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February 24, 2025

**Mr. Michel Bellemare**  
Secretary-Treasurer  
Committee of Adjustment  
101 Centrepointe Drive, Fourth Floor  
Ottawa, ON K2G 5K7

**RE: Minor Variance and Consent Applications  
1094 Normandy Crescent, Ottawa**

**Committee of Adjustment**  
Received | Reçu le  
**Revised | Modifié le : 2025-02-25**  
City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

Dear Mr. Bellemare,

Fotenn Planning + Design ("Fotenn") has been retained to act as agent on behalf of Lorenzo Cavaliere, the property owner of 1094 Normandy Crescent (the "subject site"), to submit concurrent Consent and Minor Variance applications to the Committee of Adjustment (enclosed).

The Consent application intends to sever the subject site into two (2) stand-alone parcels. As part of this application, we kindly request a Certificate for the Retained Lands.

The proposed Minor Variances are requested to permit reduced lot widths and interior side yard setbacks for the proposed development of both the severed and retained parcels with detached dwellings.

In addition to this Cover Letter and Planning Rationale, the following materials have been included as part of this submission:

- / Completed application forms (1 copy);
- / Draft Reference Plan (1 Full-size copy, 1 reduced copy);
- / Site Plan, prepared by Canterra Design + Build, dated February 12, 2025 (1 Full-size copy, 1 reduced copy);
- / Elevations, prepared by Canterra Design + Build, dated February 12, 2025 (1 Full-size copy, 1 reduced copy);
- / Streetscape Plan, prepared by Canterra Design + Build, dated February 12, 2025 (1 Full-size copy, 1 reduced copy);
- / Plan of Survey (1 Full-size copy, 1 reduced copy);
- / Bell Easement Deed CR649123 (1 copy);
- / Parcel Abstract Page (PIN) (1 copy);
- / Tree Information Report, prepared by Trillium Tree Experts, dated January 20, 2025 (1 copy);
- / Letters from neighbours in support of the proposed development; and,
- / A cheque made out to the City of Ottawa in the amount of \$7,906.00 (\$5,873.00 for the Combined Consent and Minor Variance application fee, \$1,763.00 for the Secondary Minor

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fotenn.com

**FOTENN**

Variance application fee, and \$270.00 for the Additional Certificate fee for the severed parcel).

Please contact the undersigned at [simpson@fotenn.com](mailto:simpson@fotenn.com) or [church@fotenn.com](mailto:church@fotenn.com) with any questions or requests for additional materials.

Sincerely,



Jillian Simpson, RPP MCIP  
Planner



Nico Church, RPP MCIP  
Senior Planner

## Background and Context

Fotenn Planning + Design (“Fotenn”) has been retained by Lorenzo Cavaliere (“the Owner”) to prepare this Cover Letter in support of the Consent and Minor Variance applications for the subject site municipally known as 1094 Normandy Crescent in the City of Ottawa.

The subject site, municipally known as 1094 Normandy Crescent, is located on the south side of Normandy Crescent in the Carleton Heights neighbourhood of the City of Ottawa (Figure 1). The subject site is comprised of an irregularly shaped lot with 16.5 meters of frontage on Normandy Crescent and a lot depth of approximately 61.9 metres. The total lot area is 1,024.8 square metres. The subject site currently contains a detached dwelling, with trees located in the front and rear yards. Overhead hydro wires are located along the front property line. A 1.2-metre wide easement (instrument no. CR649123) in favour of Bell is located along the rear and eastern edge of the subject site.



Figure 1: Subject site and surrounding context

The uses surrounding the subject site are as follows:

**North:** North of the subject site across Normandy Crescent are low-rise residential dwellings. Further north, across Meadowlands Drive, are the predominantly low-rise residential neighbourhoods of Rideauview and Courtland Park. Further north are Baseline Road and the Experimental Farm.

**East:** Immediately east of the subject site are the predominantly low-rise residential neighbourhoods of Carleton Heights and Rideauview which extend to the Rideau River. Across the Rideau River are Mooney’s Bay Beach and the Riverside Park neighbourhood, which is characterized by a mix of dwelling typologies, from low-rise single-detached dwellings to high-rise apartments.



**South:** The area immediately to the south of the subject site is characterized by low-rise residential dwellings with large rear yards, and some small-scale institutional uses with frontage on Fisher Avenue. This condition continues south towards the intersection of Fisher Avenue and Prince of Wales Drive, where some small-scale commercial uses are also present. Further south are the Rideau River, some low-rise dwellings, and industrial and large-scale commercial uses. Southeast of the subject site are the Hunt Club Woods, Revelstoke and Riverside Park South neighbourhoods, and the Ottawa International Airport.

**West:** Immediately west of the subject site are low-rise residential dwellings and the intersection of Normandy Crescent and Fisher Avenue. Across Fisher Avenue are an elementary school, a church and predominantly low-rise residential uses, with some mid-rise apartment buildings along Meadowlands Drive, within the Carleton Heights and Parkwood Hills neighbourhoods. This condition continues west to Merivale Road, which is characterized by large-scale retail uses.



Figure 2: Clockwise from top left: Looking south towards subject site; looking east towards Prince of Wales Drive; looking north across Normandy Crescent; looking west towards Fisher Avenue.

## 1.1 Application History

The property was subject to previous Minor Variance applications, approved by Committee of Adjustment in 2020, to permit a reduced lot width of 8.28 metres for two (2) parcels comprising the subject site's extents, whereas the By-law requires a minimum of 9 metres.

As the Consent approval has lapsed, a re-activation of the severance application is required. Through discussions with the surveyor, it was determined the lot widths should measure 8.15 metres to comply with the Zoning By-law definition of lot width. This concurrent Consent and Minor Variance application will address the revised lot width, and other variances as identified in this report.

## 2.0 Proposed Development

The Owner is proposing to subdivide the subject site into two separate parcels of land to create a new lot for residential development. As shown on the Site Plan in Figure 3 below, a new single-detached dwelling unit will be constructed on the retained lot, with a mirrored single-detached dwelling unit to be built on the severed lot. The proposed severance represents an opportunity to gently increase residential densities and broaden housing options in Ottawa's Carleton Heights neighbourhood.

