

P-Squared Concepts
Minor Variance & Consent to Sever Cover Letter
1686 Ortona

City of Ottawa Committee of Adjustment
101 Centrepointhe Drive, 4th Floor
Ottawa, ON K2G 5K7

Attn: Mr. Michel Bellemare
Secretary Treasurer

Committee of Adjustment
Received | Reçu le
May 26th, 2025
Revised | Modifié le : 2025-05-27
City of Ottawa | Ville d'Ottawa
Comité de dérogation

Re: 1686 Ortona Ave. (Minor Variance & Consent applications) - Ward 16
John Marano
Lot 37, Registered Plan 291190, City of Ottawa

On behalf of our clients, we are submitting the enclosed Minor Variance and Consent to Sever applications for the property located at 1686 Ortona Ave in order to permit the construction of a new detached dwelling. The property is zoned R1WW in the City of Ottawa Zoning By-Law. It is located in the Outer Urban transect designated as a Neighbourhood as per the City of Ottawa Official Plan. The subject property is located within the Carleton Heights Secondary Plan designated as Neighbourhood Low-Rise.

The proposed development will consist of a one-storey detached dwelling located on the new lot, and retention of the existing two-storey detached dwelling located on the existing lot. The new bungalow will feature a single lane driveway shared with the existing dwelling, a two car garage, three bedrooms, and four bathrooms. It will also feature a basement level.

The proposed severance will create one new lot in a flag lot configuration. Lot A, consisting of **Parts 1 & 2**, will have 21.44 m of frontage along Ortona Avenue and a lot area of 707.3 m². This lot will contain the existing detached dwelling. Lot B, consisting of **Parts 3, 4 & 5**, will have 6.0 m of frontage along Ortona Avenue, widening to 27.43 m in total lot width behind Parts 1 & 2, and a lot area of 1267.7 m². This lot is intended for the construction of a new detached dwelling.

Since the previous submission, the application has been revised in response to comments from Planning and Forestry staff. Specifically, concerns were raised regarding the proposed driveway configuration and the removal of trees #5 and #9. In response, the proposed lot and dwelling design have been flipped so that the driveway now accesses the property from the north side. This adjustment enables the preservation of tree #5, as shown in the revised Tree Information Report (attached). However tree #9 is still proposed to be removed due to health conditions. Furthermore, rather than introducing a new, separate driveway, the proposal now includes an extension of the existing driveway to the new garage at the rear of the property.

To facilitate this shared access, an easement is proposed over **Part 5**, which is located on Lot B (the rear lot), in favour of Lot A (the front lot). This will ensure continued legal access to the existing dwelling's parking space. While the revised configuration still requires a variance related to driveway width to accommodate a two-car garage, it more closely aligns with the intent of the Secondary Plan by minimizing hardscaping and consolidating vehicular access to a single shared driveway.

The proposed Severance and Minor Variance applications for 1686 Ortona Avenue align with the ongoing residential intensification trends observed in the Carleton Heights neighbourhood (Fig.4. and Fig.5.) Similar developments have been approved throughout the area, reinforcing the City's planning objectives for gentle intensification while maintaining neighbourhood character. Several comparable projects demonstrate a precedent for lot severance and reduced lot widths in the surrounding area.

For instance, at 1598 Prince of Wales Drive, the City approved the severance of one lot into four parcels, allowing for the construction of four two-storey detached dwellings with a new shared driveway extending 42.14 m long, despite reduced lot areas, widths, and rear yard setbacks. Similarly, at 1676-1678 Ortona, a two-lot severance within a single parcel shows the suitability of lot reconfiguration in the close proximity of the subject site. Flag-lot developments have also been integrated into the area, including at 821 Nesbitt Drive and 1509 Skeena Drive, where the severed rear lots feature flag-lot configurations similar to the subject proposal. Additionally, at 890 Greenbriar Avenue, a site originally zoned R1GG was successfully rezoned to R3 to accommodate nine townhouse units, further supporting the City's broader intensification goals.

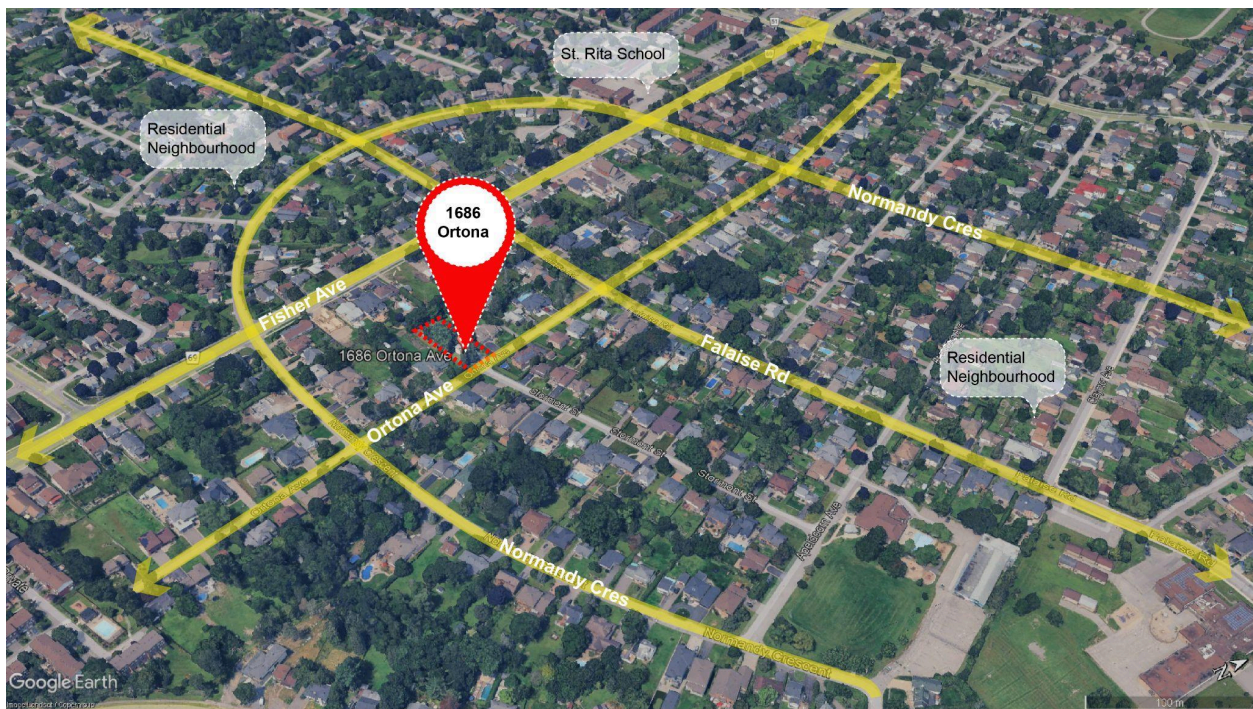


Fig.1.Aerial imagery showing the surrounding context of the subject site, Google Earth.

