



COMMITTEE OF ADJUSTMENT MEETING AGENDA

The Final Agenda is available at the beginning of each meeting. Please note that staff reports will be attached to this agenda closer to the meeting date.

WEDNESDAY, JUNE 24, 2026 - 7:00 PM

Electronic Meeting Via Microsoft Teams (see link below)

[Join the meeting now](#)

Meeting ID: 256 543 163 943 257

Passcode: ab769dj9

	Page
1. CALL TO ORDER	
2. DECLARATION OF INTEREST	
3. ADOPTION OF MINUTES	
3.1. Committee of Adjustment Meeting Minutes of May 27, 2026. Meeting Number 26-03	3 - 7
4. CONSENT APPLICATIONS	
4.1. FILE NUMBER: B.07.26 (Consent) APPLICANT:TAES Architects Inc. c/o Shenshu Zhang PROPERTY: 18054 Warden Avenue ZONING: Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine Countryside (ORMCS), Rural (RU) PURPOSE: The applicant is proposing to establish an easement at the subject property (18054 Warden Avenue) for shared access with the adjacent property to the west (18006 Warden Avenue) to accommodate access to a public roadway.	8 - 35
5. MINOR VARIANCE APPLICATIONS	

6. **OTHER BUSINESS**
7. **ADJOURNMENT**



Town of East Gwillimbury
Committee of Adjustment Meeting Minutes
No. 26-03

Wednesday, May 27, 2026

Attendance

Committee Members

Jennifer Smalley-Higgs (Chair), Clarence Lui,
Jacqueline C. Rueping, John La Chapelle, Michael
Mendes

Other Attendees

Mathieu Daoust (Manager of Planning), Joanna
Craig (intermediate Planner), Inez Iorgovits
(Secretary-Treasurer)

Absentees

Gino Vescio

A Meeting of the Town of East Gwillimbury Committee of Adjustment was held on Wednesday, May 27, 2026, at 7:00 p.m. via Microsoft Teams Electronic Meeting.

1. Call to Order

Jennifer Smalley-Higgs, Chair, called the meeting to order at 7:00 p.m.

2. Declarations of Pecuniary Interest and General Nature Thereof

No declarations were made.

3. Adoption of Minutes

Committee of Adjustment Meeting Minutes of January 28, 2026. Meeting Number 26-01.

Moved by J. C. Rueping
Seconded by J. La Chapelle

Carried

Committee of Adjustment Meeting Minutes of April 29, 2026. Meeting Number 26-02.

Moved by J. C. Rueping
Seconded by C. Liu

Carried

4. Consent Applications

No Consent applications were made.

5. Minor Variance Applications

5.1. Minor Variance Application: A.08.26 – Alexandr & Daria Dimov – 74 Beechborough Crescent

The applicant is proposing to permit a widened driveway and a reduced exterior side yard setback for a below grade entrance associated with an accessory apartment. The Secretary-Treasurer read through the Staff Report and made note of advisory comments provided by the Departments and Agencies circulated. Report COA2026-11 was recommending Refusal, subject to the conditions outlined by Staff should the application be approved.

The Chair invited the Planner to speak on the application. The Planner provided a summary of how this application does not meet the criteria required for approval under Subsection 45(1) under the Planning Act.

The Chair invited the applicant to speak on their application. The Agent, Amer Kamal, stated concerns regarding the report and setback requirements.

The Chair invited the Committee for any questions on the application. The Committee raised whether the applicant is willing to create an above-grade entrance in order to maintain the required setbacks in the Zoning By-law. The Agent answered with willingness to relocate the entrance to the rear yard. The Committee asked a supplemental question for the proposed widened driveway, and whether the applicant is willing to produce a drawing that depicts how two vehicles can park in the proposed space. The Agent stated the drawings have previously been provided. The Committee requested the drawing be shown on screen for clarity. The Committee requested information on the parking space in relation to the Town's boulevard, to which the Planner made note of the proposed space being located within the property line. The Committee requested clarification on whether the variances are linked due to the nature of the requirements for the accessory apartment. The Manager stated that should one relief get refused, the other could be approved. The

Committee asked about whether the parking relief is required for the accessory apartment, to which the Manager confirmed. The Committee inquired about whether the application would need to be brought forward to a future meeting to present a new parking proposal to ensure compliance with all by-laws. The Manager stated there is likely no other configuration to be presented for the parking. The Committee also requested a drawing that depicts a tree that is in question. The Manager showed an aerial image with the approximate location of the tree. The Planner provided comment that the location of the tree to the property line is approximately 1.5 metres. The Committee inquired about whether the applicant has acknowledged the conditions of approval. The Agent acknowledged the conditions. The Committee made a comment about the potential for modifying the length of the proposed parking space and inquired about whether variances would be required for the existing space. The Planner made note that only the proposed space would require a variance. The Agent made a comment about requesting for an elimination of a parking spot in place of the reduction in size. The Committee asked whether the Planning Branch would consider the request for an elimination of a parking space. The Manager made a comment about how the elimination of the parking space would become a larger issue for By-laws and would rather not approach the variance in that manner. There were no further questions or comments from the Committee members.

The Chair invited registered members of the public to speak on the application. There were no members of the public registered to speak on the application.

The Committee had a discussion on how to approach the approval of the variance for the parking space alone. The Manager suggested that only the sections speaking to the parking variance be approved.

Moved by M. Mendes
Seconded by J. La Chapelle

THAT Minor Variance Application A.08.26 be **APPROVED** for the parking variances specifically related to Section 5.24, 5.26 a) and 5.4 g), subject to the conditions as outlined by Staff.

Carried

5.2. Minor Variance Application: A.09.26 – Thorstone Consulting Services – 19937 Woodbine Avenue

The applicant is proposing to permit an increase to the permitted ground floor area for accessory buildings, an increase to the permitted maximum height of accessory buildings, to permit the legal non-conforming expansion of the

accessory use to the existing legal non-conforming rural residential and agricultural uses, and to permit a larger floor area than what existed as of August 3, 1982. The Secretary-Treasurer made a correction of the address that was written out in the Report, then continued to read through the Staff Report and made note of advisory comments provided by the Departments and Agencies circulated. Report COA2026-12 was recommending Approval subject to the conditions as outlined by Staff.

The Chair invited the Planner to speak on the application. The Planner provided a summary of how this application meets the criteria required for approval under Subsection 45 under the Planning Act. The Planner commented on an additional revision to the report, being that the approval be made under Section 45 of the Planning Act, instead of 45(1), as written in the Report.

The Chair invited the applicant to speak on their application. The Agent, Bonnie Tang, provided a brief presentation on the application.

The Committee made note of a Staff condition relating to the septic bed and requested further information on the location of the septic bed as it was not provided in the application. The Planner displayed the drawing, and the Agent deferred it to the property owner to speak to the location of the septic bed. The Property Owners pinpointed the location of both the well and the septic bed against the drawings provided. There were no further questions or comments from the Committee members.

The Chair invited registered members of the public to speak on the application. There were no members of the public registered to speak on the application.

Moved by J. La Chapelle
Seconded by J. C. Rueping

THAT Minor Variance Application A.09.26 be **APPROVED** subject to the revised conditions as outlined by Staff.

Carried

6. New Business

6.1 Committee of Adjustment Meeting Procedures

The Chair brought up the matter about whether it should remain a requirement for participants to pre-register to speak at Committee of Adjustment meetings because Town procedures currently suggest that pre-registration is required. The Chair provided a summary on conversation with Town Staff, being that the direction is to remove the pre-registration requirement. The Chair invited the Committee to speak on the topic.

The Committee was generally in agreement with direction from Town Staff to allow for residents to speak regardless of registration, as the Committee of Adjustment is a public process.

The Chair raised concern about the nature of contentious applications and the difficulties associated with managing a larger crowd. Discussion included the need for in-person and/or virtual meetings to assist with crowd control, as needed. The Committee provided comments and suggestions for how to manage repeat comments. The Committee requested information on as to how the topic was initially brought up, to which the Manager stated the motion was suggested by him. The Manager also stated that pre-registration will remain encouraged, but the emphasis will be on not prohibiting anyone from speaking. The Committee would like to continue the discussion at a later date when all Committee members are in attendance. There were no further questions or comments from the Committee members.

