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April 09, 2024

Committee of Adjustment  
City of Ottawa  
101 CentrepoinTE Drive, 4<sup>th</sup> Floor  
Ottawa, ON K2G 5K7

**RE: Consent / Severance Applications**  
**944 Woodroffe Ave, Ottawa, ON K2A 3R7**

**Committee of Adjustment**  
Received | Reçu le  
**2024-04-24**  
City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

Dear Committee Members,

Bing Professional Engineering Inc. (BPEI) has been retained by the property owner of 944 Woodroffe Avenue to prepare and submit Consent / Severance Applications to the Committee of Adjustment. The intent of the applications is to sever the subject land into two (2) parcels for two (2) long semi-detached dwellings development, and further sever front half units from rear half units of each of the two (2) long semi-detached dwellings. Upon an approval of the applications, four (4) lots will be created.

The following documents are provided in support of these applications:

- Cover Letter / Planning Rationale;
- Primary Consent / Severance Application form;
- Three (3) Secondary Consent / Severance Application forms;
- Parcel Abstract;
- Tree Information Report (TIR);
- Draft Reference Plan – 1 full-size copy and 1 reduced copy;
- Site Plan

A cheque representing applicable application fees will be delivered to the Committee of Adjustment at 101 CentrepoinTE Drive.

We trust that the enclosed documents are satisfactory for our applications. Please do not hesitate to contact our office should you have any questions.

Thank you for your consideration.

A handwritten signature in black ink, appearing to be 'Changhong Sun', written over a white background.

Yours sincerely,

2024-04-17

**Changhong (Chang) Sun**, OAA, LEED AP ® BD+C  
Architect

**1.0 SITE DESCRIPTION**

The subject property is located at 944 Woodroffe Ave., the north of Highway 417 between Georgina Drive and Highway 417. It is in the neighborhood of Whitehaven – Queenway Terrace North and Ward 7, the city of Ottawa. The surrounding area is a mix of residential development consisting of detached, semi-detached, PUD townhouse and long semi-detached dwellings. It is approximately 600m walking distance to Carling Avenue. D.Roy Kennedy Public School is located at the opposite side of Woodroffe Avenue.

The site has a lot area of approximately 945 m<sup>2</sup> (0.23 acre), an average depth of 46.77 m (153.4 ft), and a frontage of 20.30 m (66.6 ft) along Woodroffe Avenue. Currently, a single detached house is situated on site, fully serviced by municipal water, sanitary sewer and stormwater sewer.

Under Ottawa Zoning By-law 2008-250, the lot is zoned under R2G (Residential Second Density Zone, Subzone G), Infill Development, and Low-rise Residential Development within the Greenbelt. It is within the Inner Urban Transect in the City of Ottawa Official Plan (Schedule A), and within Evolving Neighbourhood Overlay (Schedule B2).

