

**NOTICE OF HEARING**  
Pursuant to the Ontario *Planning Act*

**Minor Variance Application**

**Panel 1**  
**Wednesday, June 21, 2023**  
**1 p.m.**

**Ben Franklin Place, Main Floor Chamber, 101 Centrepointe Drive**  
**and by videoconference**

**Owners within 60 metres of the property address below are receiving this notice in case they want to comment on the application(s) and/or participate at the hearing.**

The hearing can also be viewed on the Committee of Adjustment [YouTube](#) page.  
*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 72 hours before the hearing.*

**File No:** D08-02-23/A-00113  
**Application(s):** Minor Variance under section 45 of the *Planning Act*  
**Owners/Applicants:** Kristin Macrae and Scott French  
**Property Address:** 26 Willard Street  
**Ward:** 17 - Capital  
**Legal Description:** Part of Lots 9 and 10, West Willard Street, Plan 116  
**Zoning:** R3P [487]  
**Zoning By-law:** 2008-250

**APPLICANT'S PROPOSAL AND PURPOSE OF THE APPLICATION:**

The Owners want to construct a one-storey addition at the rear (northwest corner) of their detached dwelling, replacing an existing covered porch, as shown on plans filed with the Committee.

**REQUESTED VARIANCE:**

The Owners require the Committee's authorization for a Minor Variance from the Zoning By-law to:

- a) permit a reduced total interior side yard setback of 1.37 metres, with one side being 0.49 metres, whereas the By-law requires a minimum total interior side yard setback of 1.8 metres with no side less than 0.6 metres.

- b) Permit a reduced front yard setback of 2.07 metres, whereas the By-law requires a minimum front yard setback of 3.0 metres.

**IF YOU DO NOT PARTICIPATE** in the hearing, it may proceed in your absence, and you will not receive any further notice of the proceedings.

**IF YOU WANT TO BE NOTIFIED OF THE DECISION** following the hearing, and of any subsequent appeal to the Ontario Land Tribunal, submit a written request to the Committee.

**FOR MORE INFORMATION** about this matter, contact the Committee (see contact information below, including email address, telephone number, website and QR code).

### **ALL SUBMITTED INFORMATION BECOMES PUBLIC**

In accordance with the [Planning Act](#), the [Municipal Act](#) and the [Municipal Freedom of Information and Protection of Privacy Act](#), a written submission to the Committee of Adjustment is considered public information and can be shared with any interested individual. Information you choose to disclose in your correspondence, including your personal information, will become part of the public record, and shared with Committee Members, the Applicant(s) or their agent, and any other interested individual.

### **HOW TO PARTICIPATE**

**Submit written or oral comments before the hearing:** Email your comments to [cofa@ottawa.ca](mailto:cofa@ottawa.ca) at least 24 hours before the hearing to ensure they are received by the panel adjudicators. You may also call the Coordinator at 613-580-2436 to have your comments transcribed.

**Register to Speak at the hearing at least 24 hours before** by contacting the Committee Coordinator at 613-580-2436 or at [cofa@ottawa.ca](mailto:cofa@ottawa.ca). You will receive details on how to participate by videoconference. If you want to share a visual presentation, the Coordinator can provide details on how to do so. Presentations are limited to five minutes, and any exceptions are at the discretion of the Chair.

Hearings are governed by the Committee of Adjustment's [Rules of Practice and Procedure](#) accessible online.

## COMMITTEE OF ADJUSTMENT

The Committee of Adjustment is the City of Ottawa's quasi-judicial tribunal created under the Ontario [Planning Act](#). Each year, it holds hearings on hundreds of applications under the *Planning Act* in accordance with the Ontario [Statutory Powers Procedure Act](#), including consents to sever land and minor variances from the zoning requirements.

DATED: June 6, 2023



*Ce document est également offert en français.*

**Committee of Adjustment**  
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