

May 1, 2025

Mr. Michel Bellemare

Secretary-Treasurer
Committee of Adjustment
101 Centrepointe Drive, Fourth Floor
Ottawa, ON K2G 5K7

**RE: Application for Consent / Severance
600 Manor Avenue, Ottawa**

Committee of Adjustment

Received | Reçu le

2025-05-20

City of Ottawa | Ville d'Ottawa

Comité de dérogation

Dear Mr. Bellemare,

Fotenn Planning + Design ("Fotenn") has been retained by Pamela Steacie ("the Client") to prepare a Planning Rationale for a Consent application for a Severance at the municipal address of 600 Manor Avenue ("the subject site") in the City of Ottawa, Ontario.

The Consent application is required to sever two properties that previously merged on title. The intent is to sever and then sell the two (2) properties separately.

Please find enclosed the following material in support of the application:

- / This cover letter explaining the nature of the application;
- / Consent Application form;
- / Plan 4R-36658, Plan of Survey of Lots 17, 18, and Part of 19, Registered Plan 4M-55, City of Ottawa, prepared by J.D. Barnes Limited, dated February 4, 2025;
- / Ownership details:
 - Parcel Abstracts:
 - PIN 04222-0121;
 - PIN 04222-0122;
 - PIN Map showing the two Parts;
 - Land registry transmission, dated April 22, 2025, showing that Pamela Steacie as the executor of her mother's will, and being entitled to be the owner by law, as Estate Trustee of the estate of the deceased owner;
 - Letter from Merredith MacLennan, Solicitor, prepared by Merovitz Potechin LLP, dated April 11, 2025, confirming that there is no land abutting the subject land that is owned by the owner of the subject land other than land that could be conveyed; and
- / Tree Information Report (TIR) prepared by IFS Associates Inc.

Please contact the undersigned at nahal@fotenn.com or beed@fotenn.com with any questions or requests for additional material.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamara Nahal", with a stylized flourish at the end.

Tamara Nahal, MCIP RPP
Planner

A handwritten signature in black ink, appearing to read "Tim Beed", in a cursive style.

Tim Beed, MCIP RPP
Associate

1.0

Background and Context

Fotenn Planning + Design (“Fotenn”) has been retained by Pam Steacie (“the Client”) to prepare a Planning Rationale for a Consent application for a Severance at the municipal address of 600 Manor Avenue (“the subject site”) in the City of Ottawa, Ontario.

An application for a Consent is being submitted for permission to sever a portion of the property that previously merged on title. The subject site is described on the Reference Plan (shown below in Figure 2) as being comprised of two Parts: Part 1 (PIN 0121), which includes parts of Lots 17, 18, and 19, and Part 2 (0122), which includes Parts of Lot 18 and 19. Part 2 was originally purchased by the client’s father in 1969, and the present dwelling was constructed that same year. In 1978, Part 1 was purchased. At the time of purchase, Part 1 was vacant as has continuously been the case for the past century as per archival aerial imagery. The property line of Part 1 has been defined by a cedar hedge, which remains to this date and is present as far back as 1958. In 1998, both Parts were transferred to include the client’s mother as a Joint Tenant. In 2004, the Municipal Property Assessment Corporation (MPAC) stopped assessing both parcels separately. However, each parcel has their own PIN (shown below in Figure 3): Part 2 is 0122 and Part 1 is 0121.

In August 2023, the client’s father passed away, and in September 2024, the client’s mother passed away. It is our understanding that the properties merged on title either in August 2023 when the client’s father passed away or in September 2024 when the client’s mother passed away. The exact date of when the properties merged on title is unknown at this time. As portions of the property then merged on title in 2024, the client now wishes to sever the property to return it to the original Parcels for sale. The subject site is currently being managed by Pamela Steacie, who is the executor of her mother’s will. The applicant is entitled to be the owner by law, as Estate Trustee of the estate of the deceased owner.



Figure 1: Subject site

Lots 17, 18, and 19 could be conveyed according to section 50(5) of the *Planning Act*. However, Lots 17, 18, and 19 would not create parcels that are zoning compliant. Instead, the subject site is proposed to be severed according to Parts 1 and 2, which are zoning compliant, and therefore can be developed. Severing the properties as Parts 1 and 2 is preferable to Lots 17, 18, and 19, to ensure that they are sellable as viable development parcels.