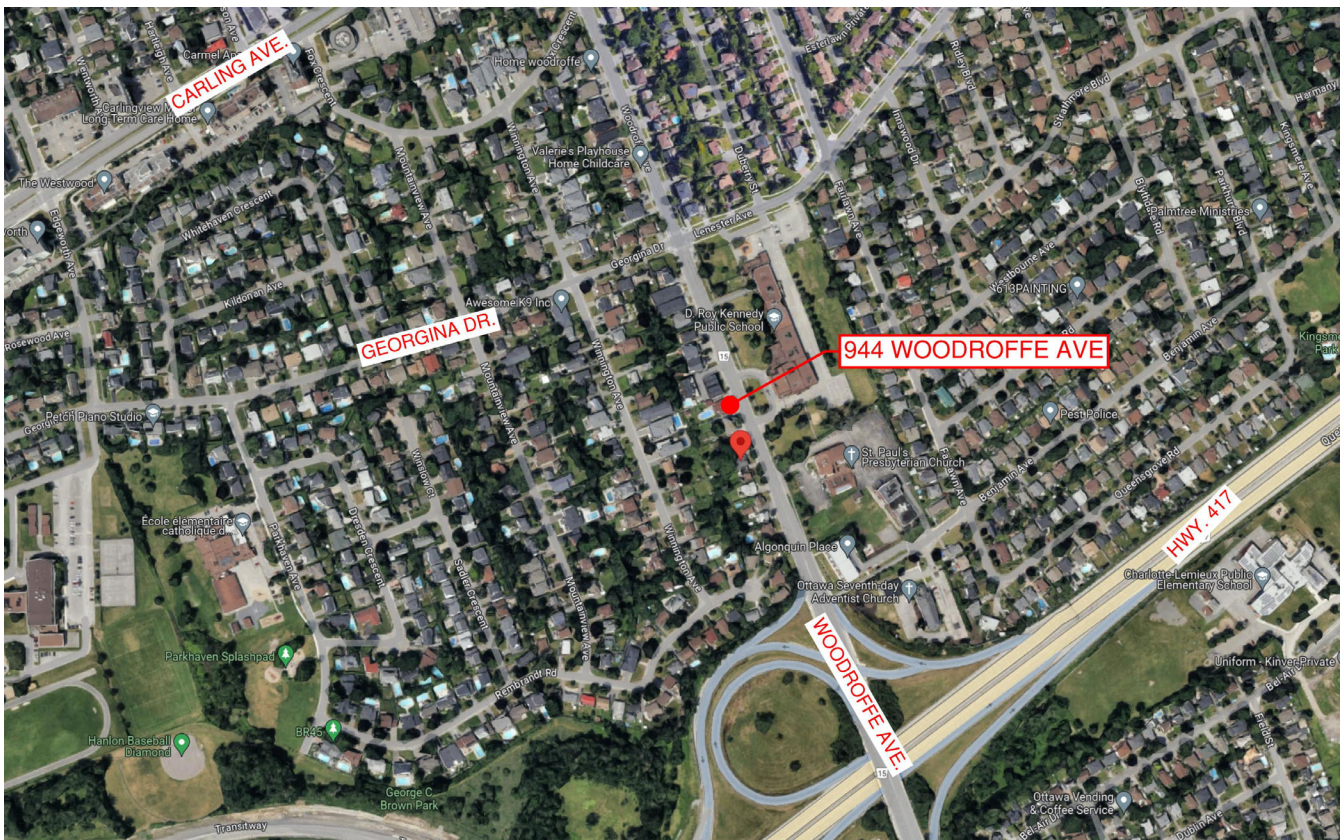


Figure 1: subject land on vicinity map



Figure 2: subject land in Official Plan / Schedule A - Transect Policy Areas

TRANSECT POLICY AREAS /  
 SECTEURS STRATÉGIQUES DU TRANSECT

- Downtown Core / Centre-ville
- Inner Urban / Urbain intérieur
- Outer Urban / Urbain extérieur
- Greenbelt / Ceinture de verdure
- Suburban / Suburbain
- Rural / Rural

TRANSIT

- O-Train and Station / O-Train et station
- Future O-Train / O-Train et station (futur)
- Transitway – grade separated / Transitway en site propre
- Transitway – at grade / Transitway – Voie à niveau
- Transfer Station / Station de correspondance
- Terminus Station / Station terminus



Figure 3: subject land in Official Plan / Schedule B2 - Inner Urban Transect

**TRANSECT POLICY AREA / SECTEUR STRATÉGIQUE DU TRANSECT**

Inner Urban / Urbain intérieur

**OVERLAYS / AFFECTATION SUPPLÉMENTAIRE**

Evolving Neighbourhood / Quartier en évolution

**DESIGNATIONS / DÉSIGNATIONS**

- Hub / Carrefour
- Corridor - Mainstreet / Couloir - Rue principale
- Corridor - Minor / Couloir - Rue principale mineure
- Mixed Industrial / Industrie Mixte
- Greenspace / Espace vert
- Neighbourhood / Quartier

**SPECIAL DISTRICTS / DISTRICTS PARTICULIERS**

- 1 Parliament and Confederation Boulevard / Parlement et boulevard de la Confédération
  - 2 ByWard Market / Marché By
  - 3 Rideau Canal / Canal Rideau
  - 4 Ottawa River Islands / Îles de la rivière des Outaouais
  - 5 Lansdowne
- Part of Special District within the City of Gatineau / Section du District Particulier en territoire de la Ville de Gatineau

**TRANSIT**

- O-Train Station / Station de l'O-Train
- Transfer Station / Station de correspondance
- Transitway Station / Station du Transitway