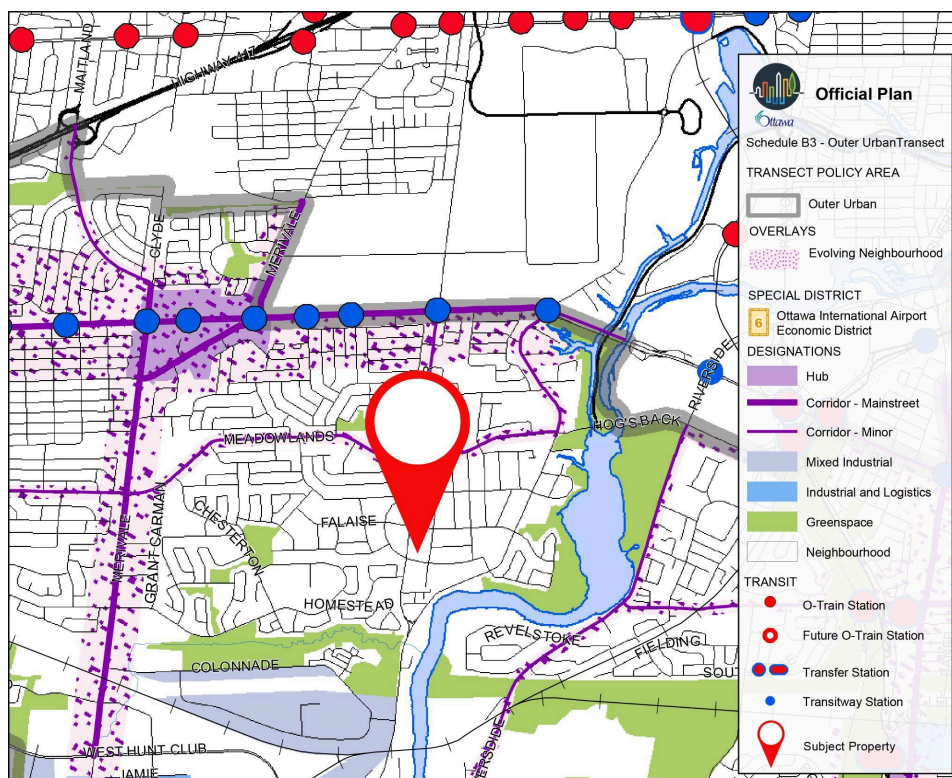


Fig.2. Schedule B3 - Outer Urban Transect, City of Ottawa Official Plan.

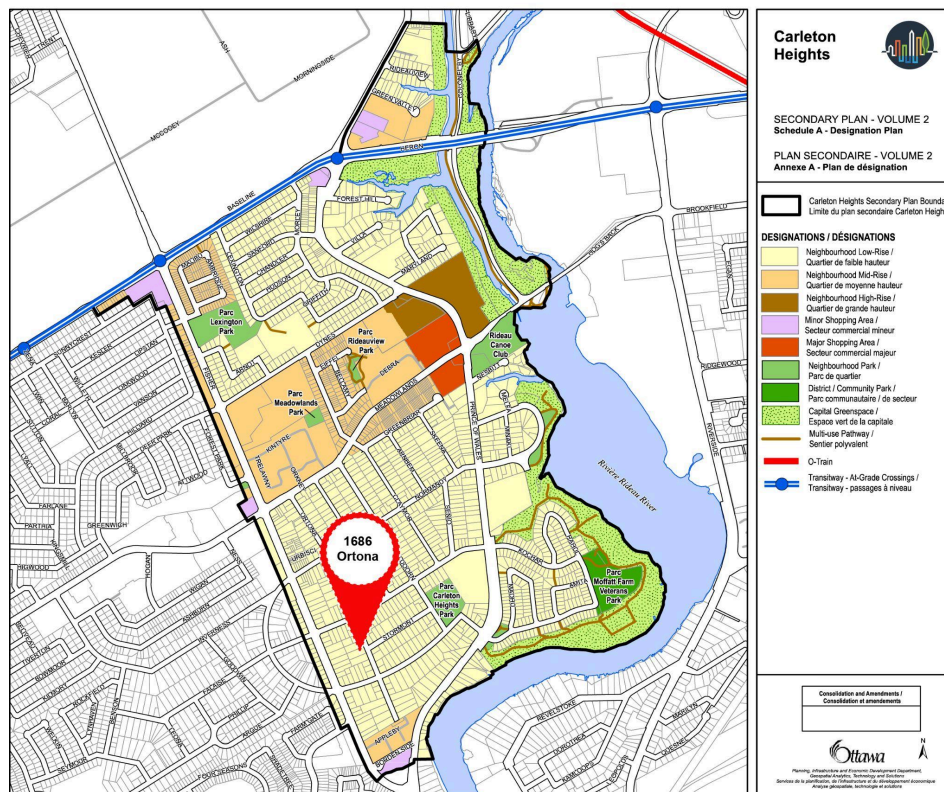


Fig.3. Schedule A - Neighbourhood Low Rise Designation, Carleton Heights Secondary Plan.

Fig.4. Subject property proposed severance and precedent developments in the Carleton Heights neighbourhood.



Fig.5. Location of the subject property and precedent developments in the Carleton Heights neighbourhood.