7. Adjournment

Moved by M. Mendes

Seconded by J. La Chapelle

That the meeting be adjourned at 8:06 PM.

Carried

Confirmed in open session this 27th of May 2026.

Jennifer Smalley-Higgs
Committee Chair

Inez Iorgovits
Secretary-Treasurer

NOTICE OF ELECTRONIC MEETING FOR COMMITTEE OF ADJUSTMENT

Date:	Wednesday, June 24, 2026
Time:	7:00 p.m.
Location:	Electronic Meeting via Microsoft Teams Meeting ID: 256 543 163 943 257 Passcode: ab769dj9

FILE NUMBER: B.07.26 (Consent)

APPLICANT: TAES Architects Inc. c/o Shenshu Zhang

PROPERTY: 18054 Warden Avenue

ZONING: Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine
Countryside (ORMCS) and Rural (RU)

PURPOSE: The applicant is proposing to establish an easement at the subject property (18054 Warden Avenue) for shared access with the adjacent property to the west (18006 Warden Avenue) to accommodate access to a public roadway.

A Site Plan illustrating the request is attached.

For any inquiries regarding this application, please contact jjorgovits@eastgwillimbury.ca no later than 12:00pm on the day of the hearing.

Other variances may be considered, where appropriate. A site plan illustrating the request is attached.

In accordance with the Committee of Adjustment Meeting Procedures, those who wish to speak on an application may do so. Individuals who registered to speak in advance will be given priority. To register, please email coa@eastgwillimbury.ca with your name, address, contact information, and any materials you wish to present. Please register no later than 12:00 p.m. on the day of the hearing. For additional information, please refer to the Committee of Adjustment webpage: <https://www.eastgwillimbury.ca/en/government/committee-of-adjustment.aspx>.

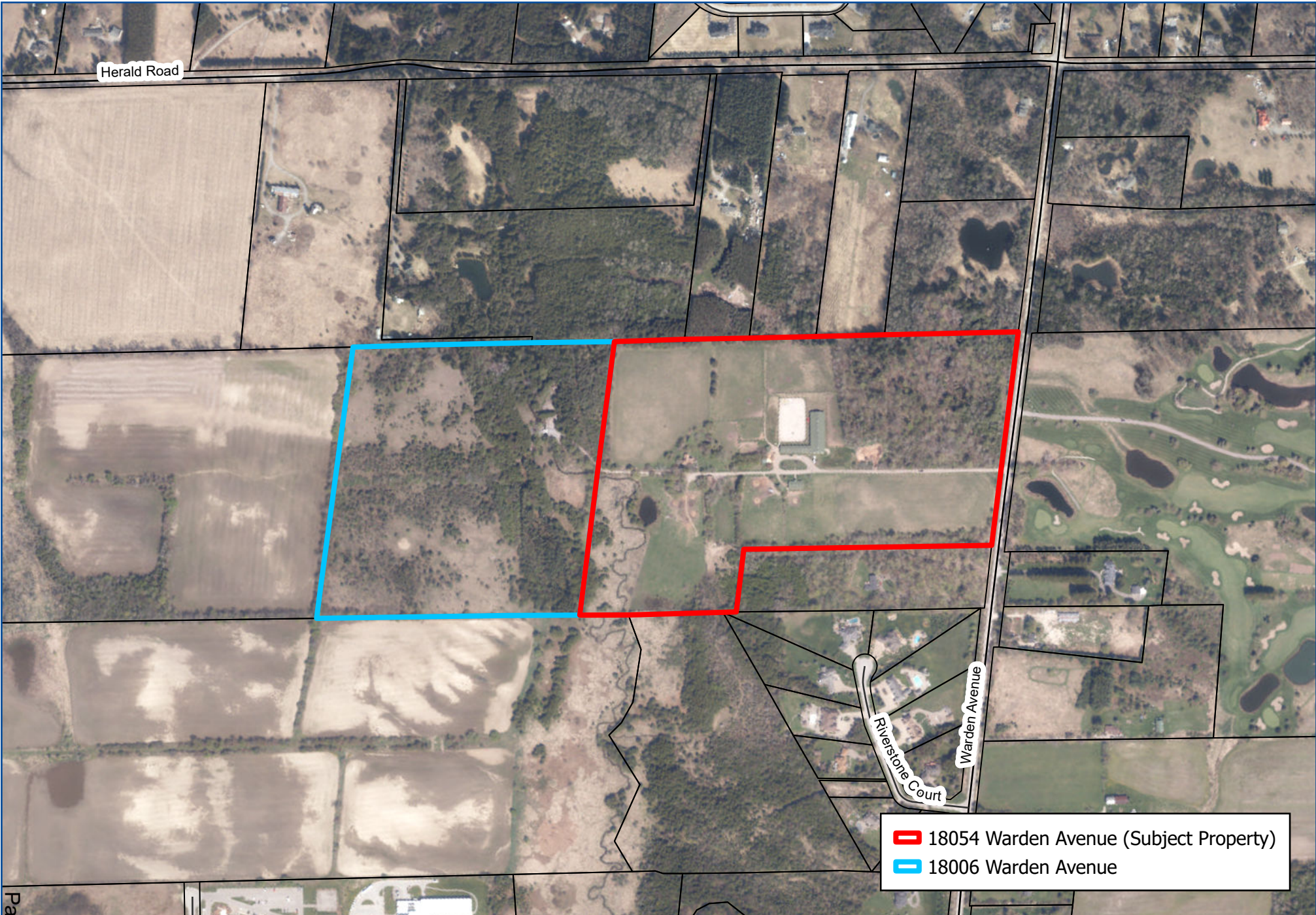
Personal Information Collection Notice

The *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, as amended, (*the "Act"*) public feedback to planning proposals is considered to be a public record and may be disclosed to any individual upon request in accordance with *the Act*. Questions about this collection should be directed to the Town Clerk, Town of East Gwillimbury, 19000 Leslie Street, Sharon, ON L0G 1V0 clerks@eastgwillimbury.ca.

DATED THIS 1th DAY OF June 2026.



Inez Iorgovits
Planning Technician/Secretary Treasurer
Committee of Adjustment



▮ 18054 Warden Avenue (Subject Property)
▮ 18006 Warden Avenue

Location Map

Sources: First Base Solutions, Region of York, Lake Simcoe Region Conservation Authority, Town of East Gwillimbury, 2025
 Disclaimer: Information displayed on map is for reference purposes only and does not replace a legal survey. While every effort is made to ensure accuracy, data and/or mapping errors may exist.

