



April 2025

Mr. Michel Bellemare  
Secretary Treasurer  
Committee of Adjustment  
101 CentrepoinTE Drive  
Ottawa, Ontario  
K2G 5K7

**Committee of Adjustment**

Received | Reçu le

2025-04-09

City of Ottawa | Ville d'Ottawa

**Comité de dérogation**

**RE: Application for Minor Variance and Consent**  
**1140 Normandy Crescent**  
**LT 99, PL 289002 ; NEPEAN**  
**City of Ottawa**  
**Owner: J-MAZCOR INVESTMENTS INC.**

Dear Committee Members:

The Stirling Group have been retained by the Property Owner to assist with a primary consent and minor variance application for the property located at 1140 Normandy Crescent, described as LT 99, PL 289002 ; NEPEAN. The property is rectangular in shape and resides within the Knoxdale-Merivale Community, Ward 9. The property owner is proposing to sever the existing lot into two lots fronting on to Normandy Crescent. The existing house on the property today is proposed to be demolished – a demolition permit has been approved - and two new single detached dwellings are proposed.

The subject property resides within the Neighbourhood land use designation in the Official Plan, Schedule B3 Outer Urban Transect. The subject property is zoned Residential First Density, subzone FF (R1FF) in the City of Ottawa Zoning By-Law.

To proceed with the development as proposed, a consent application and a minor variance application for lot width on each of the new lots is required. Further, Part 1 requires a variance to amend the width of the driveway. If approved, the development would consist of two single detached dwellings.

## SITE LOCATION

The subject property is a large rectangular lot located on Normandy Crescent south of Falaise Road and west of Fisher Avenue. The lot is larger in width along the street frontage than the rear and as such forms a slight pie shape. The lot is approximately 2,023 m<sup>2</sup> and currently contains a single detached dwelling.

As seen in Figure 1, the other surrounding land uses predominantly consists of residential.



Figure 1 – Aerial View of Subject Property



## PROVINCIAL POLICY STATEMENT, 2020

The Provincial Planning Statement was issued under section 3 of the Planning Act and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020. The PPS sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

**Section 2.2** notes that “Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market by:

- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
  - *The proposed severance adheres to this policy as it will add a new residential lot creating an increase in value to the land and to the community while maintaining compatibility with its surrounding area.*
  - *The proposed development efficiently uses land, existing resources and infrastructure. It is well positioned within the City for residents to use active transportation modes; the property is located South of Meadowlands Drive, a Minor Corridor, and east of Merivale Road, a Major Corridor.*
- d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.
  - *As noted, the proposed development would see the introduction of an additional detached dwelling on a lot where a single residential dwelling is located. The subject property is in close proximity to alternative transit options.*

**Section 3.1** speaks to General Policies for Infrastructure and Public Service Facilities and Policy 2. a) notes “the use of existing infrastructure and public service facilities should be optimized”

- *The proposed development would utilize existing services along Normandy Crescent that have the capacity to serve this development.*
- *The subject site is located within a built-up community with the proposed severance offering an opportunity for an additional residential lot for the purpose of building a detached dwelling. This promotes the sustainability of these communities without affecting settlement area boundaries or the surrounding environment.*

**Section 4.1** discussed Natural Heritage and Policy 1. Says “Natural features and areas shall be protected for the long term.

- *The subject property does not have any Natural Features on site.*

As demonstrated above, the proposed consent and subsequent minor variance application aligns with the Provincial Policy Statement (2024).

## CITY OF OTTAWA OFFICIAL PLAN, 2022

The Official Plan sets forth broad policies that will help govern growth and change in Ottawa, as well as specific policies dependent upon land use designations. Schedule B3 – Outer Urban – of the Official Plan identifies the land designation for the subject property as Neighbourhood.

The City of Ottawa's Growth Management Framework is set out in Section 3 of the Official Plan. It focuses on the goal of providing sufficient development opportunities to increase sustainable transportation mode shares and use of existing and planned infrastructure, while reducing greenhouse gas emissions.

