

2025-05-01

City of Ottawa | Ville d'Ottawa  
Comité de dérogation



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

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 1097 Richard Avenue  
Legal Description: Part of Lot 42, Registered Plan 527  
File No.: D08-02-25/A-00077, D08-02-25/A-00088,  
D08-02-25/A-00089  
Report Date: May 1, 2025  
Hearing Date: May 7, 2025  
Planner: Elizabeth King  
Official Plan Designation: Inner Urban Transect, Neighbourhood  
Zoning: R3A

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **has no concerns with** the applications.

**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”.

**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.
- 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 sanitary sewer on Clementine Blvd.
  - This property will not be severable in the future without independent servicing for each unit.
- 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.
- If required, existing street sign to be relocated at the owner's expense.

## Planning Forestry

The driveway for the proposed 1549 Clementine will significantly impact the adjacent tree at 1547 Clementine Blvd (tree 3). The TIR indicates the tree is to be retained, whereas only a small portion of its CRZ is shown as protected, and no dimensions for the fencing have been provided. The TIR should be revised to determine if retention is realistic, and consent should be obtained for the tree's removal, if necessary. If consent cannot be obtained, the driveway should be relocated or designed to permit the tree's protection. The TIR should also be updated to show realistic tree protection fencing locations.

## Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Consent Application. However, the owner shall be made aware that Private Approach permits are required to establish any new designed entrances for each townhouse dwelling, as well as to modify or close any existing entrances that becomes redundant. Please contact the ROW Department for further information at [rowadmin@ottawa.ca](mailto:rowadmin@ottawa.ca)




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