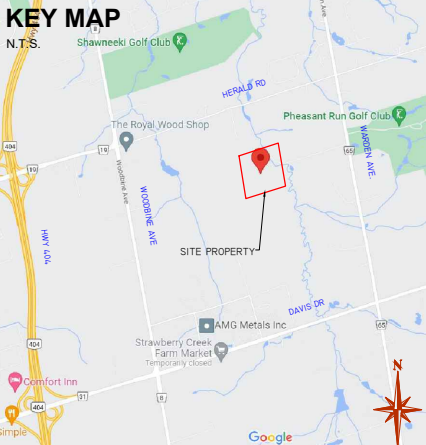
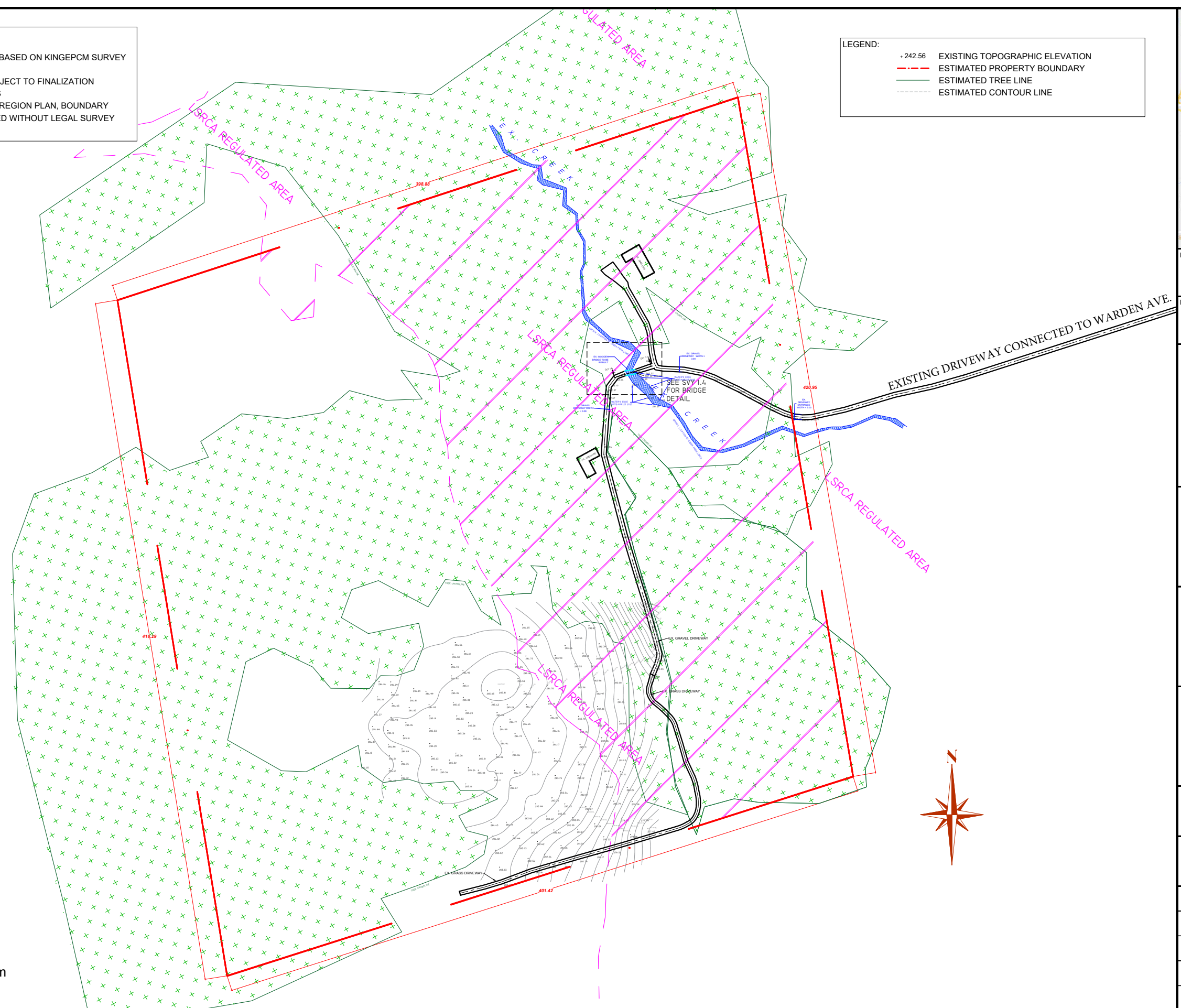


GENERAL NOTES:

1. SITE TOPOGRAPHIC ELEVATION DATA IS BASED ON KINGEPCM SURVEY ON MAR 23, 2023
2. ELEVATIONS ARE PRELIMINARY AND SUBJECT TO FINALIZATION
3. ALL MEASUREMENTS STATED IN METERS
4. PROPERTY BOUNDARY BASED ON YORK REGION PLAN, BOUNDARY BEARINGS AND DISTANCE ARE ESTIMATED WITHOUT LEGAL SURVEY INFORMATION

LEGEND:

- 242.56 EXISTING TOPOGRAPHIC ELEVATION
- ESTIMATED PROPERTY BOUNDARY
- ESTIMATED TREE LINE
- ESTIMATED CONTOUR LINE



DRAWN **CC** STAMP

DATE **MAR 28, 2023**

KING E P C M

King EPCM
570 Hood Rd, Unit 26
Markham, ON L3R 4G7
www.KingEPCM.com
647-459-5647
General@KingEPCM.com

CLIENT

MR. LI, XIAODAN

PROJECT NAME

TOPOGRAPHIC SURVEY

PROJECT LOCATION

**18006 WARDEN AVE
SHARON ON L0G 1V0
PT LT4 CON 4 EAST GWILLIMBURY
AS IN R595387, T/W R595387
PIN 03440 - 0098 (LT)**

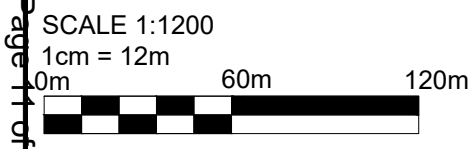
PRINT TITLE

FULL TOPOGRAPHIC SITE PLAN

FILE No.

SVY - 1.1

No.	ISSUED FOR:	DATE	DRAW BY	CHECK
V1	ISSUED TO CLIENT	MAR 28, 2023	CC	



PLAN 65R-41878
RECEIVED AND DEPOSITED
DATE May 1, 2026
T. A. SENKUS
ONTARIO LAND SURVEYOR

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT
DATE April 17, 2026
T. A. SENKUS
ONTARIO LAND SURVEYOR

PLAN OF SURVEY OF
PART OF LOT 4
CONCESSION 4
GEOGRAPHIC TOWNSHIP OF EAST GWILLIMBURY
COUNTY OF YORK
TOWN OF EAST GWILLIMBURY
REGIONAL MUNICIPALITY OF YORK

SCALE 1 : 1250
0 10 20 30 40 METRES

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

ALEX MARTON LTD.
ONTARIO LAND SURVEYORS
2026

SCHEDULE

PART	PART OF LOT	CONCESSION	PART OF PIN AREA SQ.M
1	4	4	615
2	4	4	3010
3	4	4	30
4	4	4	3085

PARTS 1, 3 AND 4 ARE SUBJECT TO RIGHT-OF-WAY AS IN INSTRUMENT NO. E362818.

- LEGEND
- WIT WITNESS MONUMENT FOUND
 - IB IRON BAR
 - SSB SHORT STANDARD IRON BAR
 - UP UP
 - NSEW NORTH, SOUTH, EAST, WEST
 - CU CURVE
 - P1 PLAN OF SURVEY BY LLOYD & PURCELL O.L.S. PLAN 65R-19158
 - P2 PLAN 65R-865
 - D1 INSTRUMENT R478871
 - D2 INSTRUMENT R623100
 - CBR CARTER & HORNWOOD LTD.
 - P.SALVA COMPANY LTD.
 - UP UP
 - GLC GLOBAL COMM. O.L.S.
 - UTILITY POLE
 - FRM FRAME
 - FRN FENCE
 - ML METAL
 - MLN METAL NAIL
 - OVH OVERHEAD
 - WF WOOD FENCE

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT,
THE SURVEYS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 15TH DAY OF APRIL, 2026.

