



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** April 16, 2025

**Report Number:** SRPBS.25.043

**Department:** Planning and Building Services

**Division:** Development Planning

**Subject:** SRPBS.25.043 – Request for Approval – Zoning  
By-law Amendment Application – Shuxin Liu –  
11 Cynthia Crescent - City File ZBLA-24-0010

---

### **Owner:**

Shuxin Liu  
11 Cynthia Crescent  
Richmond Hill, Ontario  
L4E 2P8

### **Agent:**

Groundswell Urban Planners Inc.  
95 Mural Street, Suite 402  
Richmond Hill, Ontario  
L4B 3G2

### **Location:**

Legal Description: Lot 10, Registered Plan M36  
Municipal Address: 11 Cynthia Crescent

### **Purpose:**

A request to approve a Zoning By-law Amendment application to facilitate the creation of one (1) additional residential building lot on the subject lands.

### **Recommendations:**

- a) That the Zoning By-law Amendment application submitted by Shuxin Liu for lands known as Lot 10, Registered Plan M36 (Municipal Address: 11 Cynthia Crescent), City File ZBLA-24-0010, be approved, subject to the following:
  - i) that the portion of the subject lands zoned Residential Urban (RU) Zone under By-law 1275, as amended, be exempted from the requirements of Paragraph 1(c) of By-law 146-75 of said by-law and

## Page 2

that a portion of the lands be rezoned from Residential Urban (RU) Zone to Open Space (O) Zone under By-law 1275, as amended, as set out in Appendix “B” to Staff Report SRPBS.25.043;

- ii) that the draft Zoning By-law Amendment attached hereto as Appendix “B” be finalized to the satisfaction of the Commissioner of Planning and Building Services and brought to the April 23<sup>rd</sup>, 2025 Council meeting for enactment; and,
- iii) that pursuant to Section 34(17) of the *Planning Act*, Council deem that no further notice be required with respect to any necessary modifications to the draft amending Zoning By-law to implement the proposed development on the subject lands.

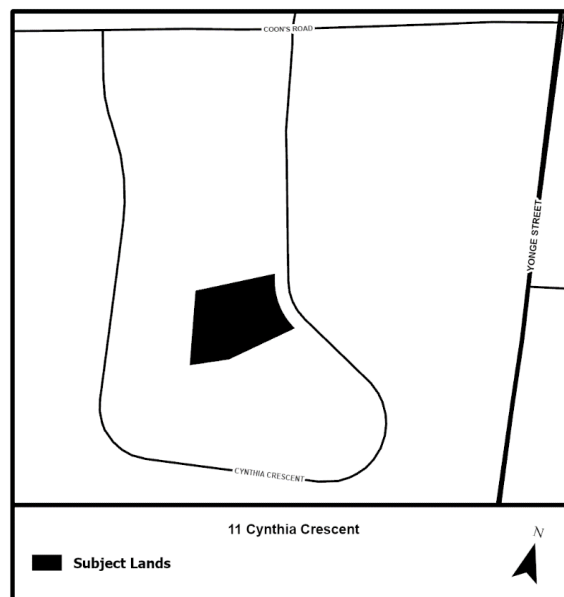
### Contact Persons:

- Francesco Caparelli, Planner I, 905-747-6531
- Kaitlyn Graham, Acting Manager of Development Planning, 905-771-5563
- Deborah Giannetta, Director of Development Planning, 905-771-5542
- Gus Galanis, Commissioner, Planning and Building Services, 905-771-9966

### Report Approval:

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

### Location Map:



## **Page 3**

### **Key Messages:**

- the subject Zoning By-law Amendment application would facilitate the creation of one (1) additional building lot for single detached residential purposes on the subject lands; and,
- the applicant has satisfactorily addressed the comments and technical requirements provided to date and therefore, staff recommends that Council support the development proposal as outlined in SRPBS.25.043.

### **Background:**

The subject Zoning By-law Amendment application was considered at a statutory Council Public Meeting held on November 26, 2024, wherein Council received Staff Report SRPRS.24.120 for information purposes and directed that all comments be referred back to staff (refer to Appendix “A”). Comments and concerns were raised at the Council Public Meeting regarding the siting of the proposed new single detached dwelling in relation to the neighbouring property to the north, as well as with respect to the preservation of trees on site, which are addressed in later sections of this report. The applicant has satisfactorily addressed the comments and technical requirements related to the subject Zoning By-law Amendment application. Accordingly, the purpose of this report is to seek Council’s approval of the applicant’s Zoning By-law Amendment application to permit the creation of one (1) additional residential building lot on the subject lands.