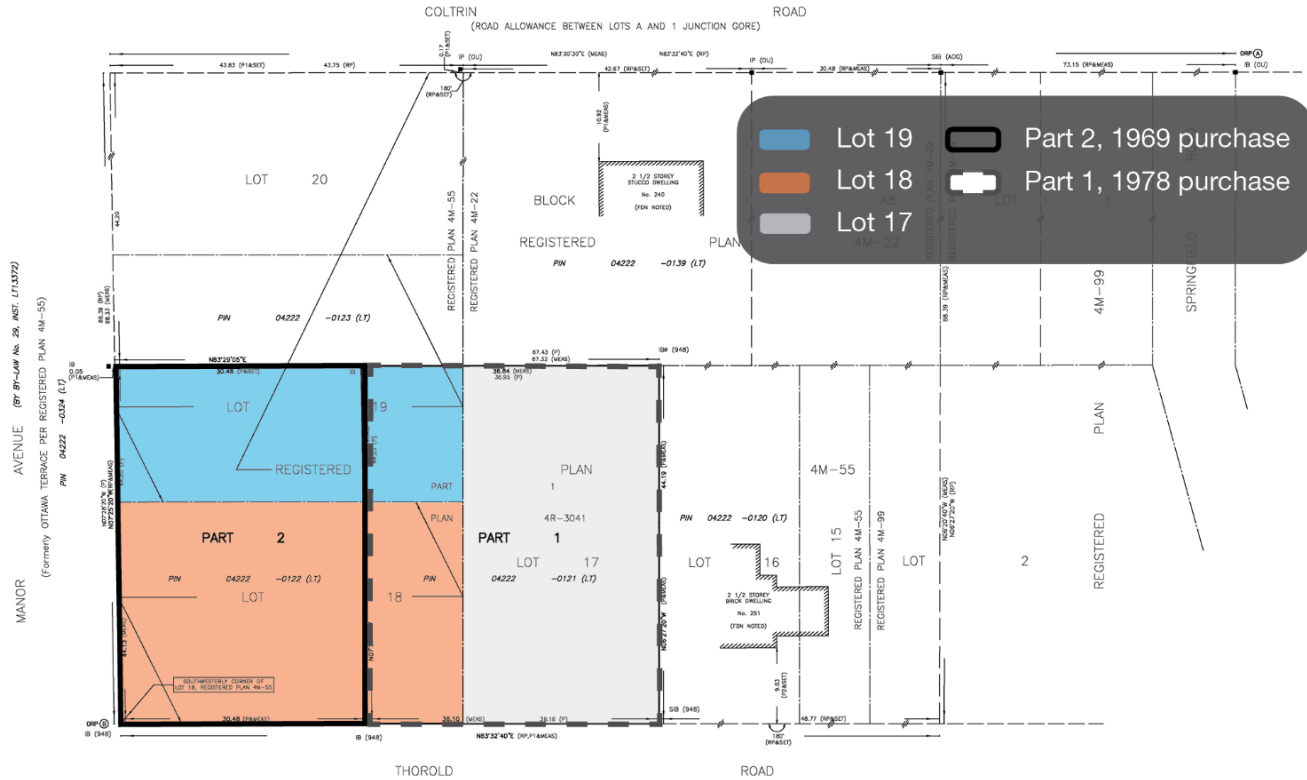


Figure 2: Screenshot of the Reference Plan, prepared by J.D. Barnes Limited, dated February 4, 2025.



Figure 3: PIN Map, dated 2024.

1.1 Subject Site

The subject site is located at the corner of Manor Avenue and Thorold Road in the Rockcliffe Park neighbourhood of Ottawa. The subject site is presently occupied by a one (1) storey single detached dwelling on Part 2 (PIN 0122), which includes parts of Lots 17 and 18, whereas Part 1 (PIN 0121), which includes Parts of Lots 17, 18, and 19, is vacant and unoccupied. Part 2 has frontage on both Manor Avenue and Thorold Road; the dwelling faces Manor Avenue and has a front walkway leading to Manor Avenue to the west, whereas the garage and driveway are accessed from Thorold Road to the south. A long-standing cedar hedge runs along the north, south, and east side of Part 2 and Part 1 is bordered by a cedar hedge in every direction along each property line.

