

D. G. BELFIE  
PLANNING & DEVELOPMENT CONSULTING LTD.

March 20, 2023

Mr. Michel Bellemare, Secretary Treasurer  
Committee of Adjustment  
City of Ottawa  
101 Centrepointhe Drive  
Ottawa, ON,  
K2G 5K7

Dear Mr. Bellemare:

**Re: Consent Application 37 Cloverloft, Stittsville**

**Committee of Adjustment**  
Received | Reçu le

**2023-03-27**

City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

**INTRODUCTION:**

The purpose of this Consent application is to request an easement over Part 9 Plan 4R-35075 at 37 Cloverloft Court in Stittsville for access purposes. Part 9 extends from Cloverloft Court to the side lot line, as shown in red on Attachment 1, and will be used as a shared driveway between 35A Cloverloft and 37 Cloverloft Court.

**Background**

1963903 Ontario Inc., the owner of the property at 37 Cloverloft, submitted a lot line adjustment application in July 2022 under application D08-01-22/B-00092. The owner has until July 29, 2024 to complete the approval conditions. The purpose of this initial application was to convey Parts 7, 8 and 9 to the abutting property that was proposed to be severed from 35 Cloverloft Court. A reciprocal severance application (D08-01-22/B-00091) was filed by the owner of 35 Cloverloft Court to sever Parts 5 and 6 to create the proposed new lot shown as 35A Cloverloft Court in Attachment 1.

Both applications were approved in July 2022 to allow a new detached dwelling and a shared driveway to be built on the newly formed lot as shown in Attachment 2. The shared driveway will provide access to both 35A and 37 Cloverloft Court. The shared portion of the driveway is Part 9 Plan 4R- 35075 and will be located on the future 35A Cloverloft Court once the severance is complete.

As indicated in Condition 7 of the attached Notice of Decision for 37 Cloverloft, a Joint Use and Maintenance Agreement (JUMA) for the shared driveway was required. Through the process of creating the JUMA, the city indicated an easement granting access over Part 9 Plan 4R-35075 was required to ensure future legal access for 37 Cloverloft. The purpose of this current application is to establish this access easement.

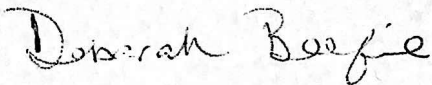
**Rationale:**

Section 107(3)(b)(i) of the zoning bylaw does not permit driveways in front of the main face of the home. Due to the curve of the front lot line along 37 Cloverloft Court and the angle of the existing house on the lot, a separate driveway was not possible. Section 100(6)(b) of the zoning bylaw permits shared driveways for abutting residential properties fronting on the same street. Accordingly, a portion of the driveway, described as part 9 Plan 4R-35075 will be shared. This shared driveway will lead to the parking spaces at the side of the home as shown in Attachment 2. As required by Condition 7 of the original consent application a Joint Use and Maintenance Agreement will also be registered on title to establish the use and maintenance obligations over Part 9.

**CONCLUSION:**

The approval of the requested easement over Part 9 will ensure future legal access for 37 Cloverloft Court and will allow the owners of 35 and 37 Cloverloft to complete the conditions of their lot line adjustment applications D08-01-22/B-00091 and D08-01-22/B-00092 .