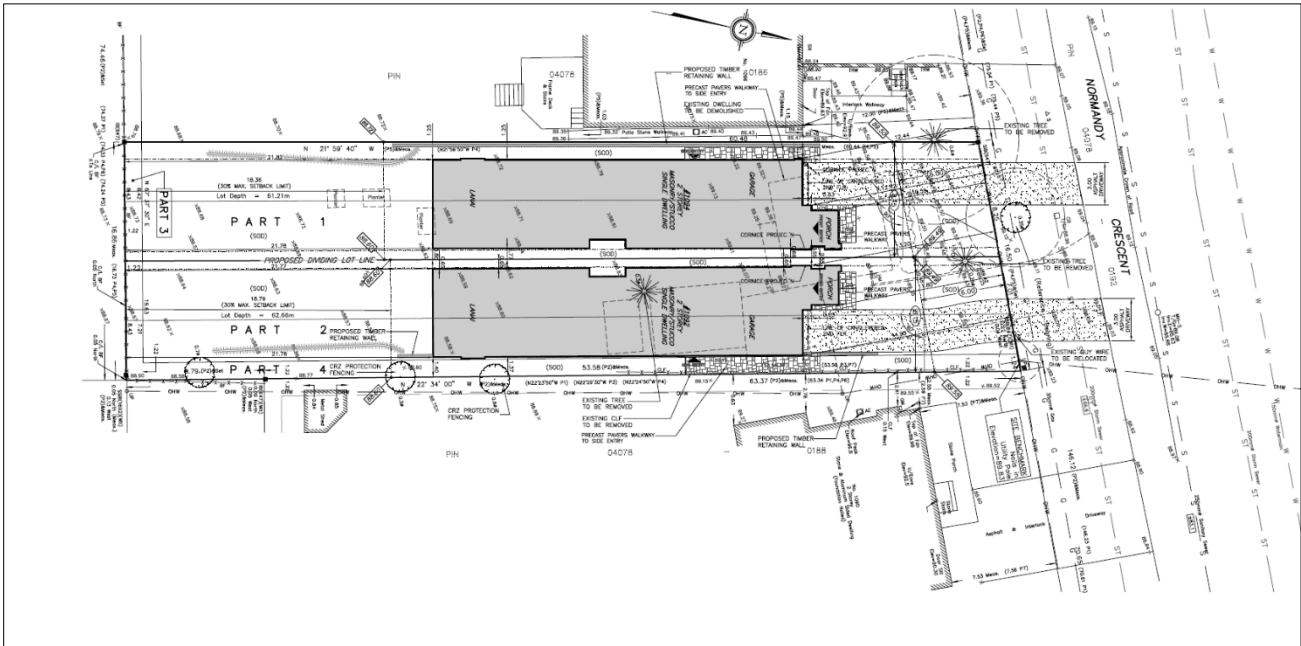


Figure 3: Site Plan of proposed severance and redevelopment.

### 2.1 Parking and Access

Each detached dwelling is proposed to include one (1) three-metre-wide asphalt driveway, with access from Normandy Crescent to the garage. A precast paver walkway is planned at front porch of each building and from the edge of the driveway and down the exterior side of the building to the side entry. The main entrance of each building fronts onto Normandy Crescent.

### 2.2 Built Form

As shown on Figure 4 and Figure 5, below, the proposed exterior design of each building features large windows on the front and rear façades, which offers natural daylight to the units and a well-lit public realm at night. Stone masonry and metal accenting is proposed for the front façade to provide variety and interest, and the side and rear elevations are proposed to be clad with stucco. Windows along the sides of the building are much smaller in size to improve privacy and minimize overlook to adjacent development.

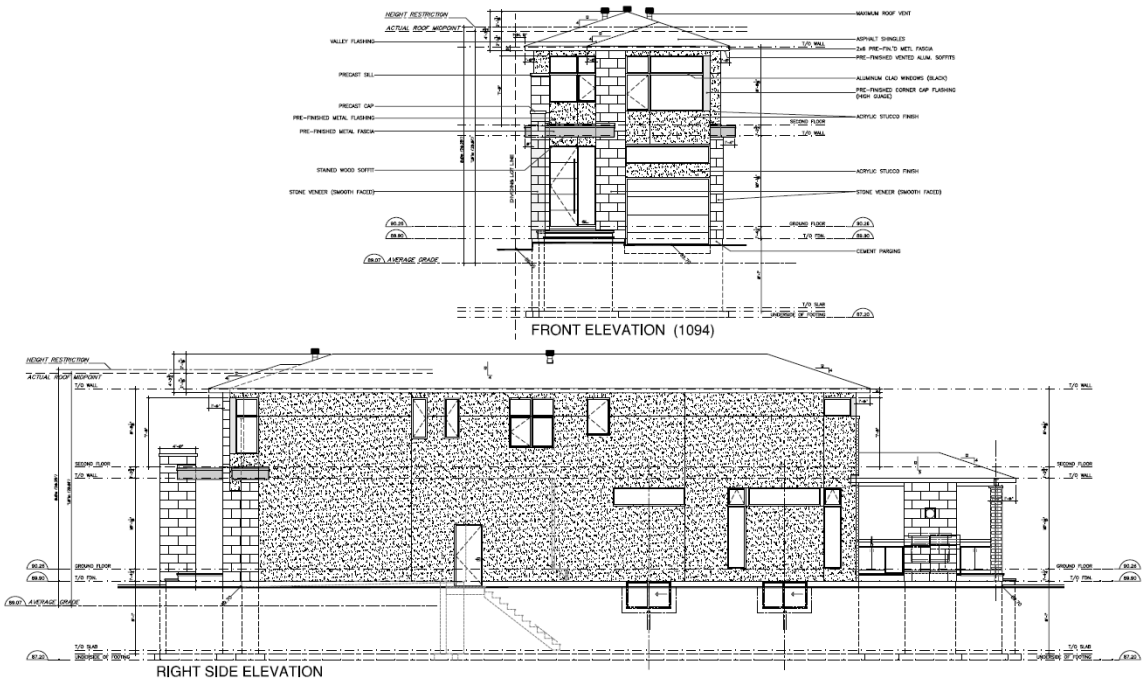


Figure 4: Front and Right-Side Elevations of 1094 Normandy Crescent (Building 1)