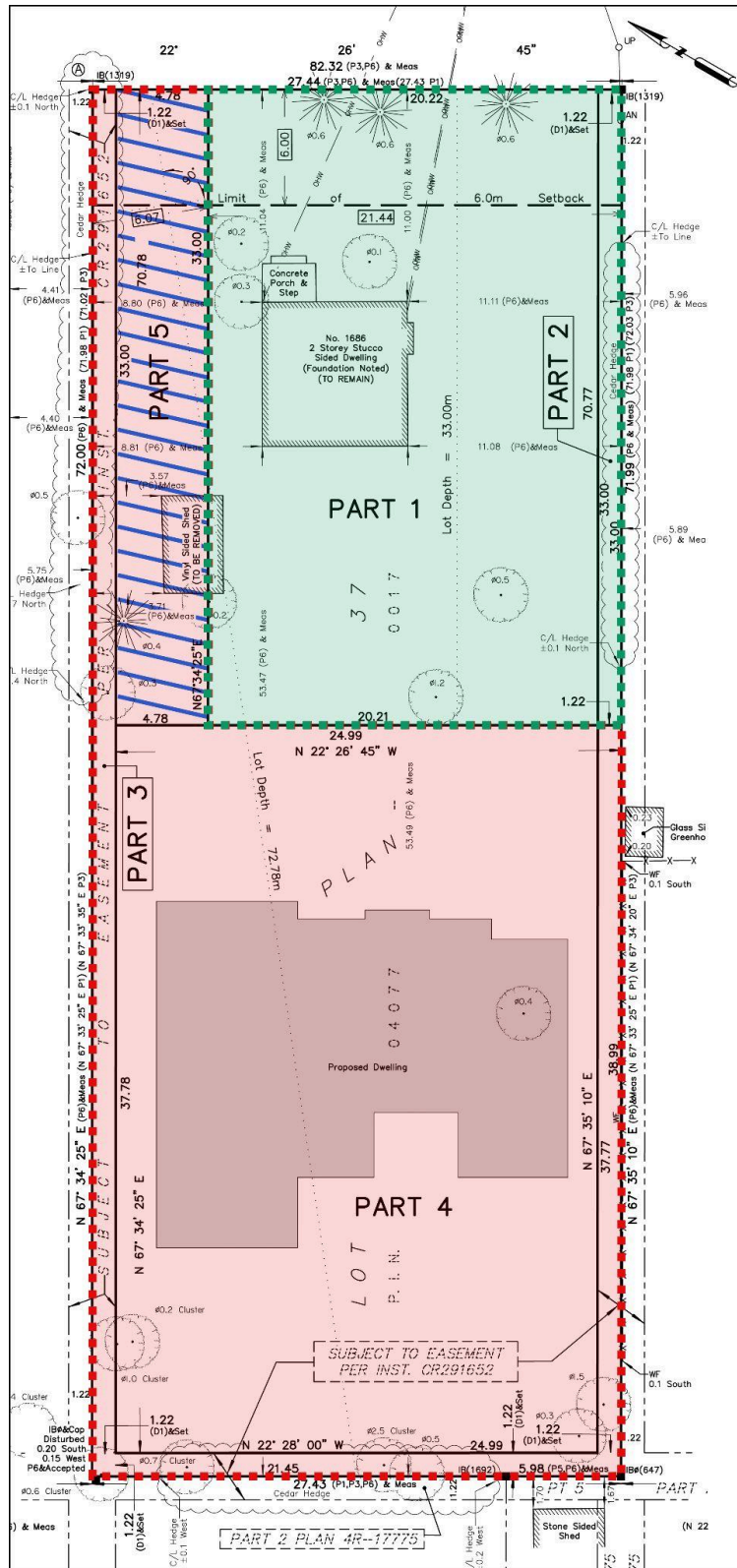


Fig.6.Draft 4R plan showing the **retained (lot A)** and **severed (lot B)** lots including the **proposed easement** by Farley, Smith & Denis Surveying LTD, 2025.

Minor Variance Application

Only lot B requires relief from the following sections of the Zoning By-Law:

- Lot width. The proposed lot width is 6.07 m, whereas the minimum Zoning By-Law requirement is 18 m (Table 156A, II, Zoning By-Law 2008-250, as amended).
- Rear yard setback. The proposed rear yard setback is 16.22% of the lot depth (11.81 m), whereas the minimum Zoning By-Law requirement is 30% of the lot depth (21.84 m) (Table 144B, (v), Zoning By-Law 2008-250, as amended).
- Maximum driveway width. The proposed driveway width at its widest is 7.32 m, whereas the maximum width of an individual single driveway for a lot width between 6 m and 7.5 m is 2.6 m (Table 139 (3), Zoning By-Law 2008-250, as amended).

The proposed lot pattern follows a slightly irregular shape as one lot is positioned mostly behind the other. This results in a unique lot shape which impacts the lot line locations, lot depth, and by consequence lot width. Below is a diagram illustrating the location of **lot depth** and **lot width** for Lot A (Parts 1 & 2) and the **lot depth** and **lot width** for Lot B (Parts 3, 4 & 5).

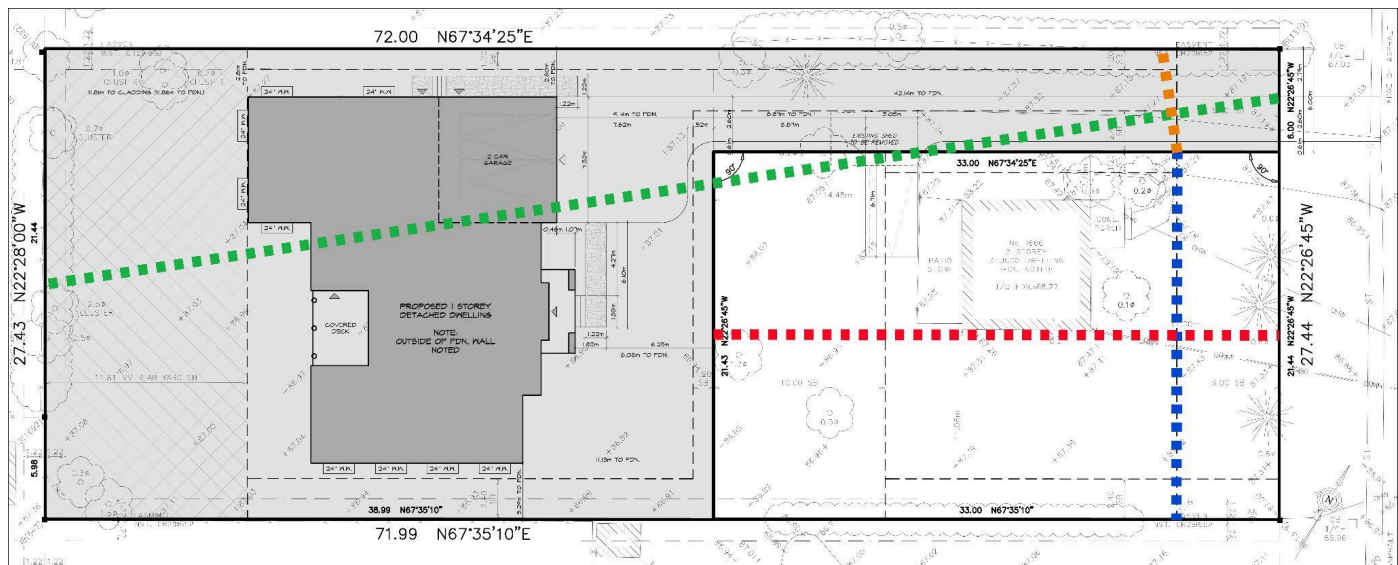


Fig.7. Diagram illustrating the different lot depths and lot widths for Lot A (Parts 1 & 2) and Lot B (Parts 3, 4 & 5) Ortona Ave.