The intent of the City's Growth Management Framework is:

- To provide an appropriate range and mix of housing that considered the geographic distribution of new dwelling types and/or sizes to 2046;
- To prioritize the location of residential growth to areas with existing municipal infrastructure, including piped services, rapid transit, neighbourhood facilities and a diversity of commercial services;
- To reduce greenhouse gas emissions in the development and building sectors and in the transportation network; and,
- To establish a growth management framework that maintains a greater amount of population and employment inside the Greenbelt than outside the Greenbelt.

The proposed consent and minor variance application at 1140 Normandy Crescent which would allow for intensification on the subject site meets the following Growth Management Framework policies among others:

- **Policy 3 in Section 3.2** states that the vast majority of residential intensification shall focus within 15-minute neighbourhoods, which are comprised of Hubs, Corridors, and adjacent Neighbourhoods.
  - *The subject property is designated Neighbourhood and the proposal seeks to provide for gentle intensification of the site. The subject site is located in close proximity to Meadowlands Drive (Minor Corridor) and Merivale Road (Major Corridor).*
- **Policy 4 in Section 3.2** states that intensification is permitted in all designations where development is permitted taking into account whether the site has municipal water and sewer services.
  - *The subject property has municipal water and sewer services along Normandy Crescent.*
- **Policy 8 in Section 3.2** states that intensification should occur in a variety of dwelling unit floorspace sizes to provide housing choices.
  - *The proposed development seeks to develop the subject site with two detached dwellings.*

As defined in the Official Plan... *“Neighbourhoods are contiguous urban areas that constitute the heart of communities. It is the intent of this Plan that they, along with hubs and corridors, permit a mix of building forms and densities.”*

**Section 6.3.1** of the Plan speaks to the function of Neighbourhoods and Policy 4) notes that “the Zoning By-law and approvals under the Planning Act shall allow a range of residential and nonresidential 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 and Table 3b;”

The Official Plan further explains the purpose of Table 3b by noting... “The residential density and proportion of large household dwelling targets as shown on Schedules B1 through B8 are established in Table 3b for Neighbourhoods and Minor Corridors. Within Neighbourhoods, provide for a diversity of housing opportunities such that generally, higher densities will be directed closer to Mainstreets, Minor Corridors, rapid transit stations, Hubs and major neighbourhood amenities with lower densities further away from such features such that the overall density in Neighbourhoods meets or exceeds those in Table 3.”

**Table 2**

Residential Intensification Targets	
	TOTAL
Ground-oriented / Large-household dwellings	49,000
Apartment / Small-household dwellings	43,000
Total Dwellings	92,000

**Table 3b**

Neighbourhood and Minor Corridor Residential Density and Large Dwelling Targets		
Applicable Area	Target Residential Density Range for Intensification, Dwellings per Net Hectare <sup>1</sup>	Minimum Proportion of Large-household Dwellings
Outer Urban Transect	40 to 60	<p>Within the Neighborhood designation: Existing lots with a frontage generally 15 metres or wider: - Target of 50 per cent for Low-rise buildings; - Target of 5 per cent for Mid-rise or taller buildings;</p> <p>Minor Corridors: No minimum</p>





*Table 2 and Table 3b are shown above. As displayed, the Residential Intensification target for ground oriented / large-household dwellings is 49,000 across the City. The proposed consent application creates an additional lot for the purpose of a large-household dwelling.*

*Table 3b notes that intensification targets within the Outer Urban Transect are 40-60 dwellings per net hectare and further goes on to specify the Minimum Proportion of Large-household Dwellings. The Table notes that within the Neighborhood designation, existing lots with a frontage generally 15 meters or wider have a target of 50 percent for low-rise buildings. The subject property has a lot width of 30.44m and two new large household dwellings are proposed. This proposal therefore meets the intent of Table 2 and Table 3b.*

As demonstrated above, the proposed severance and minor variances comply with and are supported by the policies found within the City of Ottawa Official Plan (2022).

## CITY OF OTTAWA ZONING BY-LAW, 2008-250

The Zoning By-Law sets forth specific policies that will help govern growth and change in Ottawa dependent upon specific land designations. As noted above, the subject site is zoned Residential First Density, subzone FF (R1FF).

