLAN	5
A5	UPPER FLOOR AREA PLAN	5
A6	BSMT PLAN	5
A7	UPPER FLOOR PLAN	5
A8	SECTIONS	5
A9	SECTIONS	5
A11	SITE PLAN	5
A12	SITE PLAN DETAIL	5

ISSUED FOR: ENGINEERING

CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.	VER #	VER	DATE	REVISION	 80 Peel Street East, Alma ON N0B 1A0 P: 519-846-5088 F: 519-846-2225	COVERPAGE	SCALE:	ADAM CRUICKSHANK 11245 4TH LINE NASSAGAWEYA MILTON ON	#	A1
	5	1	11-04-2024	PRELIMINARY DESIGN						
		2	11-29-2024	DESIGN REVISIONS AS/CLIENT						
		3	11-17-2025	DESIGN REVISIONS AS/CLIENT						
		4	2-25-2025	SITEPLAN LAY OUT						
		5	03-17-2025	DESIGN REVISIONS						



1 SOUTH ELEVATION
1" = 10'-0"

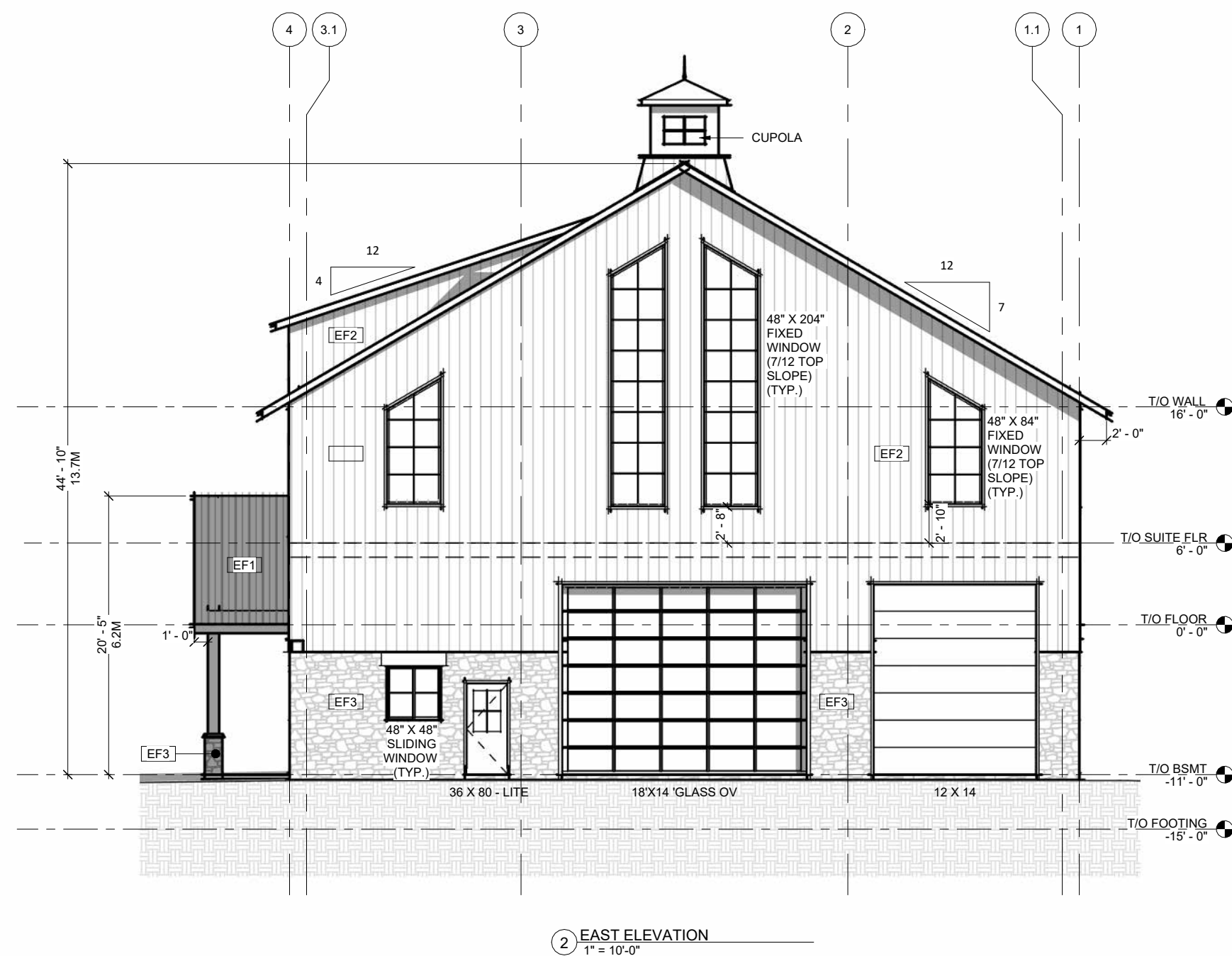
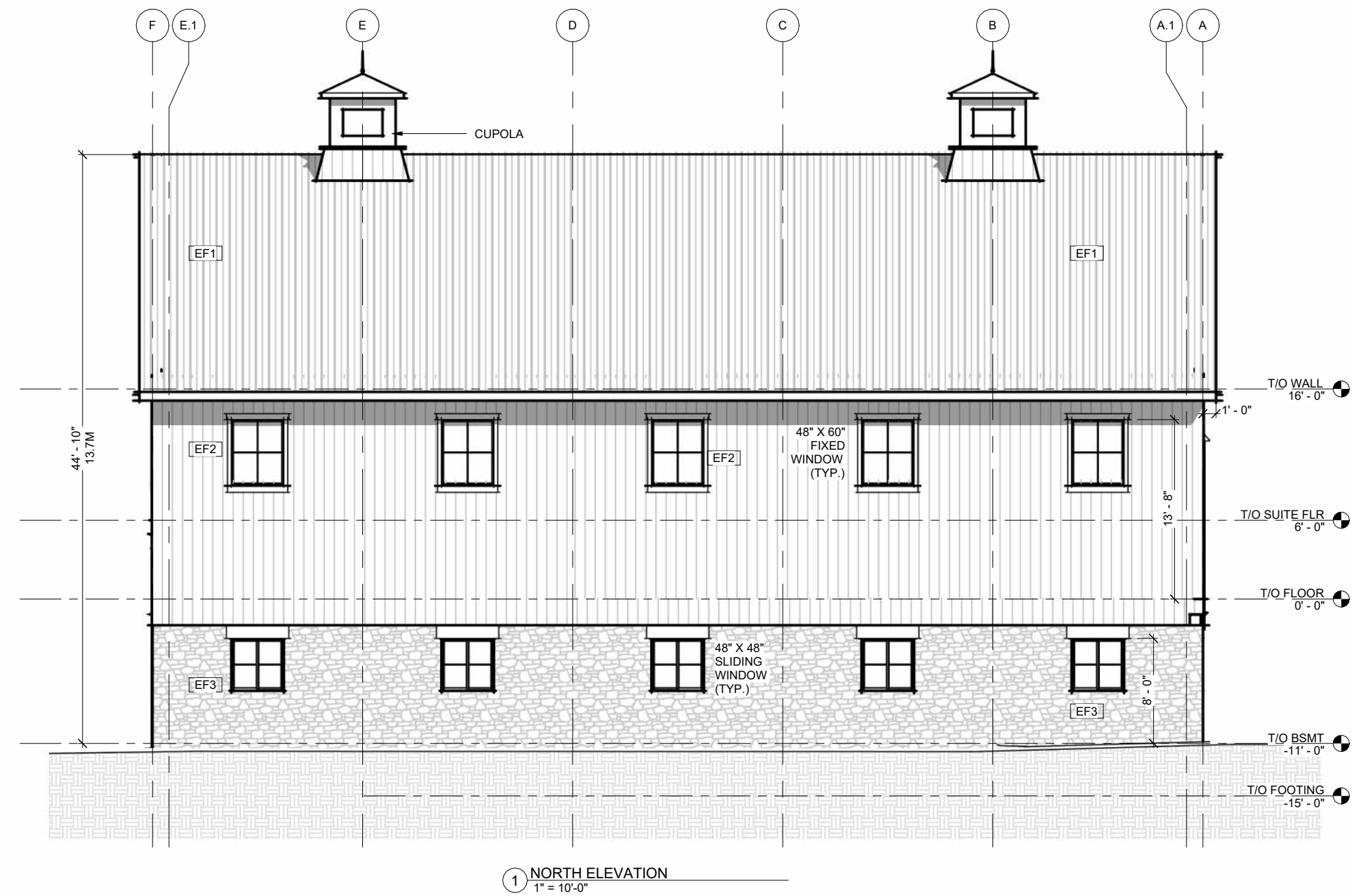