### **Discussion:**

#### **Site Location and Adjacent Uses**

The subject lands are located in the City’s Beaufort Hills neighbourhood on the west side of Cynthia Crescent, south of Coons Road (refer to Map 1). The lands have a frontage of 46.31 metres (151.93 feet) along Cynthia Crescent and a lot area of 0.37 hectares (0.91 acres). The lands currently support an existing single detached dwelling which is proposed to be retained and altered in order to facilitate the proposed development. The property contains woodlands and is surrounded by established low density residential uses, consisting of single detached dwellings (refer to Maps 1 and 2).

#### **Development Proposal**

The applicant is seeking Council’s approval of its Zoning By-law Amendment application to permit the creation of one (1) additional residential lot with frontage on Cynthia Crescent on its landholdings. The existing and proposed new lot shall accommodate a total of two (2) single detached dwellings (refer to Maps 5 and 6). The following is a summary outlining the relevant statistics of the applicant’s development proposal based on the plans and drawings submitted to the City:

## Page 4

- **Lot Frontage:** 46.31 metres (151.11 feet)
- **Lot Area:** 3,719.95 square metres (40,041.20 square feet)
- **Number of Dwellings:** 2 (one (1) existing and one (1) new)
- **Building Height:** 2 storeys
- **Proposed Lot 1 (South Lot)**
  - **Proposed Lot Frontage:** 23.02 metres (75.65 feet)
  - **Proposed Lot Area:** 2,107.52 square metres (22,685.15 square feet)
- **Proposed Lot 2 (North Lot)**
  - **Proposed Lot Frontage:** 23.10 metres (75.95 feet)
  - **Proposed Lot Area:** 1,612.43 square metres (17,356.15 square feet)

### Planning Analysis:

#### City of Richmond Hill Official Plan

The subject lands are designated **Neighbourhood** and **Natural Core** in accordance with Schedule A2 - Land Use of the City's Official Plan (the "Plan") (refer to Map 4). The lands are also located within the **Settlement Area** of the Oak Ridges Moraine, in accordance with the *Oak Ridges Moraine Conservation Plan* ("ORMCP"). Uses permitted within the **Neighbourhood** designation include primarily low and medium density residential uses, along with other neighbourhood related uses subject to specific policy criteria as outlined in Chapter 4 of the Plan. In accordance with **Section 4.9.2** development is to be compatible with the character of adjacent and surrounding development with respect to the size and configuration of lots, massing of nearby residential properties, patterns of yard setbacks and landscaped areas, and preservation of mature trees that characterize the properties on Cynthia Crescent. Accordingly, the proposed two (2) storey single detached dwellings are a permitted land use within the **Neighbourhood** designation.

The **Natural Core** designation corresponds to the *Significant Woodlands* identified on Schedule A4 – Key Natural Heritage Features and Key Hydrological Features of the Plan which is consistent with the western portion of the site which contains a woodland. Development is not permitted within this designation as the permitted uses include fish, wildlife and forest management, conservation projects and flood and erosion control projects other than stormwater management works, essential transportation, infrastructure, and utilities subject to specific policy criteria as outlined in Chapter 4 of the Plan; low-intensity recreational uses, unserviced parks, and accessory uses. Notwithstanding the foregoing, **Policy 4.10.5.1.5** of the Plan states that the limits of **Natural Core** areas are based on the information available at the time of the adoption of the Plan and that the **Natural Core** boundaries can be refined as a result of a Natural Heritage Evaluation (NHE).

In this regard, the applicant submitted an NHE to assess the limits of the environmental features on its land holdings, including an assessment of the woodland located on the western portion of the property pursuant to the ORMCP Technical Paper Number 7 – *Identification and Protection of Significant Woodlands*. The City's Park and Natural

## Page 5

Heritage Planning Division reviewed the NHE and concluded that the limits of the **Natural Core** designation could be refined in order to facilitate the creation of an additional residential lot. Staff have recommended that the woodland feature located on the lands be maintained and, accordingly have recommended that a portion of lands for both lots be placed in a protective zone category to which the applicant has agreed.

With respect to the ORMCP, **Section 3.2.1.1(18)** of the Plan states that all uses, including the creation of new lots which are otherwise permitted under the Plan, shall be permitted within the **Settlement Area**. It is noted that the lands are located within an Area of High Aquifer Vulnerability, which is defined as areas susceptible to contamination from both human and natural impacts with regard to water quality. Specific uses prohibited within an Area of High Aquifer Vulnerability can be found in **Section 3.2.1.1(37)** of the Plan and include storage of hazardous waste or liquid industrial waste and waste disposal sites. Accordingly, the proposed residential development complies with this policy of the Plan as it is not a prohibited land use.