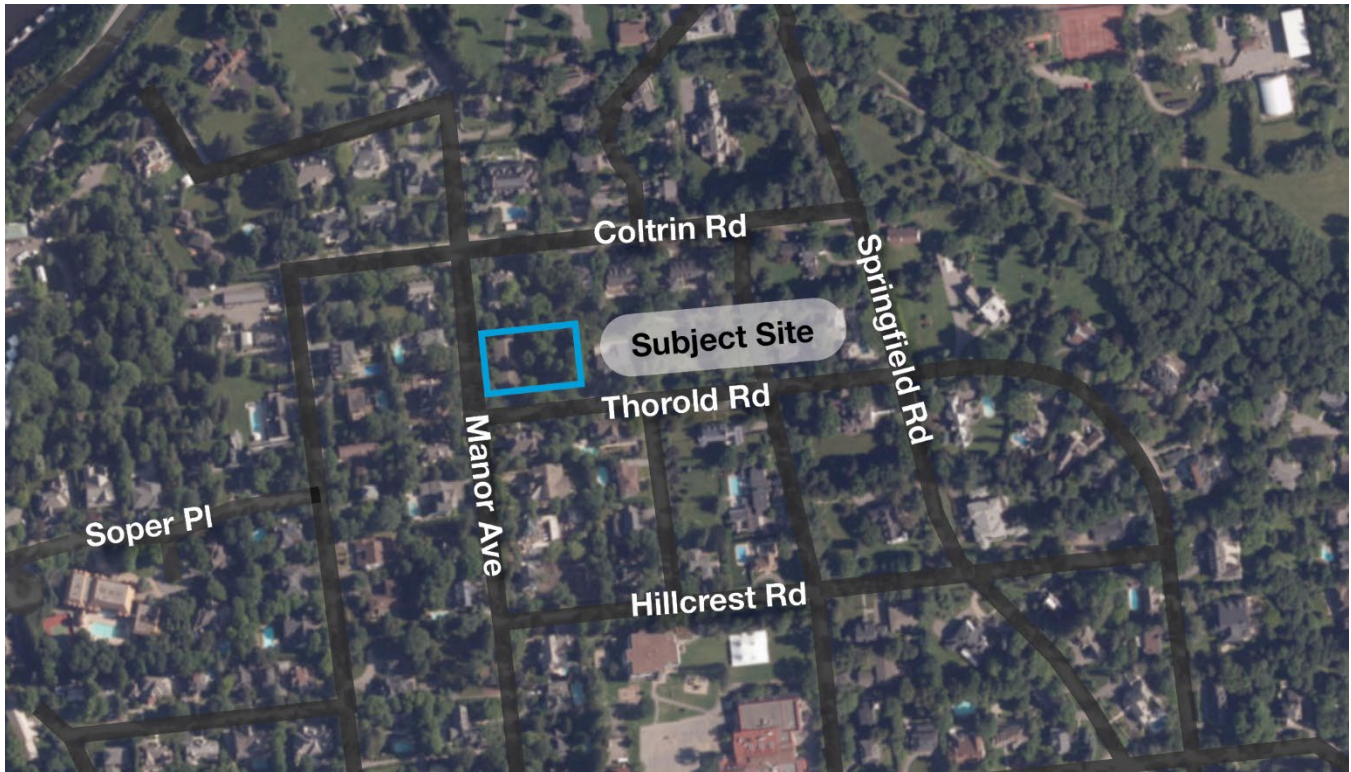


Figure 4: Subject Site shown in surrounding neighbourhood context

As shown on the Topographic Survey, Part 1 is not occupied by any dwelling units which has historically been the case. There is one shed in the rear yard and the lot is characterized by trees, hedges, & grass. The existing shed is proposed to be demolished. A marked-up version of the Topographic Survey is provided below in Figure 8, highlighting the existing dwelling on Part 2 and the cedar hedge surrounding Part 1.



Figure 5: Part 2, viewed from Manor Avenue, Image retrieved from Google Streetview, dated November 2024.



Figure 6: Part 2, viewed from Thorold Road, image retrieved from Google Streetview, dated August 2024.