2 WEST ELEVATION
1" = 10'-0"

EXTERIOR FINISHES	
TAG	FINISHES
EF1	29 GA. CENTURY-RIB METAL ROOF CLADDING
EF2	SHIP-LAPPED PINEBOARD WALL CLADDING
EF3	STONE VENEER ON WALL

ISSUED FOR: ENGINEERING

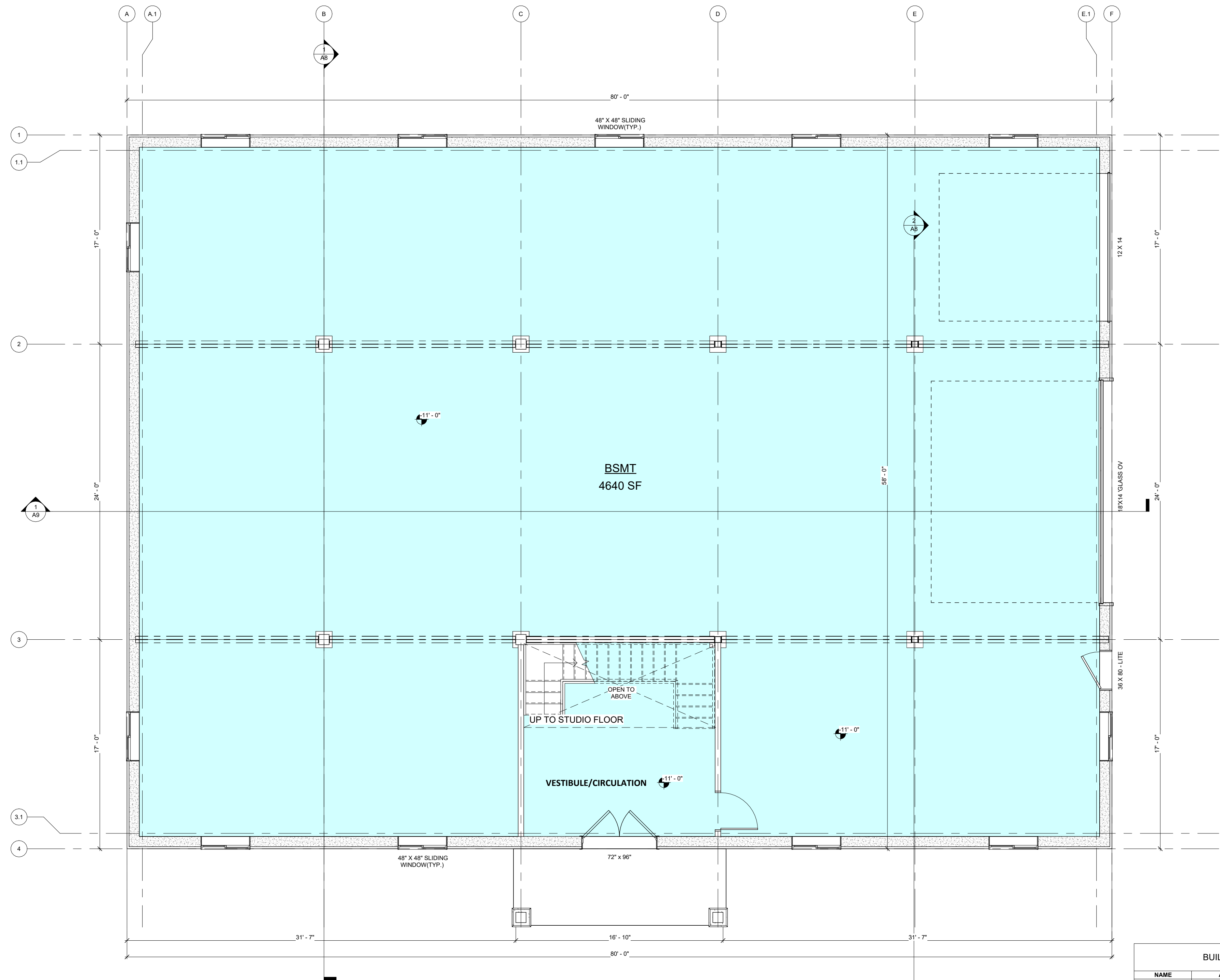
<p>CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE. DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.</p>	VER #	5	VER	DATE	REVISION	 <p>80 Peel Street East, Alton ON N0B 1A0 P: 519-846-5088 F: 519-846-2225</p>	ELEVATIONS	SCALE: 1" = 10'-0"	DRAWN BY: DH	PROPOSED BANK BARN & STUDIO	ADAM CRUICKSHANK 11245 4TH LINE NASSAGAWEYA MILTON ON	!	A2	#
		1	11-04-2024	PRELIMINARY DESIGN										
		2	11-29-2024	DESIGN REVISIONS AS/CLIENT										
		3	1-17-2025	DESIGN REVISIONS AS/CLIENT										
		4	2-25-2025	SITEPLAN LAYOUT										
	5	03-17-2025	DESIGN REVISIONS											



EXTERIOR FINISHES	
TAG	FINISHES
EF1	29 GA. CENTURY-RIB METAL ROOF CLADDING
EF2	SHIP-LAPPED PINEBOARD WALL CLADDING
EF3	STONE VENEER ON WALL

ISSUED FOR: ENGINEERING


<small>CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE. DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.</small>	VER #	5	 80 Peel Street East, Alton ON N0B 1A0 P: 519-846-5088 F: 519-846-2225	ELEVATIONS SCALE: 1" = 10'-0" DRAWN BY: DH	PROPOSED BANK BARN & STUDIO ADAM CRUICKSHANK 11245 4TH LINE NASSAGAWEYA MILTON ON	A3 #
	VER	1				
	DATE	11-04-2024				
	REVISION	PRELIMINARY DESIGN				
	REVISION	DESIGN REVISIONS AS/CLIENT				



BUILDING AREA		
NAME	AREA	AREA (M)
BSMT	4640 SF	431.1 m²
CIRCULATION	272 SF	25.3 m²
LOFT	2128 SF	197.7 m²
STUDIO	2240 SF	208.1 m²
TOTAL	9280 SF	862.1 m²

ISSUED FOR: ENGINEERING

VER #	5	VER	DATE	REVISION
		1	11-04-2024	PRELIMINARY DESIGN
		2	11-29-2024	DESIGN REVISIONS AS/CLIENT
		3	1-17-2025	DESIGN REVISIONS AS/CLIENT
		4	2-25-2025	SITEPLAN LAYOUT
		5	03-17-2025	DESIGN REVISIONS