The four tests of a **Minor Variance** application from Section 45 (1) of the Planning Act are that the variances are to maintain the general intent and purpose of the Official Plan and the Zoning By-law, are desirable for the appropriate development or use of the land and building, and are minor in nature.

1. The variances maintain the intent of the Official Plan.

City of Ottawa Official Plan

The subject property is located within the Outer Urban transect designated as a Neighbourhood. It is approximately 675 m from Meadowlands Dr which is designated as a Minor Corridor, and about 2.75km from Merivale Rd which is designated as a Mainstreet Corridor. There are five schools, one community center, and five places of worship within a 1.2 km radius (15 minute walking distance) of the subject property. The site is approximately 125 m walking distance to Falaise Rd and 300 m walking distance to Fisher Ave which are identified as a collector and an arterial road, respectively, as per Schedule C4 of the Official Plan.

The following section features excerpts from the Provincially approved Official Plan and responses.

2.2.1 Intensification and Diversifying Housing options

- Policy 1 - Direct residential growth within the built-up urban area to support an evolution towards 15-minute neighbourhoods

Response: The proposed development represents residential growth as it proposes two detached dwellings in an area where previously there was one. The site is located in the urban area, is serviced municipally, and is in close proximity to a variety of daily and weekly amenities. The site is located within the Outer Urban transect and is defined as a classic neighbourhood, meaning the site is primarily accessed via private transportation, however public transportation is available via Fisher Ave and Meadowlands Dr. The site is approximately 300m walking distance from the Carleton Heights Community Centre which contains open greenspace, an asphalt basketball court, a park, an outdoor pool, and indoor gathering spaces. The site is also about 1.2 km radius distance from the commercial center at Prince of Wales / Meadowlands Dr, 1.2 km from the trails and greenspace at Nepean Pond Park, and 1.3 km radius distance from the commercial/industrial area on Colonnade Rd.

2.2.4 Healthy and Inclusive Communities

- Policy 1 - Encourage development of healthy, walkable, 15-minute neighbourhoods that feature a range of housing options, supporting services and amenities.

Response: The site is located within the Carleton Heights community which is primarily residential. Community centres, greenspace, and schools are all located within walking distance of the subject property. The expectation for this development is that the property owners will use private transit to access their daily and weekly needs. As such the density proposed is low, in line with the Zoning, Official Plan, and Secondary plan policies. Amenities are accessible via alternative modes of transportation as well such as public transit, walking, cycling, ride-sharing.

4.2.1 Enable greater flexibility and an adequate supply and diversity of housing options throughout the city

- 1) A diverse range of flexible and context-sensitive housing options in all areas of the city shall be provided through the Zoning By-law, by: a) Primarily regulating the density, built form, height, massing and design of residential development, rather than regulating through restrictions on building typology; b) Promoting diversity in unit sizes, densities and tenure options within neighbourhoods including diversity in bedroom count availability;

Response: The proposed development is a bungalow and has a footprint of 304.44 m². It represents context-sensitive housing as it reflects the low-rise residential character of the neighbourhood. The application does not require any variances related to the built form of the dwelling. The proposed severance results in a unique lot pattern not contemplated in the Zoning By-Law and therefore is not accurately reflected in the Zoning By-Law requirements for lot width and rear yard setback hence the required associated variances in this application.

4.6.5 Ensure effective site planning that supports the objectives of Corridors, Hubs, Neighbourhoods and the character of our villages and rural landscapes

- 1) Development throughout the City shall demonstrate that the intent of applicable Council-approved plans and design guidelines are met.
- 3) Development shall minimize conflict between vehicles and pedestrians and improve the attractiveness of the public realm by internalising all servicing, loading areas, mechanical equipment and utilities into the design of the building, and by accommodating space on the site for trees, where possible. Shared service areas, and accesses should be used to limit interruptions along sidewalks. Where underground parking is not viable, surface parking must be visually screened from the public realm.

Response: As per pages 14-16, the Council-approved Urban Design Guidelines for Low-Rise Infill Housing have been met by this proposal. This proposal also meets the intent of the Carleton Heights Secondary Plan. The proposed development features a single shared driveway leading to a double car garage. This will provide adequate parking for both property owners and will not result in parking in the driveway or on the street. This will minimise the potential conflict between pedestrians and vehicles and screens parking from the street.

4.6.6 Enable the sensitive integration of new development of Low-rise, Mid-rise and High-rise buildings to ensure Ottawa meets its intensification targets while considering liveability for all

- 6) Low-rise buildings shall be designed to respond to context, and transect area policies, and shall include areas for soft landscaping, main entrances at-grade, front porches or balconies, where appropriate. Buildings shall integrate architecturally to complement the surrounding context.

Response: The proposed low-rise detached dwelling responds to the context of the Carleton Heights neighbourhood. It also reflects the typical characteristics of the Outer

Urban transect. The lot will have many areas of soft landscaping and opportunities for tree planting. The proposed dwelling location gives a buffer of 11.81 m of planting space in the rear yard and 9.14 m between the front edge of the proposed house and the rear lot line of 1686 Ortona.

5.3.1 Recognize a suburban pattern of built form and site design

- 1) The Outer Urban Transect's established pattern of built form and site design is suburban as described in Table 8, below and is predominantly reflective of the classic suburban model, and in some areas the conventional suburban model. Over the medium- to long-term, this area will evolve toward an urban model as outlined in Table 8. This Plan allows for this evolution to happen gradually.