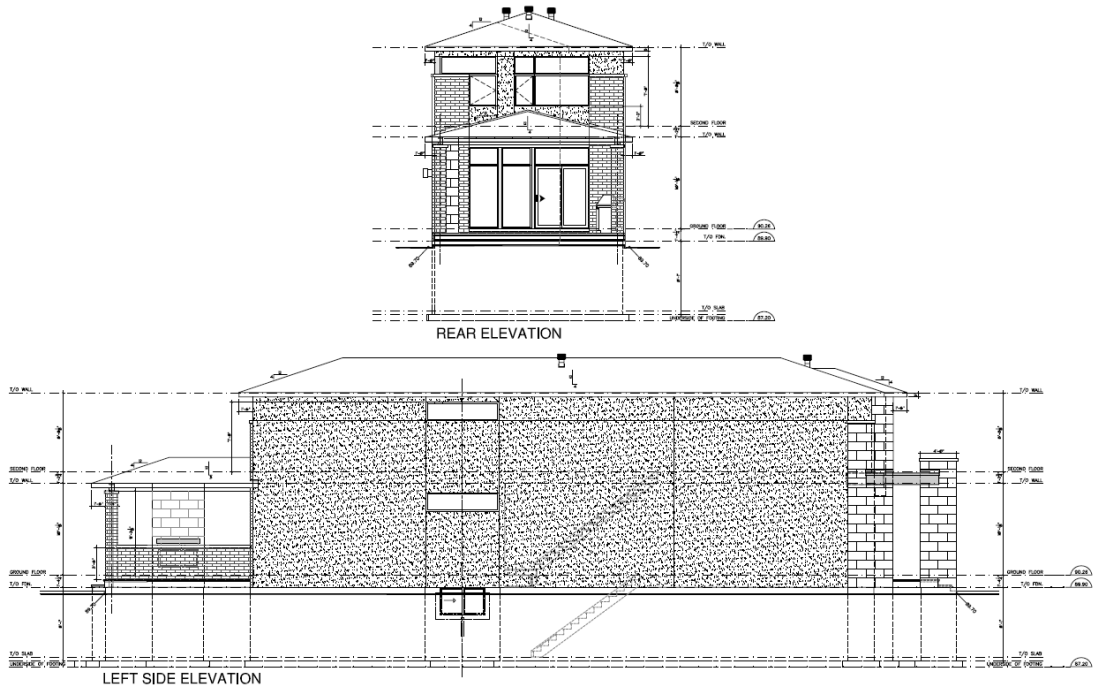


Figure 5: Proposed Rear and Left-Side Elevations of 1094 Normandy Crescent (Building 1)



### 2.3 Landscaping and Tree Conservation

Excluding the hardscaped driveway and walkway, the majority of the retained and severed parcels are proposed to include soft landscaping, with 55.2 square metres (retained) and 61.1 square metres (severed) in the front yards, and 182.6 square metres (retained) and 182.2 square metres (severed) in the rear yards.

A Tree Information Report, prepared by Trillium Tree Experts and dated January 20, 2025, confirms there are eight (8) existing trees on site (Figure 6 and Figure 7 below). Three (3) trees are proposed to be removed due to poor health and location within the footprint of the proposed development, and five (5) trees are to be retained with critical root zone protection fencing installed. The report proposes two (2) new 50-60mm trees at the front of each dwelling. Due to overhead hydro wires, smaller variety of trees are recommended, such as crabapple, ivory silk lilac, and/or serviceberry.

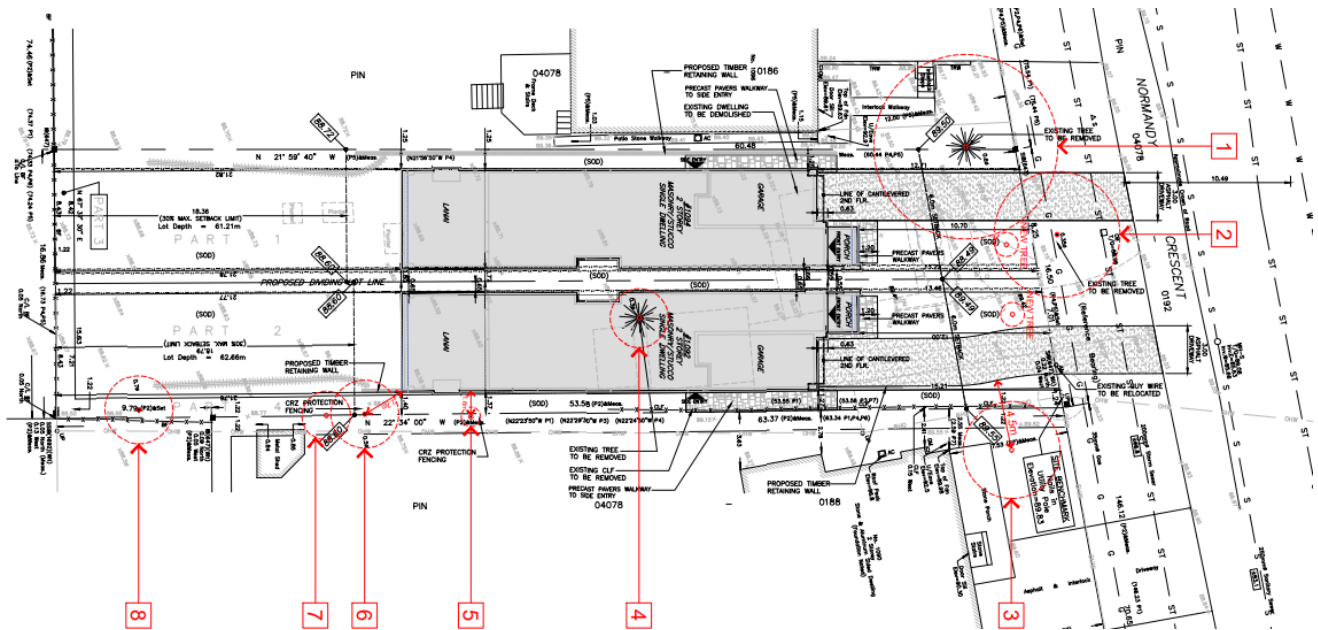


Figure 6: Excerpt from Tree Information Report, prepared by Trillium Tree Experts

Tree No.	Species	D.B.H (cm)	Ownership	Condition of tree	Client's reason for removal	Arborist recommendation
1	Colorado Spruce	59	Private - shared	Tree health and structure are fair.	Proximity to overhead hydro primary, within 8ft. CRZ cannot be adequately protected.	19ft CRZ cannot be properly protected, root system is shallow, even with keeping excavation to minimums damage caused will effect integrity of root system. Recommendation is removal.
2	Norway maple	40	City	Tree health and structure are poor, extensive hydro pruning, tree is growing directly under primary.	Condition, not a suitable tree long term.	13ft CRZ cannot be properly protected. Hydro pruning has negatively effected natural growth. City proposal for sidewalk install summer 2025 will also negatively effect condition. Recommendation is removal.
3	Sugar maple	50	Neighbour	Tree health and vigor are fair.	Tree to be retained.	CRZ protection fencing to be installed at 10ft, all below protection to be implemented.
4	Juniper	28	Private	Tree health and vigor are fair.	Within footprint of purposed.	Remove.
5	Mt. ash	26	Private - shared	Tree health and vigor are poor.	Tree to be retained.	CRZ protection fencing to be installed at 3ft, all below protection to be implemented.
6	Manitoba maple	52	Private - shared	Tree health and vigor are fair. Splitting with unions, decay present in lower trunk.	Tree to be retained.	CRZ protection fencing to be installed at 10ft, all below protection to be implemented.
7	Manitoba maple	22	Private - shared	Tree health and vigor are fair.	Tree to be retained.	CRZ protection fencing to be installed at 5ft, all below protection to be implemented.
8	Manitoba maple	30	Private - shared	Tree health and vigor are fair. Weak structure, significant amount of canopy damage.	Tree to be retained.	CRZ protection fencing to be installed at 7ft, all below protection to be implemented.

Figure 7: Excerpt from Tree Information Report, prepared by Trillium Tree Experts

## 2.4 Required Applications

### 2.4.1 Consent Application

Approval of the Consent application will have the effect of creating two separate, conveyable parcels of land fronting onto Normandy Crescent.

