Report to the Committee of Adjustment
Minor Variance Application
Item G

Date:	Thursday, December 11, 2025
Address:	169 Richmond Street
Owner(s):	John Saraceni-Tozzi
Applicant:	N/A
File Number(s):	MV-25-0057
Related Application(s):	N/A
Hearing Date:	Thursday, December 18, 2025
Prepared By:	Ryan Baek, Planner

Application Request

The following relief to Zoning By-law 66-71 as amended, is requested:

	By-Law Requirement	Proposed	Deficiency
Maximum Gross Floor Area	241.98 sq.m (2604.65 sq. ft.)	1,168 sq. m (12,572.25 sq. ft.)	926.02 sq. m (9,967.60 sq. ft)
Maximum Driveway width	6.00 m (19.68 ft.)	31.85 m (104.49 ft.)	25.85 m (84.81 ft.)

The applicant is seeking approval of the requested variances to facilitate the construction of a proposed dwelling and additional residential units.

Background

Subject Property and Area Context

The subject lands, municipally known as 169 Richmond Street, are generally located Northwest of Yonge Street and Major Mackenzie Drive West. The property has a lot area of approximately 2,509 sq m (27,006.65 sq.ft) and a lot frontage of approximately 16.6 m (54.46 ft). The subject lands contain a single detached dwelling in the rear part of the lot. Surrounding land uses primarily consist of detached dwellings along Richmond Street with the nearby Elmdale Court having multiple three storey apartment buildings.

Official Plan

The subject lands are designated as “Neighbourhood” in accordance with the City’s Official Plan (the “Plan”). This designation permits low-density residential uses. New development is required to respect the character and distinguishing features of neighbourhoods, be context-sensitive, and be compatible with the character of the adjacent and surrounding areas.

Zoning

The subject lands are zoned “Residential Second Density (R2)” pursuant to Zoning By-law 66-71, as amended. This zone permits single detached dwellings, subject to specific lot and building standards.

The subject lands are zoned “Neighborhood Two (N2)” pursuant to Zoning By-law 93-25, as amended. This zone permits single detached dwellings, subject to specific lot and building standards.

The City references both zoning by-laws because Comprehensive Zoning By-law 93-25, approved on September 24th, is subject to a statutory appeal period in accordance with the *Planning Act* and is therefore not yet final and binding.

Related Applications on The Subject Lands
N/A

Planning Comments

Planning Staff have evaluated the requested minor variances pursuant to the prescribed tests as set out in Section 45 (1) of the *Planning Act*, as follows:

1) **Does the proposed variances meet the general intent and purpose of the Official Plan?**

   The intent of the Neighbourhood designation is to enhance and strengthen the character of neighbourhoods while promoting connectivity and excellence in design. Opportunities for small-scale infill development and Additional Residential Units (ARUs) are encouraged to support a greater mix of housing. Furthermore, new development is expected to represent a “good fit” within the physical context and character of the surrounding area.

   Staff are of the opinion that the proposed dwelling and ARUs are compatible with the character and physical context of the adjacent and surrounding area. Furthermore, the proposed ARUs will contribute to greater housing diversity within the neighbourhood, aligning with the goals and objectives of the Plan.

   Staff are of the opinion that the requested variances are in keeping with the general intent and purpose of the Official Plan.

2) **Does the proposed variances meet the general intent and purpose of the Zoning By-law?**

   The purpose of the Maximum Gross Floor Area (GFA) provision is to limit the building size on the subject lands. The proposed GFA increase of 926.02 square metres from the by-law requirement is not of concern, given the unique configuration of the lot, which limits the maximum permitted GFA. The proposed dwelling is not anticipated to have any major adverse impacts on the surrounding land uses. Additionally, the proposed GFA increase is not expected to negatively impact the streetscape, given the depth of the lot and the location of the dwelling toward the rear of the property.

   To determine the maximum permitted GFA for the subject property, the net lot frontage was calculated in accordance with the definition provided in By-law 371-90. Based on a measured lot frontage of 16.60 metres and a minimum required lot frontage of 15.24 metres, the resulting net lot frontage is 15.92 metres. Pursuant to By-law 372-90, which establishes a maximum permitted GFA of 15.2 square metres per linear metre of net lot frontage, the maximum permitted GFA for the property is 241.98 square metres (15.24 sq.m × 15.92 sq.m). Since the maximum GFA is determined based on lot frontage, the permitted GFA for this property is lower than expected due to the lot’s unique shape, where the frontage is significantly narrower than the rear portion of the lot.