## 2.0 PROPOSAL

### 2.1 Consent to Sever

The proposed severance is to demolish the existing detached house, firstly sever the property to two (2) parcels to build one (1) long semi-detached dwelling on each severed lot and retained lot, secondly and thirdly sever the front half units from the rear half units of each long semi-detached dwelling. Thus, four (4) lots are be created, with two (2) additional dwelling units on each lot. A new reciprocal Right of Way is to be established, as a shared driveway between the two long semi-detached dwellings, to provide an access from Woodroffe Avenue to the rear yard for parking, garbage storage, and snow removal. Other new Right of Ways as Walkway as noted on the application forms are also to be registered among the front half units and rear half units of each long semi-detached dwelling to provide entrance accesses to each dwelling unit and access to the rear yards.

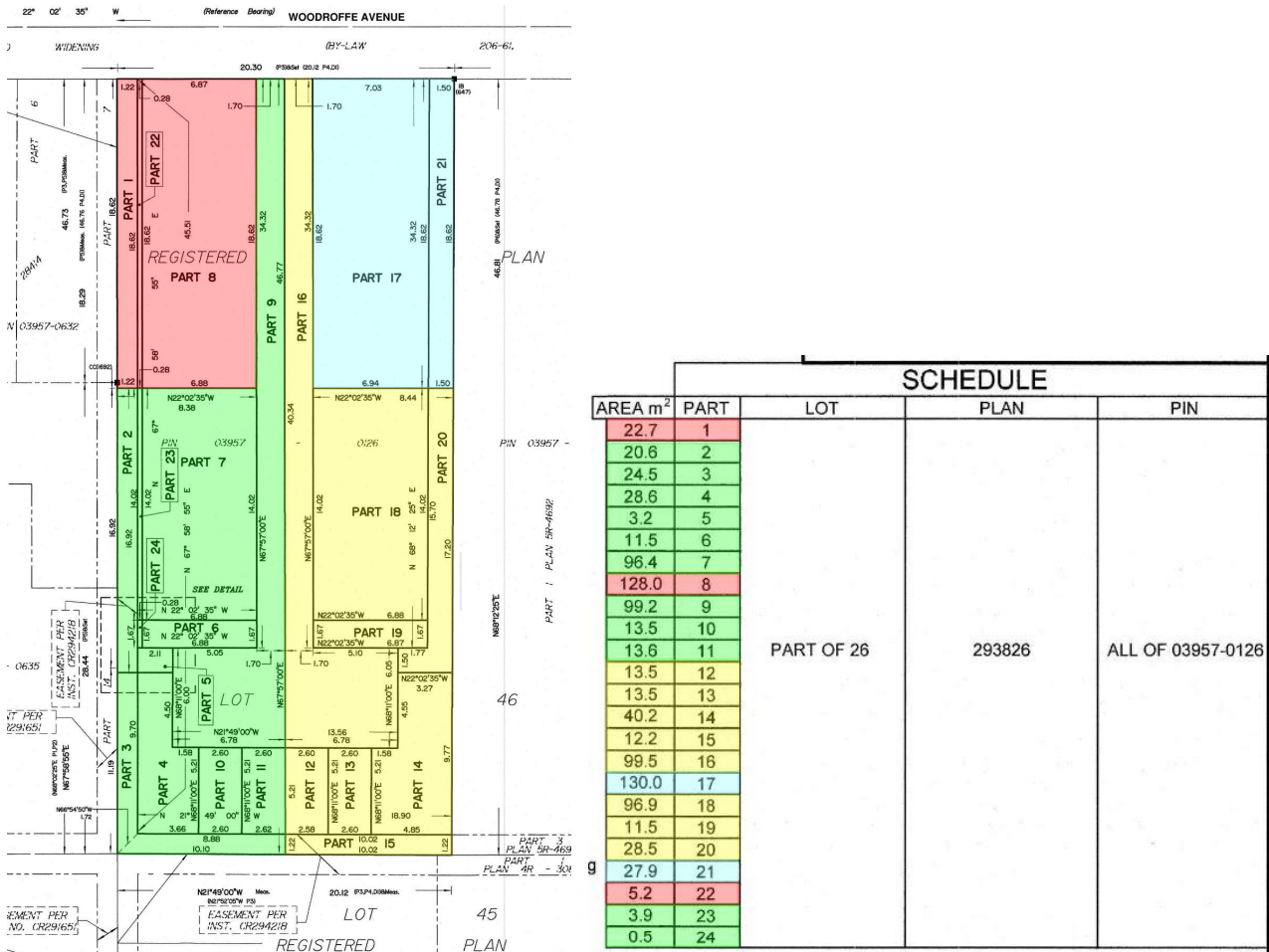


Figure 4: highlighted severed & retained parcels on Draft Reference Plan



Catch basins are proposed in the rear parking lot and the shared driveway to collect stormwater surface runoff within the four parcels. Tree Information Report (TIR) is enclosed in the applications.

Municipal services and utilities are available in close proximity to the subject property. There are an existing 406mm dia. watermain, 250mm and 900mm dia. sanitary sewers, and 600mm dia. stormwater sewer under Woodroffe Ave. fronting the property. The proposed each half long semi-detached dwelling is planned to be separately connected to the existing city water and sewer lines.

### **3.0 PLANNING POLICY and REGULATORY FRAMEWORK**

#### **3.1 Provincial Policy Statement**

The **2020 Provincial Policy Statement (PPS)** provides policy direction on land use planning for provincial interest. The proposed severances are consistent with PPS policies that aim to promote efficient development patterns and ensure effective use of infrastructure and public service facilities.

In accordance with PPS definition and given that the subject land is inside the City of Ottawa's Urban Boundary as illustrated in Fig. 2, the subject land is considered a Settlement Area. The proposed severances, and future long semi-detached dwellings promote transit-supportive development, and increase a supply and range of housing options through intensification, redevelopment and compact form.

The following policies from PPS are in support of this proposal:

- Policy 1.1.3 Settlement Areas are urban areas and rural settlement areas, and include cities, towns, villages and hamlets.*
- Policy 1.1.3.1 Settlement areas shall be the focus of growth and development.*
- Policy 1.1.3.2 Land use patterns within settlement areas shall be based on density and a mix of land uses which:*