### 2.4.2 Minor Variance Application

Minor Variance applications are required to reduce the minimum required lot width of both retained and severed lots; through the severance, a minimum lot width of 8.1 metres for a detached dwelling is proposed, whereas the Zoning By-law requires 15 metres. Further, the applications request a reduction in the minimum required interior side yard setback to 1.8 metres total and 0.6 metres for one side yard, whereas the Zoning By-law requires 3 metres total and 1.2 metres for one side yard.



### 3.0 Requested Consent

In order to facilitate the proposed development, the Owner intends to sever the subject site known as 1094 Normandy Crescent into two (2) legally conveyable lots for the development of a single-detached dwelling on each retained and severed parcel. Consent from the Committee of Adjustment is required for the proposed severance, shown in Figure 8 below. The Draft R-Plan provided illustrates the proposed severance lines and existing easement, shown as Parts 2 and 3.



Figure 8: Excerpt from the Draft R-Plan.

The following table summarizes the statistics for the proposed parcels and easements requested through the Consent applications.

Parts on Reference Plan	Frontage (m)	Area (m <sup>2</sup> )	Intended Use
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<b>Retained</b>	1, 3	8.25 m	506.4 m <sup>2</sup>	Residential
<b>Severed</b>	2, 4	8.25 m	518.4 m <sup>2</sup>	Residential
<b>Easement</b>	2, 3	1.24 m	96.3 m <sup>2</sup>	Existing Bell easement (instrument no. CR649123))

## 4.0 Policy and Regulatory Framework

### 4.1 Ontario Planning Act – Consents

Section 53(1) of the Planning Act pertains to consents and plans of subdivision. It states that an owner “may apply for a consent as defined in subsection 50 (1) and the council [...] may, subject to this subsection, give a consent if satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality.”

**It is our professional opinion that a plan of subdivision is not required for the proper and orderly development of the lot. The proposed development does not involve new public infrastructure or other elements that would warrant a plan of subdivision application.**

Section 53(12) states that Consent authorities shall have regard to the criteria established under subsection 51(24). The Consent applications satisfy the relevant criteria as follows:

(a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in Section 2;

**Section 2 of the Planning Act states that “The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest”. The proposed Consent has regard for the following matters of provincial interest:**

**(f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;**

**(h) the orderly development of safe and healthy communities;**

**(j) the adequate provision of a full range of housing, including affordable housing;**

**(p) the appropriate location of growth and development;**

(b) whether the proposed subdivision is premature or in the public interest;

**The proposed severance application is not premature and is in the public interest as it will permit infill development in a built-up area of the City with existing infrastructure and services.**

(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

**The proposed severance complies with the applicable policies of the City of Ottawa Official Plan (2022), including the Outer Urban Transect classification and Neighbourhood designation. Further, the proposed severance adheres to the designation of “Neighborhood Low-Rise” within the Carleton Heights Secondary Plan. Conformity with the Official and Secondary Plans is discussed in greater detail below, in Section 4.3 of this Cover Letter.**

(d) the suitability of the land for the purposes for which it is to be subdivided;

**The proposed severance will result in new housing stock on suitable land with existing services and infrastructure.**

(e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

**The severed and retained lands will continue to have frontage on a public road.**

(f) the dimensions and shapes of the proposed lots;

**The proposed severance will result in the creation of two rectangular lots of approximately equal size. Both the severed and retained lots will be adequately sized to support the construction of two single-detached dwellings that comply with the majority applicable Zoning By-law requirements. Variances to the interior side yard setbacks and minim lot width are necessary as part of the proposed severance and are requested as part of this application. The orientation and configuration of the new lots will maintain a standard relationship with Normandy Crescent.**

(g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

**A concurrent Minor Variance application is being submitted to permit the proposed development as designed. A fulsome zoning review is provided below in Section 4.5 of this cover letter.**

(i) The adequacy of utilities and municipal services;

**Existing water and sanitary services can accommodate the proposed development. The application will provide an opportunity to improve the existing stormwater management.**

## 4.2 Provincial Planning Statement (October 2024)

Adopted on October 20, 2024, the Provincial Planning Statement (PPS) is a policy document issued under the Planning Act which provides direction on matters of provincial interest related to land use planning and development. All decisions on planning matters “shall be consistent with” the PPS. Generally, the PPS recognizes that “land use must be carefully managed to accommodate appropriate development to meet the full range of current and future needs, while achieving efficient development patterns”.

**Policy 6 of Section 2.1** (Planning for People and Homes) requires planning authorities to support the achievement of complete communities by, among others, accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses, recreation, parks and open spaces, and other uses to meet long-term needs.

**Policy 1 of Section 2.2** (Housing) expands on this direction, requiring planning authorities to provide for a range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by, among others:

- / Permitting and facilitating all housing options required to meet the social, health, economic and well-being requirements of current and future residents;
- / Permitting and facilitating all types of residential intensification, including redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;
- / Promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.
- / Requiring transit-supportive development and prioritizing intensification in proximity to transit, including corridors.

**Policy 1 of Section 2.3.1** continues the previous PPS policy that settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in “strategic growth areas,” which include lands along corridors with frequent transit service. **Policy 1 of Section 2.3.1** states that within settlement areas generally, land use patterns should be based on densities and a mix of land uses which:

- / Efficiently use land and resources;
- / Optimize existing and planned infrastructure and public service facilities;
- / Support active transportation; and



- / Are transit-supportive.

**Policy 1 of Section 2.4.3** (Frequent Transit Corridors) requires that planning authorities plan for intensification on lands that are adjacent to existing and planned frequent transit corridors, where appropriate.

**Policy 2 of Section 3.6** states that municipal water and sanitary servicing are the preferred form of servicing for settlement areas, continuing the policy direction from the current PPS. **Policy 8** states that stormwater management shall be integrated with planning for sewage and water services and ensure that systems are optimized.

**The proposed development is consistent with the above noted policies of the PPS (2024). More specifically, the proposal seeks to develop an area that is located within the City of Ottawa’s urban area, within an existing built-up area, allowing for the logical and efficient use of existing services and roads. The proposal provides increased density in proximity to Fisher Avenue, which is a designed Transit Priority Corridor and is characterized by frequent transit.**

### 4.3 City of Ottawa Official Plan

The Official Plan for the City of Ottawa came into effect on November 4, 2022. The Plan provides a framework for development in the City until 2046, when it is expected that the City’s population will surpass 1.4 million people. The Official Plan directs how the City will accommodate this growth over time and sets out the policies to guide the development and growth of the City.

#### 4.3.1 Transect and Urban Designation

The subject site is located within the “Outer Urban Transect” and designated “Neighbourhood” in the Official Plan (Figure 9). The Outer Urban Transect comprises neighbourhoods inside the Greenbelt built in the last third of the twentieth century. The neighbourhoods represent the classic suburban model and are characterized by the separation of land uses, stand-alone buildings, generous setbacks and low-rise building forms.