**Section 155** outlines the permitted uses within the R1 Zone as follows:

- bed and breakfast
- **detached dwelling**
- diplomatic mission
- group home
- home-based business
- home-based daycare
- park
- retirement home, converted
- additional dwelling unit
- urban agriculture

The below table outlines how this proposed development meets the R1FF zoning provisions as provided by Table 156A and illustrated on the attached site plan.

A Draft R-Plan has been provided in Figure 2.

- Detached dwelling proposed on Part 1 and 2

<b>R1FF Provisions – Detached Dwelling</b>	<b>Required</b>	<b>Proposed – Part 1</b>	<b>Proposed – Part 2</b>
Minimum Lot Width	19.5m	14.125m	15.624m
Lot Depth	N/A	78.86m	78.86m
Minimum Lot Area	600 m <sup>2</sup>	999m <sup>2</sup>	1024m <sup>2</sup>
Building Height	8.5 m	8.5m	8.5m
Minimum Front Yard	6m	6m	6m
Minimum Rear Yard	30% of lot depth (23.658m)	74% of lot depth (58.306m)	68% of lot depth (54.317m)
Minimum Rear Yard Area	25% of lot area	61.9% (619.03 m <sup>2</sup> )	56.3% (576.68m <sup>2</sup> )
Minimum Interior Side Yard	Total is 2.1m with one yard not less than 0.9m	1.2m+0.9m= 2.1m	1.2m+0.9m=2.1m



As shown above, the proposed lots comply with the R1FF Zoning provisions set out in the City of Ottawa Zoning By-Law except for the **lot width** provision.

A copy of the proposed site plan has been submitted with the applications and is shown below.

## April 2025

Through circulation of the original application, Committee Planning Staff noted an additional variance for Part 1. Per Zoning By-law Section 139 Table (3) – shown below – the maximum width of the driveway permitted for the dwelling proposed on Part 1 is 3m. This is because the lot width proposed for Part 1 is 14.125m. An additional variance is requested to amend this provision and permit a double-wide driveway that is 5.5m wide.

**Table 139(3) Driveway Regulations**

	Minimum lot width or street frontage required	Maximum width of a shared driveway (m)	Maximum width of an individual single driveway (m)	Maximum width of a double-wide driveway (m)
(i)	6m or less	3	No individual driveway is permitted.	No double-wide driveway is permitted.
(ii)	Greater than 6m to less than 7.5m	3	2.6	No double-wide driveway is permitted.
(iii)	7.5m to less than 8.25 m	3	2.75	No double-wide driveway is permitted.
(iv)	8.25m to less than 15m	3	3	No double-wide driveway is permitted.
(v)	15m to less than 18 m	3	3	5.5
(vi)	18m or greater	3	3	6