Table 8: Suburban Built Form and Land-use Characteristics:

Classic (Post-war to 1980)	Conventional (1980 to present)	15-Minute (Beyond 2020)
Soft landscaping are prominent, buildings are secondary	Buildings and infrastructure, including highly programmed parks dominate the built landscape	Nature, buildings and infrastructure are harmonized with a continued emphasis on park amenity as part of an integrated urban fabric
Detached houses are dominant residential typology	Detached houses are the majority typology with a significant amount of semi-detached, townhouses and some low-rise apartments added to the housing mix	Smaller proportion of detached housing. Replaced with higher-density ground-oriented housing, with some mid- and high-rise buildings within transit hubs
Separated residential and non-residential land uses and moderate street connectivity	Isolated commercial centres, civic and institutional uses and residential uses with low to moderate street connectivity	Highly integrated commercial, civic and institutional uses with residential areas creating highly connected 15-minute neighbourhoods
Auto-oriented land-use patterns and site designs with little consideration for active transportation users	Auto-oriented land-use pattern with some integration of local transit, cycling and pedestrian infrastructure	Land-use patterns that focus on transit and connectivity, and a built environment that prioritizes the safety and convenience of active transportation

Table 8. Suburban Built From and Land-use Characteristics, City of Ottawa Official Plan.

Response: Both lots will feature large front yard setbacks mostly containing soft landscaping. Both dwellings, existing and proposed, are detached dwellings and fit within the dominant residential typology of the neighbourhood. While both lots will feature a shared driveway and opportunities for private vehicle parking, the site's proximity to Fisher Rd and Meadowlands Dr provides access to public transit routes.

5.3.2 Enhance mobility options and street connectivity in the Outer Urban Transect

- 1) The transportation network for the Outer Urban Transect shall: a) Acknowledge the existing reality of automobile-dependent built form that characterises the Outer Urban Transect while taking opportunities as they arise to improve the convenience and level of service for walking, cycling and public transit modes;

Response: Carleton Heights is classified as a classic neighbourhood as it was primarily constructed before the 1960's. Within the Normancy Cres area of Carleton Heights, many of the lots were divided and developed with small-scale residential dwellings in the 1970's. Soft landscaping is a prominent feature in this neighbourhood through large front yard setbacks, large rear yards, and mature vegetation. Detached houses with driveways and garages were, and continue to be, the dominant typology in this area. The shift from a classic suburban design to a 15-minute neighbourhood design will happen gradually over time with context-sensitive developments such as the proposed. The proposed design minimises the visual impact of the vehicle and prioritises efficient land use. The design will also take advantage of the public transit connectivity that has evolved over time.

5.3.4 Provide direction to Neighbourhoods located within the Outer Urban Transect

- 1) Neighbourhoods located in the Outer Urban area shall accommodate residential growth to meet the Growth Management Strategy as outlined in Section 3. The Zoning By-law shall implement development standards that transition away from a suburban model and move towards urban built forms as described in Table 6 as applicable and that: a) Allows and supports a wide variety of housing types with a focus on lower density missing-middle housing which generally reflects the existing built form context of the neighbourhood, which may include new housing types that are currently not contemplated in this Plan

Response: As per the Zoning By-Law, a maximum of two additional dwelling units are permitted within a primary dwelling unit on lots with municipal services. This development is not proposed to contain additional dwelling units, however the interior layout is designed in a way that could allow an additional unit to be added in the future. The new dwelling will be located in what was considered the rear yard of the existing house that was generally unused. This gentle intensification supports the City's goals to move away from the suburban model and towards the more urban, 15-minute neighbourhood model.

Carleton Heights Secondary Plan

The subject property is located within the Carleton Heights Secondary Plan designated as Neighbourhood Low-Rise. The following section features excerpts from the approved Secondary Plan and *responses*.

3.1 Population Growth

- 1) With the arrival of key structural elements such as the Baseline Transitway, the Carleton Heights Secondary Plan will ensure that an eventual denser built environment and a higher proportion of built-up land improves the area's climate resilience through such measures as:
 - a) Retention of mature trees, tree planting, and other urban greening;
 - b) Identification and mitigation of the impacts of additional runoff resulting from increased imperviousness through measures such as site-specific stormwater management approaches; and

c) Implementation of site, grading, building, and servicing design measures to protect existing and new development from urban flooding.

Response: Although the proposed lot configuration introduces additional built-up area, impervious surfaces will be minimised through a balanced approach to site grading, and landscaping. The design incorporates stormwater management measures, ensuring that runoff is appropriately managed on-site minimising the strain on existing municipal infrastructure. The site will be graded to direct all hard-scaped surface flow to the City ROW, with reduced runoff through the use of permeable pavers. Furthermore, the site plan includes the retention of six existing trees, with additional tree planting planned to enhance urban canopy coverage. The rear yard setback of 11.81 m and 9.14 m space between the front edge of the proposed dwelling and the rear lot line of the retained lot, provide opportunities for soft landscaping, which will contribute to stormwater infiltration and reduce runoff impact.

- 2) To prevent creating further demands on existing stormwater management facilities, any development or redevelopment within the Neighbourhood Low-Rise designation is subject to the following requirements:
 - a) No new driveways and no new private approaches are permitted, regardless of the number of lots or dwelling units resulting from such development or redevelopment;
 - b) No existing driveways or private approaches may be widened;
 - c) All new development or redevelopment that reinstitutes an existing driveway, and any new surface parking spaces created on-site, are required to observe the maximum driveway width and parking space dimensions prescribed in the Zoning By-law.

Response: The revised proposal no longer introduces a new private approach. Instead, it extends the existing driveway on the retained lot (Lot A) to serve the proposed new dwelling on the rear lot (Lot B). This shared driveway configuration avoids the need for a second curb cut. The creation of a shared driveway aligns more closely with the intent of the policy to limit additional stormwater impacts from new driveways. While the extension of the driveway will result in a widened area beyond the flag portion of the lot (from 2.6 m to 7.32 m), this is necessary to accommodate access to the new double car garage and maintain functional parking for both dwellings. The overall design incorporates soft landscaping and site grading strategies to manage on-site drainage and limit runoff. Though a variance is still required for driveway width, the proposal represents a more sensitive approach to infill by minimizing hardscaping at the street edge and maintaining a single access point. Additionally, similar severance applications in the area, such as the one approved at 1598 Prince of Wales Drive, support the appropriateness of this approach within the broader policy direction for low-rise intensification.