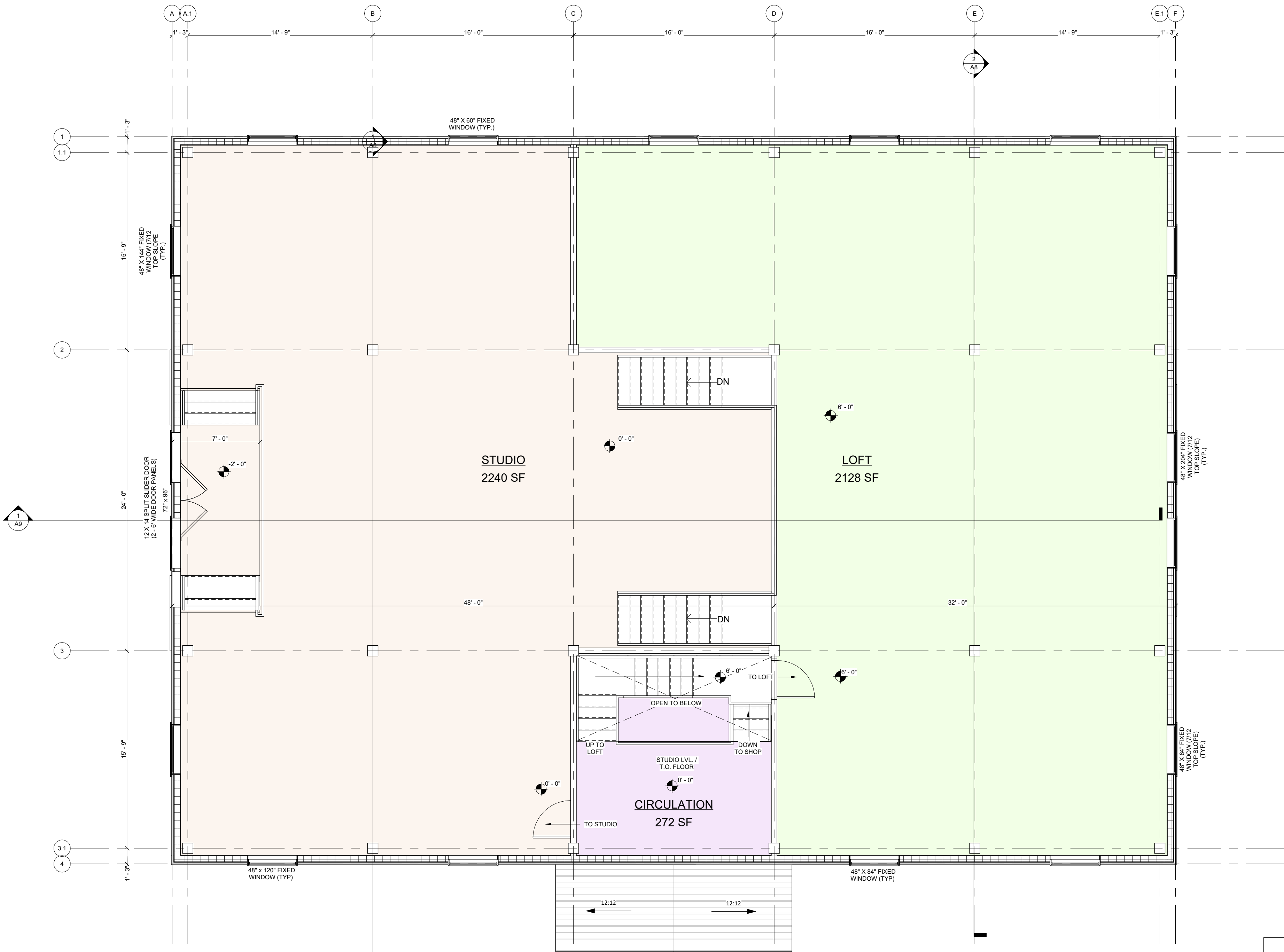
80 Peel Street East, Alma ON N0B 1A0
P: 519-846-5988 F: 519-846-2225

BSMT AREA PLAN
SCALE: 3/16" = 1'-0"
DRAWN BY: Author

PROPOSED BANK BARN & STUDIO

ADAM CRUICKSHANK
11245 4TH LINE NASSAGAWEYA
MILTON ON

A4



BUILDING AREA		
NAME	AREA	AREA (M)
BSMT	4640 SF	431.1 m²
CIRCULATION	272 SF	25.3 m²
LOFT	2128 SF	197.7 m²
STUDIO	2240 SF	208.1 m²
TOTAL	9280 SF	862.1 m²

ISSUED FOR: ENGINEERING

VER #	VER	DATE	REVISION
	1	11-04-2024	PRELIMINARY DESIGN
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	3	1-17-2025	DESIGN REVISIONS AS/CLIENT
	4	2-25-2025	SITEPLAN LAYOUT
5	03-17-2025	DESIGN REVISIONS	



UPPER FLOOR
AREA PLAN

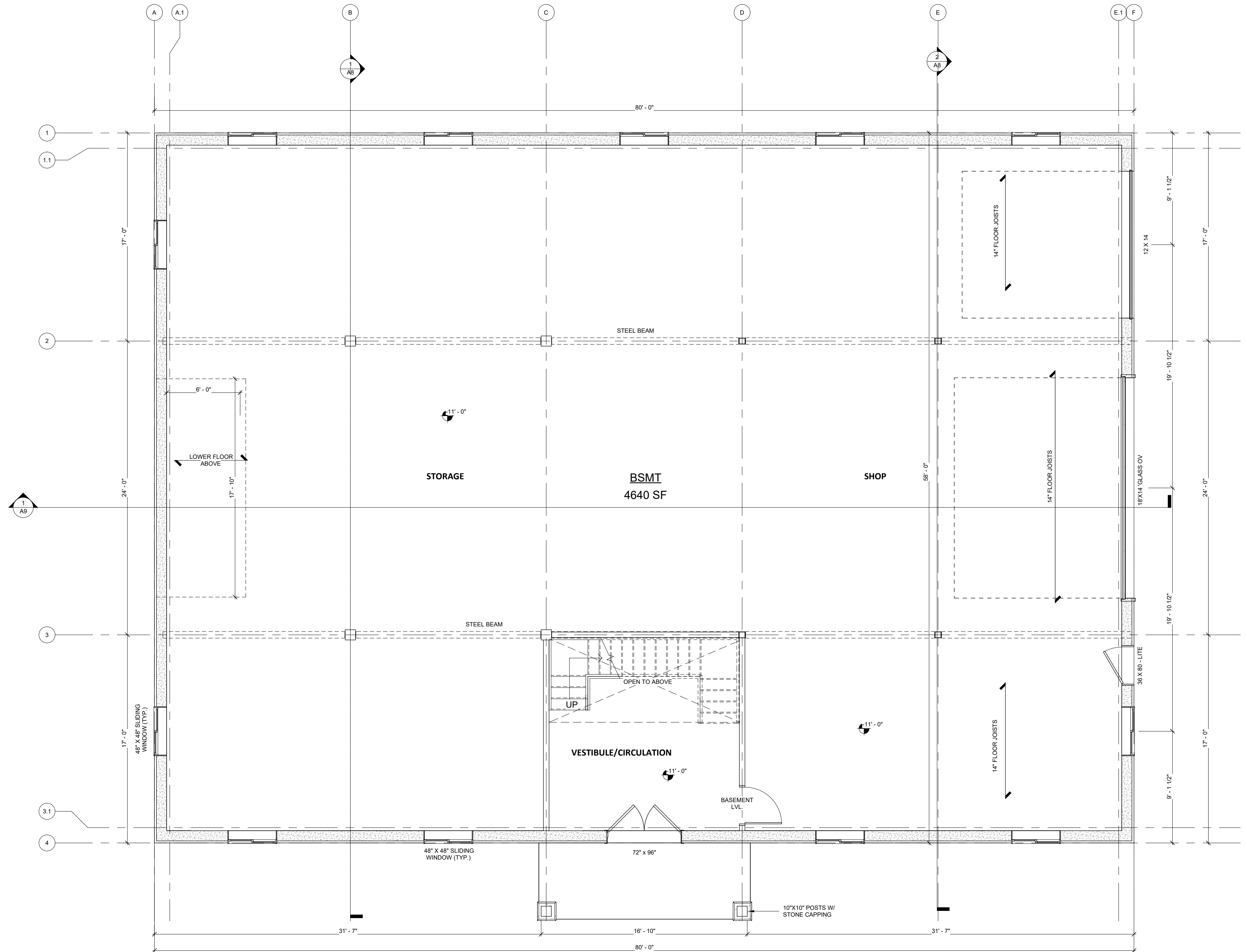
SCALE: 3/16" = 1'-0"