Yours truly,

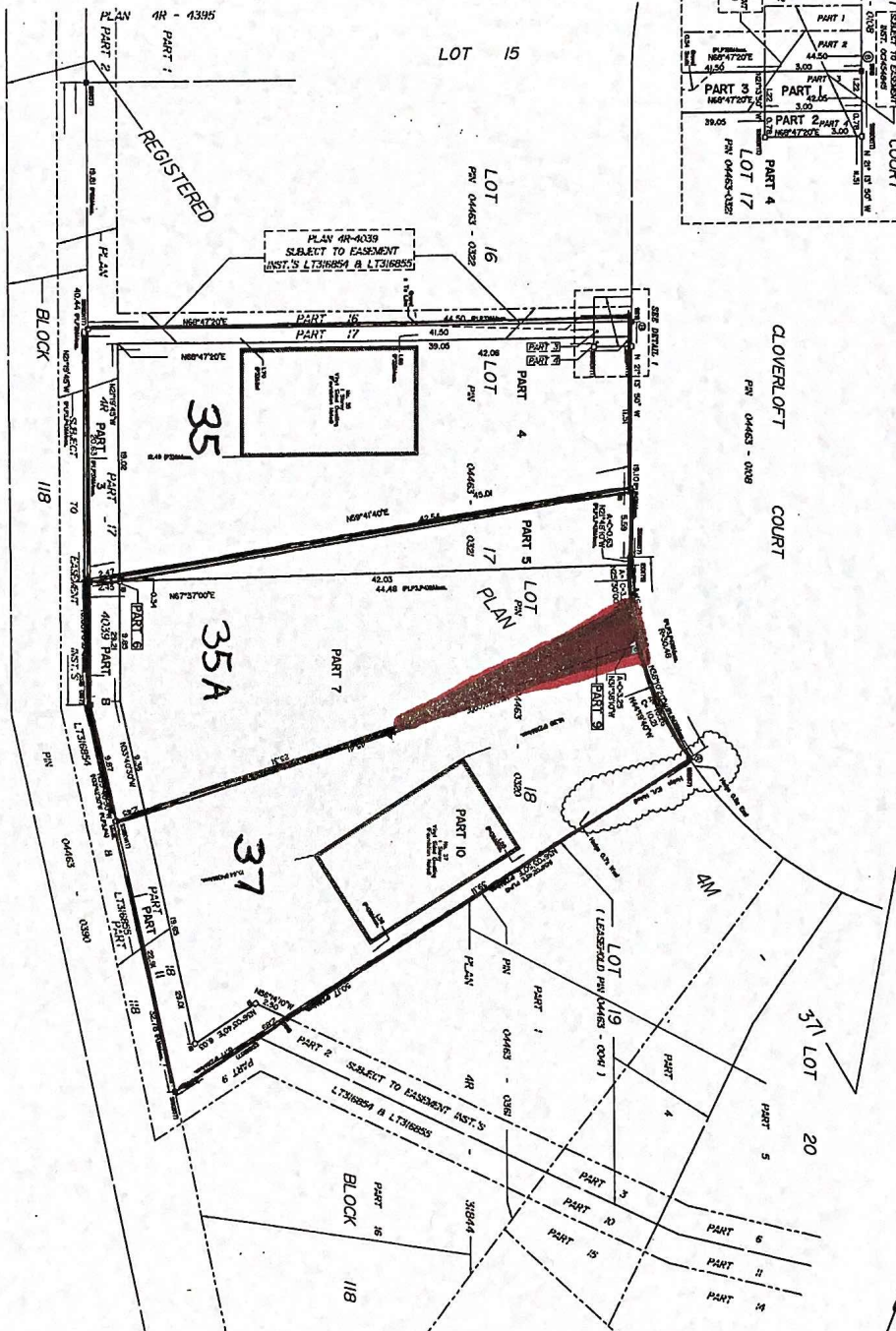
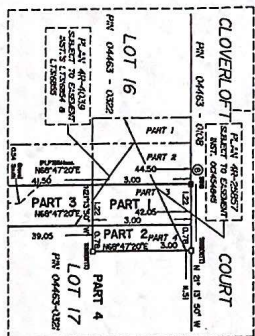


Deborah Belfie

DB:db

Encl.

# Attachment 1



BLOCK 2 REGISTERED

PART 6 PLAN 4R - 2183/9

REGISTERED

PLAN 4M - 372

**PLAN 4R-35075**  
 Referred and deposited  
 November 24<sup>th</sup> 2022  
 Cael Yellin  
 Representative for the  
 Land Titles Division of  
 Ottawa-Genève (No.6)

SCHEDULE				
PART	LOT	PLAN	FIN.	FIN.
1	ALL OF 17	ALL OF 0483-0231		
2	ALL OF 17	ALL OF 0483-0231		
3	ALL OF 17	ALL OF 0483-0231		
4	ALL OF 17	ALL OF 0483-0231		
5	ALL OF 17	ALL OF 0483-0231		
6	ALL OF 17	ALL OF 0483-0231		