- a) efficiently use land and resources;*
  - b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
  - f) are transit-supportive, where transit is planned, exists or may be developed;*



- Policy 1.1.3.3. Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where it can be accommodated taking into account existing building stock or areas, including brownfield sites, and availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.*
- Policy 1.1.3.4. Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.*
- Policy 1.1.3.6. New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mixes of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.*

The following policies from PPS Section 1.4 are specifically in support of residential intensification:

- Policy 1.4.3. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*
- b). permitting and facilitating:
    - 2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3.**
  - d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;*
  - e) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations; and*
  - f) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilities compact form, while maintaining appropriate levels of public health and safety.*



The following policies from PPS Section 1.6 support intensification to optimize the use of municipal services, provided system capacity exists:

- Policy 1.6.6.2*      *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.*
- Policy 1.6.6.6*      *Subject to the hierarchy of services provided in policies 1.6.6.2., 1.6.6.3, 1.6.6.4 and 1.6.6.5, planning authorities may allow lot creation only if there is confirmation sufficient reserve sewage system capacity and reserve water system capacity within municipal sewage services and municipal water services or private communal sewage services and private communal water services. The determination of sufficient reserve sewage system capacity shall include treatment capacity for hauled sewage from private communal sewage services and individual on-site sewage services.*

### **3.2 City of Ottawa Official Plan**

The **Official Plan (OP)**, approved in November, 2022, identifies land use priorities in the City's Strategic Plan in compliance with the City's goals, objectives and policies to guide growth and manage physical change to 2046.

The City of Ottawa is projected to grow by 402,000 people from 2018 to 2046, requiring 194,800 new private households. Section 2. Strategic Directions of the OP sets up the Big Policy Move #1 to direct residential intensification and diversifying housing options within existing built-up urban area, especially towards Hubs, Corridors and surrounding Neighbourhoods, to support an evolution towards 15-minute neighbourhoods.