DRAWN BY: Author


PROPOSED BANK BARN &
STUDIO

ADAM CRUICKSHANK
11245 4TH LINE NASSAGAWEYA
MILTON ON

A5
#



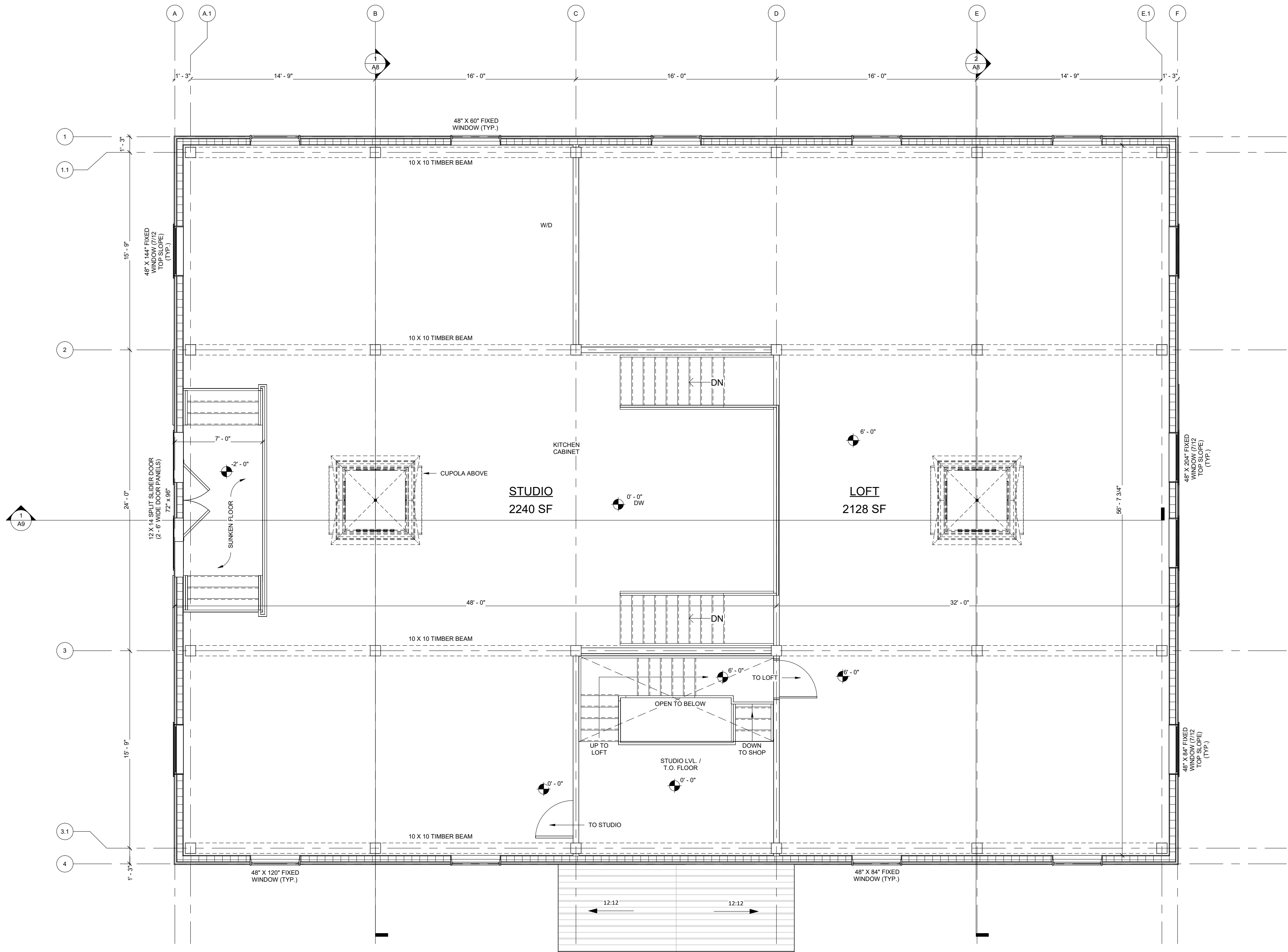
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	2	11-29-2024	DESIGN REVISIONS AS/CLIENT
	3	11-17-2025	DESIGN REVISIONS AS/CLIENT
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	5	03-17-2025	DESIGN REVISIONS
5			




80 Peel Street East, Alton ON N0B 1A0
P: 519-846-5088 F: 519-846-2225

BSMT PLAN	
SCALE: 3/16" = 1'-0"	
DRAWN BY:	DH

ISSUED FOR: ENGINEERING	
PROPOSED BANK BARN & STUDIO	
ADAM CRUICKSHANK 11245 4TH LINE WASSAGAWEYA MILTON ON	
#	A6



VER #	5	VER	DATE	REVISION
		1	11-04-2024	PRELIMINARY DESIGN
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		5	03-17-2025	DESIGN REVISIONS



80 Peel Street East, Alma ON N0B 1A0
P: 519-846-5088 F: 519-846-2225

UPPER FLOOR PLAN

SCALE: 3/16" = 1'-0"