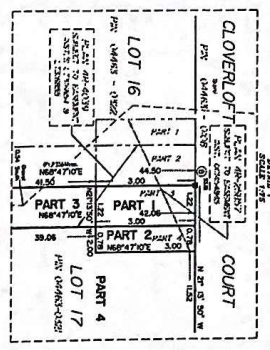
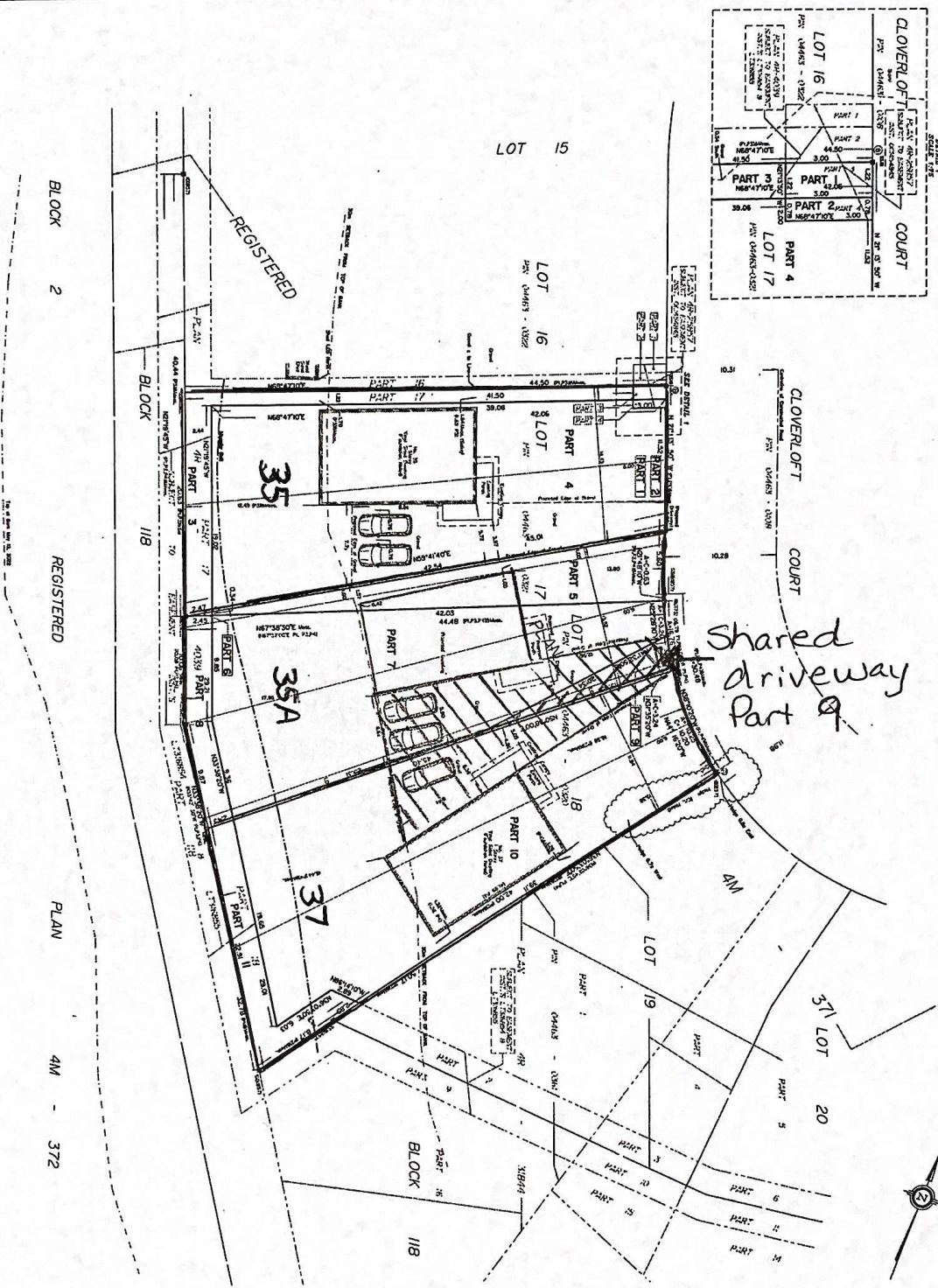
**PLAN OF SURVEY OF  
 LOTS 17 AND 18  
 REGISTERED PLAN 4M-371  
 CITY OF OTTAWA**  
 Surveyed by Annis, Osullivan, Volebeek Ltd.