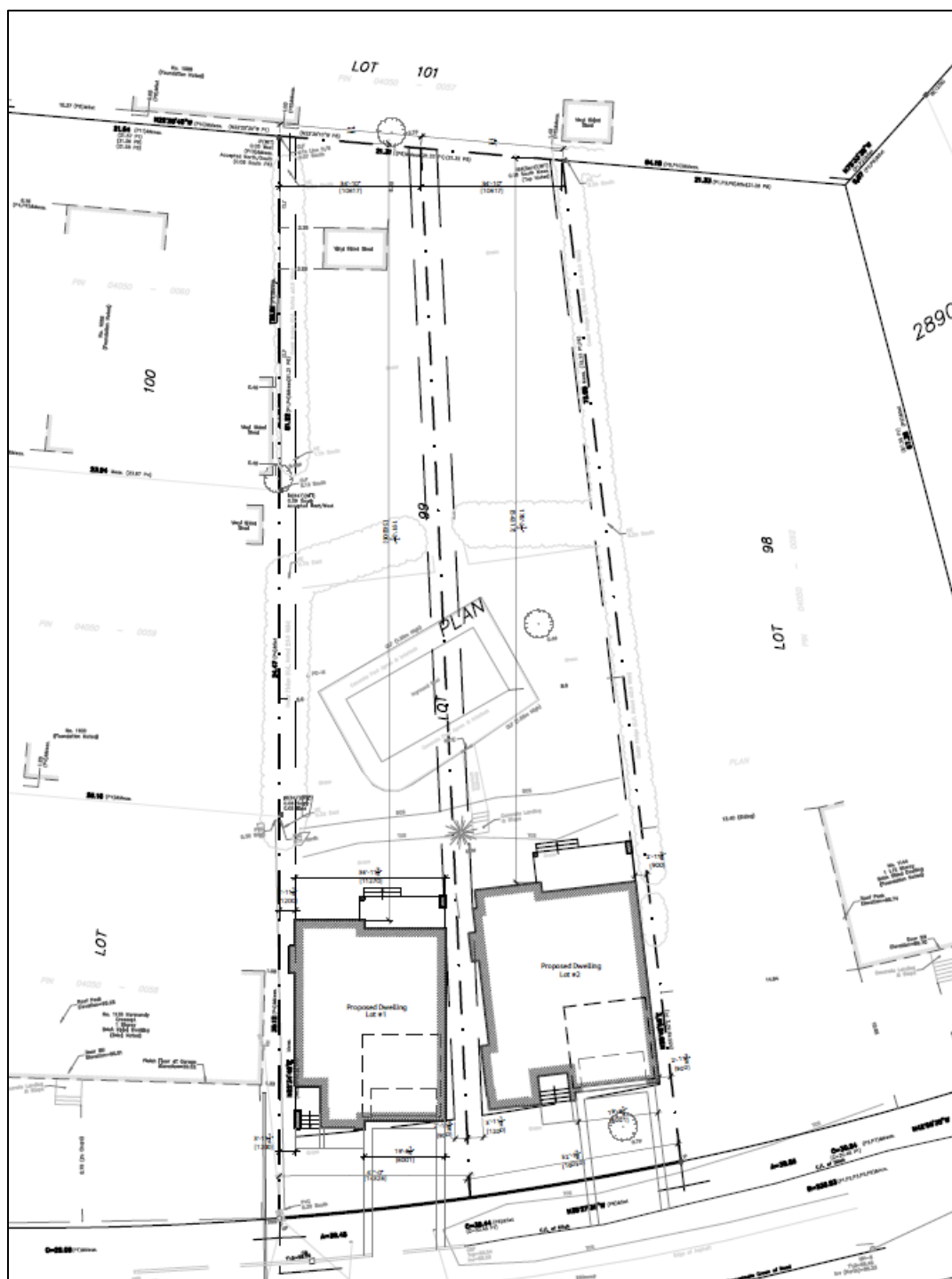


Figure 3 – Proposed Site Plan

## COMMUNITY CONTEXT



Figure 4 – View looking at the subject property from Normandy Crescent; 1140 Normandy Crescent.

## DISCUSSION

As noted earlier in the Letter, a minor variance is required for lot width on each of the newly proposed lots. Further, a variance is required to amend the driveway width for Part 1.

Knoxdale-Merivale Ward (Ward 9) has seen intensification over the years given its proximity to services and transit. It is a highly sought-after and desirable neighbourhood. As shown in the images below, a number of lots within this community have been severed to make room for an additional dwelling unit. As such, the proposal discussed for 1140 Normandy Crescent is in keeping with the lot fabric throughout the Community.



Figure 5 shows properties located at 1152 and 1154 Normandy Crescent. These properties are 3 houses down from the subject property. As noted in the figure, one lot has been severed into two lots for the purpose of single detached dwellings. Each lot appears to be less than 11m wide. These properties on Normandy Crescent are also zoned R1FF.