Relevant policies for the Outer Urban Transect include:

- / The Outer Urban Transect is generally characterized by low- to mid-density development. **Policy 2(a) of Section 5.3.1** of the Official Plan states that development shall be Low-rise within Neighbourhoods and along Minor Corridors.
- / **Policy 4(b) of Section 5.3.1** states that the Zoning By-law shall provide for a range of dwelling unit sizes in predominantly ground-oriented forms in Neighbourhoods located away from frequent street transit and Corridors, with low-rise multi-unit dwellings permitted near rapid transit and frequent street transit routes.
- / **Policy 1 of Section 5.3.4** states that Neighbourhoods located in the Outer Urban area shall accommodate residential growth to meet the Growth Management Strategy as outlined in Section 3 of the Official Plan. The Zoning By-law shall implement development standards that transition away from a suburban model and move towards urban built forms as described in Table 6 of the Official Plan as applicable and that:
  - Allows and supports a wide variety of housing types with a focus on lower density missing-middle housing which generally reflects the existing built form context of the neighbourhood, which may include new housing types that are currently not contemplated in this Plan;
  - Generally provides for up to 3 storeys height permission, and where appropriate 4 storeys height permission to allow for ground oriented higher-density Low-rise residential development;
  - Provides an emphasis on regulating the maximum built form envelope that frames the public right of way; and;
  - In appropriate locations, to support the production of missing middle housing, prohibit lower-density typologies.

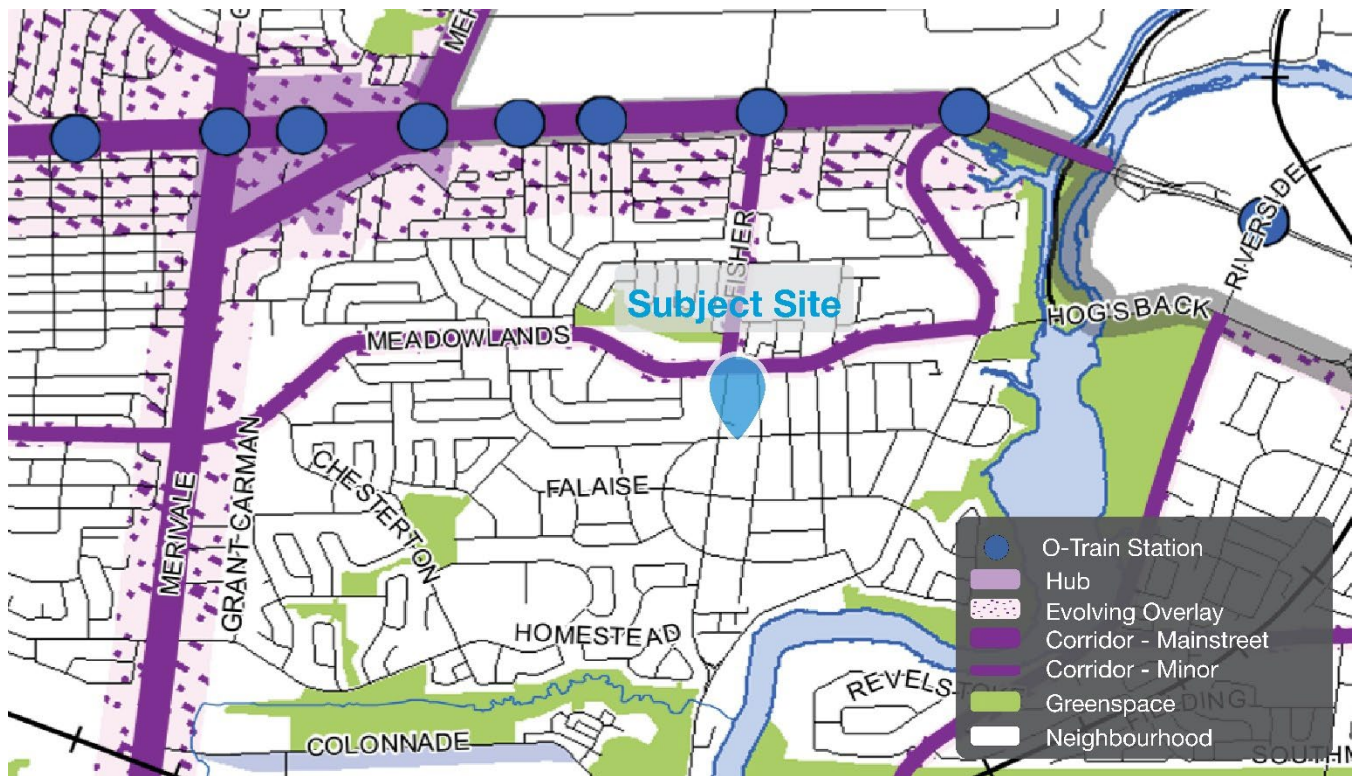


Figure 9: Schedule B3, Outer Urban Transect, City of Ottawa Official Plan

Per the Official Plan, Neighbourhoods are contiguous urban areas that constitute the heart of communities. It is the intent of this Plan that Neighbourhoods, along with hubs and corridors, permit a mix of building forms and densities. Relevant policies for the Neighbourhood designation include:

- / **Policy 2 of Section 6.3.1** identifies permitted building heights in Neighbourhoods shall be Low-rise, except:
  - a) Where existing zoning or secondary plans allow for greater building heights; or,
  - b) In areas already characterized by taller buildings.
- / **Policy 4 of Section 6.3.1** states that the Zoning By-law and approvals under the Planning Act shall allow a range of residential and non-residential built forms within the Neighbourhood designation, including:
  - a) Generally, a full range of Low-rise housing options sufficient to meet or exceed the goals of Table 2 (Residential Intensification Targets) and Table 3b (Neighbourhood and Minor Corridor Residential Density and Large Dwelling Targets);
  - b) Housing options with the predominant new building form being missing middle housing, which meet the intent of Subsection 6.3.2, Policy 1) (see above).
- / **Policy 5 of Section 6.3.1** notes the Zoning By-law will distribute permitted densities in the Neighbourhood by:
  - b) Allowing lower densities and predominantly ground-oriented dwelling forms further away from rapid-transit stations, Corridors and major neighbourhood amenities.
- / **Policy 2 of Section 6.3.2** states that the City will establish form-based regulation through the Zoning By-law, Site Plan Control and other regulatory tools as appropriate, consistent with Transect direction. Such form-based regulation may include requirements for articulation, height, setbacks, massing, floor area, roofline, materiality and landscaped areas.

The proposed severances enable infill development and intensification on an underutilized lot. This development utilizes surplus land on an existing property to deliver permitted low-rise infill housing.