Scale 1:200  
 0 10 20 30 40 50 60 70 80 90 100  
 METERS  
 This plan is subject to the provisions of the Survey Act, R.S.O. 1990, c. S.5, and the regulations made thereunder. The survey was completed on the 19<sup>th</sup> day of October, 2022.  
**Surveyor's Certificate**  
 I, the undersigned, am a duly qualified and licensed Professional Engineer in the Province of Ontario and I am duly licensed to practice as a Surveyor.  
 I certify that this plan was prepared and is in accordance with the Survey Act, R.S.O. 1990, c. S.5, and the regulations made thereunder. The survey was completed on the 19<sup>th</sup> day of October, 2022.  
 Date: November 22, 2022  
 Cael Yellin  
 Professional Engineer  
 Ontario Land Surveyor  
 This plan of survey relates to ACE's Plan Submission Form Number: 43223

- Noises & Legend**
- Boundary
  - Easement
  - Survey Monument Found
  - Survey Monument Proposed
  - Existing Structure
  - Proposed Structure
  - Spot Elevation from 1m
  - Wetland
  - Marsh
  - Water
  - Contaminated Area
  - Other
  - Cemetery
  - Power Line
  - Telephone Line
  - Other Utility Line
  - (1887) Plan dated February 21, 2012 (Lot 17)
  - (1887) Plan dated February 21, 2012 (Lot 18)
  - (1887) Plan dated February 21, 2012 (Lot 19)
  - (1887) Plan dated February 21, 2012 (Lot 20)

**OSULLIVAN VOLLEBECK LTD.**  
 44 Commerce Drive, Suite 200  
 Ottawa, Ontario K1W 1G7  
 Phone: (613) 777-0500 Fax: (613) 777-0139  
 E-mail: info@osullivan-vollebeek.com  
 Website: www.osullivan-vollebeek.com  
 A member of the Annis Group of Companies  
 Annis, Osullivan, Volebeek Ltd.  
 100 St. Johns Street, Suite 100  
 Ottawa, Ontario K1N 1L4  
 Phone: (613) 777-0500 Fax: (613) 777-0139  
 E-mail: info@osullivan-vollebeek.com  
 Website: www.osullivan-vollebeek.com