Figure 7: Part 1, viewed from Google Streetview, dated August 2024.

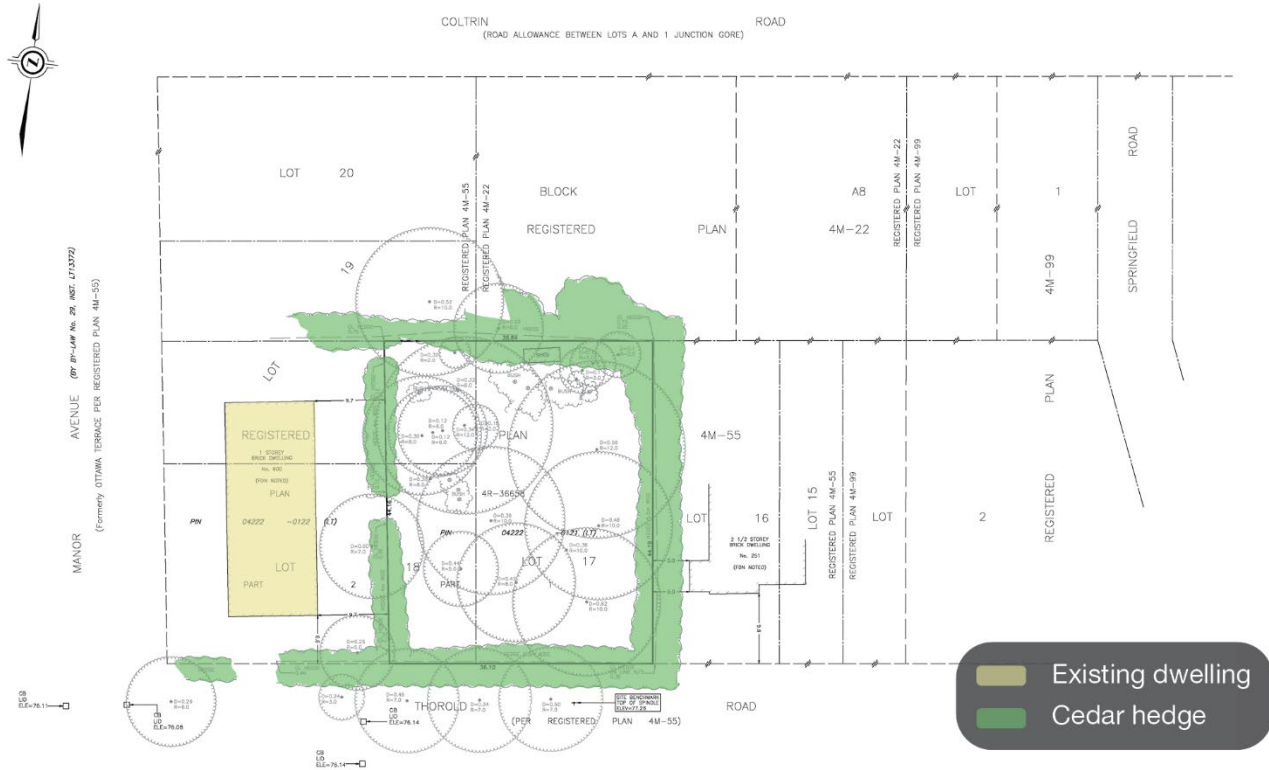


Figure 8: Marked up R Plan to show the existing dwelling in beige and a cedar hedge in green

1.1.1 Historic Lot Fabric

The below archival aerial imagery captured between 1958 and 2021 from the GeoOttawa database clearly show the boundary lines historically delineated by the cedar hedge bordering the property proposed to be severed, which endures to this day.

1958

Part 2

Part 1

1965

Part 2

Part 1





Figure 9 Archived Aerial Imagery of subject site 1958 to 2021.

1.2 Area Context

The subject site is located in the Rockcliffe Park neighbourhood.

North: Two other properties are located immediately to the north of the subject site, each occupied by a two and a half (2 ½) storey single detached dwelling, beyond which is Coltrin Road. There are additional dwellings and ambassador's residences, after which point, the land slopes towards the Ottawa River. Acacia Avenue provides access to Sir George Étienne Cartier Parkway, which runs along the south shore of the Ottawa River. Nearby amenities include the National Capital Commission (NCC) River House, a swimming pavilion; the Rockcliffe Rockeries, a park; and the Ottawa New Edinburgh Club, a tennis club.

