

2024-11-14

City of Ottawa | Ville d'Ottawa  
Comité de dérogation



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 2**

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 1880 Kilborn Avenue  
 Legal Description: Lot 5, Registered Plan 799  
 File No.: D08-02-24/A-00267  
 Report Date: November 14, 2024  
 Hearing Date: November 19, 2024  
 Planner: Penelope Horn  
 Official Plan Designation: Outer Urban Transect, Neighbourhood  
 Zoning: R1O

**REQUESTED VARIANCE**

The Applicants require the Committee’s authorization for a minor variance from the Zoning By-law as follows:

- a) To permit zero parking spaces ~~whereas the By-law requires a minimum of one parking space~~ in the attached garage and to allow a front yard parking space located in the existing driveway.

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **has no concerns with** the application.

**DISCUSSION AND RATIONALE**

Staff have reviewed the subject minor variance application against the “four tests” as outlined in Section 45 (1) of the *Planning Act*, R.S.O. 1990 c. P.13, as amended. Staff are satisfied that the requested minor variance meets the “four tests”.

1880 Kilborn is zoned Residential First Density and is in Area B on Schedule 1A of the Zoning By-law that requires one parking space per dwelling unit. This parking space is currently located in the attached garage, which the applicant intends to convert into an additional dwelling unit. Staff are supportive of the proposal to introduce an additional dwelling unit to a residential property, in a manner that preserves all of the existing soft

landscaping on the site. The conversion of the garage into living space means the loss of the legal parking space and a variance to allow front yard parking is required. No changes to the driveway are proposed as a result of the application. While Staff typically raise concerns when front yard parking is proposed, not every situation can be contemplated in the Zoning By-law. In this case, the front wall of the garage is approximately nine metres from the front property line and another five metres to the edge of the road. This distance reduces the visual impact of the single front yard parking space and the front yard parking space adheres to the minimum dimensions of a parking space outlined in the Zoning By-law.

This proposal is an example of gentle intensification in the Outer Urban Transect, respecting existing suburban neighbourhood characteristics, by repurposing a portion of the existing building.

## ADDITIONAL COMMENTS

### Infrastructure Engineering

The **Planning, Development and Building Services Department** will do a complete review of grading and servicing during the building permit process.

### Planning Forestry

Through pre-consultation, it was confirmed that no trees would be impacted by the proposed changes to the building.

The existing trees on site must be protected through construction by implementing the [Tree Protection Specifications](#), to ensure no encroachment into the Critical Root Zone.



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Penelope Horn  
Planner I, Development Review All Wards

Planning, Development and Building  
Services Department



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Wendy Tse  
Planner III (A), Development Review All  
Wards

Planning, Development and Building  
Services Department