DRAWN BY: DH

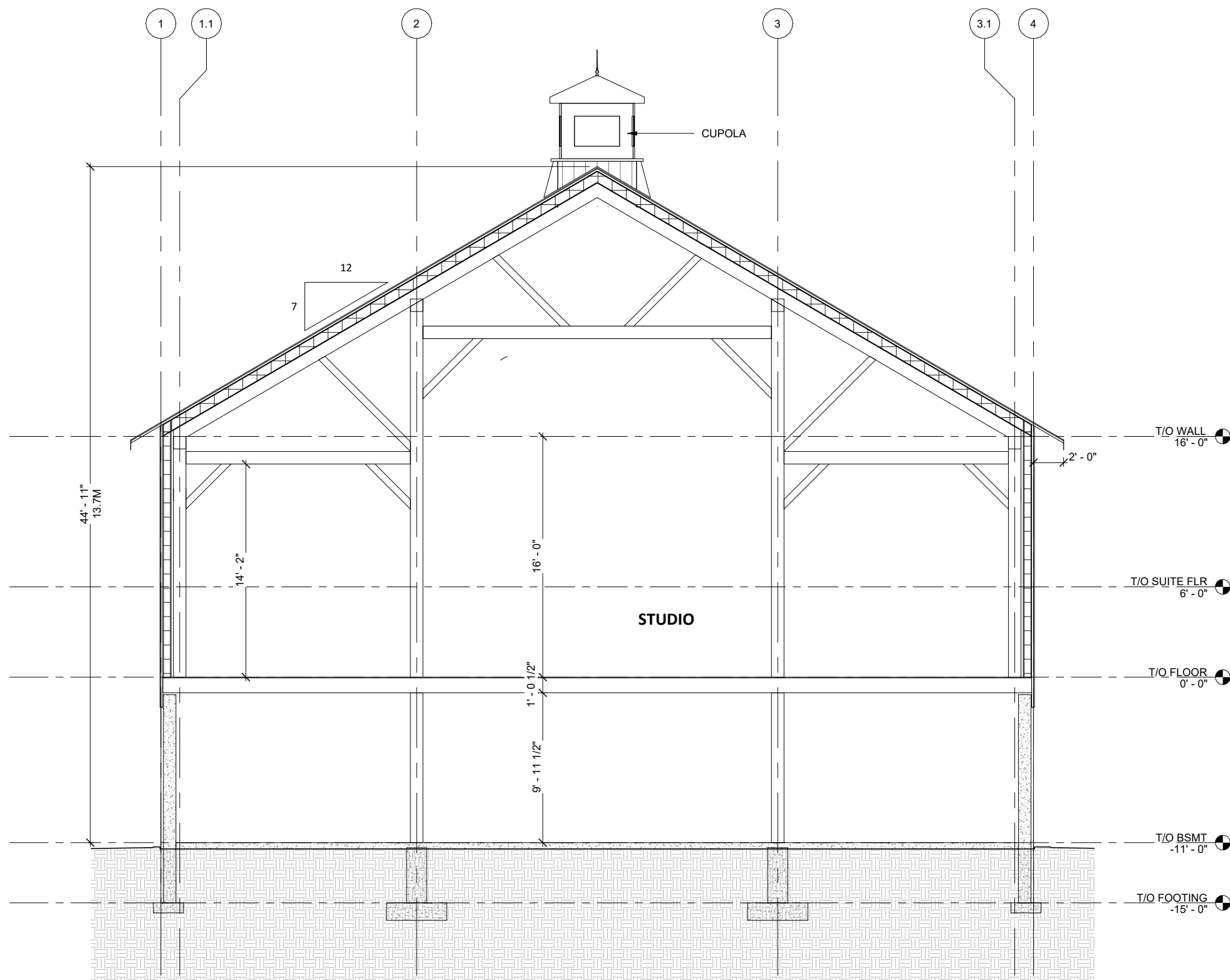
ISSUED FOR: ENGINEERING

PROPOSED BANK BARN & STUDIO

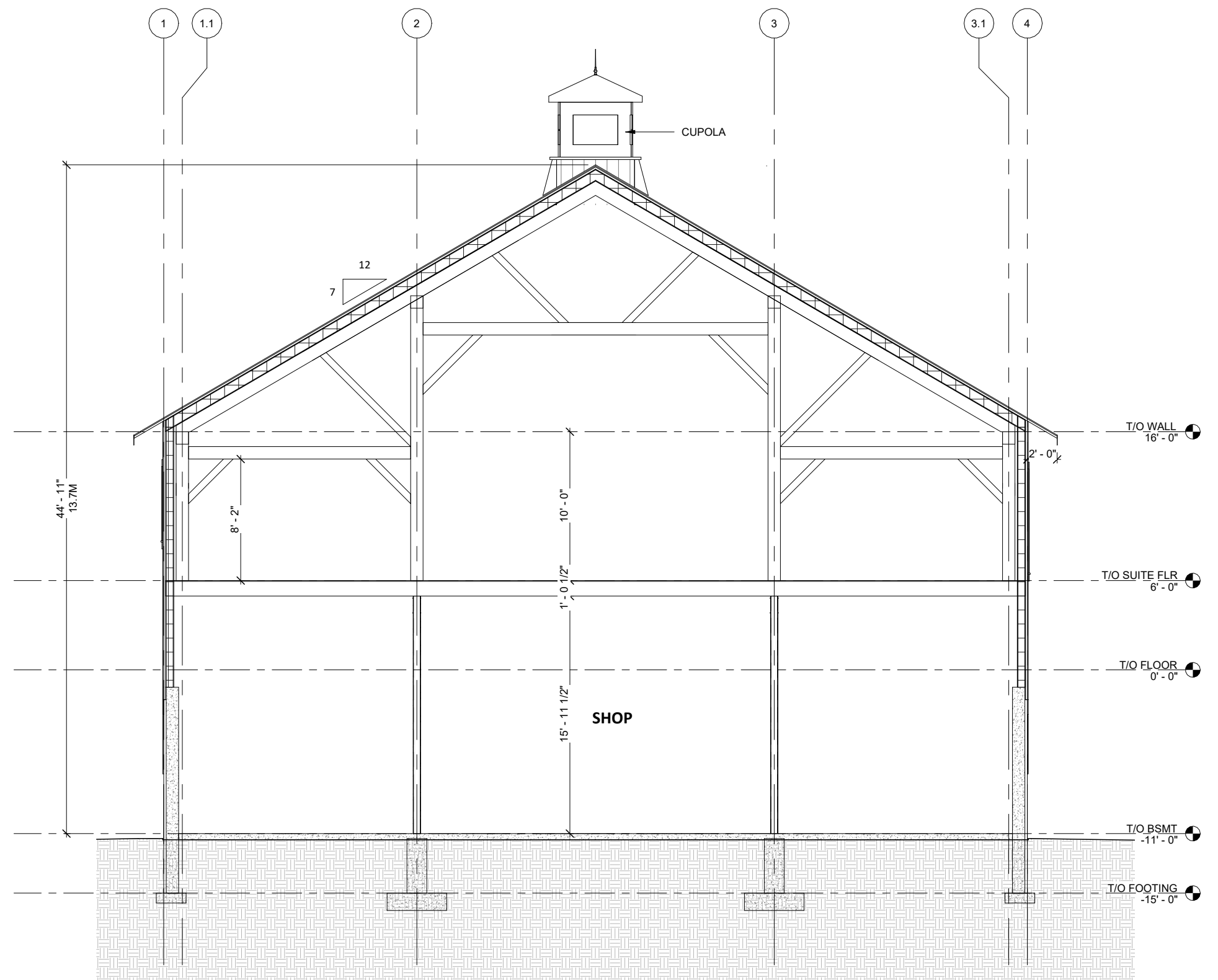
ADAM CRUICKSHANK
11245 4TH LINE NASSAGAWEYA
MILTON ON

#


A7

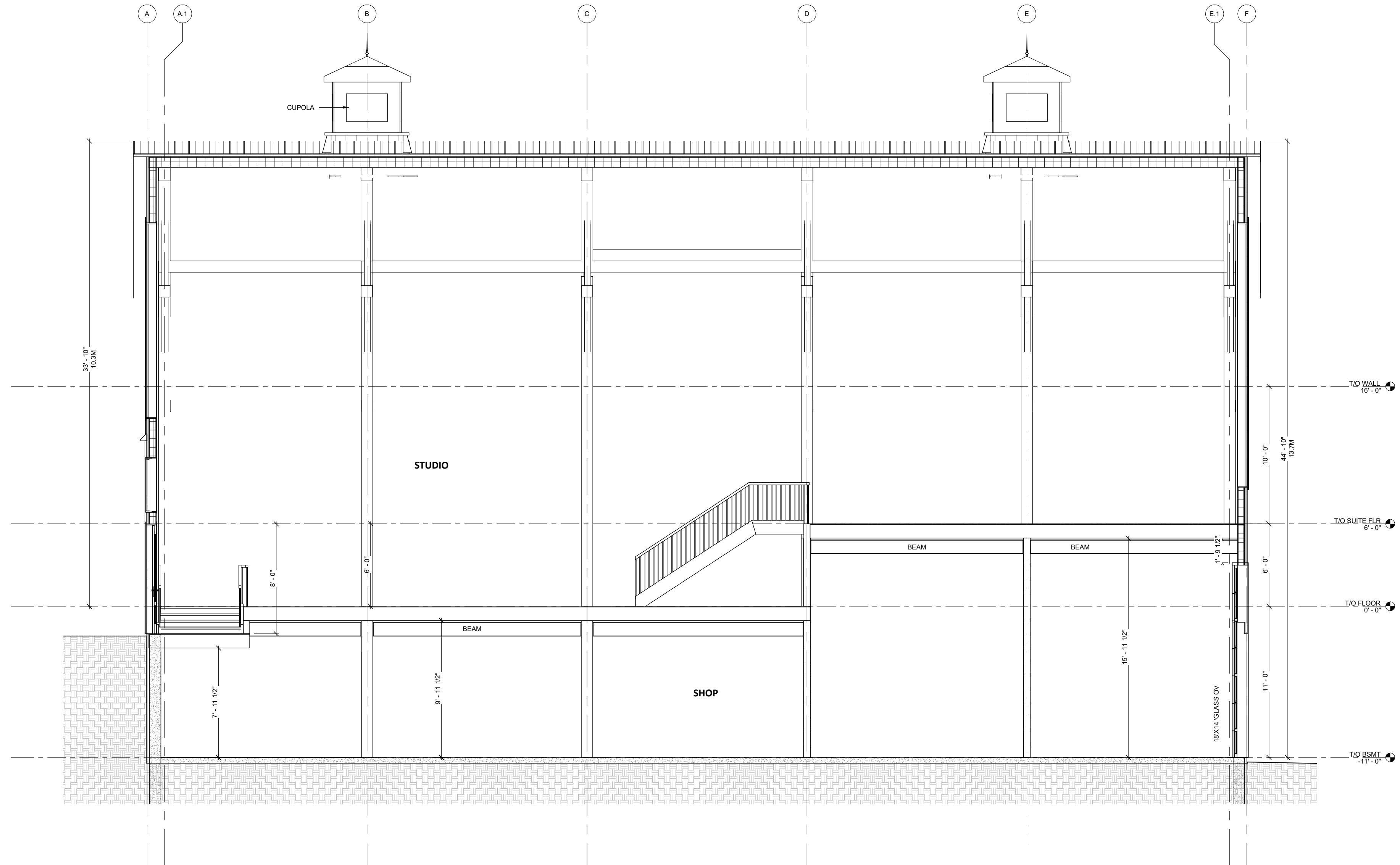


① STUDIO SECTION
1/8" = 1'-0"




