

2025-01-30



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 1**

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

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Site Address: 137 Marquette  
Legal Description: Lot 119, Registered Plan M-27  
File No.: D08-02-24/A-00311  
Report Date: January 30, 2025  
Hearing Date: February 5, 2025  
Planner: Penelope Horn  
Official Plan Designation: Inner Urban Transect, Neighbourhood Designation  
Zoning: R4UA

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**DEPARTMENT COMMENTS**

The Planning, Real Estate and Economic Development 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 variances meet the “four tests”.

**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.
- Existing Catch Basin is not to be located within the driveway.
- 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.

## Planning Forestry

The TIR outlines tree protection measures and proposes the planting of one new tree on site, following construction.

No significant impacts are expected to the distinctive trees on site due to the proposed variance. Tree protection measures must be implemented in accordance with the TIR & the Tree Protection Specification.

## Transportation Engineering

Remove depressed curb at the existing driveway on Marquette Avenue and reinstate with full height curb to City standards. Or, if it is desirable for depressed curb to remain to facilitate rear bicycle parking and garbage, reduce the depressed curb width to 1.8 metres to avoid wider existing depressed curb being used for front yard parking.

Marquette Avenue along the site frontage is anticipated to undergo integrated road, sewer, and water renewal within the next 1-2 years. Construction coordination may be required with the City of Ottawa infrastructure project manager. Contact [frederic.lacasse@ottawa.ca](mailto:frederic.lacasse@ottawa.ca) to discuss road renewal plans and coordination.

## Right-of-Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. The Owner shall be made aware however, that a private approach permit is required to construct any new entrance, as well as to modify or close an existing entrance that becomes redundant. **As a result of the planned changes to the existing private approach, the Owner must contact the ROW Department for further information at [rowadmin@ottawa.ca](mailto:rowadmin@ottawa.ca).**



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