   The purpose of the Maximum Permitted Driveway Width provision is to restrict driveway width to ensure adequate space for soft landscaping and proper site drainage. The proposed driveway width increase to 31.85 metres is not anticipated to result in any significant negative impacts on landscaping or drainage. It is noted that the engineering condition requiring a maximum driveway

width of 6.0 metres applies only to the driveway apron within the public right-of-way.

Staff note that the proposed dwelling is in full conformity with Zoning By-law 93-25. Under By-law 93-25, there are no restrictions on the GFA of a dwelling. As such, the requested variance applies only under Zoning By-law 66-71.

Staff further note that the proposed dwelling is in full conformity with Zoning By-law 143-24, which regulates Additional Residential Units.

Staff are of the opinion that the proposed variances maintain the general intent and purpose of both applicable Zoning By-laws.

3) Is the proposed variances considered desirable for the appropriate development of the land?

The proposed variances represent an appropriate utilization of the site, given its unique size, location, and surrounding context. The development maintains the general character, scale, and massing found within the established neighbourhood and reflects the evolving pattern of residential redevelopment in the area, which includes a mix of older dwellings, newer homes, and multi-unit buildings. Staff also note that a Heritage Assessment was completed for the property, which confirmed that there would be no negative impacts on the area's character.

Staff are of the opinion that the proposed variances are desirable for the appropriate development of the land.

4) Is the proposed variances considered minor in nature?

The requested relief is not expected to result in any negative impacts on adjacent lands or the surrounding neighbourhood. In the opinion of Staff, the requested zoning relief related to the maximum floor area and maximum driveway width will not result in negative impacts on the neighbourhood, streetscape, or functionality of the subject lands and abutting properties.

Staff are of the opinion that the requested variances are minor in nature.

Additional Comments

The subject minor variance application was circulated to Municipal Departments and external agencies for review and comment. The following comments were provided:

Department or Agency	Comments
Zoning	The requested variances are correct. No other areas of non-compliance were identified.
Development Engineering/Transportation	No comments or concerns.
Parks & Natural Heritage	**Comments to the Committee:** Upon review of the submission and Detailed Landscape Plan as requested, PNHP has no comments on the application. **Comments to the applicant, for future reference:** • The Detailed Landscape Plan will require updating when the Site Alteration Permit Application is submitted to the City. PNHP are satisfied with the proposed replacement Tree spacing and locations. However, the proposed species do not meet the criteria for required canopy replacement. The applicant will be required to submit a Detailed Landscape Plan that achieves an appropriate canopy

	cover goal by selecting species that will have medium to large canopies at maturity. • The property is subject to Tree Preservation By-law No. 19-25. Permission is required to remove or injure trees greater than or equal to 15 cm DBH (diameter measured 1.4 metres from the ground) from City staff prior to the undertaking. Tree replacement will be a condition of any tree removal permission. Ensure the City's tree protection standards are adhered to prior to any construction commencing on the subject property.
Heritage and Urban Design	No comments or concerns with this application.
Corporate & Financial Services	Not applicable.
Alectra	No objections. See Appendix 'D'
Bell Canada	No comments received.
York Region: Transportation & Community Planning Department	The Regional Municipality of York has completed its review of the above minor variance. The application was reviewed by Infrastructure Asset Management (IAM) and it is understood the application is to facilitate the development of a new primary dwelling unit and 3 additional residential units. It is IAM's understanding that the proposed additional residential units will be serviced by existing local municipal water and wastewater infrastructure. On this basis, IAM has no objection to the subject application.
Toronto & Region Conservation Authority	Not regulated, no comments.
CN Rail	No comments received.
TransCanada Pipeline	No comments received.
Abutting Municipality	No comments received.
Ministry of Transportation	No comments received.
Ministry of Housing	No comments received.
Infrastructure Ontario	No comments received.