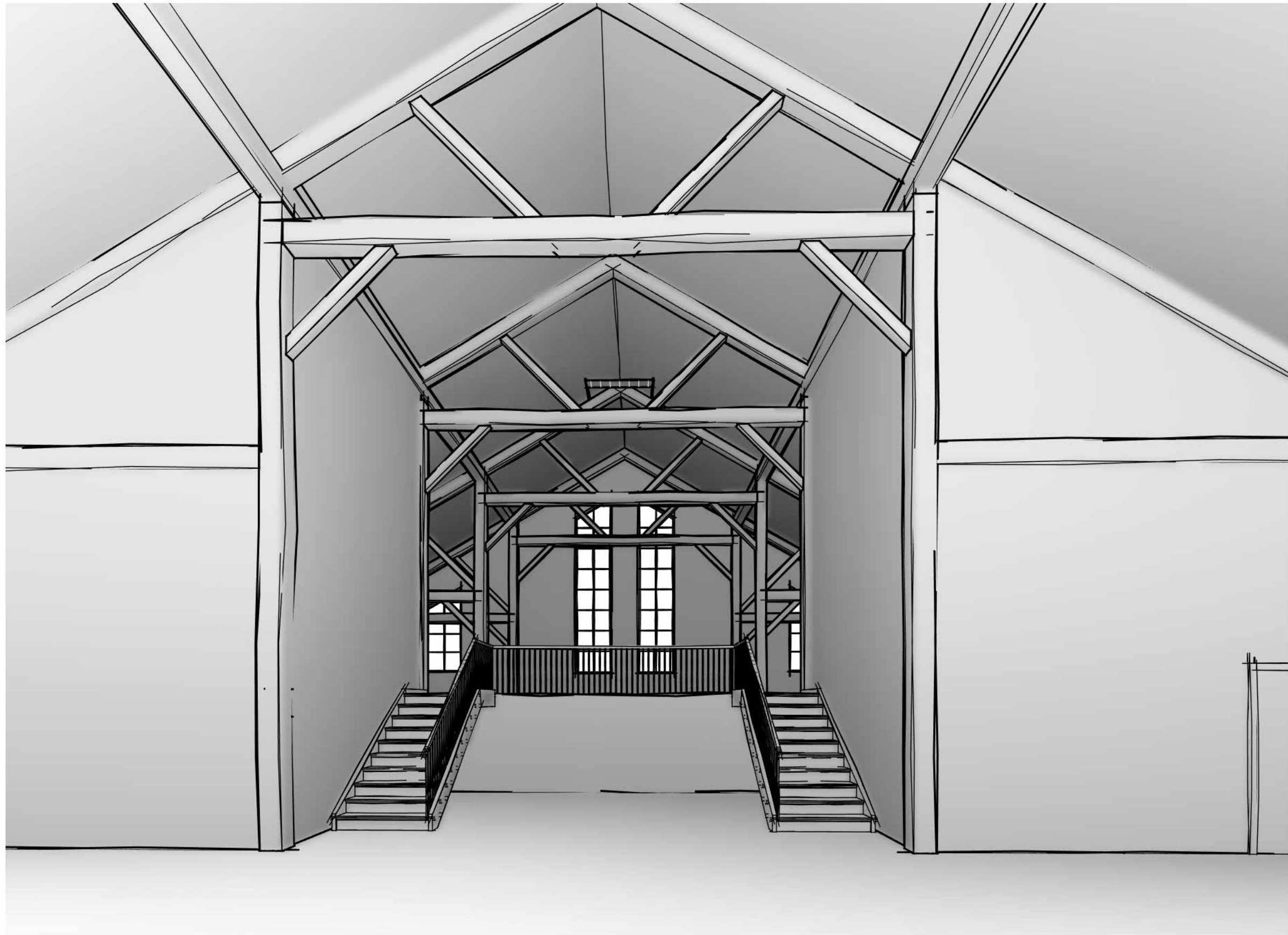
② LOFT/SHOP SECTION
1/8" = 1'-0"

<small>CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE. DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.</small>	VER #	VER	DATE	REVISION	 <small>80 Peel Street East, Alma ON N0B 1A0 P: 519-846-5088 F: 519-846-2225</small>	SECTIONS SCALE: 1/8" = 1'-0" DRAWN BY: DH	PROPOSED BANK BARN & STUDIO ADAM CRUICKSHANK 11245 4TH LINE NASSAGAWEYA MILTON ON	#	A8
		1	11-04-2024	PRELIMINARY DESIGN					
		2	11-29-2024	DESIGN REVISIONS AS/CLIENT					
		3	1-17-2025	DESIGN REVISIONS AS/CLIENT					
		4	2-25-2025	SITEPLAN LAYOUT					
		5	03-17-2025	DESIGN REVISIONS					



1 CROSS-SECTION 3
3/16" = 1'-0"

<div>CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE. DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.</div>	VER #	VER	DATE	REVISION	<div><div>80 Peel Street East, Alma ON N0B 1A0 P: 519-846-5088 F: 519-846-2225</div></div>	<div>SECTIONS</div> <div>SCALE: 3/16" = 1'-0"</div> <div>DRAWN BY: DH</div>	<div>PROPOSED BANK BARN & STUDIO</div> <div>ADAM CRUICKSHANK</div> <div>11245 4TH LINE NASSAGAWEYA MILTON ON</div>	i	A9
	5	1	11-04-2024	PRELIMINARY DESIGN					
		2	11-29-2024	DESIGN REVISIONS AS/CLIENT					
		3	1-17-2025	DESIGN REVISIONS AS/CLIENT					
		4	2-25-2025	SITEPLAN LAYOUT					
		5	03-17-2025	DESIGN REVISIONS					



① INTERIOR VIEW FROM ENTRANCE



② INTERIOR VIEW OF LOFT

CHECK AND VERIFY ALL
DIMENSIONS OR AMBIGUITIES.
ALL WORK MUST COMPLY
TO THE ONTARIO BUILDING CODE
DRAWINGS TO BE USED IN
CONJUNCTION WITH THE SPECS.

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4	2-25-2025		SITEPLAN LAYOUT
5	03-17-2025		DESIGN REVISIONS

POST
STRUCTURES

80 Peel Street East, Alma ON N0B 1A0
P: 519-846-5088 F: 519-846-2225

INTERIOR VIEWS

SCALE:

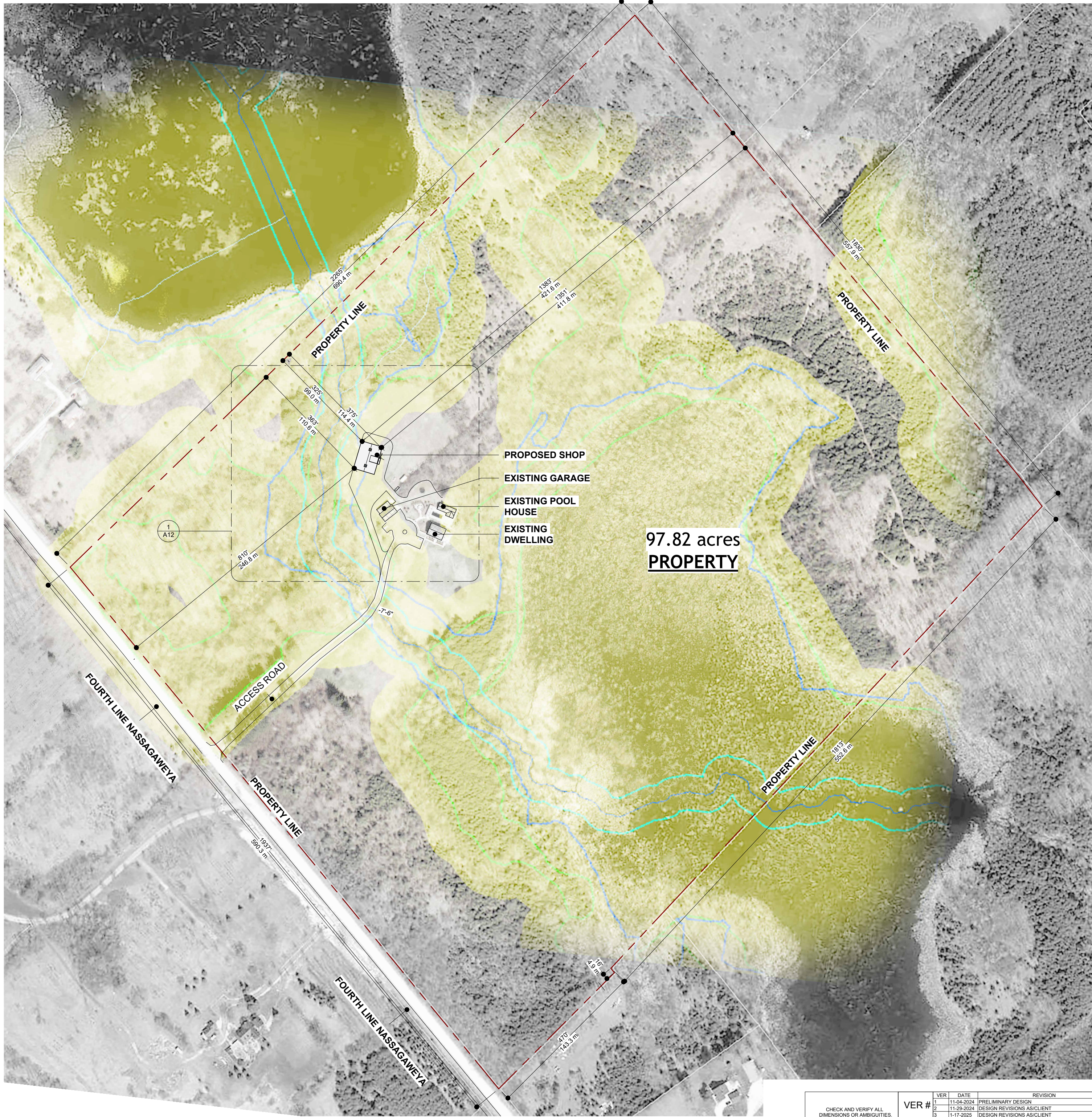
DRAWN BY: dh

ISSUED FOR: ENGINEERING

PROPOSED BANK BARN &
STUDIO

ADAM CRUICKSHANK
11245 4TH LINE WASSAGAWEYA
MILTON ON

A10



SITEPLAN INFORMATION

PROPOSED BANK BARN & STUDIO

PROJECT ADDRESS

11245 4TH LINE NASSAGAWEYA
MILTON, ON

PROPERTY OWNER

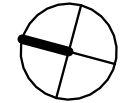
ADAM CRUICKSHANK

BUILDINGS

	AREA (SQFT.)	AREA (SQM.)
- EXISTING POOL HOUSE	1218.75	113.23
- EXISTING DWELLING	1627.50	151.2
- EXISTING GARAGE	1763.44	163.83
- PROPOSED SHOP	9280	862.1
- BSMT	4640	431.1
- CIRCULATION	272	25.3
- LOFT	2128	197.7
- STUDIO	2240	208.1



TRUE NORTH



PROJECT NORTH



KEY MAP

VER #	VER	DATE	REVISION
	1	11-04-2024	PRELIMINARY DESIGN
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5			

CHECK AND VERIFY ALL
DIMENSIONS OR AMBIGUITIES.
ALL WORK MUST COMPLY
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DRAWINGS TO BE USED IN
CONJUNCTION WITH THE SPECS.



80 Peel Street East, Alton ON N0B 1A0
P: 519-846-5088 F: 519-846-2225

SITE PLAN

SCALE: 1" = 200'-0"

DRAWN BY: DH

PROPOSED BANK BARN & STUDIO

ADAM CRUICKSHANK
11245 4TH LINE NASSAGAWEYA
MILTON ON

A11
#

ISSUED FOR: ENGINEERING



SITEPLAN INFORMATION

PROPOSED BANK BARN & STUDIO

PROJECT ADDRESS

11245 4TH LINE NASSAGAWEYA
MILTON, ON

PROPERTY OWNER

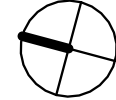
ADAM CRUICKSHANK

BUILDINGS

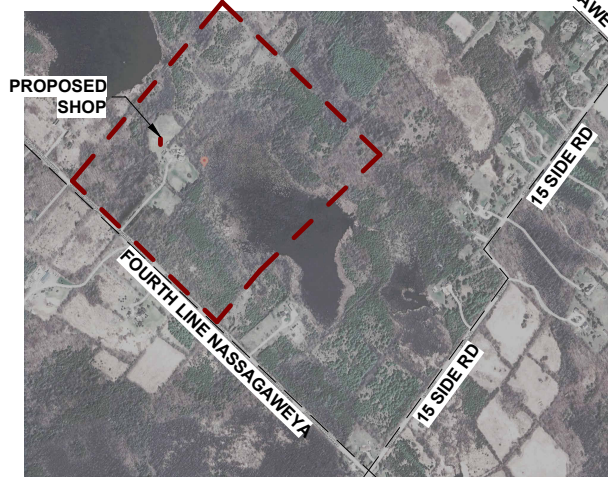
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TRUE NORTH




PROJECT NORTH



KEY MAP

ISSUED FOR: ENGINEERING

CHECK AND VERIFY ALL DIMENSIONS OR AMBIGUITIES. ALL WORK MUST COMPLY TO THE ONTARIO BUILDING CODE DRAWINGS TO BE USED IN CONJUNCTION WITH THE SPECS.	VER #	5	VER	DATE	REVISION	<div> 80 Peel Street East, Alton ON N0B 1A0 P: 519-846-5088 F: 519-846-2225</div>	SITE PLAN DETAIL	PROPOSED BANK BARN & STUDIO		1	A12
			1	11-04-2024	PRELIMINARY DESIGN			ADAM CRUICKSHANK			
			2	11-29-2024	DESIGN REVISIONS AS/CLIENT			11245 4TH LINE NASSAGAWEYA			
			3	1-17-2025	DESIGN REVISIONS AS/CLIENT			MILTON ON			
			4	2-25-2025	SITEPLAN LAYOUT						
			5	03-17-2025	DESIGN REVISIONS		DRAWN BY:	DH		#	



The Corporation of the Town of Milton

Report To:	Committee of Adjustment and Consent
From:	Olivia Hayes
Date:	September 25, 2025
File No:	A25-052M
Subject:	1488 Buttercup Court
Recommendation:	<p>THAT the application for minor variance BE APPROVED SUBJECT TO THE FOLLOWING CONDITION:</p> <ol style="list-style-type: none">1. THAT the development shall be constructed generally in accordance with the site plan prepared by Noble Prime Solutions Ltd. and dated and stamped by Town Zoning on September 3, 2025.2. THAT a Building Permit be obtained within two (2) years from the date of the decision.3. THAT the approval be subject to an expiry of two (2) years from the date of decision if the conditions are not met, if the proposed development does not proceed and/or a building permit is not secured.

General Description of Application

Under Section 45(1) of the Planning Act, the following minor variance to Zoning By-law 016-2014, as amended, has been requested to permit:

- Permit a double car garage to have an interior unobstructed length of 4.95 metres, whereas a minimum length of 6 metres is required, representing a decrease of 1.05 metres

The Subject Property, known municipally as 1488 Buttercup Court, is located generally east of Tremaine Road and north of Britannia Road. Currently, the Subject Property is occupied by a 2-storey detached dwelling with an attached double garage. The application seeks to facilitate a basement Additional Residential Unit (ARU), with a primary entrance from the interior side yard through an existing at-grade door. The passageway for this primary entrance must satisfy Ontario Building Code requirements to have a fire-rated corridor. This corridor will encroach into the garage, impeding the minimum internal unobstructed garage length.

Official Plan Designation (including any applicable Secondary Plan designations)

Halton Region Official Plan

Per Map 1 - Regional Structure, the Subject Property is within the Urban Area. Lands within the Urban Area are designated to accommodate the Region's residential and employment growth, and have existing or planned services.

Town of Milton Official Plan

The Subject Property is designated Residential Areas by Schedule B - Urban Area Land Use Plan, and by Schedule C.10.C of the Boyne Survey Secondary Plan. The Boyne Survey Secondary Plan's Residential Area Designation is intended to primarily support a range of medium and high-density residential uses.

Policy 2.7.1(c) establishes the Town's goal of meeting its current and future housing needs by fostering the creation of additional housing accommodation through various forms of residential intensification.

Section 2.7.3.17 of the Official Plan permits ARUs in the Urban Area, subject to conformity with the following:

- a) an ARU shall not be located on lands identified as hazard lands or as being within the regulatory flood plain, unless where specifically permitted by the Conservation Authority;
- b) An ARU will be compatible with neighbouring properties and the surrounding neighbourhood by taking into consideration scale and built form;
- c) An ARU must be connected to adequate municipal water and sewage services;
- d) An ARU must have no adverse effect on stormwater management systems;
- e) An ARU must have no adverse effect on site drainage as demonstrated through a grading plan;
- f) Safe access to an ARU must be ensured by meeting fire and emergency service requirements;
- g) Severance of an ARU from the lot shall not be permitted; and
- h) An ARU shall be registered with the Town in accordance with the provisions of the Municipal Act.

It is Staff's opinion that the proposal conforms with the aforementioned criteria, and with both the Halton Region Official Plan and the Town of Milton Official Plan.

Zoning

The Subject Property is zoned Medium Density Residential 1, Zoning Exception 220 (RMD1 *220) by Zoning By-law 016-2014. The Medium Density Residential Zone permits a variety of low-rise residential uses, ranging from detached dwellings to townhouse units, along with home

Zoning

occupations or home day cares. Zoning Exception 220 establishes specific provisions for the wider subdivision, and does not affect sections of the Zoning By-law relevant to the application.