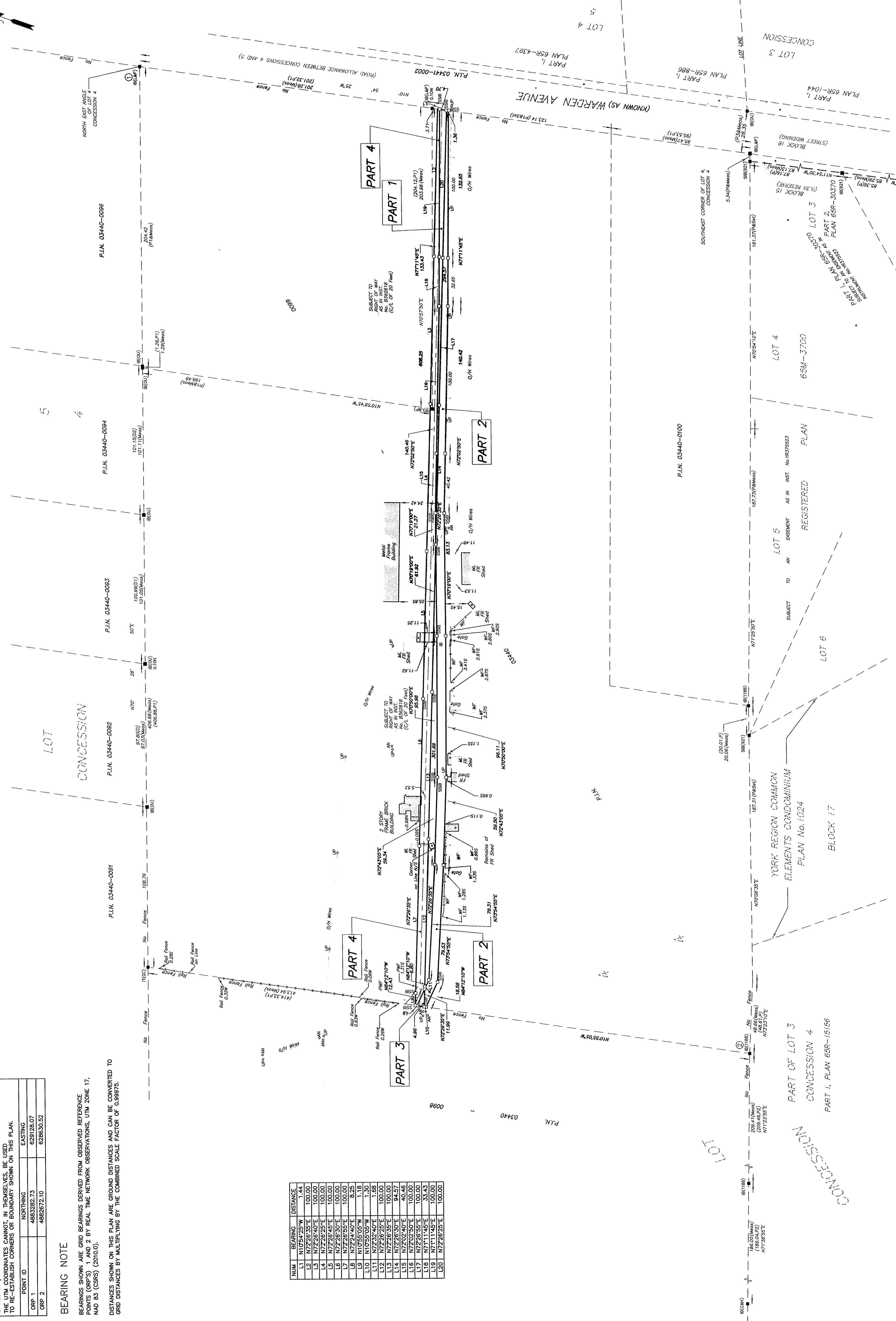
DATE April 17, 2026
T. A. SENKUS
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER Y-123655

ALEX MARTON LTD.
ONTARIO LAND SURVEYORS
180 APPLEWOOD CRESCENT, UNIT 6,
CORNWALL, ONTARIO N6A 3K9
PHONE: 519-892-9889 FAX: 519-892-0770
E-MAIL: info@amnsurveying.ca
WEBSITE: www.amnsurveying.ca

PARTY CHIEF: P. CARLIG. FILE NAME: 2026-008_RPLAN.DWG
DRAWN: H.Z./Z.Y. PLOT SCALE: 1:1250
CHECKED: T.A.S. PROJECT NO. 2026-008

NOTE
ALL SET MONUMENTS ARE IRON BARS (IB) UNLESS NOTED OTHERWISE



INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM COORDINATE VALUES ARE TO URBAN ACCURACY PER SECTION 14 (2) OF O. REG 216/10. THE UTM COORDINATES CANNOT IN THIS SURVEY BE USED TO THE SURVEYOR'S OWNERS OR BOUNDARY SHOWN ON THIS PLAN.

POINT ID	NORTHING	EASTING
ORP 1	4885292.73	629126.07
ORP 2	4885672.10	628630.52

BEARING NOTE

BEARINGS SHOWN ARE GRID BEARINGS DERIVED FROM OBSERVED REFERENCE POINTS (ORP'S) 1 AND 2 BY REAL TIME NETWORK OBSERVATIONS, UTM ZONE 17, NAD 83 (GRS) (2010.0).

DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99975.

NUM	BEARING	DISTANCE
L1	N1054.25°W	1.44
L2	N7226.35°E	100.00
L3	N7226.35°E	100.00
L4	N7226.35°E	100.00
L5	N7226.45°E	100.00
L6	N7226.45°E	100.00
L7	N7226.30°E	100.00
L8	N7226.40°E	8.25
L9	N7226.40°E	8.25
L10	N1055.00°W	1.30
L11	N7226.40°E	1.68
L12	N7226.25°E	100.00
L13	N7226.35°E	100.00
L14	N7226.30°E	100.00
L15	N7226.30°E	49.46
L16	N7226.30°E	100.00
L17	N7226.35°E	100.00
L18	N7111.45°E	33.43
L19	N7111.45°E	100.00
L20	N7226.25°E	100.00

COMMITTEE OF ADJUSTMENT REPORT COA2026-13

Meeting Date: June 24, 2026

File Type / No.: Consent Application (B.07.26)

Applicant: TAES Architects Inc. c/o Shenshu Zhang

Address: 18054 Warden Avenue

RECOMMENDATION

THAT Consent Application B.07.26 be **APPROVED** subject to the conditions outlined in Schedule A of the report COA2026-13 for approval.

PURPOSE

The applicant is proposing to establish an easement at the subject property (18054 Warden Avenue) for shared access with the adjacent property to the west (18006 Warden Avenue) to accommodate access to a public roadway.

BACKGROUND

Official Plan Designation: Prime Agricultural Area, Oak Ridges Moraine Countryside Area, Oak Ridges Moraine Linkage Area, Natural Heritage System – Core Area

Zoning: Oak Ridges Moraine Core (ORMC), Oak Ridges Moraine Countryside (ORMCS) and Rural (RU)

Public Comments: Nothing received at the time of this report.

STAFF & AGENCY COMMENTS

DEPARTMENTS AND AGENCIES CIRCULATED	COMMENTS RECEIVED
Planning Division	Application reviewed, recommending Approval
Building Division	Application reviewed, no comments
Engineering Division	Application reviewed, Advisory comments received

Parks Division	Application reviewed, Advisory comments received
Legal Division	Application reviewed, no comments
Bylaw Division	Application reviewed, no comments
Emergency Services	Application reviewed, Advisory comments received
Hydro One	No comments received
York Region	Application reviewed, no comments
Lake Simcoe Region Conservation Authority	Application reviewed, Conditions & Advisory comments received

Prepared by Inez Iorgovits, Planning Technician/Secretary-Treasurer, Ext. 1201



Inez Iorgovits
Planning Technician/Secretary-Treasurer
Committee of Adjustment

SCHEDULE A: CONDITIONS FOR APPROVAL

Town of East Gwillimbury Planning Division

Should this application be approved, Planning Staff recommend the following conditions of approval:

1. That the Applicant/Owner be required to provide to the satisfaction of the Secretary-Treasurer a digital copy of a deposited Plan of Reference of the subject lands which conforms with the application as approved to the satisfaction of Development Services: Planning Branch;
2. Submission to the Secretary-Treasurer of a fully executed legal property deed;
3. That the Owner be required to provide to the satisfaction of the Secretary Treasurer proof of payment of all outstanding taxes owing to date against the subject property;
4. Prepare and submit a digital draft of the Certificate of Official, to the satisfaction of the Secretary-Treasurer of the Committee of Adjustment; and
5. That the applicant submits to the Secretary-Treasurer a draft copy of the Transfer/Easement Document to be registered in perpetuity. This document shall grant an easement for access purposes in favour of the Dominant Lands [18006 Warden Avenue/PIN 03440-0098] over and across the Servient Lands [18054 Warden Avenue/PIN 03440-0099]. This document shall include covenants outlining the responsibilities, maintenance, and cost-sharing arrangements for the easement area between the owners of the Dominant and Servient Lands, and their respective successors and assignees.
6. THAT all conditions must be satisfied within TWO (2) years of the date of the notice of the decision.

Lake Simcoe Region Conservation Authority

7. That the Applicant/Owner shall pay the LSRCA Plan Review Fee in accordance with the approved LSRCA Fee Schedule. The applicable fee for Consent (Minor – planner review only) is \$630.00.

