



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 2**

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 9 Kemp Street  
Legal Description: Lot 3, Registered Plan 602  
File No.: D08-02-24/A-00322  
Report Date: January 30, 2025  
Hearing Date: February 4, 2025  
Planner: Elizabeth King  
Official Plan Designation: Outer Urban Transect, Neighbourhood, Evolving  
Neighbourhood Overlay  
Zoning: R1CC

**Committee of Adjustment  
Received | Reçu le**  
**2025-01-30**  
City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services 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(s) meet(s) the “four tests”. While Staff have no concerns with the proposed wider driveway, landscaping buffers should be provided to mitigate the visual impact of the driveway.

**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 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.
- This property does not have frontage on a storm sewer.
- Encroachment on or alteration to any easement is not permitted without authorization from easement owner(s).

### **Planning Forestry**

There are no tree-related concerns with the requested variance.

Approval of the severance of 7 Kemp was subject to a condition for a Development Agreement, including requirement for the implementation of a tree planting plan. Confirmation that the development agreement has been executed has been requested from the applicant.

### **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. Please contact the ROW Department for further information at [rowadmin@ottawa.ca](mailto:rowadmin@ottawa.ca).



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



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Erin O'Connell  
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Planning, Development and Building  
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