

## RE: Minor Variance Tree Inquiry

From: Committee of Adjustment Trees/Comité de Dérogation Arbres (cofa\_trees@ottawa.ca)  
To: icjta@rogers.com; cofa\_trees@ottawa.ca  
Cc: edjta@rogers.com  
Date: Friday, May 2, 2025 at 10:22 a.m. EDT

Hi Isabel,

Thanks so much for the plans and detailed response.

Given that there are no protected trees directly impacted by the proposed work, other than a very small portion of the CRZ of the tree on 23 Chapleau, I can confirm that a TIR is not required with this application. I would encourage you to include some of this discussion in your cover letter/planning rationale for context – e.g. that several small trees <30cm will be removed and that only 1 pier of the deck will be placed at the edge of the CRZ of the adjacent tree. This will help both the Committee and any neighbours reviewing the application to fully understand the impacts of the proposal.

As noted previously, it is encouraged to find opportunities to plant trees to replace the canopy cover lost on site.

Regards,  
Nancy



**Nancy Young, RPF** (she/her)  
Planning Forester | Forestier - Plannification  
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110 Laurier Ave W, Ottawa, ON K1P 1J1  
[nancy.young@ottawa.ca](mailto:nancy.young@ottawa.ca) 613-580-2424 ext. 13581

**Committee of Adjustment**  
Received | Reçu le

**2025-05-16**

**City of Ottawa | Ville d'Ottawa**  
**Comité de dérogation**

Classified as City of Ottawa - Internal / Ville d'Ottawa - classé interne

**From:** Isabel Chin <icjta@rogers.com>  
**Sent:** April 16, 2025 1:09 PM  
**To:** Committee of Adjustment Trees/Comité de Dérogation Arbres <cofa\_trees@ottawa.ca>  
**Cc:** Erin Duncan <edjta@rogers.com>  
**Subject:** Re: Minor Variance Tree Inquiry

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Hi Nancy,

Thanks for reviewing and responding. Please refer to the attached updated drawings.

We have confirmed that there is a tree at the rear of 23 Chapleau Avenue and it's 17" (43.18cm) in diameter. On the site plan we have shown the critical root zone of the distinctive tree which does overlap a little with the northwest corner of the proposed deck, however there is a significant drop in grade of 1295mm from the grade at the tree to the grade at the proposed deck post. There will be one single pier located in this corner which is minimal and won't damage the existing tree.

There are no changes to the shared driveway so the Maple tree near the street will remain unaffected.

We are not removing greenspace from the existing site. Next to the existing stone retaining wall, at the reconfigured patio, will be a widened landscaping strip for owners to provide various plantings. There will be vines planted so that the trellis structure on top of the deck will be covered in growth as it matures.

Thanks,  
Isabel



**Isabel Chin**

Dipl. Arch. Tech

**Jane Thompson Architect**

613-747-8104

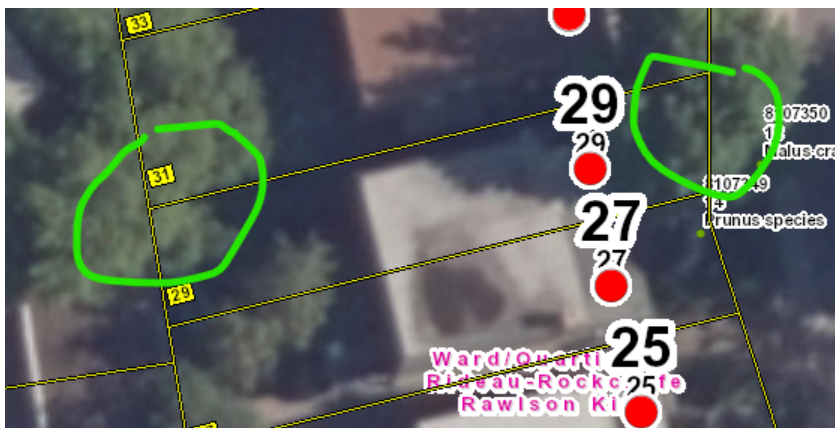
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404 MacKay Street, Ottawa ON K1M 2C4

On Monday, April 14, 2025 at 11:43:02 a.m. EDT, Committee of Adjustment Trees/Comité de Dérégation Arbres  
<[cofa\\_trees@ottawa.ca](mailto:cofa_trees@ottawa.ca)> wrote:

Hi Isabel,

Thanks for reaching out and providing the plans and measurements for review. There are a few more details that I will need clarification on to determine if a TIR is required or not:

- There appear to be trees on the neighbouring properties northwest of the site (23 Chapleau, 31 Acacia), in close proximity to the proposed raised deck. Please confirm whether these trees are >30cm diameter and their distance from your proposed work. If they are protected and their CRZ(s) (10x diameter) overlap with your work area, a TIR will be required.
- Please confirm whether any changes are proposed to the existing shared driveway between 29 and 31 Acacia, in proximity to the maple tree.
- Please confirm whether the proposed plan would leave any greenspace on site to plant any replacement trees to restore the canopy cover here. This is not a requirement if all trees are under 30cm, but it is strongly recommended to provide shade and contribute to the City's canopy cover goals.



Thank you,  
Nancy



**Nancy Young, RPF (she/her)**  
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**From:** Isabel Chin <[icjta@rogers.com](mailto:icjta@rogers.com)>  
**Sent:** April 07, 2025 11:25 AM  
**To:** Committee of Adjustment Trees/Comité de Dérégation Arbres <[cofa\\_trees@ottawa.ca](mailto:cofa_trees@ottawa.ca)>  
**Cc:** Erin Duncan <[edjta@rogers.com](mailto:edjta@rogers.com)>  
**Subject:** Minor Variance Tree Inquiry

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Hello,

I'm reaching out in preparation for a minor variance application at 29 Acacia Avenue and would like confirmation that a tree information report is not required for the description of work below.

A set of drawings and photos are attached for reference.

The private property is under 1 hectare in size and within the urban area.

The proposed design requires the removal of 7 non-distinctive trees which are all under 30cm in diameter at breast height, the largest tree being removed is 9" diameter (22.86cm). Included for removal are 2 trees on the subject property to allow an elevated deck to connect to the back door and a grouping of small trees on 27 Acacia's property to allow proper access to the subject property's parking spot. The owners have consulted with 27 Acacia, who do not object to the removal of the trees in the easement.

Thanks,  
Isabel



**Isabel Chin**

Dipl. Arch. Tech

**Jane Thompson Architect**

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