

2025-03-27



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

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 319 Shakespeare Street
Legal Description: Lot 370 and Part of Lot 369, Registered Plan 246
File No.: D08-02-25/A-00086
Report Date: March 27, 2025
Hearing Date: April 2, 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.
- This property does not have frontage on a storm sewer.
- 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.
- The condition for rooftop storage included in a grading & drainage plan is requested due to a substantial increase in impervious area in comparison to the existing condition of the site. The proposed development is an ideal candidate for rooftop storage stormwater management as the current design already includes a flat roof.

Planning Forestry

There are no tree-related impacts associated with the requested variance. The Tree Planting Plan should be updated to recommend large-growing trees on site, as there is sufficient space & soil volume.

As per the TIR, the removal of the adjacent/boundary tree will require the neighbour's written consent, prior to issuance of a tree removal permit.

Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. From the plans, it looks like there is a plan to narrow the driveway. A Private approach permit is required to construct any newly created or modified driveway/approaches or close redundant approaches.

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

CONDITIONS

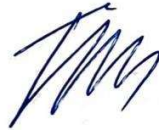
Section 45 (9) of the Planning Act gives authority to the Committee to impose conditions on permission applications.

The Department further requests that the following condition be imposed on the Minor Variance Application which would have to be satisfied prior to the issuance of a Building Permit, if approved:

1. That the Owner(s) provide proof that a grading and drainage plan including rooftop storage stormwater management, prepared by a qualified Civil Engineer, licensed in the Province of Ontario, has been provided to the satisfaction of the Manager of Development Review All Wards Branch within Planning, Development and Building Services Department, or their designate.



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



James Ireland
Planner III, Development Review All Wards
Planning, Development and Building
Services Department