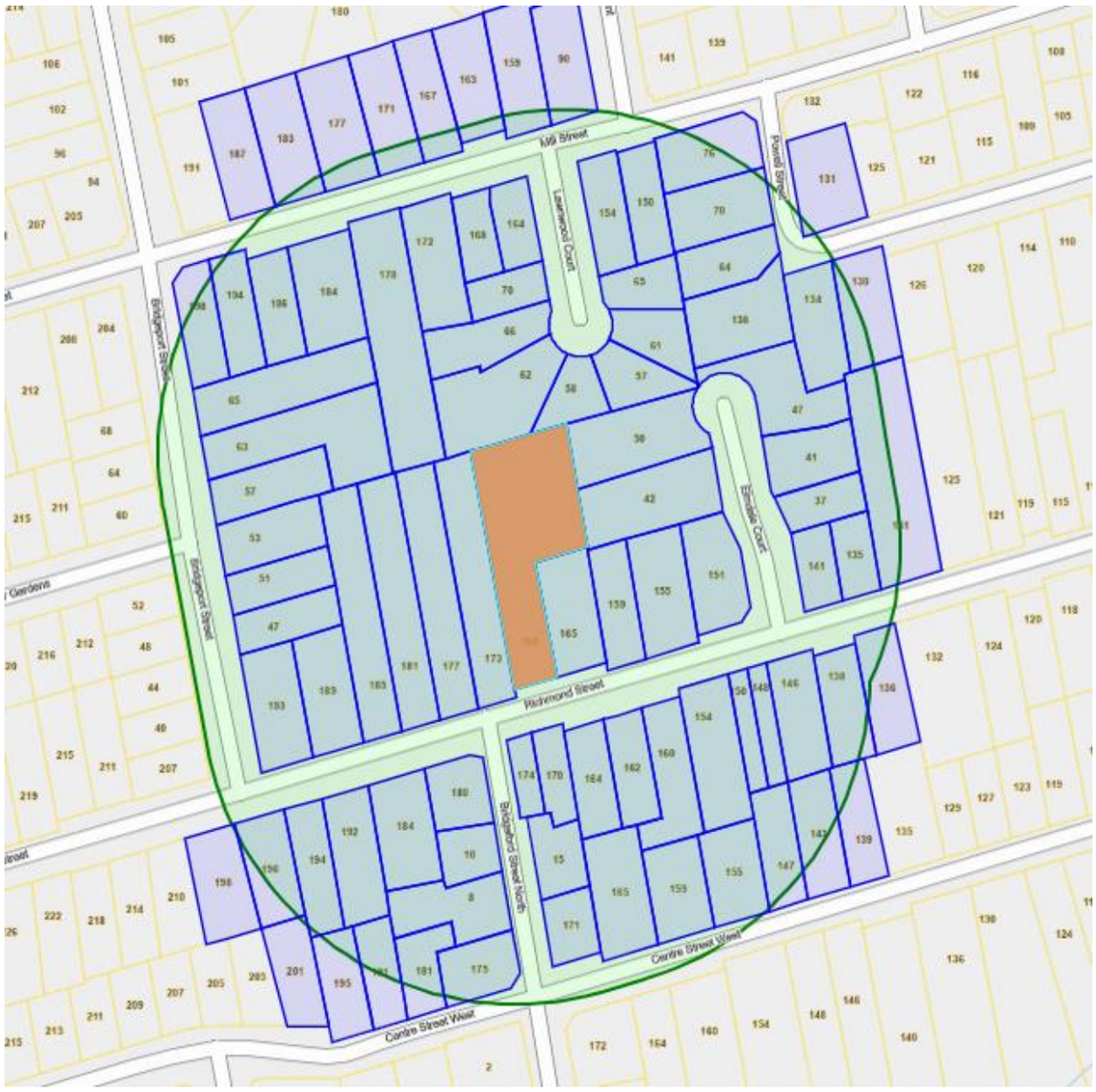
Conclusion

Planning Staff have reviewed the requested variances pursuant to Section 45 (1) of the *Planning Act*, R.S.O, 1990, c.P.13, as amended, and are of the opinion that the requested variances meet the four tests of the *Planning Act* for granting of minor variances. Staff recommend approval of the requested variances, subject to the conditions outlined in Appendix 'B'.