Internal Memorandum

To: Inez Iorgovits, Secretary-Treasurer

From: Sean Lapenna, Senior Planner

Date: June 24th, 2026

Subject: Consent Application
TAES Architects Inc. c/o Shenshu Zhang
18054 Warden Avenue
Files: B.07.26

Origin: Development Services Department, Planning Branch

RECOMMENDATION

THAT Consent Application B.07.26 be **APPROVED** on the grounds that the consent as proposed meets the criteria required for approval under Section 51(24) of the *Planning Act*. Planning Staff recommend the following conditions of approval:

1. That the Owner be required to provide to the satisfaction of the Secretary-Treasurer a digital copy of a deposited Plan of Reference of the subject land which conforms with the application as approved to the satisfaction of Development Services: Planning Branch.
2. Submission to the Secretary-Treasurer of a fully executed legal property deed.
3. That the Owner be required to provide to the satisfaction of the Secretary-Treasurer proof of payment of all outstanding taxes owing to date against the subject property.
4. Prepare and submit a digital draft of the Certificate of Official, to the satisfaction of the Secretary-Treasurer of the Committee of Adjustment.
5. That the applicant submits to the Secretary-Treasurer a draft copy of the Transfer/Easement Document to be registered in perpetuity. This document shall grant an easement for access purposes in favour of the Dominant Lands [18006 Warden Avenue/PIN 03440-0098] over and across the Servient Lands [18054 Warden Avenue/PIN 03440-0099]. This document shall include covenants outlining the responsibilities, maintenance, and cost-sharing arrangements for the

easement area between the owners of the Dominant and Servient Lands, and their respective successors and assignees.

6. **THAT** all conditions must be satisfied within TWO (2) years of the date of the notice of the decision.

PURPOSE OF APPLICATION B.07.26

18006 Warden Avenue (highlighted in blue in Appendix 1) is effectively landlocked, in that it does not have its own separate legal access to a public roadway. The access to the nearest public roadway (Warden Avenue) has historically always been provided through the neighbouring property to the east, that being 18054 Warden Avenue (highlighted in red in Appendix 1). This access has existed in the form of a gravel driveway located in the centre of the site, which stretches across the entirety of property. This driveway provides the only connection to Warden Avenue for both properties (Appendix 1).

The sole purpose of the submitted consent application, is to permit a shared access easement, intended to be utilized by both properties. From a legal standpoint, any easement in perpetuity, requires consent approval.

BACKGROUND

Location

18054 Warden Avenue (“the subject property”)

The subject property, municipally known as 18054 Warden Avenue is located north of Davis Drive, south of Herald Road and on the west side of Warden Avenue. The property contains a horse-riding school (Ridgewood Farm) that includes two stable type structures which accommodates horses, a single detached dwelling and agricultural lands. This property has a lot area of 53.33 ac (22.0 ha) and a lot frontage of 323.0 m (1,060.0 ft) along Warden Avenue.

18006 Warden Avenue (“the neighbouring property”)

The neighbouring property, municipally known as 18006 Warden Avenue is located north of Davis Drive, south of Herald Road and east of Woodbine Avenue. This property previously contained two single-detached dwellings, which the Town’s Building Division has confirmed have now been demolished. As such, the majority of the property is currently vacant. This property has a lot area of 40.6 ac (16.4 ha) and a lot frontage of 192.0 m (630.0 ft) abutting 18054 Warden Avenue. The Owner has confirmed with the Town's Building Division that it is their intent to construct a new 2-storey dwelling with attached garage and new septic system.

Existing Easement

Staff note that an access easement already exists for the property. The Town's Legal Branch has confirmed that this easement is registered to title, but that is not in compliance with the Planning Act. The easement that is required to accommodate access for both properties as proposed, must be provided in perpetuity. Which is not the case for the existing easement, as it is only in effect for 21 years less one day.

Because the easement that is required must be in perpetuity, the existing registered easement is not sufficient, which is why the subject consent application has been submitted.

Proposal

The subject application has been submitted to establish a reciprocal access easement across an existing gravel driveway located at the subject property (18054 Warden Avenue). The driveway and subsequent easement is to be located solely on the property of 18054 Warden Avenue. The primary purpose of the easement as proposed, is to accommodate legal access to a public roadway (Warden Avenue) for the abutting neighbouring property located directly to the west (18006 Warden Avenue). The easement and driveway will provide legal access to and from Warden Avenue for both properties.

The survey included as part of the submitted application (Appendix 2) reflects that the existing driveway has a width of 6.06 m at the far east end of the subject property (abutting Warden Avenue) and a width of 6.26 m at the far west end (abutting 18006 Warden Avenue). No section of the driveway in its entirety includes a width lesser than what exists at each end. The existing driveway also has a total length of 610.0 m. The actual gravel driveway itself has been highlighted on the submitted survey through Appendix 3.

DISCUSSION AND ANALYSIS

Town of East Gwillimbury Official Plan

18054 Warden Avenue & 18006 Warden Avenue

The subject properties are designated as, "Greenbelt Protected Countryside - Prime Agricultural Area", "Oak Ridges Moraine Countryside Area" and "Oak Ridges Moraine Linkage Area" on Schedule "C" of the Town's Official Plan. The subject properties are also designated "Core Area" on Schedule "D" (Natural Heritage System) of the Town's Official Plan (Appendix 6).

Greenbelt Protected Countryside - Prime Agricultural Area

The “Greenbelt Protected Countryside - Prime Agricultural Area” identified on Schedule “C” provide a continuous and permanent land base necessary to support long term agricultural production and economic activity.

The principal uses of land in the Prime Agricultural Area shall be normal farm practices, agricultural uses, agricultural related and secondary uses, as well as a single detached dwelling unit on an existing lot of record.

Oak Ridges Moraine Countryside Area

The purpose of the “Oak Ridges Moraine Countryside Area” designation is to encourage agricultural and other rural uses that support the Plan’s objectives by protecting prime agricultural areas, providing for the continuation of agricultural and other rural land uses and normal farm practices, as well as maintaining the rural character of the rural settlements.

Lands designated “Oak Ridges Moraine Countryside Area” may be zoned to permit agricultural uses, unserviced parks, mineral aggregate operations, wayside pits, accessory uses in accordance with section 4.12.4.1(v) and legally existing uses in accordance with the provisions of Section 9.2 of the Official Plan.

Oak Ridges Moraine Natural Linkage Area

Natural Linkage Areas have been identified in the Oak Ridges Moraine Conservation Plan as areas forming part of a central corridor system that support or have the potential to support the movement of plants and animals among the lands designated Oak Ridges Moraine Natural Core and Linkage Area, as well as river valleys and stream corridors.

The purpose of this designation is to maintain and, where possible, improve or restore the ecological integrity of the Moraine Area and regional-scale open space linkages between lands in the Oak Ridges Moraine Natural Core Area designations and along river valleys and stream corridors.

Core Area

The subject property is also designated “Core Area” on Schedule ‘D’ (Natural Heritage System) of the Town’s Official Plan. The Core Area designation consists of Provincially, regionally and locally significant features that represent critical components of the Town’s Natural Heritage System. Core Area features are to be retained on the landscape and consist of wetlands, woodlands, wildlife habitat, fish habitat, valleylands and ANSIs (Areas of Natural and Science Interest).

Section 8.11.2 of the Town's Official Plan states that when considering an application for consent, that the Town shall recommend for approval only those applications for which:

- i) comply with the provisions of the Official Plan (including an approved Secondary Plan and/or Community Design Plan), the Zoning Bylaw and of any agreement registered against the title of the subject land that the Town or other approval authority is party to;
- ii) have regard for the relevant provisions of the Planning Act, the Agricultural Code of Practice and any other regulations, guidelines or policies deemed relevant by the Town;
- iii) have no negative effect on the financial position of the Town; and
- iv) can be adequately provided with the utilities and services and other infrastructure required by this Plan.

Section 8.11.3 of the Town's Official Plan states that as part of the granting of any consent, Plan of Subdivision or Part Lot Control By-law, conditions as may be authorized under the Planning Act, respecting, but not limited to, the following:

(iv) the dedication, where applicable, of appropriate road widenings, easements, or reserves.

Staff note that the existing driveway and proposed easement is located primarily within the "Greenbelt Protected Countryside - Prime Agricultural Area" and partially within the "Oak Ridges Moraine Countryside Area", "Core Area" and "Oak Ridges Moraine Natural Linkage Area" designations (Appendix 6).