#### 4.3.2 Growth Management Framework

Section 3 of the Official Plan establishes policies to support intensification. Ottawa's population is projected to grow by 40 per cent between 2018 and 2046 with 51% of that growth targeted to occur through intensification within the built-up areas of the City. This overall intensification target is anticipated to be achieved through a gradual increase in intensification over the life of the Official Plan (stepping from 40% in 2018 up to 60% by 2046).

Section 3.2 of the Official Plan outlines policies that support intensification. Policy 4 notes intensification is permitted in all designations where development is permitted taking into account whether the site has municipal water and sewer services. Policy 4 also adds that the Official Plan supports intensification and the approval of applications for intensification shall be in conformity with transect and overlay policies as applicable.

The proposed severance supports the intensification policies of the Official Plan established within the Outer Urban Transect by introducing a severed parcel that can be redeveloped with a low-rise dwelling.

#### 4.4 Carleton Heights Secondary Plan

The subject site is located within the Carleton Heights Secondary Plan and is designated "Neighbourhood Low-Rise" (Figure 10).

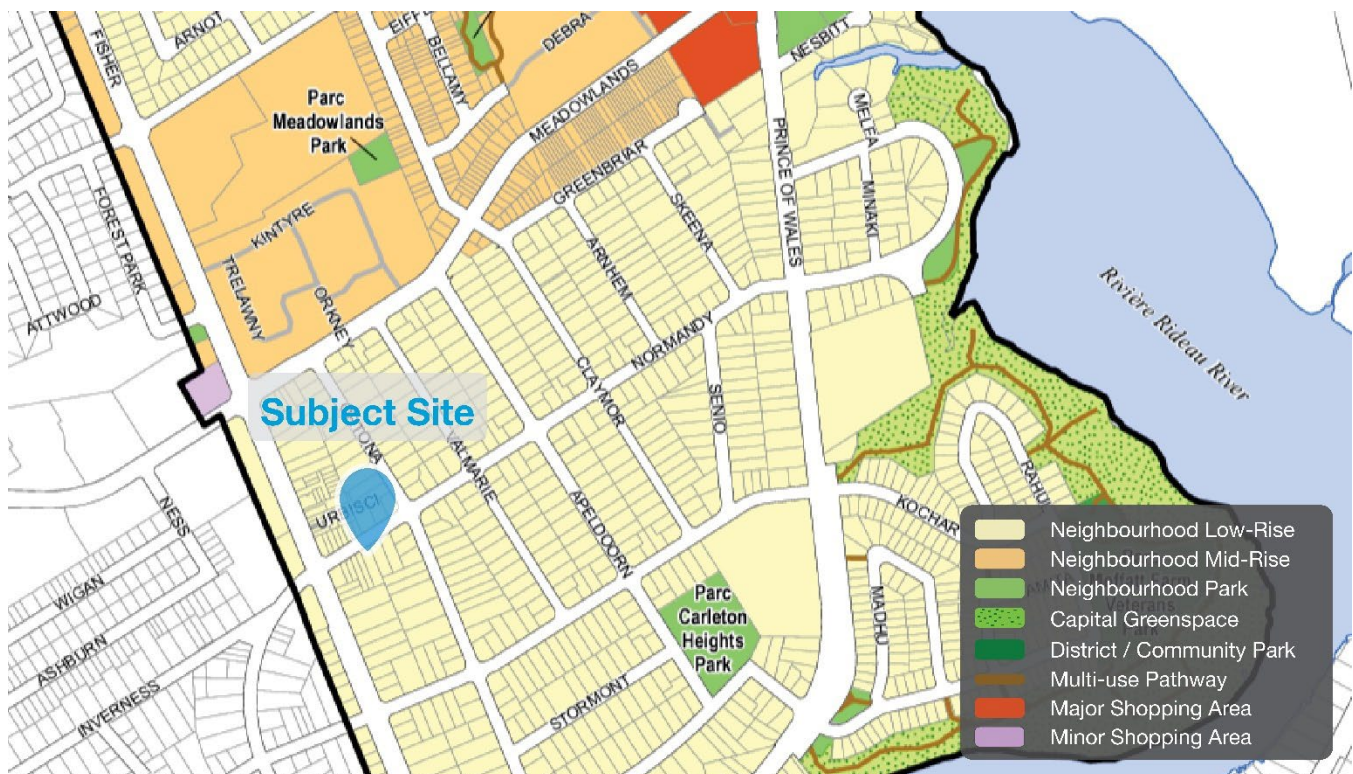


Figure 10: Schedule A - Designation Plan, Carleton Heights Secondary Plan

Per **Policy 4** of **Section 2.1**, the Neighbourhood Low-Rise designation generally permits a built form of four full storeys. Neighbourhood Low-Rise areas will predominately feature single-detached and semi-detached dwellings and may also



include other typologies consistent in form. Along Mainstreets and Minor Corridors, greater densities and non-residential uses, such as schools, places of worship, and public utility installations, compatible with a dense mixed-use urban environment, may be permitted.

**Section 3** of the Secondary Plan outlines the development standards and policies which shall be applied:

### 3.1 Population Growth

- / **Policy 1:** With the arrival of key structural elements such as the Baseline Transitway, the Carleton Heights Secondary Plan will ensure that an eventual denser built environment and a higher proportion of built-up land improves the area's climate resilience through such measures as:
  - a) Retention of mature trees, tree planting, and other urban greening; and
  - b) Identification and mitigation of the impacts of additional runoff resulting from increased imperviousness through measures such as site-specific stormwater management approaches; and
  - c) Implementation of site, grading, building, and servicing design measures to protect existing and new development from urban flooding.
- / **Policy 2:** To prevent creating further demands on existing stormwater management facilities, any development or redevelopment within the Neighbourhood Low-Rise designation is subject to the following requirements:
  - a) No new driveways and no new private approaches are permitted, regardless of the number of lots or dwelling units resulting from such development or redevelopment;
  - b) No existing driveways or private approaches may be widened;
  - c) All new development or redevelopment that reinstates an existing driveway, and any new surface parking spaces created on-site, are required to observe the maximum driveway width and parking space dimensions prescribed in the Zoning By-law.

### Section 4: Interpretation

- / **Policy 2:** The standards and policies of development set out in this secondary plan are included as guides and are subject to minor variation without amendment to the Official Plan.

**The above policies primarily support ground-oriented, low-rise (up to four storeys) building typologies such as detached dwellings and semi-detached dwellings. The proposal to construct a single-detached dwelling on each severed and retained parcel adheres to the general intent of the Secondary Plan.**

**Further, the redevelopment of the subject site considers the design direction provided by the Secondary Plan, including existing tree retention and/or new tree planting, mitigation of stormwater impacts through soft landscaping, and placement of driveways. Although Policy 2(a) of Section 3.1 appears to prohibit new driveways, the Secondary Plan's interpretation policies do allow for minor variation; the proposed redevelopment speaks to this by limiting paving to only encompass the proposed driveways and walkways, while maintaining a large area of soft landscaping in both front and rear yards to mitigate stormwater runoff.**

## 4.5 City of Ottawa Zoning By-law (2008-250)

The subject site is zoned "Residential Second Density, Subzone F (R2F)" in the City of Ottawa Comprehensive Zoning By-Law (2008-250) as shown on Figure 11.





