



# The Corporation of the Town of Milton

Report To: Committee of Adjustment and Consent

From: Olivia Hayes

Date: April 30, 2026

File No: A26-008M

Subject: 10 Victoria Street

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

1. THAT the development shall be constructed generally in accordance with the site plan and elevations prepared by Jansen Consulting and dated and stamped by Town Zoning on March 16, 2026.
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 an additional residential unit (ARU) to have a gross floor area (GFA) equal to 113.14% of the principal dwelling unit, whereas the Zoning By-law states that the total above-ground floor area of all ARUs shall not exceed 50% of the GFA of the principal dwelling unit.

The Subject Property, known municipally as 10 Victoria Street, is located north of Main Street and east of Bronte Street. Currently, the Subject Property is occupied by a two-storey detached dwelling with a carport, and a detached garage. The application seeks to convert the existing dwelling into a primary unit, consisting of the main floor and basement, with an ARU occupying the second floor. No changes are proposed for the exterior of the dwelling. Planning staff have no concerns with the application.

**Official Plan Designation (including any applicable Secondary Plan designations)**

*Halton Region Official Plan*



**Official Plan Designation (including any applicable Secondary Plan designations)**

Per Map 1 - Regional Structure, the Subject Property is designated Urban Area. Lands within the Urban Area are intended to accommodate the majority of the Region's residential and employment growth.

*Town of Milton Official Plan*

The Subject Property is designated Central Business District per Schedule A - Urban Area Land Use Plan, and is further designated Low Density Residential Sub-Area per Schedule B - Central Business District Land Use Plan. Additionally, the Subject Property is listed on the Town's Heritage Register and falls within a Mature Neighbourhood Area.

Policy 8.5.3.25 directs that within the Central Business District Low Density Residential Sub-Area, permitted uses shall be single detached, semi-detached, duplex dwellings and additional residential units in accordance with the policies of subsection 7.1.4.1 and 7.1.4.2.

Policy 2.1.1.7 states that it is the policy of the Town to promote intensification to support the development of compact, efficient and vibrant communities using the population and employment targets. Further, policy 3.1.1.11 establishes that it is the policy of the Town to increase the supply of ground-related and rental housing, allow flexibility for multi-generational living, and increase opportunities for affordable housing by permitting additional residential units (ARUs) in accordance with the policies of this Plan.

Policy 7.1.4.1 permits ARUs either within a detached, semi-detached or townhouse dwelling, or within an ancillary building or structure on the same lot, subject to conformity with certain policies including:

- 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;
- i. An ARU will be compatible with neighbouring properties and the surrounding neighbourhood or rural area by taking into consideration scale and built form;
- k. An ARU must have no adverse effect on stormwater management systems;
- l. An ARU must have no adverse effect on site drainage as demonstrated through a grading plan;
- m. Safe access to an ARU must be ensured by meeting fire and emergency service requirements;

Policy 8.2.5.1 directs that proposed development in the form of new housing, replacement housing, and additions and alterations within Mature Neighbourhood Areas may be permitted provided they are compatible and respectful of the character of the neighbourhood by

### **Official Plan Designation (including any applicable Secondary Plan designations)**

incorporating scale, massing, building height, and other characteristics that are prevalent in the Mature Neighbourhood Area

Further, policy 8.2.5.2 states that proposed development should be generally consistent with the setbacks, orientation and building separation distances within the Mature Neighbourhood Area. Landscaping and fencing are encouraged to maintain established aesthetics and privacy.

Policy 8.5.3.10 states that the conservation, preservation and adaptive re-use of built heritage resources for compatible residential intensification and/or other appropriate and compatible uses shall be encouraged.

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 Residential Low Density 1 (RLD1) by Zoning By-law 016-2014, and is subject to a Mature Neighbourhood Area overlay. The RLD1 zone permits a range of low-rise residential uses, including detached, duplex, and semi-detached dwellings. ARUs are permitted within the aforementioned dwelling types, subject to provisions of the Zoning By-law.

Variance One: Section 4.10(viii)(b) of the Zoning By-law states that where one or more ARU is located within a principal building, the total floor area of all ARUs, or portion(s) thereof, located on the first storey or above, shall not cumulatively exceed a maximum of 50% of the floor area of the principal dwelling unit. The application seeks to allow one ARU to have a floor area equal to 113.14% of the floor area of the principal dwelling unit.

### **Consultation**

#### *Public Consultation*

Notice for the hearing was provided in accordance with the Planning Act. As of the writing of this report on April 13, 2026, 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**

The application seeks to facilitate the introduction of an ARU within the existing dwelling on the Subject Property. The first floor and basement would constitute the principal dwelling unit, while



## Consultation

the second floor would be dedicated to the ARU. Planning staff have no concerns with the application, and do not anticipate adverse impacts on adjacent properties.

The intent of this Zoning By-law provision is to ensure that an ARU remains secondary to the primary dwelling unit, and does not lead to overdevelopment of the Subject Property. While the GFA of the principal and additional dwelling units are nearly equal (53.74 square metres and 60.80 square metres, respectively), the principal dwelling unit will have access to a basement which is not counted in the GFA calculations. In addition, the total GFA of the proposed ARU (60.80 square metres) would remain well within the maximum 85 square metres permitted by the Zoning By-law. As such, Planning staff are satisfied that the application maintains the intent of the Zoning By-law.

The application is minor in nature; despite the proposed minor variance, the GFA of both the primary and secondary dwelling units will remain modest and fit within the existing detached home. Further, the introduction of an ARU is desirable for the appropriate use of the Subject Property, and will support a range and mix of housing types, sizes, and tenures within an Existing Complete Neighbourhood.

Local, regional, and provincial policies support the creation of ARUs, particularly within urban areas. The application maintains the general intent and purpose of the Official Plan by satisfying the criteria established in policy 7.1.4.1, and by remaining compatible with the surrounding Mature Neighbourhood Area. As the proposed ARU will be located fully within the existing dwelling, the proposed variance will have no impact on the built form character of the surrounding neighbourhood. Further, the Subject Property is listed on the Town's Heritage Register, and the Official Plan encourages the use of built heritage resources for compatible residential intensification.

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

Planner, Development Review

For questions, please contact:

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Attachments
Figure 1 - Site Plan
Figure 2 - Floor Plans and Elevations