Based on the preceding, the proposed development is consistent with the applicable policies of the Plan.

### Zoning

The subject lands are currently zoned **Residential Urban (RU) Zone** under By-law 1275, as amended by By-law 146-76. The **RU Zone** permits single detached dwellings as proposed by the subject application (refer to Map 3). However, the provisions of Section 1(c) of By-law 146-76, as amended, stipulate that the minimum lot frontage and minimum lot area requirements as established through the original registered Plan of Subdivision (Registered Plan M36) for the Beaufort Hills neighbourhood shall apply. Accordingly, the applicant is seeking relief from Section 1(c) of By-law 146-76, as amended, to facilitate the creation of one (1) additional residential building lot on the subject lands. It is noted that relief is not requested for any other development standards in order to facilitate the development as proposed. The following table provides a summary of the development standards of the current **RU Zone** category, as well as if the proposed development complies:

| Development Standard       | RU Zone Standards, By-law 1275, as amended  | Proposed Development (Lots 1 and 2) |
|----------------------------|---|-------------------------------------|
| Minimum Lot Frontage       | 22.86 metres (75 feet)  | Complies                            |
| Minimum Lot Area           | 929.03 square metres (10,000 square feet)   | Complies                            |
| Minimum Front Yard Setback | 9.14 metres (30 feet) or the established building line, whichever is the greater of the two | Complies                            |

## Page 6

|                                  |  |          |
|----------------------------------|--|----------|
| <b>Minimum Side Yard Setback</b> | combined width of 20% of the width of the lot, and a minimum of 1.52 metres (5 feet) for a building of masonry construction or a minimum of 3.05 metres (10 feet) for a building of frame construction | Complies |
| <b>Minimum Rear Yard Setback</b> | 20% of the depth of the lot but shall not exceed 9.14 metres (30 feet)   | Complies |
| <b>Minimum Ground Floor Area</b> | 69.68 square metres (750 square feet) for a 2 storey building  | Complies |
| <b>Maximum Height</b>            | 10.67 metres (35 feet) or 2½ storeys   | Complies |

The requested relief from Section 1(c) of By-law 146-76 as proposed by the subject Zoning Amendment application is consistent with similar previously approved infill developments within the Beaufort Hills neighbourhood. These include the following:

- 57 Beaufort Hills Road (City File D02-20005) approved by the former Local Planning Appeal Tribunal (now Ontario Land Tribunal) in May 2021 to facilitate a severance and creation of an additional lot;
- 52 Beaufort Hills Road (City File D02-22003), approved by Council in December 2023 to facilitate a severance;
- 25 and 34 Cynthia Crescent (City Files D02-22012 and D02-22011) approved by Council in February 2024 for rezoning to facilitate future severances; and,
- most recently, a Zoning By-law Amendment application for 1 Cynthia Crescent (City File ZBLA-23-0008) was approved by the Ontario Land Tribunal in October 2024 to facilitate a severance to create two additional lots.

As previously noted, the applicant is also seeking to rezone a portion of its land holdings to **Open Space (O) Zone** under By-law 1275, as amended, in order to protect the mature treed area at the rear of the property. The **O Zone** permits parks and conservation uses among other like uses thereby preventing development from occurring on this portion of the lots and providing permanent protection to the woodland which includes the existing mature trees and vegetation located on the subject lands. Staff note that this request is consistent with the recent Zoning By-law Amendment approvals in this neighbourhood, as outlined above.

Planning staff has undertaken a comprehensive review of the applicant's Zoning By-law Amendment application and on the basis of the foregoing, is of the opinion that the proposal represents good planning and is appropriate for the development of the subject lands.

### Department and External Agency Comments:

As noted previously in this report, all comments from City departments and external agencies have been satisfactorily addressed with respect to the applicant's Zoning By-law Amendment application. All circulated City departments and external agencies have

## **Page 7**

either indicated no objections or have provided comments to be addressed through the future Consent and Site Alteration Permit applications.

### **Council and Public Comments:**

The following is an overview of and response to comments and concerns expressed at the Council Public Meeting held on November 26, 2024 with respect to the applicant's development proposal:

#### **Neighbouring Properties**

Concerns were raised with respect to the proximity of the proposed dwelling to the neighbouring property to the north. Staff has reviewed and confirmed the proposed side yard setback of 3.67 metres (12.04 feet) to the property line to the north complies with the applicable provisions of the Zoning By-law which requires a minimum side yard setback of 1.52 metres (5 feet). It is noted that technical matters relating to grading and landscaping within this setback will be addressed through future Consent and Site Alteration Permit applications.