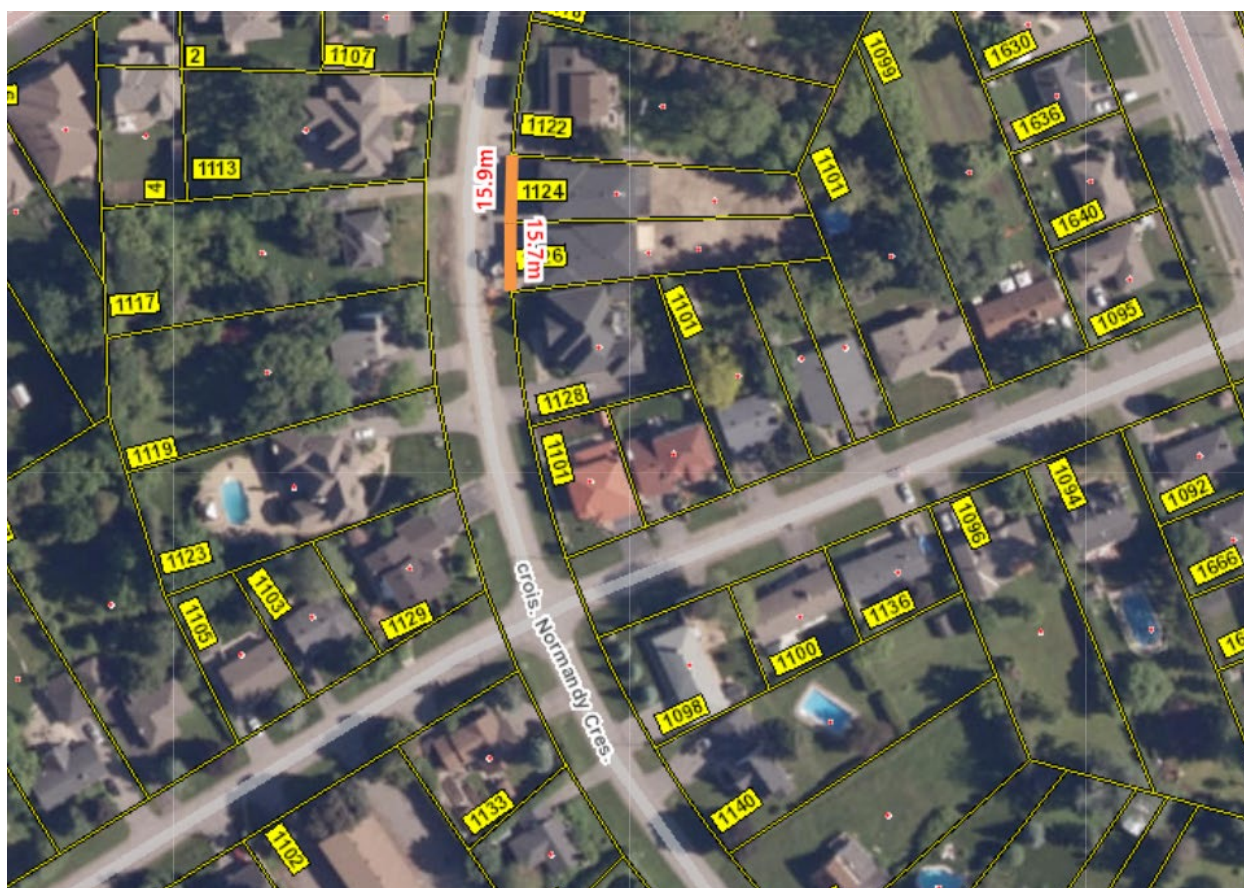


Figure 6 – 1124/1126 Normandy Crescent, just North of Falaise Road

Figure 6 shows another instance of a lot on Normandy Crescent being severed to make way for two detached dwellings. The above figure indicates that the lot width of these severed lots is less than 16m. The subject property is visible in the above figure, shown south of Falaise Road.

Figure 7, below, shows another instance of a severance in close proximity to the subject property. 1108 Falaise Road has been severed into two lots that appear to be about 12m wide each. Also visible in the figure is the subject property just East of 1108 Falaise Road.

Given these examples, the addition of two lots that have lot widths of 14.125 meters and 15.624 meters respectively is very much in keeping with the existing streetscape.





Figure 7 – depicting 1108 Falaise Road in relation to Normandy Crescent

It should be further highlighted that despite needing a variance for lot width, all other provisions of the zoning by-law related to the R1FF zone can be met under this proposal. The proposal ensures that the soft landscaping requirements are exceeded for the front yard and significant rear yards are provided. This further reiterates that the proposal is appropriate for the given lot and is not 'suffering' due to the requested decrease in lot width.

