



February 11, 2025

Mr. Michel Bellemare
Secretary Treasurer
Committee of Adjustment
101 Centrepointe Drive, 4th Floor
Ottawa, ON K2G 5K7

Committee of Adjustment
Received | Reçu le

2025-02-12

City of Ottawa | Ville d'Ottawa
Comité de dérogation

Re: Minor Variance Application
7 Cassone Court, Nepean, ON

Dear Mr. Bellemare,

We act on behalf of the owner of the subject lands, Mr. Andreas Foustanelas, with respect to the above noted matter and we are pleased to be submitting a Minor Variance Application for the review of Staff and the members of the City's Committee of Adjustment.

As required, the following information is included in hard copy:

1. One (1) completed copy of the application form.
2. One (1) copy of a Planning Rationale explaining the proposal and addressing the statutory tests under Section 45 of the Planning Act.
3. One full-sized copy of a Surveyor's Real Property Report (Job No. Z37700), completed by Fairhall Moffatt & Woodland Limited and dated December 10, 2019, together with one 8.5x11 reduced copy.
4. One full-sized copy of a Site Plan (SP1, Revision No. 9), completed by M. David Blakely Architect Inc. and dated February 3, 2025, together with one 8.5x11 reduced copy.
5. One full-sized copy of Building Elevations (A1-A2, Revision No. 1), completed by M. David Blakely Architect Inc. and dated January 31, 2025, together with one 8.5x11 reduced copy.

The required fee (\$3,446) is being submitted to your office directly by the owner and an electronic copy of the required submission materials has been submitted to staff via e-mail.

Please note that we are awaiting a response from a City forester for confirmation of whether or not a Tree Information Report is required in this instance.

We trust that the above and enclosed will be satisfactory for your purposes; however, please do not hesitate to contact our office should you have any questions. Thank you for your anticipated cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Clare". The signature is written in a cursive style with a large initial "B" and "C".

Benjamin Clare, MCIP RPP
Senior Planner

Encl.