Attachments

Appendix 'A' — Location Map
Appendix 'B' — Recommended Conditions of Approval
Appendix 'C' — Site Plan

Appendix ‘A’ – Location Map



Appendix ‘B’ – Recommended Conditions of Approval

The following conditions are recommended should application MV-25-0057 be approved by the Committee of Adjustment:

1) That the variance pertains only to the request as submitted with the application.

2) That development be substantially in accordance with the sketch submitted with the application as required by Ontario Regulation 200/96, as amended, Section 5.25.

SCHEDULE "D"
MANDATORY STANDARD NOTES FOR GRADING PLANS

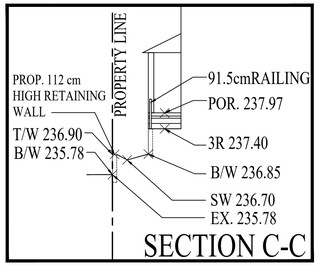
1. ALL FOOTING FORMWORK ELEVATIONS AND SETBACKS ARE TO BE CONFIRMED BY A REGISTERED PROFESSIONAL ENGINEER OR REGISTERED ONTARIO LAND SURVEYOR PRIOR TO THE PLACING OF ANY CONCRETE.
2. PRIOR TO THE SUPERSTRUCTURE WORKS PROCEEDING AND THE RELEASE OF THE COMPLETION STAGE PERMIT, THE OWNER'S CONSULTANT MUST CERTIFY THAT THE TOP OF FOUNDATIONS ARE IN CONFORMITY WITH THE GRADING PLAN REVIEWED BY THE CITY.
3. ALL RAINWATER LEADERS SHALL DISCHARGE ONTO CONCRETE SPLASH PADS AT GROUND LEVEL AT THE LOCATIONS INDICATED ON THIS PLAN.
4. EXISTING BOUNDARY ELEVATIONS ALONG THE SITE PERIMETER SHALL REMAIN UNDISTURBED. DRAINAGE RECEIVED FROM ADJACENT PROPERTIES SHALL BE ACCOMMODATED AND DRAINAGE FROM THE SUBJECT LANDS SHALL BE SELF-CONTAINED.
5. ALL YARD AREAS SHALL RECEIVE A MINIMUM OF 100MM OF TOPSOIL PLUS SOD.
6. PURSUANT TO BY-LAW NO. 41-07, ALL TREES WITHIN 6 METERS OF THE CONSTRUCTION ACTIVITY*, MUST BE PROTECTED USING THE PROTECTION FENCING CONSISTENT WITH THE DETAIL ON THE BACK OF THE TREE DECLARATION PAGE WHILE WORK IS UNDERWAY. ALL WORKS MUST BE KEPT OUTSIDE OF THE MINIMUM PROTECTION ZONE (MPZ) FOR ALL TREES. ANY WORKS WITHIN THE MPZ COUNT AS INJURY. DESTRUCTION/ INJURY TO TREES GREATER THAN OR EQUAL TO 20CM DBH WITHOUT A PERMIT WOULD BE A CONTRAVENTION OF THE BY-LAW AND MAY RESULT IN CHARGES BEING LAID.
7. BOUNDARY TREES: IN ADDITION TO THE MUNICIPAL BY-LAWS, IT IS REQUIRED BY LAW IN THE PROVINCE OF ONTARIO TO OBTAIN THE CONSENT OF ANY BOUNDARY TREE'S OWNED PRIOR TO INJURING OR REMOVING THAT TREE. PARAGRAPH 10 OF THE FORESTRY ACT, R.S.O. 1990, C. F.26 STATES THAT: 10. (2) EVERY TREE WHOSE TRUNK IS GROWING ON THE BOUNDARY BETWEEN ADJOINING LANDS IS THE COMMON PROPERTY OF THE OWNERS OF THE ADJOINING LANDS. 1998, C. 18, SCHED. I, S. 21. (3) EVERY PERSON WHO INJURES OR DESTROYS A TREE GROWING ON THE BOUNDARY BETWEEN ADJOINING LANDS WITHOUT THE CONSENT OF THE LAND OWNERS IS GUILTY OF AN OFFENCE UNDER THIS ACT. 1998, C. 18, SCHED. I, S. 21. THE DETERMINATION OF OWNERSHIP OF THE SUBJECT TREE(S) IS THE RESPONSIBILITY OF THE APPLICANT. ANY CIVIL OR COMMON-LAW ISSUES BETWEEN PROPERTY OWNERS WITH RESPECT TO JOINT/MULTIPLE OWNERSHIP OF TREES MUST BE RESOLVED BY THE APPLICANT. A PERMIT/APPROVAL TO INJURE OR DESTROY (A) TREE(S) ON PRIVATE PROPERTY DOES NOT GRANT AUTHORITY TO ENCROACH IN ANY MANNER OR ENTER ONTO ADJACENT PRIVATE PROPERTIES. PLEASE CONTACT A PARK & NATURAL HERITAGE PLANNING REPRESENTATIVE IF YOU REQUIRE MORE INFORMATION.
8. THE OWNER SHALL CONTACT THE OPERATIONS SECTION OF THE ENGINEERING & PUBLIC WORKS DEPARTMENT AND MAKE ARRANGEMENTS NECESSARY FOR DRIVEWAY ACCESS AND SITE SERVICE CONNECTIONS.
9. THE OWNER SHALL CONTACT THE CITY BUILDING SERVICES DIVISION A MINIMUM OF 48 HOURS IN ADVANCE OF CONSTRUCTION OF ANY RETAINING WALL DEEMED TO BE A "DESIGNATED STRUCTURE" IN ORDER TO ARRANGE FOR ANY NECESSARY INSPECTIONS.
10. THE CITY IS RESPONSIBLE TO ENSURE ALL CONSTRUCTION ACTIVITY AND FINAL PRODUCT CONFORMS TO ALL CITY BYLAWS.
11. FOR PROPOSED INFILTRATION GALLERIES, THE OWNER SHALL PROVIDE THE CITY WITH CONSTRUCTION PHOTOS AFTER EXCAVATION OF THE GALLERY AND TRENCHES FOR ROOF DRAIN PIPE CONNECTIONS. PRIOR TO BACKFILLING, THE OWNER SHALL ALSO PROVIDE CONSTRUCTION PHOTOS AFTER INSTALLATION OF CLEAR STONE AND ROOF DRAIN PIPE.