#### April 2025

As noted earlier in this letter, through circulation of the original application, an additional variance was noted by Staff required to amend the maximum width of a driveway permitted from 3m to 5.5m. Given the size of the proposed dwellings and the surrounding neighbourhood, a double car driveway and subsequent garage suits the proposed dwelling. These are large, detached dwellings and double car garages act as an additional storage space for many homes. Further, the double wide driveway and garage ensures that ample parking space is available and limits on street parking.

## Planning Act Section 51 – Part 25 Compliance

Provision	Applicability	Application Compliance
(a) The effect of the development of the proposed subdivision on matters of provincial interest as referred to in section 2.	Yes	The Provincial Policy Statement (PPS) provides direction on matters of provincial interest on land use planning which local planning decisions must be consistent with. The policies of the PPS focus growth within settlement areas with lands uses managed to accommodate a full range of current and future needs taking advantage of existing infrastructure. The proposed consent conforms to the overall objectives and intent of the PPS.
(b) Whether the proposed subdivision is premature or in the public interest;	Yes	The subject lands are zoned for the development. The consent is therefore in the public interest as it allows for the development of single detached dwellings.
(c) Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;	Yes	The parcels conform to the appropriate OP policies.
(d) The suitability of the land for the purposes for which it is to be subdivided;	Yes	The consent application is meant to facilitate the creation of 2 new lots that will allow the construction of two new dwellings.
(e) If any affordable housing is being proposed the suitability of the proposed units for affordable housing;	No	



(f) The number, width, location and proposed grades and elevations of highways and the adequacy of them, and the highways linking the highways in the proposing subdivision with the established highway system in the vicinity and the adequacy of them;	No	
(g) The dimensions and shapes of the proposed lots;	Yes	The severed parcels are of a size and dimension that is an appropriate in the context of the streetscape as demonstrated in this Planning Letter.
(h) 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 the adjoining land;	No	
(i) Conservation of natural resources and flood control;	No	
(j) The adequacy of utilities and municipal services;	Yes	Full Municipal Services exist on Normandy Crescent and can service the development in accordance with City of Ottawa servicing standards
(k) The adequacy of school sites;	No	
(l) The area of land, if any, within the proposed subdivision that, exclusive of highways is to be conveyed or dedicated for public purposes;	No	
(m) The extend to which the plan's design optimized the available supply, means of supplying,	No	

efficient use and conservation of energy; and	
(n) The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designed under subsection 41(2) of this Act or subsection 114(2) of the City of Toronto Act, 2006. 1994, c. 23, s. 30; 2001, c. 32, s. 31(2); 2006, c. 23, s. 22 (3,4); 2016, c. 25, Sched. 4, s. 8 (2).	No

## FOUR TESTS

Based on the rationale provided, the proposed variance meets the four tests of a minor variance as described in Section 45 of the Planning Act.

1. The variance is minor.
  - The requested variances are minor in nature and will have no impact on adjacent properties.
2. The variance is desirable for the appropriate development or use of the property.
  - The requested variances are appropriate so that sensitive infill development can be constructed meeting the City of Ottawa's housing goals and contributing to a density that supports the 15-minute neighbourhood.
3. The general intent and purpose of the Zoning By-law is maintained.
  - The proposed detached dwellings are permitted in the R1FF zone. The intent of the zoning bylaw provision is to create a relatively uniform and pleasing streetscape. The requested variances are in keeping with the existing streetscape and therefore the proposed variances are not out of keeping with the neighbourhood.
4. The general intent and purpose of the Official Plan is maintained.
  - The site is designated Neighbourhood and as such the construction of housing in a low-rise form is consistent with the strategic direction of the Official Plan.



## **SUMMARY**

The applicant is seeking a consent application and minor variances for the property known as 1140 Normandy Crescent for the purpose of developing two detached dwellings.

The proposed severances are consistent with the policies in the 2024 Provincial Policy Statement, the City of Ottawa Official Plan, and comply with most of the Zoning By-Law requirements of the Residential First Density, subzone FF (R1FF) zone for the intended uses of the new lots.

Please contact us if you require any additional information.

Alison Clarke  
The Stirling Group