# Attachment 2



Shared driveway Part 9

AREA/BLK/PART	AREA	USE	LOT	REGISTERED PLAN	AREA
1	3.1	RES.	16	44.371	0.000000
2	3.2	RES.	17	44.371	0.000000
3	3.3	RES.	18	44.371	0.000000
4	3.4	RES.	19	44.371	0.000000
5	3.5	RES.	20	44.371	0.000000
6	3.6	RES.	21	44.371	0.000000
7	3.7	RES.	22	44.371	0.000000
8	3.8	RES.	23	44.371	0.000000
9	3.9	RES.	24	44.371	0.000000
10	4.0	RES.	25	44.371	0.000000
11	4.1	RES.	26	44.371	0.000000
12	4.2	RES.	27	44.371	0.000000
13	4.3	RES.	28	44.371	0.000000
14	4.4	RES.	29	44.371	0.000000
15	4.5	RES.	30	44.371	0.000000
16	4.6	RES.	31	44.371	0.000000
17	4.7	RES.	32	44.371	0.000000
18	4.8	RES.	33	44.371	0.000000
19	4.9	RES.	34	44.371	0.000000
20	5.0	RES.	35	44.371	0.000000
21	5.1	RES.	36	44.371	0.000000
22	5.2	RES.	37	44.371	0.000000
23	5.3	RES.	38	44.371	0.000000
24	5.4	RES.	39	44.371	0.000000
25	5.5	RES.	40	44.371	0.000000
26	5.6	RES.	41	44.371	0.000000
27	5.7	RES.	42	44.371	0.000000
28	5.8	RES.	43	44.371	0.000000
29	5.9	RES.	44	44.371	0.000000
30	6.0	RES.	45	44.371	0.000000
31	6.1	RES.	46	44.371	0.000000
32	6.2	RES.	47	44.371	0.000000
33	6.3	RES.	48	44.371	0.000000
34	6.4	RES.	49	44.371	0.000000
35	6.5	RES.	50	44.371	0.000000
36	6.6	RES.	51	44.371	0.000000
37	6.7	RES.	52	44.371	0.000000
38	6.8	RES.	53	44.371	0.000000
39	6.9	RES.	54	44.371	0.000000
40	7.0	RES.	55	44.371	0.000000
41	7.1	RES.	56	44.371	0.000000
42	7.2	RES.	57	44.371	0.000000
43	7.3	RES.	58	44.371	0.000000
44	7.4	RES.	59	44.371	0.000000
45	7.5	RES.	60	44.371	0.000000
46	7.6	RES.	61	44.371	0.000000
47	7.7	RES.	62	44.371	0.000000
48	7.8	RES.	63	44.371	0.000000
49	7.9	RES.	64	44.371	0.000000
50	8.0	RES.	65	44.371	0.000000
51	8.1	RES.	66	44.371	0.000000
52	8.2	RES.	67	44.371	0.000000
53	8.3	RES.	68	44.371	0.000000
54	8.4	RES.	69	44.371	0.000000
55	8.5	RES.	70	44.371	0.000000
56	8.6	RES.	71	44.371	0.000000
57	8.7	RES.	72	44.371	0.000000
58	8.8	RES.	73	44.371	0.000000
59	8.9	RES.	74	44.371	0.000000
60	9.0	RES.	75	44.371	0.000000
61	9.1	RES.	76	44.371	0.000000
62	9.2	RES.	77	44.371	0.000000
63	9.3	RES.	78	44.371	0.000000
64	9.4	RES.	79	44.371	0.000000
65	9.5	RES.	80	44.371	0.000000
66	9.6	RES.	81	44.371	0.000000
67	9.7	RES.	82	44.371	0.000000
68	9.8	RES.	83	44.371	0.000000
69	9.9	RES.	84	44.371	0.000000
70	10.0	RES.	85	44.371	0.000000
71	10.1	RES.	86	44.371	0.000000
72	10.2	RES.	87	44.371	0.000000
73	10.3	RES.	88	44.371	0.000000
74	10.4	RES.	89	44.371	0.000000
75	10.5	RES.	90	44.371	0.000000
76	10.6	RES.	91	44.371	0.000000
77	10.7	RES.	92	44.371	0.000000
78	10.8	RES.	93	44.371	0.000000
79	10.9	RES.	94	44.371	0.000000
80	11.0	RES.	95	44.371	0.000000
81	11.1	RES.	96	44.371	0.000000
82	11.2	RES.	97	44.371	0.000000
83	11.3	RES.	98	44.371	0.000000
84	11.4	RES.	99	44.371	0.000000
85	11.5	RES.	100	44.371	0.000000

Scale 1:200

PLAN OF SURVEY OF LOTS 17 AND 18 REGISTERED PLAN 4M-371 CITY OF OTTAWA Surveyed by Annis, O'Sullivan, Vollebek Ltd.

**Surveyor's Certificate**

I, the undersigned, being a duly qualified and licensed Surveyor of the Province of Ontario, do hereby certify that the foregoing is a true and correct copy of the original plan as shown to me by the client, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

Dated this 1st day of February, 2017.

Annex, O'Sullivan, Vollebek Ltd.

**Notes & Legend**

1. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

2. The survey was completed on the 20th day of May, 2017.

3. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

4. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

5. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

6. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

7. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

8. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

9. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

10. The survey was conducted in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder, and that the same is in accordance with the provisions of the Survey Act, R.S.O. 1990, c. 43, and the regulations thereunder.