#### **Preservation of Trees**

Concerns were raised with respect to the preservation of trees on the subject lands and the importance of protecting the woodland within this area. The applicant has proposed to remove five (5) trees on the its land holdings to facilitate the new proposed single detached dwelling. The City's Park and Natural Heritage Planning staff has reviewed the plans and drawings provided by the applicant, including the Tree Inventory and Preservation Plan/Report, Natural Heritage Evaluation, and Grading Plan and has no concerns with regard to the proposal. The applicant will be required to ensure that all grading, servicing and construction be located outside of the minimum tree protection zones of the retained trees and the tree canopy shall be restored through replacement tree plantings and/or compensation for the loss of the trees proposed in accordance with the City's Tree Removal by-law.

### **Servicing Allocation:**

In accordance with the City's new Municipal Servicing Allocation Policy By-law 9-25 which sets out the circumstances for when allocation is assigned, withdrawn, or reallocated, the applicant has provided a Servicing Allocation Justification Letter to address the City's allocation criteria. Staff will continue to work with the applicant to secure commitments related to the criteria for servicing allocation to ensure the requirements for servicing allocation are met.

### **Recommendation:**

Planning staff has completed a comprehensive review of the proposed development and are in support of same for the following principal reasons:

## Page 8

- the proposed additional single detached residential lot complies with the applicable **Neighbourhood** and **Natural Core** policies of the Plan and the **Settlement Area** policies of the ORMCP;
- the proposed lot areas and lot frontages are in keeping with the requirements of the **RU Zone** under By-law 1275, as amended, and no site-specific development standards are required in order to facilitate the proposed new residential lot or dwelling;
- the configuration of the proposed lots are considered to be contextually appropriate and in keeping with the character of the surrounding neighbourhood;
- the proposed **O Zone** category will provide long term protection for the western portion of the lands (along the rear) which contains an existing woodland that is to be retained as part of the proposed development on the subject lands; and,
- the applicant has satisfactorily addressed all comments raised by City departments and external agencies. Any remaining technical matters shall be addressed as part of the future Consent and Site Alteration Permit applications.

On the basis of the preceding, it is recommended that the applicant's Zoning By-law Amendment application be approved.

### Financial Implications:

The recommendations of this report do not have any financial, staffing, or other implications.

### Relationship to Strategic Plan 2024-2027:

The recommendations of this report are aligned with **Pillar 1: Growing a Livable, Sustainable Community** as it demonstrates infill development within an existing neighbourhood which reduces the need to expand development into undeveloped areas of the municipality. This will add additional housing stock within an existing community.

### Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix A - Extract from Council Public Meeting C#26-24 held November 26, 2024
- Appendix B – Draft Zoning By-law
- Map 1 - Aerial Photograph
- Map 2 - Neighbourhood Context
- Map 3 - Existing Zoning
- Map 4 - Official Plan Designation
- Map 5 - Proposed Site Plan
- Map 6 - Proposed Front Elevation Plan (North Lot)





## Page 10

### Report Approval Details

|                      |  |
|----------------------|--|
| Document Title:      | SRPBS.25.043 – Request for Approval – Zoning By-law Amendment Application – 11 Cynthia Crescent - City File ZBLA-24-0010.docx  |
| Attachments:         | <ul style="list-style-type: none"><li>- SRPBS.25.043 - Appendix A.docx</li><li>- SRPBS.25.043 - Appendix B – Draft Zoning By-law.docx</li><li>- SRPBS.25.043 - Map 1 - Aerial Photograph.docx</li><li>- SRPBS.25.043 - Map 2 - Neighbourhood Context.docx</li><li>- SRPBS.25.043 - Map 3 - Existing Zoning.docx</li><li>- SRPBS.25.043 - Map 4 - Official Plan Designation.docx</li><li>- SRPBS.25.043 - Map 5 - Proposed Site Plan.docx</li><li>- SRPBS.25.043 - Map 6 - Proposed Front Elevation Plan.docx</li></ul> |
| Final Approval Date: | Mar 27, 2025   |

This report and all of its attachments were approved and signed as outlined below:

**Deborah Giannetta - Mar 25, 2025 - 9:23 PM**

**Gus Galanis - Mar 26, 2025 - 2:01 PM**

**Darlene Joslin - Mar 27, 2025 - 8:12 AM**