Section 3 of the OP outlines Growth Management Frame. The following excerpts from Section 3. are in support of this proposal:

*It identifies that '... most growth will occur within the urban area of the city, with a majority of residential growth to be within the built-up area through intensification, increasing over time during the planning horizon...'*

*Policy Intent:*

- *To provide an appropriate range and mix of housing that considers the geographic distribution of new dwelling types and/or sizes to 2046;*





- *To prioritize the location of residential growth to areas with existing municipal infrastructure, including piped services, rapid transit, neighbourhood facilities and a diversity of commercial services;*

### 3.2 *Support Intensification*

*This Plan allocates 47 per cent of city-wide dwelling growth to the built-up portion of the urban area and 46 per cent of city-wide dwelling growth to the greenfield portion of the urban area. Growth within the built-up portion of the urban area represents 51 per cent of urban area growth from 2018 to 2046. Intensification will support 15-minute neighbourhoods by being directed to Hubs and Corridors, where the majority of services and amenities are located, as well as the portions of Neighbourhoods within a short walk to those Hubs and Corridors.*

Section 4. City-Wide Policies of the OP provide supportive policies on the residential intensification and diversification as follows:

### 4.2 *Housing*

*... As the city grows and changes with a larger population, more different types of housing will be needed. This includes housing units of different sizes and forms, some of which might not be common in Ottawa today...*

*... The Official Plan strives to facilitate a diversity of housing options for both private ownership and rental...*

#### 4.2.1. *Enable greater flexibility and adequate supply and diversity of housing options throughout the city*

- 1) *A diverse range of flexible and context-sensitive housing options in all areas of the city shall be provided through the Zoning By-law by:*
  - b) *Promoting diversity in unit sizes, densities and tenure options within neighbourhoods including diversity in bedroom count availability;*
  - c) *Permitting a range of housing options across all neighbourhoods to provide the widest possible range of price, occupancy arrangements and tenure;*
- 2) *The city shall support the production of a missing middle housing range of mid-density, low-rise multi-unit housing, in order to support the evolution of healthy walkable 15-minute neighbourhoods by:*



- a) *Allowing housing forms which denser, small-scale, of generally three or more units per lot in appropriate locations, with lot configurations that depart from the traditional lot division and put the emphasis on the built form and the public realm, as-of-right within the Zoning By-law;*
- b) *Allowing housing forms of eight or more units in appropriate locations as-of-right within the Zoning By-law; and*
- c) *In appropriate locations allowing missing middle housing forms while prohibiting lower-density typologies near rapid-transit stations within the zoning By-law.*

*Definition*

*Missing Middle Housing:*

*In Ottawa's context and for the purposes of this Plan, missing middle housing generally refers to low-rise, multiple unit residential development of between three and sixteen units, or more in the case of unusually large lots and for the lower-density types is typically ground oriented.*

4.2.4.1) *The City recognizes that many individuals may not constitute nor form part of a household and any may rely on long-term housing other than the traditional dwelling unit. The city shall enable the provision of housing options for such individuals through the implementing Zoning By-law, as follows:*

- a) *Permitting, in any zone where residential uses are permitted, alternative, cooperative or shared accommodation housing forms serving individuals for whom an entire dwelling unit is unnecessary, unaffordable or inappropriate including:*
  - i) *Rooming houses;*
  - ii) *Retirement homes;*
  - iii) *Residential care facilities;*
  - iv) *Purpose-built student housing;*
  - v) *Group homes; and*
  - vi) *Other long-term housing forms that serve the needs of individuals not forming part of a household*

The subject land is located within Inner Urban Transect in Schedule A (figure 2) and an Evolving Neighbourhood Overlay in Schedule B2 (figure 3). The following excerpts from Section 5 Transects of the OP further support the proposed severances, long semi-detached dwellings in the Inner Urban Transect and Evolving Neighbourhood Overlay:



## 5.2 Inner Urban Transect

- 5.2.1.3) *The inner Urban Transect is generally planning for mid-to-high density development, subject to:*
- a) *Proximity and access to frequent street transit or rapid transit;*
- 5.2.1.4) *The inner Urban Transect shall continue to develop as a mixed-use environment, where:*
- a) *Hubs and a network of Mainstreets and Minor Corridors provide residents with a full range of services within a walking distance from home, in order to support the growth of 15-minute neighbourhoods;*
  - e) *Increases in existing residential densities are supported to sustain the full range of services noted in Policy a).*
- 5.2.2 *Prioritize walking, cycling and transit within, and to and from, the Inner Urban Transect.*
- 5.2.4 *Provide direction to the Neighbourhoods located within the Inner Urban Transect*
- 1).a) *Allows and supports a wide variety of housing types with a focus on missing-middle housing, which may include new housing types that are currently not contemplated in this Plan;*
  - c) *Provides for a low-rise built form, by requiring in Zoning a minimum built height of 2 storeys, generally permitting 3 storeys, and where appropriate, will allow a built height of up to 4 storeys to permit higher-density low-rise residential development;*
  - e) *In appropriate locations, to support the production of missing middle housing, lower-density typologies may be prohibited.*