*CONSTRUCTION ACTIVITY INCLUDES, BUT IS NOT LIMITED TO: DEMOLITION WORK; SOIL EXCAVATION; GRADING OR BORING; CARPENTRY; ELECTRICAL OR PLUMBING WORK; AND, MOVEMENT/ STORAGE OF CONSTRUCTION MATERIALS, EQUIPMENT, VEHICLES, SOIL OR DEBRIS.

MANDATORY CERTIFICATION FOR GRADING PLANS

MUST HAVE SIGNATURE AND SEAL OF A REGISTERED PROFESSIONAL ENGINEER OR ONTARIO LAND SURVEYOR.

"I HAVE REVIEWED THE PLANS FOR THE CONSTRUCTION OF (TYPE OF BUILDING) LOCATED AT (MUNICIPAL ADDRESS) AND HAVE PREPARED THIS PLAN TO INDICATE THE COMPATIBILITY OF THE PROPOSAL WITH ALL ADJACENT PROPERTIES AND EXISTING MUNICIPAL SERVICES. IT IS MY BELIEF THAT ADHERENCE TO THE PROPOSED ELEVATIONS AND GRADIENTS AS SHOWN WILL PRODUCE ADEQUATE SURFACE DRAINAGE AND PROPER FACILITY OF MUNICIPAL SERVICES WITHOUT DETRIMENTAL EFFECT TO THE EXISTING DRAINAGE PATTERNS OR ADJACENT PROPERTIES.
I ALSO CONFIRM THAT THE EXISTING SEWERS AND WATERMAINS SHOWN ON THIS PLAN HAVE BEEN FIELD VERIFIED AS TO THE LOCATION AND ELEVATION."



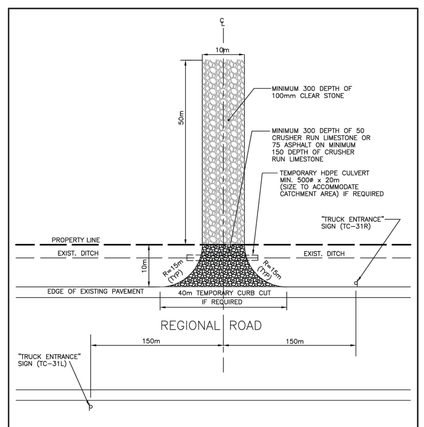
SECTION C-C

AS CONSTRUCTED INVERTS MUST BE VERIFIED PRIOR TO POURING FOOTINGS.

