

2025-02-27



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

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 249 Shakespeare Street
Legal Description: Lot 336, Registered Plan 246
File No.: D08-02-25/A-00017
Report Date: February 27, 2025
Hearing Date: March 5, 2025
Planner: Penelope Horn
Official Plan Designation: Inner Urban Transect, Neighbourhood Designation
Zoning: R4UA

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 variance meets 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.

- Asphalt overlay would be required if three or more road-cuts proposed on City Right of way. This includes the road cut for blanking of existing services, and any other required utility cuts (ie, gas, hydro, etc.).
- 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, if required.

Planning Forestry

There are no tree-related concerns with the requested minor variance. The existing retaining wall along the boundary with 213 Tabor Ave should be considered as the tree protection fencing for the neighbouring tree and must be protected from damage during construction. Any impacts to the retaining wall would require that a TIR be provided.

The applicant should consider planting trees in the new soft landscaped areas, to enhance the site and contribute towards Ottawa's tree canopy goal.

Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. However, the Owner shall be made aware that a private approach permit is required to remove the approach along Tabor Avenue. After the removal, the curb and boulevard must be reinstated to City Standards. **Please contact the ROW Department for further information at rowadmin@ottawa.ca.**



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