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ANNIS, O'SULLIVAN, VOLLEBEK LTD. is a member of the Surveyors Association of Ontario (SAO) and the Ontario Land Surveyors Association (OLSA).



**COMMITTEE OF ADJUSTMENT  
OF THE CITY OF OTTAWA**

**DECISION  
CONSENT**

(Section 53 of the *Planning Act*)

**File No.:** D08-01-22/B-00092  
**Owner(s):** 1963903 Ontario Inc.  
**Location:** 37 Cloverloft Court  
**Ward:** 6 - Stittsville  
**Legal Description:** Lot 18, Registered Plan 4M-371  
**Zoning:** R1D[2240]  
**Zoning By-law:** 2008-250

Notice was given and a Public Hearing was held on **May 4 and July 20, 2022**, as required by the *Planning Act*.

**PURPOSE OF THE APPLICATION:**

The Owner wants to convey a portion of their property to the abutting property that is proposed to be severed from 35 Cloverloft Court. A reciprocal severance application (D08-01-22/B-00091) has been filed by the owner at 35 Cloverloft Court for the proposed new lot. It is proposed to construct a new detached dwelling on the newly formed parcel.

**CONSENT IS REQUIRED FOR THE FOLLOWING:**

The Owner requires the Consent of the Committee for a Conveyance.

The lands to be conveyed to the proposed new lot, as indicated on the Draft Plan filed with the application, will add an additional 593.3 square metres of land to the newly proposed lot. If approved, the total consolidated area of the new lot will be 731.9 square metres, with an irregular lot depth of 45.4 metres and a frontage of 12.49 metres on Cloverloft Court. This lot will be known municipally as (35A) Cloverloft Court.

The lands to be retained will have a remaining area of 766.6 square metres, an irregular lot depth of 50.17 metres, and a frontage of 10.2 metres on Cloverloft Court. This parcel contains an existing detached dwelling and is known municipally as 37 Cloverloft Court.

Approval of this application will have the effect of creating two separate parcels of land. The newly created parcels of land will not be in conformity with the requirements of the

Zoning By-law and therefore, Minor Variance Applications (D08-02-22/A-00082 and D08-02-22/A-00083) have been filed and will be heard concurrently with these applications.

**PUBLIC HEARING:**

The Panel Chair administered an oath to Deborah Belfie, Agent for the Applicant, who confirmed that the statutory notice posting requirements were satisfied. Ms. Belfie pointed out to the Committee that paragraph 3 of condition 1 in the Planning, Real Estate, and Economic Development Department (PRED)'s report made reference to a retaining existing fence, but that there is no existing fence; she therefore requested the removal of the paragraph in the report which contained this reference.

Sean Harrigan, of PRED, agreed that the paragraph in question could be removed from the condition.

**DECISION AND REASONS OF THE COMMITTEE:      APPLICATION GRANTED  
AS AMENDED**

The Committee considered any written and oral submissions relating to the application in making its Decision, including written letters in opposition submitted by area residents.

Under the *Planning Act*, the Committee has the power to grant a consent if it is satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality. Also, the Committee must be satisfied that an application is consistent with the Provincial Policy Statement and has regard for matters of provincial interest under section 2 of the Act, as well as the following criteria set out in subsection 51(24):

**Criteria**

(24) In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

(a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;

(b) whether the proposed subdivision is premature or in the public interest;

(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

(d) the suitability of the land for the purposes for which it is to be subdivided;

- (d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;
- (e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- (f) the dimensions and shapes of the proposed lots;
- (g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- (h) conservation of natural resources and flood control;
- (i) the adequacy of utilities and municipal services;
- (j) the adequacy of school sites;
- (k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- (l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- (m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the *City of Toronto Act, 2006*. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2).

The Committee notes that the City's planning report raises "no concerns" regarding the applications.