In summary, the proposed development is located in the Outer Urban transect designated as a Neighbourhood in the Official Plan, and as Neighbourhood Low-Rise in the Carleton Heights Secondary Plan. The policies listed above outline goals to minimise the impact of autocentric low-rise development on pedestrians and cyclists

while maintaining the neighbourhood context of Carleton Heights. This application is consistent with the strategic directions of the Official Plan and the Carleton Heights Secondary Plan.

2. The variances maintain the intent of the Zoning By-Law.

The purpose of the R1 zone is to:

- restrict the building form to **detached dwellings** in areas designated as General Urban Area in the Official Plan;
- allow a number of other residential uses to provide additional housing choices within detached dwelling residential areas;
- permit ancillary uses to the principal residential use to allow residents to work at home;
- regulate development in a manner that is **compatible with existing land use patterns** so that the detached dwelling, **residential character of a neighbourhood** is maintained or enhanced; and
- permit different development standards, identified in the Z subzone, primarily for areas designated as Developing Communities, which promote efficient land use and compact form while showcasing newer design approaches

The list of permitted uses in the R1 zone includes detached dwellings. As proposed, the application presents a permitted use (detached dwelling) that is compatible with the existing land use patterns and maintains the residential character of the neighbourhood.

The intent of the lot width requirement is to ensure that new lots have sufficient space between side lot lines to propose a functional building footprint in addition to any supporting elements such as infrastructure, driveways, and planting. The proposed plans represent a functional building footprint and sufficient space for servicing. A soft landscaped buffer on either side of the proposed driveway is maintained in addition to the existing hydro easements along both north and south lot boundaries. Therefore, the intent of this requirement is maintained.

The primary intent of the rear yard setback requirement is to ensure that dwellings have access to outdoor amenity space. The secondary intent of this requirement is to ensure adequate privacy for the abutting lots. The proposed dwelling is set back 11.81 m from the rear lot line and features a staggered rear facade. Importantly, the proposed development meets the minimum rear yard area requirement, providing 323.98 m² (25.55% of lot area), which exceeds the required 316.92 m² (25% of LA). Additionally, the development proposes to maintain the majority of planting along the rear and side yards where possible and plant additional trees to add screening between the subject property and the abutting properties. The variance for rear yard setback is not triggered due to a lack of usable space in the rear yard, it is triggered by an exaggerated measurement of lot depth due to an irregular lot configuration. Therefore, the intent of this requirement is maintained.

The intent of the driveway width requirement is to ensure a proportionate amount of the lot's frontage is allocated for vehicular access, while the remaining portion features the dwelling, and to ensure that the driveway does not become a prominent element on the lot's frontage. The Zoning By-Law requirement for driveway width is therefore directly tied to the minimum lot width. Since the proposed lot features a 6.07 m lot width, a 2.6m individual single driveway is permitted. If the zoning was to consider the property's full width of 27.43 m, a 6 m double wide driveway would be permitted. The proposed driveway has a width of 2.6 m on the portion of the lot that is 6.07 m wide, and only widens to 7.32 m when the lot widens to 27.43 m. The majority of the driveway conforms to the 2.6 m width requirement and it is only when the driveway widens to accommodate the double car garage that the driveway becomes non-compliant. The intent of the 2.6 m requirement is maintained for the majority of the proposed driveway, and when it widens to 7.32 m, it does not impede the site's ability to accommodate an appropriate dwelling and the widened portion of the driveway is screened behind the existing dwelling and vegetation.

In summary, the proposed use is a permitted use in the R1GG zoning and the variances required to permit this development are related only to the size and shape of the lot and not the proposed building design. The proposed severance of the lot results in a unique lot pattern not contemplated in the Zoning By-Law and therefore is not accurately reflected in the Zoning By-Law requirements for lot width and rear yard setback.

3. Desirable and appropriate for the development or use of land and building.

The subject property is a low-rise detached dwelling located within Area A on Schedule 342. As such, this proposal is subject to the design guidelines listed in the Urban Design Guidelines for Low-Rise Infill Housing (2023). The following section features excerpts from this guideline document and *responses*.

1.2 Ground floor height

- Locate the ground floor close to, or at, grade level. If the ground floor must be raised, limit the height of the porch to the entrance to no more than approximately 3 to 5 steps and/or 1.2m above the grade of the sidewalk directly at the front of the entrance, to avoid a long barrier-like flight of stairs.

Response: The proposed bungalow is accessed via grade with a maximum of two steps to the principal entrance.

2.1 Building height

- The height of the building(s) should be sensitive to the height of surrounding buildings while considering the planned height for the neighbourhood. The use of building height transitions, setbacks, step-backs, architectural and roofline treatments to reduce the impact of height shall be considered when the proposed building's height is greater than the planned height for the neighbourhood.

Response: The proposed single storey building height is 5.34 m. This low profile is in line with the low-rise neighbourhood context consisting of single storey, split level, and two storey detached dwellings. The single storey height will also ensure that privacy for

the abutting neighbours is maintained as screening can be provided along the property boundary.

2.2 Building massing and scale

- The massing and scale of infill buildings should consider the surrounding neighbourhood in terms of building setbacks, building width and length, and the relationship between buildings and the public realm. New infill housing should utilise architectural treatment and articulation to replicate the predominant scale and built form of the surrounding neighbourhood.

Response: The proposed building massing is typical compared to the neighbourhood context, specifically 1680 Ortona, 1645 Ortona, and 1329 Normandy. The architectural treatment of the facades will be masonry and high quality siding which are dominant materials found throughout Ortona Ave and the neighbouring streets.

3.9 General soft landscaping and stormwater management

- Provide soft landscaping in any part of any yard not occupied by accessory buildings and structures, permitted projections, bicycle parking and aisles, hardscaped paths of travel for waste and recycling management, pedestrian walkways, and permitted driveways and parking.

Response: Soft landscaping is a prominent feature of this neighbourhood and the subject property. Of the 1267.7 m² lot area, the rear lot contains approximately 321.93 m² of soft landscaping. Maximised softscaping and minimised hardscaping will ensure adequate stormwater infiltration is possible and run off is limited.

3.16 Existing trees

- The retention and protection of existing trees is key to preserving the character of existing neighbourhoods. Incorporating existing trees into the design of the site will ensure adequate protection over time. The Tree Protection By-law information on the City's website, "Planning Around Trees", provides guidance for tree retention on infill sites. Where trees cannot be retained on a site, ensure sufficient space is made available in the site design to plant replacement trees. The impact of construction on adjacently owned trees must also be considered early in the design process

Response: The proposed development includes the retention of 7 existing trees (5 on the subject property and 2 on the abutting property to the north). 1 tree (#9) is proposed to be removed due to health conditions. This tree is a crab apple with 14 cm and 34 cm DBH.

