



**Committee of Adjustment  
Public Hearing Notice**

**Minor Variance Application  
Section 45 of the *Planning Act***

**Wednesday, May 3, 2023  
1:00 p.m.**

**613-580-2436  
cofa@ottawa.ca**

**By Electronic Participation**

**This hearing will be held through electronic participation in accordance with the *Statutory Powers Procedure Act*. To help stop the spread of COVID-19, the Committee of Adjustment will continue to hold online hearings until further notice.**

**The hearing can be viewed on the Committee of Adjustment [YouTube](#) page. For more information, visit [Ottawa.ca/CommitteeofAdjustment](http://Ottawa.ca/CommitteeofAdjustment)**

*Simultaneous interpretation in both official languages, accessible formats and communication supports are available for any specific agenda item by contacting the Committee of Adjustment at least 48 hours before the hearing.*

**File No.:** D08-02-23/A-00076  
**Owner(s):** Michelle Sample  
**Address:** 314 Queen Elizabeth Driveway  
**Ward:** 17 - Capital  
**Legal Description:** Part of Lot E, West of Driveway, Registered Plan 35085  
**Zoning:** R3Q[1474]  
**Zoning By-law:** 2008-250

**PURPOSE OF THE APPLICATION:**

The Owner wants to renovate her existing three-storey dwelling , as shown on plans filed with the Committee.

**RELIEF REQUIRED:**

The Owner requires the Authority of the Committee for Minor Variances from the Zoning By-law as follows:

- a) To permit a reduced lot area of 193.9 square metres, whereas the By-law requires a minimum lot area of 195 square metres.
- b) To permit a reduced front yard setback of 0.5 metres, whereas the By-law states Addition or expansion to a non-complying building must move towards compliance such that the addition falls between halfway of the required and existing non-complying situation, 1.0 m in this case.
- c) To permit a reduced rear yard setback of 0 metres (0% of the lot depth), whereas the By-law states that the addition or expansion to a non-complying building must move towards compliance such that the addition falls between halfway of the required and existing non-complying situation 3.94 metres (22% of the lot depth)
- d) To permit a reduced rear yard area of 0% of the lot depth (0.0 square metres), whereas the By-law states that the addition or expansion to a non-complying building must move towards compliance such that the addition falls between halfway of the required and existing non-complying situation 15% of the lot area (28.06 square metres).
- e) To permit a reduced interior side yard setback of 0.0 metres, whereas the By-law requires a minimum combined interior side yard setback of 1.8 metres with one no less than 0.6 metres.
- f) To permit a setback of 0.25 metres from the exterior wall of the building for a rooftop terrace, whereas the By-law requires a minimum setback of 1.5 metres from any exterior wall of the building for a rooftop terrace.
- g) To permit a rooftop terrace access setback of 0.0 metres along the rear exterior building wall, whereas the By-law requires setback of a distance equal to its height from the exterior front wall and exterior rear wall or 2.90 metres in this case.
- h) To permit steps leading to the principal entrance to be located 0.0 metres to the front lot line, whereas the By-law requires steps located at or below the floor level of the first floor must project no closer than 0.6 metres to a lot line in a front yard.
- i) To permit a deck in the front yard to be located 0.28 metres from the front lot line, whereas the by-law requires a deck projection may be located no closer than 1.0 m to the front lot line.

**THE APPLICATION** indicate that the Property is not the subject of any other current application under the *Planning Act*.

**YOU ARE ENTITLED TO PARTICIPATE** in the Committee of Adjustment Public Hearing concerning these applications because you are an assessed owner of one of the neighbouring properties. See *Annex A – Public Participation Details* below on providing written submissions or verbal comments in advance of the hearing, and how

to register to speak at the hearing. The Committee asks that any presentations be limited to five minutes or less, and any exceptions will be at the discretion of the Committee Chair. You may require the Committee to hold the hearing as an oral (in person) hearing if you satisfy the Committee that holding the hearing as an electronic hearing is likely to cause you significant prejudice. To do so, you must provide written submissions to the Committee at least 48 hours in advance of the hearing.

**IF YOU DO NOT PARTICIPATE** in this Public Hearing, it may proceed in your absence and, except as otherwise provided in the *Planning Act*, you will not be entitled to any further notice in the proceedings. If you have specific comments regarding these applications, you may submit a letter to the Secretary-Treasurer of the Committee at the address shown below, and such written submissions shall be available for inspection by any interested person. Information you choose to disclose in your correspondence, including your personal information, will be used to receive your views on the relevant issues to enable the Committee to make its decision on this matter. The information provided will become part of the public record. Every attempt should be made to file your submission five days prior to the Public Hearing date.

**IF YOU WISH TO BE NOTIFIED** of the Committee's decision, you must make a written request to the Secretary-Treasurer at the address below. Only the applicant, the Minister or a specified person or public body that has an interest in the matter may appeal the decision to the Ontario Land Tribunal. A "specified person" does not include an individual or a community association.

**ADDITIONAL INFORMATION** regarding these applications is available online at [Ottawa.ca/CommitteeofAdjustment](https://ottawa.ca/CommitteeofAdjustment), by navigating to "Public Hearings" and selecting the Panel 1 agenda under the applicable Hearing date. The website also contains additional information about the mandate of the Committee and its processes.

DATED: April 18, 2023



**Committee of Adjustment**

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[Ottawa.ca/CommitteeofAdjustment](https://ottawa.ca/CommitteeofAdjustment)  
[cofa@ottawa.ca](mailto:cofa@ottawa.ca)

## **Annex A - Public Participation Details**

### **Remote Participation – Committee Members, Staff and General Public**

Although in-person Committee of Adjustment hearings have been postponed until further notice, there are several ways in which the general public can participate in this electronic hearing.

The chosen technology for this hearing is Zoom (<https://zoom.us/>) which allows for participation by computers and mobile devices. To reduce the number of participants in the electronic hearing and to allow for a more efficient process, the general public will be asked to participate by viewing the webcast via the Committee of Adjustment YouTube channel. For more information, visit [Ottawa.ca/CommitteeofAdjustment](https://Ottawa.ca/CommitteeofAdjustment)

**Submit comments in writing:** submit comments in writing, by email, to [cofa@ottawa.ca](mailto:cofa@ottawa.ca). Comments received **by noon (12 p.m.) the Monday before the hearing** will be provided to Committee Members prior to the hearing. Comments received after this time will be forwarded to Committee Members as soon as possible but may not be received by Committee Members prior to the hearing.

**Submit verbal comments in advance of the hearing (Prior to noon (12 p.m.) the Monday before the hearing)** you may call the Coordinator to have comments transcribed (contact details below).

**Register to Speak at the Committee Hearing prior to 4 p.m. the Monday before the hearing**, by phone or e-mail by contacting the Coordinator (contact details below). Details for those wishing to make visual presentations to the Committee can be provided to you upon request, by email.

Upon receipt of your registration to speak at the hearing, delegates will be provided the Zoom hearing details and password prior to the hearing.

For more information, please contact the Coordinator by e-mail at [cofa@ottawa.ca](mailto:cofa@ottawa.ca) or (613) 580-2436.