East: A two and a half (2 ½) storey single detached dwelling is located directly to the east of the subject site, and beyond which is another two and a half (2 ½) storey dwelling on a through lot with frontage on both Coltrin Road and Thorold Road. Dwellings and ambassador's residences as well as a park, McKay Lake, and the Caldwell-Carver Conservation Area are located further east.

South: The site is bounded to the south by Thorold Road, beyond which are various dwellings and Ambassador's residences. Elmwood School, a private, girl's-only school; a library; Rockcliffe Park Public School; and Village Green Park are all located further south.

West: Manor Avenue forms the western boundary. On the west side of Manor Avenue, two (2) and two and a half (2 ½) storey dwellings front onto the road. Further west are additional dwellings and Ambassador's residences, bounded by the Ottawa River Pathway, Sir George Étienne Cartier Parkway, Rockcliffe Park and the Rockeries, and finally, the Ottawa River.

2.0 Overview of Application

2.1 Proposed Development

The proposed Consent application is to re-establish Part 1 as a separately conveyable parcel from Part 2. As demonstrated in section 3.5, both the proposed Severed parcel is or can be zoning compliant, and/or in the case of the Retained parcel, is either compliant or legal non-conforming.

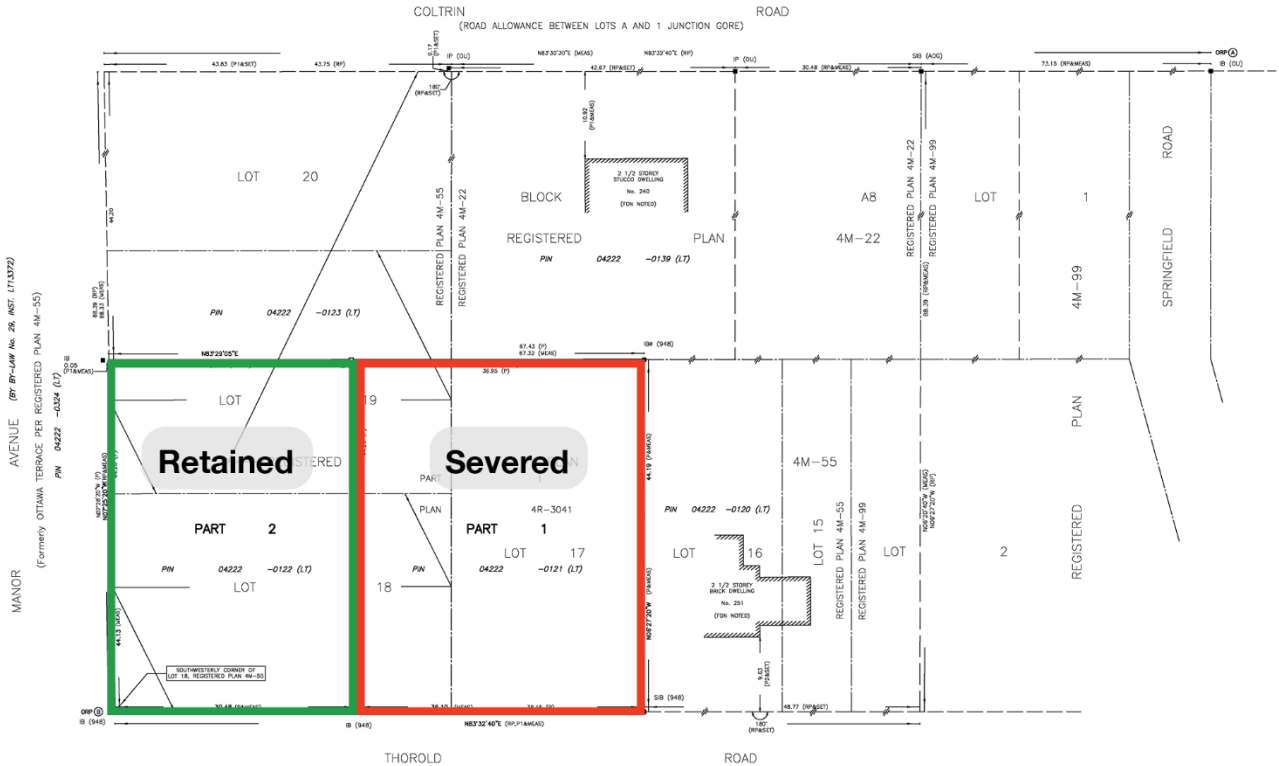


Figure 10: Reference Plan marked up to show severed and retained parcels

The site area and lot with of Parts 1 and 2 are shown below in Table 1:

Table 1: Severed and retained parcel geometry

Severed or Retained	Property	Parts	Lot Area	Lot Width	Lot Depth
Severed	Part 1 PIN 0121	Parts of Lots 17, 18, and 19	1,610.95 m ²	36.1 m	44.19 m
Retained	Part 2 PIN 0122	Parts of Lots 18 and 19	1,345.32 m ²	30.48 m	44.16 m

For Part 2, note that Thorold Road is defined as the front lot line and Manor Avenue is defined as the corner side lot line, as the zoning by-law defines the front lot line as the: “lot line, not including a corner lot line, which abuts a street for the shortest distance.”

3.0 Policy + Regulatory Review

3.1 Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) provides direction on matters of provincial interest related to land use planning and development. The Planning Act requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act, which includes the PPS.

The PPS provides policy direction for housing supply in the province, supporting development and alignment with infrastructure. It also provides policy direction on opportunities for job creation and economic development, increasing the supply of developable land, protections for the environment and natural resources, and protections for communities, resources, and properties from natural and man-made hazards.

The following PPS policies are applicable to the subject site, among others:

- 2.1.6 Planning authorities should support the achievement of complete communities by:
 - a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
 - b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
 - c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.
- 2.2.1 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 area by:
 - a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
 - b) permitting and facilitating:
 - 1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 - c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation [...]
- 2.3.1.1 Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.
- 2.3.1.2 Land use patterns within settlement areas should be based on densities and a mix of land uses which:
 - a) efficiently use land and resources; [...]
- 2.3.1.3 Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

The development (Severance) is proposed to re-establish the independence of an underutilized lot within an established settlement area. Eventual development on the severed parcel could contribute to increasing the housing supply and add infill low-rise residential, which would complement the existing low-rise single detached dwellings in the surrounding neighbourhood.

- 2.3.1.5 Planning authorities are encouraged to establish density targets for designated growth areas, based on local conditions. Large and fast-growing municipalities are encouraged to plan for a target of 50 residents and jobs per gross hectare in designated growth areas.
- 2.4.1.2 To support the achievement of complete communities, a range and mix of housing options, intensification and more mixed-use development, strategic growth areas should be planned:
 - a) to accommodate significant population and employment growth;
- 2.4.1.3 Planning authorities should:
 - c) permit development and intensification in strategic growth areas to support the achievement of complete communities and a compact built form;
- 3.2.2 Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.

The City of Ottawa is identified as a fast-growing municipality, and the proposed development contributes to achieving the density target of 50 residents per gross hectare in a designated growth area. The proposed development supports the creation of complete communities and provides additional housing options on an urban, serviced lot.

In conclusion, the proposed development is therefore consistent with the Provincial Planning Statement, 2024.

3.2 City of Ottawa Official Plan (2022)

The Official Plan provides a framework for the way that the City of Ottawa will develop until 2046 when it is expected that the City's population will surpass 1.4 million people. The Official Plan directs how the city will accommodate this growth over time and set out the policies to guide the development and growth of the City.

The subject site is located in the Inner Urban Transect and is designated as Neighbourhood.