## 5.6 Overlays

*The Evolving overlay is applied to areas in close proximity to Hubs and Corridors to signal a gradual evolution over time that will see a change in character to support intensification, including guidance for a change in character from suburban to urban to allow new built forms and more diverse functions of land.*

- 5.6.1.1 *Provide built form direction for the urban area where intensification is anticipated to occur*



1) *The Evolving Overlay will apply to areas that are in a location or at stage of evolution that create the opportunity to achieve an urban form in terms of use, density, built form and site design. These areas are proximate to the boundaries of Hubs and Corridors as shown in the B-series of schedules of this Plan. The Evolving Overlay will be applied generally to the properties that have a lot line along a Minor Corridor; lands 150 meters from the boundary of a Hub or Mainstreet designation; and to lands within a 400-metre radius of a rapid transit station. The Overlay is intended to provide opportunities that allow the City to reach the goals of its Growth Management Framework for intensification through the Zoning By-law, by providing:*

*b) Allowance for new building forms and typologies, such as missing middle housing;*

### **3.3 City of Ottawa Zoning By-law (2008-250) Consolidation**

The subject land is zoned R2G (Residential Second Density Zone, Subzone G). The purpose of the R2-Residential Second Density Zone is to:

- (1) restrict the building form to detached and two principal unit buildings in areas designated as General Urban Area in the Official Plan;
- (2) allow a number of other residential uses to provide additional housing choices within the second density residential areas;
- (3) permit ancillary uses to the principal residential use to allow residents to work at home;
- (4) regulate development in a manner that is compatible with existing land use patterns so that the detached and two principle dwelling, residential character of a neighbourhood is maintained or enhanced; and
- (5) permit different development standards, identified in the Z subzone, primarily for areas designated as Developing Communities, which promote efficient land use and compact form while showcasing newer design approaches.

Under R2G, long semi-detached dwelling with additional dwelling units is permitted with compliance with applicable Zoning By-law provisions. Table 1 provides a Zoning By-law analysis for the proposed two (2) long semi-detached dwelling development in compliance with applicable Bylaw Provisions.



**Table 1 – Zoning Compliance for Long Semi under R2G**

Zoning Provision	R2G Subzone Requirement for Long Semi	Severed Lot Provided	Retained Lot Provided	Compliance
Minimum Lot Width	10 m	10.23 m	10.07 m	Yes
Minimum Lot Area	300 m <sup>2</sup>	474 m <sup>2</sup>	471 m <sup>2</sup>	Yes
Maximum Building Height	8 m	7.9 m	7.9 m	Yes
Minimum Front Yard Setback	4.5 m	4.6 m	4.6 m	Yes
Minimum Interior Yard Setback	3 m total; 1.2 m for one side yard	3.2 m total; 1.7 m & 1.5 m	3.2 m total; 1.7 m & 1.5 m	Yes
Minimum Rear Yard Setback	14.05 m	14.17 m	14.17 m	Yes
Minimum Soft Landscaped Area at Front Yard	30 %	47.3 %	47.3 %	Yes
Maximum Parking Area @ Rear Yard	70 %	48.6 %	48.6 %	Yes
Minimum Parking Space	4	4	4	Yes
Minimum Lot Width of Pole Portion	1.7 m	1.7 m	1.7m	Yes

**4.0 SUMMARY OF OPINION**

**4.1 Consent / Severance Applications**

It is the professional opinion of BPEI that the proposed four (4) Consent / Severance Applications (Primary and Secondaries) at 944 Woodroffe Avenue represent good land use planning and is appropriate for the site for the following reasons:

- The proposed Consent / Severance Applications support and are consistent with the 2020 Provincial Policy Statement;
- The proposed Consent / Severance applications conform with the land use designations and the policies in the City of Ottawa Official Plan (2022); and



- The proposed Consent / Severance applications comply with the general intent and purpose of the City of Ottawa Zoning By-law (2008-250).