3.17 Tree planting

- Plant trees along the street within the public realm (*or road right-of-way), in the rear yard amenity area, and in any landscaped area that provides sufficient space. Focus on planting large canopy trees over small ornamental trees. Ensure adequate soil volume is provided so the trees can attain full growth at maturity. Account for above and below-ground impediments to the future growth of the tree.

Response: Two large white spruce trees are already present along the property frontage so there is limited space there for additional trees. However, there is ample space in the front and rear yard of the new lot for additional tree planting. A tree planting plan will be submitted for consideration to address a future condition of severance.

In summary, the required variances are desirable and appropriate for the development and land. The proposed development is contextually-sensitive to the surrounding neighbourhood through massing, articulation, material, and provided soft landscaping goals. Concerns regarding privacy will be mitigated through tree planting, large setbacks, fencing is needed, and building design. The lot will be easily recognizable as a unique parcel using signage, mailboxes and/or planting.

4. The variances are minor in nature.

The lot width variance only applies to the created rear lot and not the existing front lot. The Zoning By-Law requires 18 m of lot width which is measured 6 m back from the front property line perpendicular to the lot depth. The proposed development features a 6.07 m lot width measured 6 m back from the front lot line perpendicular to the lot depth. However, the parcel widens significantly to 27.43 m behind the front parcel. The method of lot width calculation does not factor in irregular lot shapes like the flag lot. The minimum required frontage on a public road of 3 m is met by this proposal and the 6 m of frontage proposed leaves sufficient space for the proposed single lane driveway and services without interfering with the existing hydro easement.

The rear yard setback variance also only applies to the created rear lot and not the existing front lot. The Zoning By-Law requires a rear yard setback equal to 30% of the lot's depth. The lot depth is calculated by connecting the midpoint of the front and rear lot lines (as demonstrated in the diagram on page 7). The proposed rear yard setback represents 16.22% of the lot's depth. Because of the exaggerated lot depth measurement for nonstandard deep lots such as these, the numerical setback provided is actually larger than the typically rear yard setback requirement. The provided 11.81 m provides more than adequate space in the rear yard compared to the standard rear yard setback for residential lots within the greenbelt of about 9 m (30% of 30.48m). The rear yard setback is not triggered due to a lack of space in the rear yard, but rather by the way it is calculated. If the rear yard setback was calculated based on the lot depth after the pole portion of the lot, the numerical requirement would be 11.7 m.

The driveway width variance only applies to a 7.62 m long portion of the proposed driveway. The entire driveway length is 42.14 m meaning the non-compliant portion of the driveway represents only 17% of the entire length. The maximum permitted 2.6 m width is complaint at the front lot line, but the driveway widens to 7.32 m at the entrance to the garage. Both property owners own vehicles and wish to store them indoors in the garage therefore a double car garage has been proposed. The widened portion of driveway is needed to allow for access into the double car garage but also to allow for the owners to turn their cars and exit the driveway safely rather than reversing onto Ortona Ave. Lastly, the 2.6 m wide portion of the driveway will be the only visible portion

from the street, so the larger driveway area will be completely screened from passers-by.

In summary, the variances included in this application will permit a development consistent with the neighbourhood typology and represents an appropriate density for this site. The proposed variances to permit the associated lot severance application and development represent minor deviations from the Zoning By-Law requirements.

Consent to Sever Application

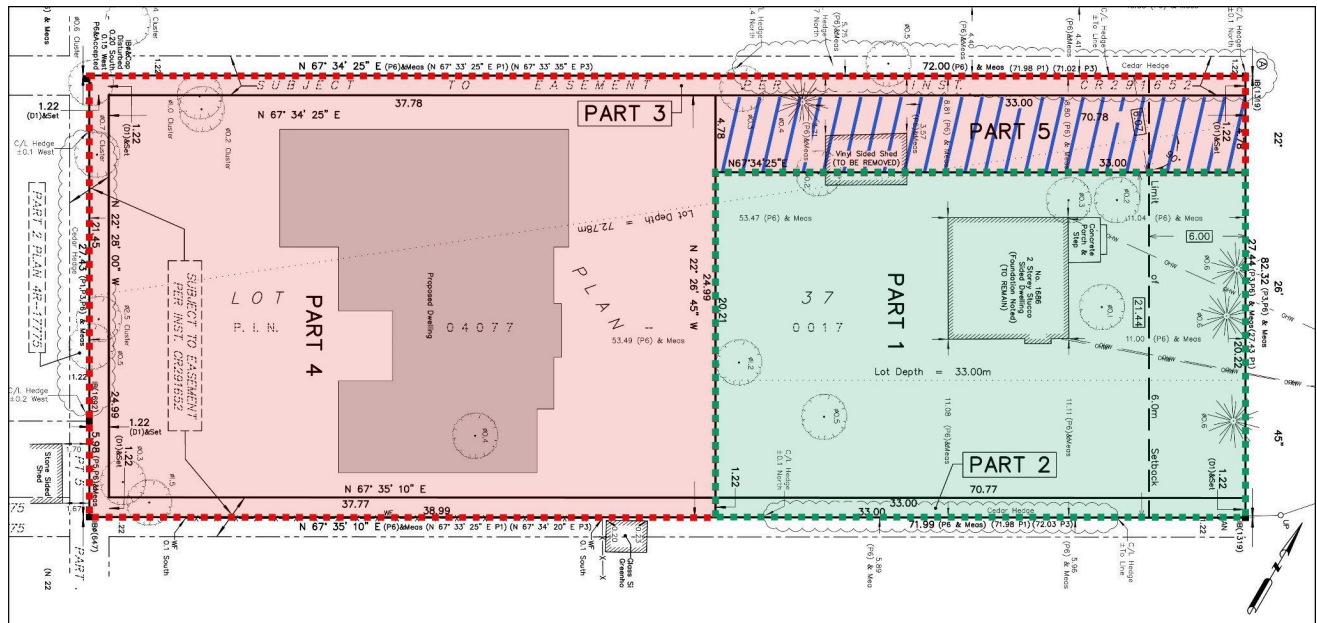


Fig.8.Draft 4R plan showing the **retained (lot A)** and **severed (lot B)** lots including the **proposed easement** by Farley, Smith & Denis Surveying LTD, 2025

Section 53 (1) of the Planning Act indicates that ‘ an owner, chargee or purchaser of land, or such owner’s, chargee’s or purchaser’s agent duly authorised in writing, may apply for a consent as defined in subsection 50 (1) and the council or the Minister, as the case may be, may, subject to this section, give a consent if satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality. 2021, c. 25, Sched. 24, s. 4 (1).