Zoning By-law 2018-043, as amended

18054 Warden Avenue & 18006 Warden Avenue

Each property as shown on Appendix 1 is zoned "Rural (RU)", "Oak Ridges Moraine Core (ORMC)" and "Oak Ridges Moraine Countryside (ORMCS)" through Zoning By-law 2018-043, as amended (Appendix 5).

The "Rural (RU)" zoning district permits such uses as single-detached dwellings, agricultural uses and agricultural-related uses.

The "Oak Ridges Moraine Core (ORMC)" zone applies to lands which are located within the Oak Ridges Moraine. This zoning district permits such uses such as existing agricultural uses, buildings or structures (which existed on November 15, 2001), one single-detached dwelling, as well as accessory uses, buildings and structures.

The "Oak Ridges Moraine Countryside (ORMCS)" zone applies to lands which are located within the Oak Ridges Moraine. This zoning district permits such uses such as existing

agricultural uses, buildings or structures (which existed on November 15, 2001), one single-detached dwelling, as well as accessory uses, buildings and structures.

Staff note that the existing driveway and proposed easement are located primarily within the section of the property that is zoned “Rural (RU)” and partially within sections of the property zoned “Oak Ridges Moraine Core (ORMC)” and “Oak Ridges Moraine Countryside (ORMCS)” through Zoning By-law 2018-043, as amended (Appendix 5).

Compatibility of proposed land severance (B.07.26)

The purpose of the proposed access easement is intended to allow for the function and operation of the shared driveway to remain as is. As noted earlier, the primary purpose of the easement as proposed is to permit legal access to 18006 Warden Avenue which is effectively landlocked, in the sense that it does not have its own separate legal access to a public roadway. The proposed easement in gross will allow for the sharing of existing access to and from both properties. The use and function of this space is not intended to change, from how it is currently utilized.

Section 5.2.9 of the Town’s Zoning By-law outlines width requirements for Driveways and Access Ramps to a parking area or parking garage. 5.2.9 (a) dictates that a minimum of 3.8 metres in width is required for one-way traffic and that a minimum of 6.5 metres in width is required to accommodate two-way traffic.

Section 5.2.9 (b) however states that notwithstanding the requirements as outlined in 5.2.9 (a) that a two-way driveway may be reduced to 4.0 metres in width when accessing a parking area or parking garage with 10 parking spaces or less.

The Town’s Zoning By-law defines Parking Area as follows:

an open area of land not located within a public road or lane that is intended for the use of parking of motor vehicles in marked parking spaces, but does not include a driveway or any area where motor vehicles for sale, rent or repair are kept or stored.

The primary use of the property is the Ridgewood Farm Horse-riding school, which would technically be classified through the Town’s Zoning By-law as an Agricultural Use (which includes Equestrian Uses).

Table 5B of the Town’s Zoning By-law identifies parking space requirements for non-residential uses, where it is listed that no parking is technically required at all for an Agricultural Use.

Staff note that the subject property technically does not provide 10 marked parking spaces (nor is it required to do so in accordance with Table 5B). With this being the case, it is staff’s opinion that the width requirement of 4.0 m as identified through Section 5.2.9

(b) would apply, which is technically being provided as reflected through the survey in Appendix 2. As such, staff have no concerns with the width of the driveway or its ability to continue to accommodate traffic to and from each property.

Staff further note that the easement as proposed applies to all parts of the existing driveway. This is shown as Parts 1, 2 & 3 on the submitted Survey (Appendix 2). Part 4 does not include the existing gravel driveway, as this part applies to the existing easement in place. In addition to the minimum widths provided as previously outlined, the schedule included as part of the submitted survey also outlines that Parts 1, 2 & 3 have a combined total area of 3,655 m² (39,342.0 ft²). The gravel driveway itself has been highlighted in grey in Appendix 3.

Planning Staff also note that the Town's Fire & Emergency Services Branch has expressed no concerns regarding emergency access to each property.

Overall staff are satisfied that the proposed easement for the mutual and shared use of the existing driveway (Appendix 2) will not result in any conflicts as it relates to shared access to each property. Staff are in support of legal access being provided to both properties, so that adequate access can continue to be provided to each property, as well as to ensure that proper access is in place for safety and emergency access purposes.

In addition to the easement being registered on title for each property, the proposed conditions of approval listed within this report will require each property owner to enter into an easement agreement, which will establish terms of use and will also address specific obligations and responsibilities for each property owner as it relates to maintenance and cost-sharing. This agreement will clearly outline as well which parts on the submitted survey, apply to the existing gravel driveway.

Easements in general are a real property interest which are registered on title. They run with the lands in perpetuity. They cannot be released or abandoned without the express approval of the owners.

Section 5 of the Town's Official Plan is specific to Protecting the Environment. Objective iii) of Section 5 is as follows: Provide opportunities for managed public access and recreational activities where they do not negatively impact natural heritage features or functions.

Access through the existing driveway will continue to be provided for the public to 18054 Warden Avenue (which accommodates Ridgewood Farm), while also providing access to 18006 Warden Avenue as well.

Planning Staff acknowledge that both properties are located with the Town's Natural Heritage System, but also note that 18054 Warden Avenue is to effectively remain

untouched through this consent application process. With this being the case, no existing environmental features onsite will be impacted.

As the subject consent application has not been submitted in order to accommodate the creation of any new lot or facilitate any kind of land severance whatsoever, it is staff's opinion that the easement as proposed does not technically constitute any new form of development or site alteration. As previously noted, the driveway as shown in Appendix 1 & 2 already exists and available aerial imagery shows that it has existed since as far back as 1954.

Planning Staff are of the opinion that the easement proposed maintains the general intent and purpose of the Town's Zoning By-law and Official Plan. As such, the proposal is considered by staff to be appropriate.

Conclusion

Planning Staff are of the opinion that Consent Application B.07.26 should be approved on the grounds that the consent as proposed meets the criteria required for approval under Section 51(24) of the *Planning Act*.