The proposed severances meet the criteria established under Subsection 51(24) of the Ontario **Planning Acts** as follows:

- a) ***The effect of development of the proposed subdivision on matters of provincial interest;***  
The proposed Consent / Severance Applications are consistent with the policies of the Provincial Policy Statement 2020 by redevelopment of existing Settlement Area with new residential development in close proximity to existing main street, public transit, municipal infrastructure and facilities. It will provide new and more residential types in compact form that would contribute to the housing options in the neighbourhood, and allow for intensification of lands within urban area.
- b) ***Whether the proposed subdivision is premature or in the public interest;***  
The proposed Consent / Severance Applications are in the public interest in that it would create additional lots for more residential development in an evolving neighbourhood to accommodate the population growth. It is not premature as the proposed residential type, i.e. long semi-detached dwelling, already exists in the neighbourhood close to the subject land, such as 847 Woodroffe Avenue and 866 Woodroffe Avenue. The proposed development will retain a low-rise character of the neighbourhood with a higher density.
- c) ***Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;***  
The proposed Consent / Severance Applications conform to Strategic Directions of the City of Ottawa Official Plan and its policies for Inner Urban Transect and evolving neighbourhood by providing more residential units in an existing built-up area within capacities of existing municipal infrastructure and public transits. The proposed long semi-detached dwelling development in a compact form will increase a diversity of housing options and a supply of missing middle housing in the neighbourhood.
- d) ***The suitability of the land for the purposes for which it is to be subdivided;***  
The property to be severed is fronting Woodroffe Avenue. Along Woodroffe Avenue close to the subject land, a diversity of low-rise housing types is of presence, comprised of detached dwellings, semi detached dwellings, long semi-detached dwellings, townhouses and townhouses in PUD, some of which are on a lot smaller and narrower than the new lots after the subject lot is to be severed. Therefore, the proposed severances and long semi-detached dwelling development are suitable for the existing neighbourhood.
- d.1) ***If any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;***



The proposed two (2) long semi-detached dwellings are planned for rental units in a compact form that will provide a new house option in the existing evolving neighbourhood for individuals who may not constitute nor form part of a form part of a household and any may rely on long-term housing other than the traditional dwelling unit. It will help to increase and sustain an affordable rental supply.

- 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;***

No highways are proposed in the Consent to Sever Applications.

- f) *The dimensions and shapes of the proposed lots;***

The severed and retained lots have a regular rectangle shape as other lots in the neighbourhood. The areas and widths of the new lots are more than the minimum requirements for long semi-detached dwelling under R2G subzone.

- 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;***

Existing Hydro easement will continue existence through the severed and retained lots. One of new Right of Way is to be registered at mid of the existing property to create an access to the rear yard for parking, garbage storage and snow removal. The other new Right of Ways are to provide accesses to each unit entrance and the rear yard.

- h) *Conservation of natural resources and flood control;***

The subject lot is not within a flood plain.

- i) *The adequacy of utilities and municipal services;***

The severed lot and retained lot will be fully serviced by existing utilities and municipal services.

- j) *The adequacy of school sites;***

Several schools are in close proximity to the subject site, including both elementary and secondary schools across public and French school boards, i.e. D. Roy Kennedy Public School at opposite side of Woodroffe Avenue, Ecole elementaire catholique d'enseignement personalize Edouard-Bond and Woodroffe High School within a 15-minute walking distance (1.2 km).

- k) *The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;***

Except the existing Hydro easement, no lands are proposed to be dedicated for public purposes.



**BING Professional Engineering Inc.**

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- l) The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and**  
Existing power infrastructure is to be utilized and extended to the severed and retained lots as energy supply.
- 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).**  
Site Plan Control approval is not required.

In conclusion, it is the professional opinion of BPEI that the Consent / Severance Applications to support the proposed long semi-detached dwelling development at 944 Woodroffe Avenue represent good planning and are in the public interest.

Yours truly,

2024-04-17

**Changhong (Chang) Sun**  
Architect, OAA, LEED AP® BD+C

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