Section 51 (24) of the Planning Act states that a number of factors are to be considered when any subdivision of land is proposed. The following excerpts are those factors and responses.

- a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;
- d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- f) the adequate provision and efficient use of communication, transportation,

- sewage and water services and waste management systems
- h) the orderly development of safe and healthy communities;
- p) the appropriate location of growth and development;
- q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;

Response: The subject site does not contain any features of architectural, cultural, historical, archaeological, or scientific interest. The development and severance contained in this submission is in alignment with municipal objectives by allowing urban intensification (providing additional housing options) in the built-up urban area while making efficient use of municipal infrastructure (transportation, sewage and water services, and waste management). A civil engineer has reviewed the proposed development and confirmed that adequate servicing is possible. The site will be graded to direct flow from all new hardscape areas towards the City ROW. The proposed one-storey detached dwelling on the new lot and the retained existing two-story detached dwelling in accordance with R1GG zoning is an appropriate use that is in alignment with the adjacent neighbourhood.

- b) whether the proposed subdivision is premature or in the public interest;

Response: The severance is in the public interest as it facilitates gentle intensification in an established residential neighbourhood. The new lots will support infill development and increased housing choice in the urban area while maintaining the character of the area. The proposal aligns with the City of Ottawa's planning policies that support compact and sustainable development. The Official Plan and Zoning By-Law permit severances in this area and the construction of detached dwellings, therefore the consent is not premature.

- c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

Response: The severance conforms to the City of Ottawa Official Plan, which designates the area as Neighbourhood – Outer Urban Transect. The Carleton Heights Secondary Plan also identifies the area as Neighbourhood Low-Rise, allowing for low-density residential uses, including detached dwellings. As demonstrated on pages 8-13 of this report, the proposed development conforms to the Official Plan policies for intensification, healthy and inclusive communities, housing, Neighbourhood designations, mobility options and street connectivity.

- d) the suitability of the land for the purposes for which it is to be subdivided;

Response: The subject land is suitable for the proposed severance and development. The lot is large enough to accommodate a new detached dwelling with adequate private amenity space, and landscaping. The surrounding area consists of detached dwellings, making the proposal compatible with the existing residential character.

d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;

Response: No affordable units are proposed.

(e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

Response: The severed and retained lots will have appropriate access to Ortona Avenue. The site is located near Falaise Road (a collector road) and Fisher Avenue (an arterial road), ensuring good connectivity. No new public roads are required, and the existing road network is sufficient to accommodate the anticipated traffic.

f) the dimensions and shapes of the proposed lots;

Response: The proposed lots follow an irregular flag-lot configuration, which, while uncommon, has been successfully implemented in several nearby properties, including 821 Nesbitt Drive and 1509 Skeena Drive. The severed lot provides sufficient frontage for access, servicing, and landscaping, ensuring functionality despite the lot width variance. Additionally, the overall lot sizes remain significantly larger than the R1GG zone's minimum lot area requirement, reinforcing the feasibility of the proposed severance within the existing neighbourhood context.

g) 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 adjoining land.

Response: There are no known legal restrictions preventing the severance or development. The proposed lots comply with zoning regulations except for minor variances that have been justified. The existing hydro easements along the north and south property lines will remain unaffected.

(h) conservation of natural resources and flood control;

Response: The subject site is not located within a regulated floodplain. As noted in RVCA's review of the application, planning staff have no objections to the approval of the proposed development at 1686 Ortona Avenue. The proposed development incorporates adequate setbacks, including 11.81 m of planting space in the rear yard and 9.14 m between the front of the proposed dwelling and the rear lot line of the retained lot at 1686 Ortona, which will help mitigate stormwater runoff.

i) the adequacy of utilities and municipal services;

Response: The proposed development has been reviewed by a civil engineer who has confirmed that proper drainage and services can be accommodated on the subject property. Stormwater management will be accomplished through proper site grading, and soft landscaping.

j) the adequacy of school sites;

Response: There are several schools in close proximity to the subject property: St. Rita School (650 m), Carleton Heights Public School (750 m), Laurier-Carrière Catholic Elementary School (1.2 km), Omer Deslauriers Public High School (1.8 km), St. Augustine School (1.6 km), and Frank Ryan Catholic Intermediate School (2.3 km)

k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

Response: There is no land to be conveyed or dedicated.

(l) the extent to which the plan's design optimises the available supply, means of supplying, efficient use and conservation of energy;

Response: The enclosed Minor Variance and Consent applications support efficient land use and will permit gentle intensification by introducing an additional dwelling within an already developed neighbourhood. The design includes energy-efficient features such as soft landscaping, and tree planting.

(m) 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 designated 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).

Response: The proposal does not trigger Site Plan Control

The proposed severance meets the criteria of Section 51(24) of the Planning Act and supports Ottawa's Official Plan objectives. The lot configuration accommodates a functional and context-sensitive development while maintaining compatibility with the surrounding neighbourhood.

We request the Committee of Adjustment authorise the requested variances in accordance with the plans filed as they relate to the variances being requested.

At this time we are submitting the following in support of the application:

- Completed revised application form for the consent application;
- Completed revised application form for the minor variance application;
- Property owner's authorization for submission of the applications;
- Parcel Abstract Page showing property ownership;
- Revised Tree Information Report;
- Site Plan showing the entirety of the proposed site;
- Elevations from all four sides;
- Application fees;
- Draft 4R Plan showing the severance line;
- Survey plan of the entire property;
- Lawyer's letter;
- Existing easement instrument document.

When the notification signs are ready for this application please email the undersigned and we will arrange for their installation on the property.

Should you have any questions or require anything further, please do not hesitate to contact the undersigned at (613) 695 0192 or via email at planning@p2concepts.ca.

P-Squared Concepts Inc.

A handwritten signature in black ink, appearing to read 'J. Paoloni'.

Jasmine Paoloni, Planner
B.A.S, LEED® Green Associate™

P-Squared Concepts Inc.

A handwritten signature in black ink, appearing to read 'Yasaman Bahadori'.

Yasaman Bahadori, Junior Planner
B.Sc, M.A, MPlan