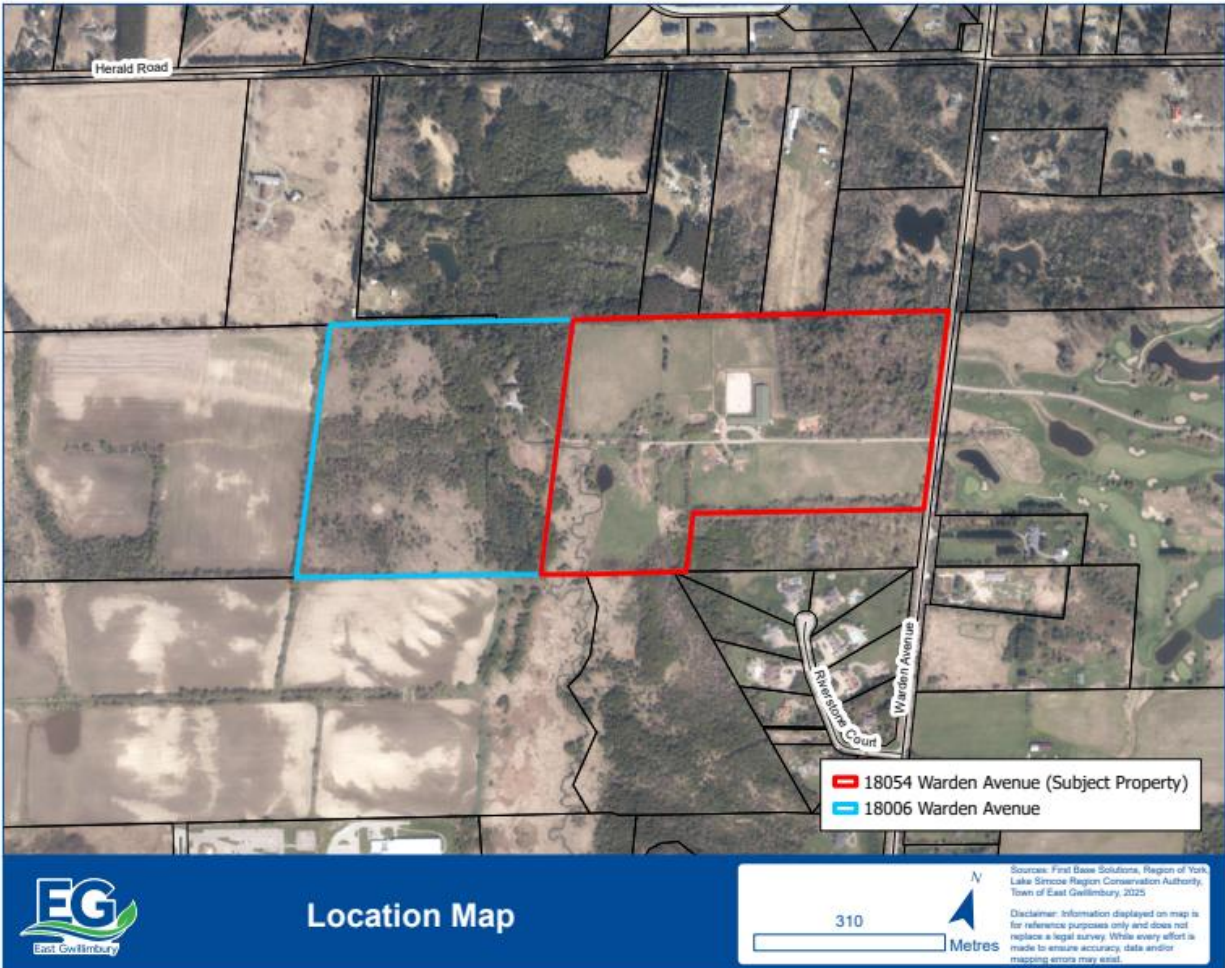
ATTACHMENTS

- Appendix 1 - Location Map
- Appendix 2 - 18054 Warden Avenue (Plan 65R-41878)
- Appendix 3 - 18054 Warden Avenue (Gravel Driveway highlighted)
- Appendix 4 - 18006 Warden Avenue (Topographic Site Plan)
- Appendix 5 - Site Zoning
- Appendix 6 - Official Plan Designations

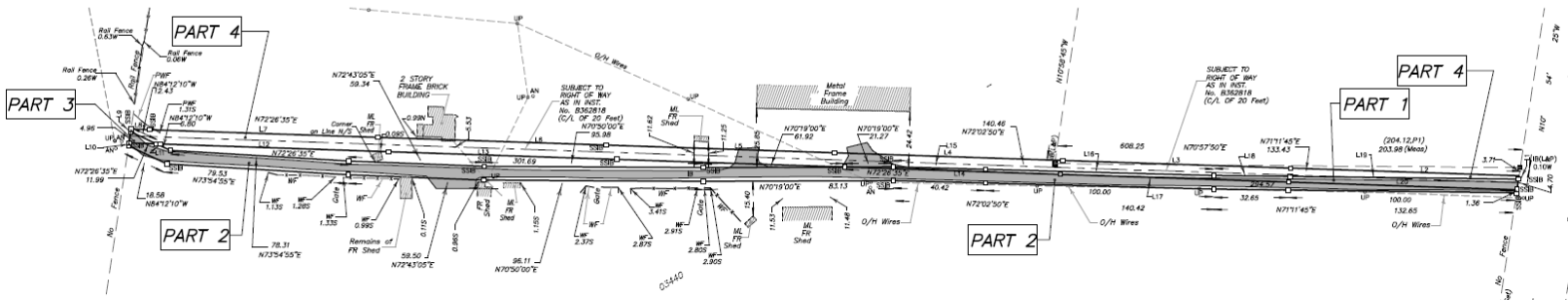
Prepared and recommended by:

Sean Lapenna
Senior Planner

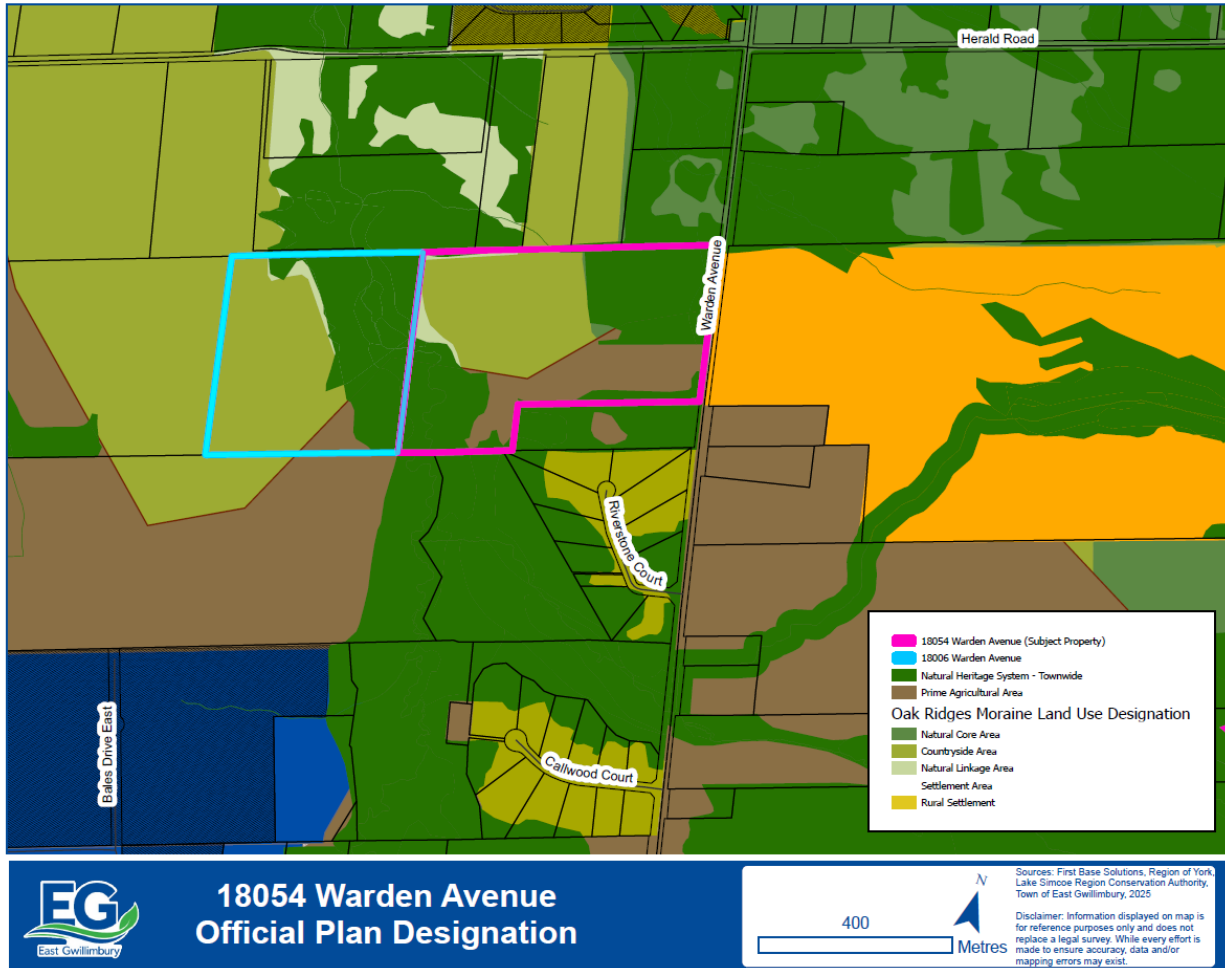
APPENDIX 1 – Location Map



APPENDIX 3 – 18054 Warden Avenue (Gravel Driveway Highlighted)



APPENDIX 6 – Official Plan Designations





File Number	B.07.26 (Consent)	
Owner/Applicant	TAES Architects Inc. c/o Shenshu Zhang	
Proposal	The applicant is proposing to establish an easement at the subject property (18054 Warden Avenue) for shared access with the adjacent property to the west (18006 Warden Avenue) to accommodate access to a public roadway.	
Property Address	18054 Warden Avenue	
Comments deadline	June 16, 2026	
Departments/Agencies	Conditions	Advisory Comments
Planning Division		
Building Division		No comments
Engineering Division		Warden Avenue falls under the jurisdiction of the Regional Municipality of York; therefore, the Region's review and comments will be required.
Parks Division		<ol style="list-style-type: none"> Note that the Town has implemented a Private Tree Bylaw. A permit is required prior to removal of trees. Refer to By-Law 2024-077, Being a By-law to Prohibit or Regulate the Injuring or Destruction of Trees on Private Property. Note that a permit from the Region of York Forest Conservation Bylaw will be required to permit the removal of trees from woodlots and woodlands.
Bylaw Division		No comments
Legal Division		