REMOVE AND REPLACE APPROX. 4.8m OF CURB AT OWNERS EXPENSE

REMOVE AND REPLACE APPROX. 6.0m OF 1.5m SIDEWALK (AREA=9.0m2) AT OWNERS EXPENSE

EXISTING STORM AND SANITARY LATERALS TO BE CCTV'd TO CONFIRM IF THEY CAN BE RE-USED



NOTES
1. ALL DIMENSIONS ARE IN mm UNLESS OTHERWISE NOTED.
2. TEMPORARY "TRUCK ENTRANCE" SIGNS(TC-31) SHALL BE INSTALLED ON THE SHOULDER, 150M IN ADVANCE OF THE ACCESS (NOTE: SEE DETAILS ON USE OF THESE SIGNS IN THE ONTARIO TRAFFIC MANUAL, BOOK 7.) THE APPLICANT WILL BE RESPONSIBLE FOR THE COST OF OBTAINING, ERECTING AND MAINTAINING THESE SIGNS.
3. TEMPORARY CONSTRUCTION ACCESS SHALL BE REMOVED FROM THE REGIONAL ROAD ALLOWANCE AND ALL DISTURBED AREAS SHALL BE RESTORED TO ORIGINAL OR BETTER CONDITION.

York Region — Transportation Services

MUD MAT FOR TEMPORARY CONSTRUCTION ACCESS

DATE:	MARCH 2015	SCALE N.T.S.
REV.	X	X

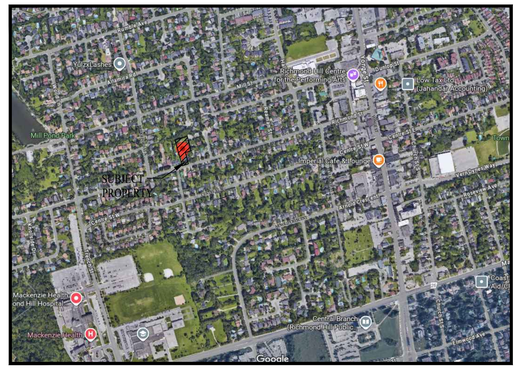
DS-217

ENTRANCE PERMIT IS REQUIRED FROM THE PUBLIC WORKS DEPARTMENT

FRONT YARD LANDSCAPE CALCULATION

1431.23 m2 FRONT YARD AREA
646.88 m2 FRONT YARD SOFT LANDSCAPE
790.18 m2 FRONT YARD ASPHALT DRIVEWAY

45.19% TOTAL SOFT LANDSCAPE

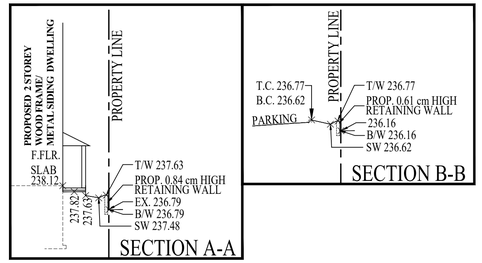


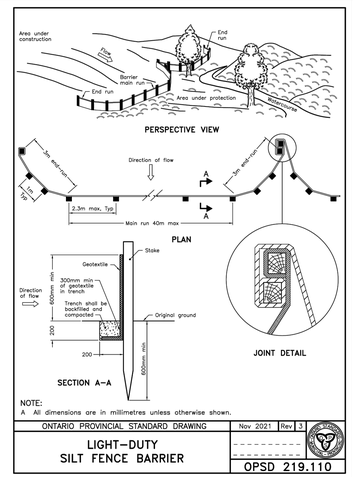
KEYMAP

Notes

THE FOLLOWING STANDARD NOTES SHALL APPEAR ON ALL INFILL GRADING PLANS:

I. GRADES AND SWALES SHALL BE A MINIMUM 2.0% AND MAXIMUM 5.0%.
II. DRIVEWAY GRADES SHALL BE A MINIMUM 2.0% AND MAXIMUM 8.0%.
III. ALL DISTURBED AREAS TO BE ESTABLISHED WITH 200MM OF TOPSOIL AND SOD.
IV. ALL EXISTING BOUNDARY SWALES AND GRADES SHALL BE MAINTAINED TO 0.3M WITHIN PROPOSED LOT.
V. DRIVEWAY SHALL BE A MINIMUM OF 1.2M CLEAR DISTANCE FROM BOULEVARD APPURTENANCES (IE. STREETLIGHTS, HYDRANTS, UTILITY PEDESTALS, ETC.).
VI. LIMITS OF CONSTRUCTION SHALL BE MAINTAINED WITH EROSION AND SEDIMENTATION CONTROLS.
VII. ALL ROOF DRAINS SHALL DISCHARGE ONTO SPLASH PADS.
VIII. MINIMUM SEPARATION OF 150MM SHALL BE PROVIDED BETWEEN THE BRICK LINE AND THE FINAL GROUND ELEVATION AND 200MM BETWEEN SIDING AND THE FINAL GROUND ELEVATION





NOTE:
A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING — Nov 2021 — Rev 3

LIGHT-DUTY SILT FENCE BARRIER

OPSD 219.110

SA-24-0268

LEGEND

- STORM CONNECTION
- SANITARY CONNECTION
- W WATER CONNECTION
- H HYDRO CONNECTION
- DOUBLE CATCH BASIN
- CATCH BASIN
- HYDRANT
- VALVE AND CHAMBER
- ENTRANCE DOOR LOCATION
- GARAGE DOOR LOCATION
- SWALE DIRECTION
- STREET LIGHT
- TRANSFORMER
- CABLE TV PEDESTAL
- BELL PEDESTAL
- HYDRO METER
- GAS METER
- AIR-CONDITIONING UNIT
- TELECOM. JUNCTION BOX
- SUMP PUMP DISCHARGE LOCATION
- ROOF LEADER LOCATION
- F.FLR. FINISHED FLOOR ELEVATION
- T/WALL TOP OF FOUNDATION WALL
- F.SLAB FIN. BASEMENT FLOOR SLAB
- U/FTG. UNDERSIDE FOOTING ELEVATION
- PROPOSED BERM
- 100.00 PROPOSED GRADE
- (100.00) EXISTING GRADE
- SW 100.00 PROPOSED SWALE GRADE
- B.C. BOTTOM OF CURB
- T.C. TOP OF CURB
- B/W BOTTOM OF RETAINING WALL
- T/W TOP OF RETAINING WALL
- B.S. BOTTOM OF SIDEWALK
- SILT FENCE BARRIER
- SW 100.00 PROPOSED SWALE GRADE
- ROOF LEADER LOCATION
- SOFT LANDSCAPE

8	12-03-2025	Revised as per City Comments	MGC
7	11-05-2025	Revised as per City Comments	MGC
6	10-27-2025	Revised as per City Comments	MGC
5	08-22-2025	Revised as per City Comments	MGC
4	04-28-2025	Issued for City Approval	MGC
3	04-02-2025	Issued for Engineers Review	MGC
2	04-09-2025	Issued to client for 2nd review	MGC
1	04-07-2025	Issued to client for 1st review	MGC

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

QUALIFICATION INFORMATION
Required unless design is exempt under Division C, Subsection 3.2.5 of the building code

Marco Campagna — *23954* — BCIN
NAME — SIGNATURE

REGISTRATION INFORMATION
Required unless design is exempt under Division C, Subsection 3.2.4 of the building code

i-DESIGN CAD SERVICE INC. — *40529* — BCIN
FIRM NAME

Association of Architectural Technologists of Ontario — TG - 1299 — Marco Campagna

Home designer Max

i-DESIGN CAD SERVICE INC.
6 DUNCAN BULL DRIVE
BRAMPTON ONT. L6W 1H3
TEL: 416-399-7697
E: marcocampagna@idesigncadserviceinc.com

SITE & GRADING PLAN

169 Richmond Street

PROJ. No. 25.02	DATE: Apr. 2025	SCALE: 1:200
Part No. 2		
REG. PLAN		