Variance One: Section 4.2.2.1(v) of the Zoning By-law states that a double car garage with two or more separate doors must have minimum internal unobstructed dimensions of 5.5 metres, 5.3 metres long, and 2.1 metres high, with the exception of one stair. The application seeks to reduce the minimum internal unobstructed length to 4.95 metres, representing a difference of 1.05 metres.

Consultation

Public Consultation

Notice for the hearing was provided pursuant to the Planning Act on September 10, 2025. As of the writing of this report on September 16, 2025, staff have not received any comments from members of the public.

Agency Consultation

No objections were filed with respect to the variance application from Town staff or external agencies.

Development Services Comments

Planning staff have no concerns with the application, and do not anticipate adverse impacts on adjacent properties. Staff are of the opinion that the application is minor in nature, maintains the intent of the Zoning By-law and Official Plan, and is desirable for the appropriate use of the land.

The intent of the above-noted zoning provisions is to ensure that a garage maintains adequate unobstructed space for functional use, and enough space to accommodate a vehicle. The application seeks to facilitate a basement ARU with a primary entrance that passes through the garage; a fire-rated corridor for this access route is mandated by the Ontario Building Code. This fire-rated corridor encroaches into the garage and reduces the unobstructed length of one garage bay. However, the second garage bay meets the required unobstructed length, and the Subject Property still maintains three parking spaces (exceeding the minimum rate established in the Zoning By-law). Since adequate space for parking and circulation is provided, the application maintains the intent of the Zoning By-law.

Policy 2.7.3.17(f) of the Official Plan requires that safe access to an ARU must be ensured by meeting fire and emergency service requirements. The proposed minor variance is necessary to comply with this Official Plan policy, as well as Ontario Building Code requirements. Moreover,



Consultation

facilitating ARUs within urban areas is encouraged by both local and provincial planning policies as a desirable form of residential intensification.

Planning staff also note that the application will have no visual impacts on neighbouring properties and no effect on the existing dwelling's façade, as the variance is internal to the garage. Moreover, the proposed primary entrance for the basement ARU is in a desirable location, with an unobstructed access pathway of 1.23 metres in width.

Respectfully submitted,

Olivia Hayes, B.E.S.
Planner, Development Review

For questions, please contact:

Olivia.Hayes@Milton.ca

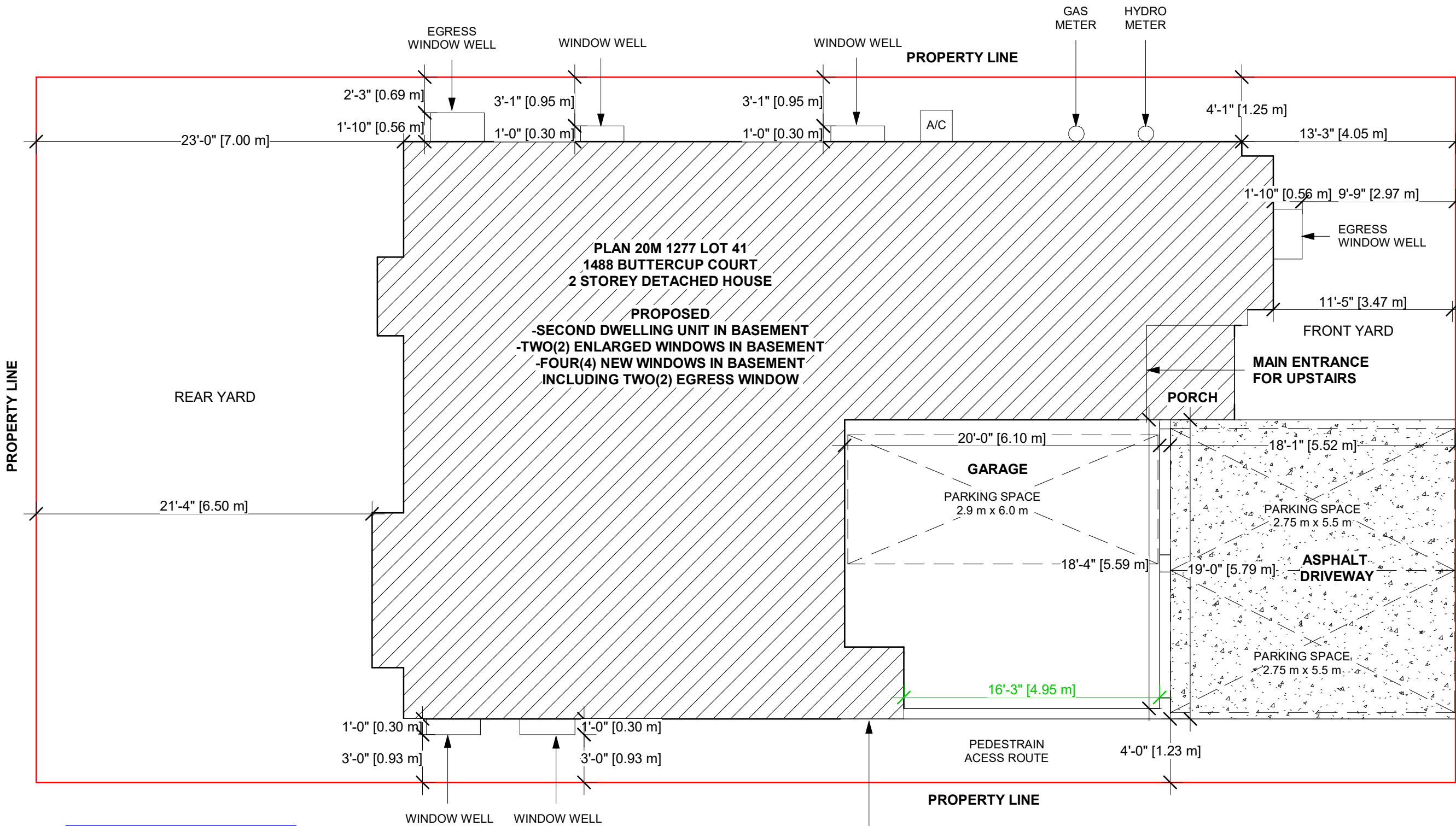
Phone: Ext. 2454

Attachments

Figure 1 - Site Plan

MINOR VARIANCE

-TO PERMIT ONE BAY OF A DOUBLE-CAR GARAGE TO HAVE A MINIMUM UNOBSTRUCTED LENGTH OF 4.95 METRES, WHICH IS 1.05 METRES LESS THAN WHAT IS REQUIRED BY THE ZONING BY LAW (i.e. 6.0 m).





TOWN OF MILTON

DEVELOPMENT SERVICES

RMD1*220 ZONE

ZONING: REVIEWED FOR C of A

yaseen.albarim

ZONING OFFICER

SEP 3, 2025

DATE

EXISTING 4" ABOVE GRADE SIDE DOOR
USED AS PRIMARY ENTRY AND EXIT FOR
SECOND DWELLING UNIT IN BASEMENT

NO FENCING/GATES EXISTING OR
PROPOSED ON THE PROPERTY

BUTTERCUP COURT

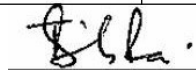
SITE PLAN

THE CONTRACTOR MUST VERIFY AND ACCEPT RESPONSIBILITY FOR ALL DIMENSIONS AND CONDITIONS ON SITE AND MUST NOTIFY THE DESIGNER/ENGINEER OF ANY VARIATIONS FROM THE SUPPLIED INFORMATION.
CONSTRUCTION MUST CONFORM TO ALL APPLICABLE CODES AND REQUIREMENTS OF AUTHORITIES HAVING JURISDICTION.

The undersigned has reviewed and taken responsibility for this design and has qualifications and meet the requirements set out in the Ontario Building Code to be a designer

QUALIFICATION INFORMATION
(Required unless design is exempted under 3.2.5 Division C of OBC)

DESIGNER	BCIN
Tanvir Rai	103482



FIRM	BCIN
Noble Prime Solutions Ltd	118716

AUG 26/25

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01	ISSUED FOR PERMIT	AUG 26/25
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ADDRESS:

1488 BUTTERCUP CRT,
MILTON, ON

DRAWN BY:	KR	CHECKED BY:	TR
PROJECT NUMBER:	25R-32086		

NOBLE PRIME SOLUTIONS LTD.
2131 WILLIAMS PARKWAY
UNIT 19,
BRAMPTON, ON.
info@nobleltd.ca
(437) 888 1800

DATE:	AUG 26/25	DWG No:	A-1
SCALE:	1 : 80		