Based on the evidence, the Committee is satisfied that the proposal is consistent with the Provincial Policy Statement that promotes efficient land use and development as well as intensification and redevelopment within built-up areas, based on local conditions. The Committee is also satisfied that the proposal has adequate regard to matters of provincial interest, including the orderly development of safe and healthy communities; the appropriate location of growth and development; and the protection of public health and safety. Additionally, the Committee is satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality. Moreover, the Committee is satisfied that the proposal has adequate

regard for the criteria specified under subsection 51(24) of the *Planning Act* and is in the public interest.

The Committee therefore grants the provisional consent, subject to the following conditions, **which must be fulfilled within a two-year period from the date of this Decision:**

1. That the Owner(s) convey, if required, at no charge to the City of Ottawa, sufficient frontage across the severed and retained lands to provide for a road right-of-way measuring 10 metres from the centreline of Cloverloft Court. The Owner(s) must provide to the City Surveyor a copy of the Committee of Adjustment Decision and a draft Reference Plan that sets out the required widening. The Committee requires written confirmation from City Legal Services that the transfer of the widening to the City has been registered.

If the Owner's Surveyor determines that the widening condition has already been satisfied, it must be indicated on the Draft Reference Plan and submitted to the City Surveyor for approval. The Committee requires written confirmation from the City Surveyor confirming that the widening is not required.

2. That the Owner(s) provide evidence (payment receipt) to the Committee that payment has been made to the City of Ottawa of cash-in-lieu of the conveyance of land for park or other public recreational purposes, plus applicable appraisal costs. The value of the land otherwise required to be conveyed shall be determined by the City of Ottawa in accordance with the provisions of By-Law No. 2009-95, as amended. Information regarding the appraisal process can be obtained by contacting the Planner.
3. That the Owner(s) provide evidence (servicing plan), to the satisfaction of the **Development Review Manager of the Relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**, to be confirmed in writing from the Department to the Committee, that both the severed and retained parcels have their own independent water, sanitary and sewer connection, as appropriate, and that these services do not cross the proposed severance line and are connected directly to City infrastructure. If they do cross the proposed severance line, or they are not independent, the Owner(s) will be required to relocate or construct new services from the city sewers and/or watermain at his/her own costs.

In the case of vacant parcels being created, the Owner(s) shall provide evidence (servicing plan), to the satisfaction of the **Development Review Manager of the Relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**, to be confirmed in writing from the



Department to the Committee, that the parcel has access to sufficient services with adequate capacity.

4. That the Owner(s) shall provide evidence that a grading and drainage plan, prepared by a qualified Civil Engineer licensed in the Province of Ontario, an Ontario Land Surveyor or a Certified Engineering Technologist, has been submitted to the satisfaction of **Development Review Manager of the Relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate** to be confirmed in writing from the Department to the Committee. The grading and drainage plan shall delineate existing and proposed grades for both the severed and retained properties, to the satisfaction of **Development Review Manager of the Relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**.
5. That the Owner(s) enter into an Agreement with the City, at the expense of the Owner(s) and to satisfaction of the **Development Review Manager of the relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**, which is to be registered on the title of the property, which includes those recommendations of the approved Environmental Impact Statement dated June 30, 2022.
6. That the Owner enter into an Agreement with the City, at the expense of the Owner(s) and to the satisfaction of **Development Review Manager of the relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**, which provides the following covenant/notice that runs with the land and binds future Owner(s) on subsequent transfers:

“The City of Ottawa has identified that there are potential sensitive marine clay soils, thin soils, inferred karst topography and exposed bedrock within the area that may require site specific detailed geotechnical engineering solutions to allow for development, the City of Ottawa bears no responsibility, financial or otherwise, to provide solutions to the deficiency, such solutions being the sole responsibility of the home owner.”

The Committee requires a copy of the Agreement and written confirmation from City Legal Services that it has been registered on title.
7. That the Owner(s) enter into a Joint Use, Maintenance and Operating Agreement, at the expense of the Owner(s), setting forth the obligations between the Owner(s) and the proposed future owners.

The Owner shall ensure that the Agreement is binding upon all the unit owners and successors in title and shall be to the satisfaction of the **Development Review Manager of the Relevant Branch within Planning, Real Estate and**

**Economic Development Department, or his/her designate**, and City Legal Services. The Committee requires written confirmation that the Agreement is satisfactory to the **Development Review Manager of the Relevant Branch within Planning, Real Estate and Economic Development Department, or his/her designate**, and is satisfactory to City Legal Services, as well as a copy of the Agreement and written confirmation from City Legal Services that it has been registered on title.