Emergency Services Division		Addresses to be clearly visible from roadway.
Hydro One		
York Region		No comments
LSRCA	That the Applicant/Owner shall pay the LSRCA Plan Review Fee in accordance with the approved LSRCA Fee Schedule. The applicable fee for Consent (Minor – planner review only) is \$630.	LSRCA has reviewed the application through our responsibilities as a service provider to the Town of East Gwillimbury in that we provide through a MOU as well as through our role as a public body, pursuant to the Planning Act.
Other Comments		



Sent via e-mail: iorgovits@eastgwillimbury.ca

June 9, 2026

Municipal File No.: B.07.26
LSRCA File No.: VA-192450-060426

Inez Iorgovits
Planning Technician/Secretary Treasurer
19000 Leslie St
Sharon, ON L0G 1V0

Dear Ms. Iorgovits,

Re: Application for Consent (Easement)
18054 Warden Avenue
Town of East Gwillimbury
Owner: 1001488313 Ontario Inc. (c/o Andrew Huang)
Applicant: TAES Architects (c/o Shenshu Zhang)

Thank you for circulating the above-captioned application to the Lake Simcoe Region Conservation Authority (LSRCA) for review and comment. It is our understanding that the Applicant/Owner is proposing to establish an easement at the subject property for shared access with the adjacent western property (18006 Warden Avenue) to accommodate access to a public roadway.

Documents Received and Reviewed by Staff

Staff have received and reviewed the following documents submitted with this application:

- Notice of Hearing (dated June 1, 2026)
- Easement Survey prepared by Alex Marton Ltd. (dated April 17, 2026)
- Topographic Survey for 18006 Warden Ave prepared by King EPCM (dated March 28, 2023)

Staff have reviewed this application as per our delegated responsibility from the Province of Ontario to represent provincial interests regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024) and as a regulatory authority under Ontario Regulation 41/24 of the *Conservation Authorities Act*. LSRCA has also provided comments as per our Memorandum of Understanding (MOU) with the Town of East Gwillimbury. The application has also been reviewed through our role as a public body under the *Planning Act* as per our CA Board approved policies. Finally, LSRCA has provided advisory comments related to policy applicability and to assist with implementation of the South Georgian Bay Lake Simcoe Source Protection Plan under the *Clean Water Act*.

Recommendation

Based on our review of the submitted information in support of the application, have no objection to the approval of this application for Consent. It is recommended that any approval of this application be subject to the following conditions:

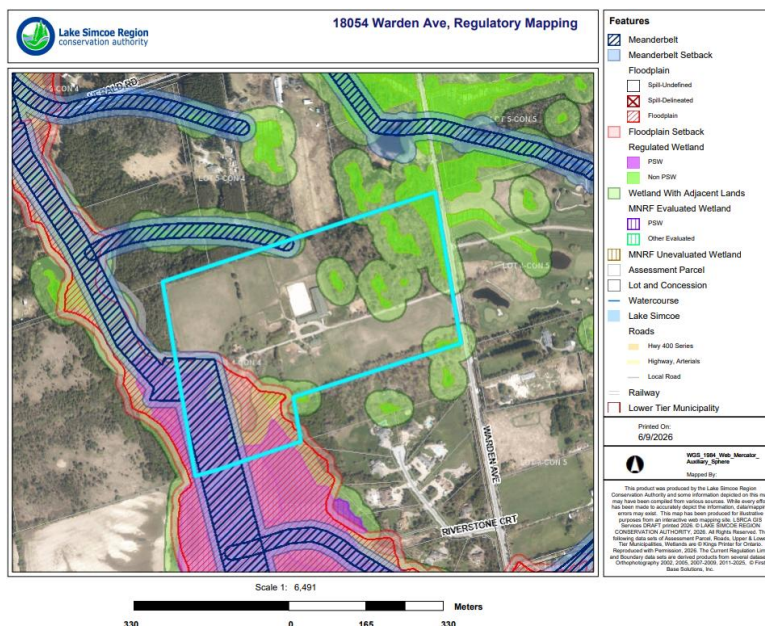
- That the Applicant/Owner shall pay the LSRCA Plan Review Fee in accordance with the approved LSRCA Fee Schedule. The applicable fee for Consent (Minor – planner review only) is \$630.

Site Characteristics

The subject land is approximately 21.77 hectares (53.80 acres) in area and is located west of Warden Avenue within the Town of East Gwillimbury. The subject land is currently zoned 'Oak Ridges Moraine Core (ORMC)', 'Oak Ridges Moraine Countryside (ORMCS)' and 'Rural (RU)' per the Town of East Gwillimbury Zoning By-law 2018-043, as amended.

Existing environmental mapping indicates the following:

- The subject property is partially regulated by the LSRCA under Ontario Regulation 41/24. Please see a detailed regulatory map below. This is representative of:
 - The presence of a watercourse (Black River)
 - Flooding and erosion (meanderbelt) hazards associated with the watercourse
 - Unevaluated wetland, Provincially Significant Wetland (PSW) and the associated 30 metre buffer
- The subject property contains identified woodland areas.
- The subject property is within a Significant Groundwater Recharge Area (SGRA) and Ecologically Significant Groundwater Recharge Area (ESGRA).
- The subject property is within the identified recharge management area (WHPA Q2) per the South Georgian Bay Lake Simcoe Source Protection Plan (SGBLSSPP).
- The subject property is partially within the Protected Countryside and Natural Heritage System designations per the Greenbelt Plan.
- The subject property is partially within the Countryside Area, Natural Core Area and Natural Linkage Area designations per the Oak Ridges Moraine Conservation Plan.
- The subject property is within ORM Landform 2 & 3.



Delegated Responsibility and Statutory Comments

1. LSRCA has reviewed the application through our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS). There are identified natural hazards on the subject lands (floodplain, erosion hazard area, unstable soils). Based on the information submitted as part of this application, the proposed easement will be utilizing an existing gravel driveway and is therefore consistent with 5.2 of the PPS.
2. LSRCA has reviewed the application as per our responsibilities as a regulatory authority under Ontario Regulation 41/24. This regulation, made under Section 28 of the *Conservation Authorities Act*, enables conservation authorities to regulate development in or adjacent to river or stream valleys, Great Lakes and inland lake shorelines, watercourses, hazardous lands and wetlands. Development taking place on these lands may require permission from the conservation authority to confirm that the control of flooding, erosion, dynamic beaches, pollution or the conservation of land are not affected. LSRCA also regulates the alteration to or interference in any way with a watercourse or wetland.

Ontario Regulation 41/24 applies to a portion of the subject property. In future, a permit from the LSRCA is required for any development or site alteration within the regulated portion.

Advisory Comments

1. LSRCA has reviewed the application through our responsibilities as a service provider to the Town of East Gwillimbury in that we provide through a MOU as well as through our role as a public body, pursuant to the *Planning Act*.

Summary

Based on our review of the submitted information in support of this application, we have no objection to the approval of this application for Consent.

Given the above comments, it is the opinion of the LSRCA that:

1. Consistency with Section 5.2 of the PPS has been demonstrated;
2. Ontario Regulation 41/24 applies to a portion of the subject site. A permit from the LSRCA will be required prior to any development or site alteration within the regulated portion;
3. **The Applicant/Owner shall pay the LSRCA Plan Review Fee in accordance with the approved LSRCA Fee Schedule. The applicable fee for Consent (Minor – planner review only) is \$630.00.**

Please inform this office of any decision made by the municipality with regard to this application. We respectfully request to receive a copy of the decision and notice of any appeals filed.

Should you have any questions, please contact the undersigned (j.lim@lsrca.on.ca).

Sincerely,

A handwritten signature in blue ink that reads "J. Lim." with a period at the end. The signature is written in a cursive style.

Jessica Lim
Planner I
Lake Simcoe Region Conservation Authority (LSRCA)