Figure 11: Zoning map of subject site and surrounding context.

The purpose of the R2 - Residential Second Density Zone is to:

- / restrict the building form to detached and two principal unit buildings in areas designated as General Urban Area in the Official Plan;
- / allow a number of other residential uses to provide additional housing choices within the second density residential areas;
- / permit ancillary uses to the principal residential use to allow residents to work at home; and,
- / regulate development in a manner that is compatible with existing land use patterns so that the residential character of a neighbourhood is maintained or enhanced.

**Detached dwellings are permitted in the R2F zone.**

Table 2, below, describes detailed zoning provisions applicable to the subject site if it were to be severed and redeveloped with two (2) detached dwellings while maintaining the existing “Residential Second Density, Subzone F (R2F)” zoning:

Table 1: Zoning Compliance for Severed and Retained Lots

R2F Zone (Detached Dwelling)	Requirement	Proposed – Retained Lot (Parts 1 and 3)	Proposed – Severed Lot (Parts 2 and 4)	Compliance
Minimum Lot Width (m)	15 metres	8.15 metres	8.15 metres	No MV required

<b>R2F Zone</b> (Detached Dwelling)	<b>Requirement</b>	<b>Proposed – Retained Lot (Parts 1 and 3)</b>	<b>Proposed – Severed Lot (Parts 2 and 4)</b>	<b>Compliance</b>
<b>Minimum Lot Area (m<sup>2</sup>)</b> Table 158A	450 square metres	506.4 square metres	518.4 square metres	Yes
<b>Minimum Front Yard Setback (m)</b> S.144 (1)(a)	In the case of an interior lot or through lot, the yard setback must align with the average of the abutting lots' corresponding yard setback abutting the street(s): approximately 8.1 m  Despite the foregoing, the minimum front yard setback need not exceed the minimum required in the Residential subzone: <b>6 m</b>	10.59 m	11.8 m	Yes
<b>Minimum Rear Yard Setback (m)</b> S.144 (3)(a)(ii)	Where the minimum front yard is more than 4.5m, and the lot depth is greater than 33m, the minimum rear yard depth is 30% of the lot depth:  / Retained: 18.36 m / Severed: 18.79 m  The rear yard must comprise at least 25 percent of the lot area:  / Retained: 126.5 m <sup>2</sup> / Severed: 129.6 m <sup>2</sup>	Rear Yard Setback: 21.78 m  Rear yard area: 182.64 m <sup>2</sup>	Rear Yard Setback: 21.76 m  Rear yard area: 182.19 m <sup>2</sup>	Yes
<b>Minimum Interior Side Yard Setback (m)</b> Table 158A	3 metres total; 1.2 metres for one side yard	1.2 m + 0.6 m = <b>1.8 m total</b>	1.2 m + 0.6 m = <b>1.8 m total</b>	<b>No, MV required</b>
<b>Maximum Building Height (m)</b> Table 158A	8 metres	7.87 m	7.88 m	Yes
<b>Parking Requirements</b> Area C, Schedule 1A	1 space per dwelling unit	1 space provided	1 space provided	Yes
<b>Front Yard Landscaping</b> Table 139(1)	Front Yard Setback >3m:  In the case of any lot with a lot width of less than 8.25 m: 30%  =14.9 m <sup>2</sup> required	55.22 m <sup>2</sup>	61.13 m <sup>2</sup>	Yes

<b>R2F Zone</b> (Detached Dwelling)	<b>Requirement</b>	<b>Proposed – Retained Lot (Parts 1 and 3)</b>	<b>Proposed – Severed Lot (Parts 2 and 4)</b>	<b>Compliance</b>
<b>Driveway Regulations</b> Table 139(3)	<p>Minimum lot width or frontage between 8.25 metres to less than 15 metres:</p> <ul style="list-style-type: none"> <li>- Maximum width of shared driveway is 3 metres</li> <li>- Maximum width of individual single driveway is 3 metres</li> <li>- Double-wide driveway not permitted</li> </ul>	Individual driveway: 3 metres	Individual driveway: 3 metres	Yes
<b>Walkways</b> S.139(4)	<p>A walkway located in a front yard or corner side yard is permitted subject to the following:</p> <p>(a) Where it provides access between a right-of-way or driveway, and an entranceway to a dwelling or any other incidental or accessory use on the lot.</p> <p>(b) Where a walkway extends from the right-of-way, it must be separated from any driveway by at least 0.6m of soft landscaping.</p> <p>(c) The width of a walkway may not exceed:</p> <ul style="list-style-type: none"> <li>(ii) In the case of any other residential use building, 1.2 m;</li> <li>(iii) a walkway giving access to a storage area for containerized waste may not exceed 2.2m in width.</li> </ul> <p>(d) A walkway may traverse an area required for soft landscaping per Table 139(1) and may be included in the calculated area.</p> <p>(e) A walkway may not extend to the right-of-way on a lot less than 10m in width where a driveway is provided.</p> <p>(f) A maximum of one walkway per yard is permitted to extend to the right-of-way in the case of a detached, semi-detached, long semi-detached or townhouse dwelling.</p>	1.2 m provided	1.2 m provided	Yes
<b>Rear Yard Area Requirements</b> S.139(6); S139(7)	<p>No more than 70 per cent of the rear yard area may be occupied by parking spaces and driveways and aisles accessing parking.</p> <p>At least 15 per cent of the rear yard area must be provided as soft landscaping = 23.08 m<sup>2</sup> (1094) / 23.63 m<sup>2</sup> (1092)</p>	182.64 m <sup>2</sup>	182.19 m <sup>2</sup>	Yes

The proposal will result in non-compliance with the following provisions of the Zoning By-law:

- / minimum lot width for a detached dwelling for both severed and retained parcels; and,
- / minimum interior side yard setback for both severed and retained parcels.

For this reason, a Minor Variance application is submitted to seek relief from these provisions. A detailed discussion of the proposed variances and how they meet the four (4) tests of a Minor Variance under Section 45(1) of the Planning Act is included in Section 5 of this Cover Letter.



## 5.0 Requested Minor Variances

The following variances are requested to permit the proposed severance and development of the severed and retained parcels with detached dwellings:

1. To permit a reduced minimum lot width of 8.15 metres for a detached dwelling, whereas Table 158A of the Zoning By-law requires a minimum lot width of 15 metres.
2. To permit a reduced minimum interior side yard setback of 1.8 metres total and 0.6 metres for one side yard, where the Zoning By-law requires 3 metres total and 1.2 metres for one side yard.