8. That the Owner(s) file with the Committee a copy of the registered Reference Plan prepared by an Ontario Land Surveyor registered in the Province of Ontario, and signed by the Registrar, **confirming the frontage and area of the severed land. If the Registered Plan does not indicate the lot area, a letter from the Surveyor confirming the area is required.** The Registered Reference Plan must conform substantially to the Draft Reference Plan filed with the Application for Consent.
9. That upon completion of the above conditions, and **within the two-year period outlined above**, the Owner(s) file with the Committee, the "electronic registration in preparation documents" for a Conveyance for which the Consent is required.

**The Consent lapses two years from the date of this Decision.**

All technical studies shall be submitted to Planning, Real Estate and Economic Development Department a minimum of **40 working days** prior to lapsing date of the consent. Should a Development Agreement be required, such request should be initiated **15 working days** prior to lapsing date of the consent and should include all required documentation including the approved technical studies.

Please note that if a major change to a condition or conditions is requested, you will be entitled to receive Notice of the changes only if you have made a written request to be notified.

#### **NOTICE OF RIGHT TO APPEAL:**

To appeal this decision to the Ontario Land Tribunal (OLT), an appeal form along with a certified cheque or money order payable to the Ontario Minister of Finance must be filed with the Secretary-Treasurer of the Committee of Adjustment by **August 18, 2022**, delivered to the following address:

Secretary-Treasurer, Committee of Adjustment,  
101 CentrepoinTE Drive, 4<sup>th</sup> floor, Ottawa, Ontario, K2G 5K7

The Appeal Form is available on the OLT website at <https://olt.gov.on.ca/>. The OLT has established a filing fee of \$400.00 per type of application with an additional filing fee of \$25.00 for each secondary application. If you have any questions about the appeal

process, please contact the Committee of Adjustment office by calling 613-580-2436 or by email at [cofa@ottawa.ca](mailto:cofa@ottawa.ca).

Only individuals, corporations and public bodies may appeal Decisions in respect of applications for consent to the OLT. A notice of appeal may not be filed by an unincorporated association or group. However, a Notice of Appeal may be filed in the name of an individual who is a Member of the Association or group on its behalf.

**NOTICE TO APPLICANT:**

Applicants are advised to take note of comments received from City departments and other technical agencies like Hydro Ottawa and to consult where appropriate.

**DECISION SIGNATURE PAGE  
PAGE DE SIGNATURE DE LA DÉCISION**

**File No. / Dossier n°:** D08-01-22/B-00092  
**Owner(s) / Propriétaire(s):** 1963903 Ontario Inc.  
**Location / Emplacement:** 37 Cloverloft Court

We, the undersigned, concur in the decision and reasons of the Committee of Adjustment.

Nous, soussignés, souscrivons à la décision et à la justification ci-devant rendues par le Comité de dérogation.

***"Fabian Poulin"***

**FABIAN POULIN  
VICE-CHAIR / VICE-PRÉSIDENT**

***"Terence Otto"***

**TERENCE OTTO  
MEMBER / MEMBRE**

***"Steven Lewis"***

**STEVEN LEWIS  
MEMBER / MEMBRE**

***"Martin Vervoort"***

**MARTIN VERVOORT  
MEMBER / MEMBRE**


***"Jocelyn Chandler"***

**JOCELYN CHANDLER  
MEMBER / MEMBRE**

I certify that this is a true copy of the Decision of the Committee of Adjustment of the City of Ottawa.

Je certifie que celle-ci est une copie conforme de la décision rendue par le Comité de dérogation de la Ville d'Ottawa.

***Date of Decision / Date de la décision***  
**July 29, 2022 / 29 juillet 2022**

  
 \_\_\_\_\_  
**Matthew Garnett**  
**Acting Secretary-Treasurer /**  
**Secrétaire-trésorier intérimaire**