

2024-12-05



MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 1

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

---

Site Address:	28 Gwynne Avenue
Legal Description:	Part of Lots 2 & 3 (West Gwynne Avenue), Registered Plan 111
File No.:	D08-02-24/A-00283
Report Date:	December 5, 2024
Hearing Date:	December 11, 2024
Planner:	Penelope Horn
Official Plan Designation:	Inner Urban Transect, Neighborhood, Evolving Overlay
Zoning:	R1QQ

---

### DEPARTMENT COMMENTS

The Planning, Real Estate and Economic Development Department **has some 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 not satisfied that the requested minor variance meets the “four tests”.

The subject site is zoned R1QQ within the Mature Neighbourhoods Overlay, and is subject to the Streetscape Character Analysis. The analysis identified that the subject lot is part of Character Group A, where front-facing attached garages are not permitted. Staff have some concerns regarding the requested front-facing attached garage. In this transect, the Official Plan prioritizes the built-form relationship with the public realm through emphasis on front entrances and windows. It directs parking to be hidden from the view of the public realm, so as to reduce the dominance of the automobile on the streetscape. While staff appreciate that the proposed garage is set back from the front lot line, it still renders the principal entrance of less importance and may contribute to the dominance of the automobile within this neighbourhood.

### 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.
- At the time of building permit application, a grading/servicing plan prepared by a Professional Engineer, Ontario Land surveyor or a Certified Engineering Technologist will be required.
- Any proposed works to be located within the road allowance requires prior written approval from the Infrastructure Services Department.
- The surface storm water runoff including the roof water must be self contained and directed to the City Right-of-Way, not onto abutting private properties as approved by **Planning, Development and Building Services Department**.
- A private approach permit is required for any access off of the City street.
- Existing grading and drainage patterns must not be altered.
- Existing services are to be blanked at the owner's expense.
- Service lateral spacing shall be as specified in City of Ottawa Standard S11.3.
- In accordance with the Sewer Connection By-Law a minimum spacing of 1.0m is required between service laterals and the foundation face.
- Existing street sign to be relocated at the owner's expense.

### Planning Forestry

As shown in the TIR, the proposed design will impact 2 protected trees on site. There are no tree-related concerns with the requested variance.

Through the building and tree permit process, a tree planting plan must be provided to address the required number of compensation trees for those to be removed. Tree protection must be installed and maintained around all retained trees through the full duration of construction.

### Right of Way Management

The Right-of-Way Management Department has no **concerns** with the proposed minor variance application for the construction of a two-storey detached dwelling with a front facing garage.

However, the Owner shall be made aware that a Private Approach Permit is required to construct the new modified entrance.

Please contact the ROW Department for any additional information at [rowadmin@ottawa.ca](mailto:rowadmin@ottawa.ca) or visit the City webpage [Driveways | City of Ottawa](#) to submit a Private Approach application.



---

Penelope Horn  
Planner I, Development Review All Wards  
Planning, Development and Building  
Services Department



---

Erin O'Connell  
Planner III, Development Review All Wards  
Planning, Development and Building  
Services Department