Section 45(1) of the *Planning Act, R.S.O. 1990* provides the Committee of Adjustment with powers to grant minor variances by evaluating an application against Four Tests, including:

- / Does the application maintain the general intent and purpose of the Official Plan?
- / Does the application maintain the general intent and purpose of the Zoning By-law?
- / Is the application desirable for the appropriate development or use of the land, building or structure?
- / Is the application minor in nature?

It is our professional planning opinion that the applications meet the “Four Tests” as follows:

### 5.1 Does the Application Maintain the General Intent and Purpose of the Official Plan?

The subject site is designated “Neighbourhood” on Schedule B3, Outer Urban Transect, of the City of Ottawa’s Official Plan. Further, the subject site is designated “Neighbourhood Low-Rise” on Schedule A - Designation Plan, Carleton Heights Secondary Plan, with a maximum permitted height of four (4) full storeys.

Further, **Section 4.6** of the Official Plan outlines the City’s urban design objectives. A redevelopment of the subject site should adhere to the following urban design policies:

- 4.6.5.1** Development throughout the City shall demonstrate that the intent of applicable Council-approved plans and design guidelines are met.
- 4.6.6.6** Low-rise buildings shall be designed to respond to context, and transect area policies, and shall include areas for soft landscaping, main entrances at-grade, front porches or balconies, where appropriate. Buildings shall integrate architecturally to complement the surrounding context.

**The proposal seeks to redevelop each parcel with a low-rise, detached dwelling. Both lots provide space for the required soft landscaping in front and rear yards, hardscaped walkways to the main entrances at-grade as well as to the side entrance, and both lots include a paved driveway accessible from Normandy Crescent. The buildings are proposed to be designed with stone and stucco cladding with large front windows accented by metal accents, which provide variety and interest along the streetscape. Windows along the sides of the buildings are much smaller in size to improve privacy and minimize overlook to adjacent development.**

**The requested variances contribute to the form and context contemplated in both the “Neighbourhood” and “Neighbourhood Low-Rise” designations within the Official Plan and Secondary Plan, respectively, both of which aim to ensure new infill is functionally and aesthetically compatible with the existing low-rise built form.**

## 5.2 Does the Application Maintain the General Intent and Purpose of the Zoning By-law?

The subject site is designated Residential Second Density Subzone F (R2F) in the City of Ottawa's Comprehensive Zoning By-Law (2008-250). The purpose of the R2F zone is to restrict the building form to detached and two principal unit buildings in areas designated as General Urban Area in the Official Plan and allow a number of other residential uses to provide additional housing choices within the second density residential areas.

Both retained and severed lots are proposed to have lot widths of 8.15 metres, whereas the Zoning By-law requires a minimum lot width of 15 metres for a detached dwelling. Additionally, each lot proposes a reduced minimum interior side yard setback of 1.8 metres total and 0.6 metres for one side yard, where the Zoning By-law requires 3 metres total and 1.2 metres for one side yard.

**The intent of the minimum lot width requirement is to create a consistent streetscape and allow for appropriate densities and functional building forms in accordance with Official Plan policies. As the subject site is relatively deep, both the proposed and retained parcels comfortably meet the required lot area provisions of the By-law and can functionally accommodate a detached dwelling, while providing sufficient area for proposed driveways, walkways, and soft landscaping in the front and rear yards. The proposed lot widths are generally consistent with those of other lots in the vicinity of the subject site and are reflective of the range of dwelling types in the neighbourhood.**

Further, the application seeks to reduce the minimum interior side yard setback, proposing 1.8 metres total for the interior side yard setbacks for each parcel, and 0.6 metres for one interior side yard setback. The reduced interior side yard setbacks provide appropriate separation as they meet the standard interior side yard setback provisions for detached dwellings in many residential zones in Ottawa, including several other R2 subzones (such as the R2P subzone).

**The size of the buildable development remains functional with the proposed interior side yard setbacks. Access to the rear yards is maintained and there are no negative impacts onsite due to the reduced lot widths and interior side yard setbacks. The wider setbacks will abut the existing dwellings on Normandy Crescent, therefore minimizing the impact on existing housing stock.**

## 5.3 Is the Application Minor in Nature?

The proposed lot widths of 8.15 metres for both the severed and retained parcels are similar to those of several other lots in the surrounding area and match the existing and planned streetscape character. Although the lots with similar widths are typically occupied by semi-detached dwellings, The reduction in lot width for the severed and retained parcels does not preclude the ability of either detached dwelling to meet front and rear yard setbacks, minimum lot area, minimum front and rear yard landscaping and parking requirements in the Zoning By-law.

**The proposed lot width reductions will allow for the development of housing forms that are appropriate and present within the surrounding context. The retained and severed parcels will function appropriately for their intended uses.**

Further, each lot proposes a reduced interior side yard setback of 1.8 metres total, with one side yard at 0.6 metres, whereas the Zoning By-law requires a total of 3 metres and 1.2 metres for one side yard. These reduced setbacks continue to provide adequate separation and align with standard interior side yard provisions for detached dwellings in many residential zones in Ottawa.

**The reduction to the interior side yard setbacks is considered minor; the wider setbacks will be adjacent to the existing neighbouring dwellings, minimizing impacts on the surrounding housing stock. The proposed development is otherwise consistent with the provisions under the R2F zone, and the new lots will maintain the existing and permitted built form character of the community. The requested variances will not create any unacceptable adverse impact on abutting properties or the neighbourhood in general.**

**Therefore, the proposed variances are minor in nature.**

#### 5.4 Is the Application Desirable for the Appropriate Development or Use of the Land?

The proposed variances will help facilitate the creation of a future infill development lot that will add to the supply and diversity of housing options in the Carleton Heights neighbourhood in a manner that is sensitive to the existing development context.

As noted previously, the project is consistent with the intended function of the R2F zone. The policies of the Outer Urban Transect of the Official Plan promote intensification, encouraging low-rise apartment buildings and other low-rise residential dwellings where they can be accommodated and fit within the local context. Further, policies within the PPS support the proposed development by:

- / promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- / accommodating an appropriate affordable and market-based range and mix of residential types;
- / promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs; and
- / ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.

**The proposed development makes efficient use of the land, proposes a residential land use that is compatible with the existing context of the surrounding neighbourhood, makes use of underutilized land connected to municipal services, and positively contributes to provincial and municipal intensification goals.**

**Overall, the proposal is desirable for the appropriate development and use of the lands.**

## 6.0 Conclusion

It is our professional opinion that the proposed applications represent good planning and satisfy the relevant Planning Act tests as follows:

- / The requested Consent meets the criteria for approval of Consent applications as set out in Section 51(24) of the Planning Act.
- / The requested Minor Variances satisfy the tests for Minor Variances established in Section 45(1) of the Planning Act.

Should you have any further comments, please do not hesitate to contact the undersigned.

Sincerely,



Jillian Simpson, RPP MCIP  
Planner



Nico Church, RPP MCIP  
Senior Planner