Figure 11: Schedule B2 – Inner Urban Transect (City of Ottawa Official Plan, 2022)

3.2.1 Growth Management Framework

Section 3 of the Official Plan establishes policies to support intensification. Ottawa's population is projected to grow by 40 per cent between 2018 and 2046 with 51% of that growth targeted to occur through intensification within the built-up areas of the City. This overall intensification target is anticipated to be achieved through a gradual increase in intensification over the life of the Official Plan (stepping from 40% in 2018 up to 60% by 2046). The Official Plan seeks to designate sufficient land for growth per section 3.1(1-4):

- / Sufficient land shall be designated for growth to meet the projected requirement for population, housing, employment and other purposes for a period of 25 years in accordance with the Provincial Policy Statement.
- / Projected growth in Table 1 incorporates a method to project market demand, which includes the needs of existing and future residents.
- / The urban area and villages shall be the focus of growth and development.
- / The urban area and villages shall be the focus of growth and development.
- / The City will allocate household growth targets as follows:
 - 93 per cent within the urban area where:
 - 47 per cent is within the urban area that is built-up or developed as of July 1, 2018; and
 - 46 per cent is within the greenfield portion of the urban area;

Section 3.2. indicates that the city shall support intensification. Policy 4 states that intensification is permitted in all designations where development is permitted taking into account whether the site has municipal water and sewer services. This Plan supports intensification and the approval of applications for intensification shall be in conformity with transect and overlay policies as applicable. When reviewing planning applications for intensification, the City shall ensure that surface water and groundwater resources are protected, particularly where the groundwater resource is used for drinking water.

Policy 8 indicates that intensification should occur in a variety of dwelling unit floorspace sizes to provide housing choices.

Dwelling sizes are categorized into two broad categories, with a range of floorspaces occurring within each category:

- / Small-household dwellings are units with up to two bedrooms and are typically within apartment-built forms; and
- / Large-household dwellings are units with three or more bedrooms or an equivalent floor area and are typically within ground-oriented built forms.

Policy 10 states that the residential density and proportion of large household dwelling targets as shown on Schedules B1 through B8 are established in Table 3a for Hubs and Mainstreet Corridors and Table 3b (reproduced in part below as Table 2) 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: Neighbourhood and Minor Corridor Residential Density and Large Dwelling Targets (Table 3b in the City of Ottawa Official Plan)

Applicable Area	Target Residential Density Range for Intensification, Dwellings per Net Hectare	Minimum Proportion of Large-household Dwellings within Intensification
Inner Urban Transect	60 to 80	Within the Neighbourhood designation: <ul style="list-style-type: none"> / Existing lots with a frontage generally 15 metres or wider: <ul style="list-style-type: none"> – Target of 50 per cent for Low-rise buildings;

The proposed Consent application will re-introduce an infill lot for development within the urban boundary and on a parcel that can be serviced using municipal water, wastewater, and sanitary connections. The parcel would be made available for development, which would contribute to the city's target residential density range for intensification. The severed parcel will make available land that can be used for large-household dwellings within a ground-oriented built form.

Policy 13 states that Where development occurs on properties designated under the *Ontario Heritage Act*, intensification targets and minimum density requirements are encouraged to be met through context-sensitive infill that conserves cultural heritage attributes. This development shall respect Statements of Cultural Heritage Value and be consistent with applicable Heritage Conservation District guidelines.

As development is not proposed on the severed parcel, it would be incumbent on the future purchaser to ensure that any redevelopment is context-sensitive and conserves the cultural heritage attributes, which are discussed further in section 3.3. This application has assessed the potential of the severed parcel in its ability to meet the requirements of the zoning, which has a site-specific exception specific to the Rockcliffe Park neighbourhood. Therefore, the proposed Consent application proposes to establish a new parcel that would meet the requirements under the zoning by-law and the property can be developed in a way that is sensitive to the surrounding Heritage Conservation District.

3.2.2 City-Wide Policies

Section 4.5 of the Official Plan provides direction for cultural heritage resources, which include: built heritage resources such as listed and designated properties, cultural heritage landscapes, archaeological resources, artifacts, monuments and other types of sites that are of cultural value to a community.

Per section 4.5.2, the city shall manage built and cultural heritage resources through the development process. Policy 2 states that when reviewing development applications affecting lands and properties on, or adjacent to a designated property, the City will ensure that the proposal is compatible by respecting and conserving the cultural

heritage value and attributes of the heritage property, streetscape or Heritage Conservation District as defined by the associated designation bylaw or Heritage Conservation District Plan and having regard for the Standards and Guidelines for the Conservation of Historic Places in Canada.

Policy 3 notes that heritage designation is, in part, intended to ensure contextually appropriate development and is not intended to discourage intensification or limit housing choice. Elements of the built form, including height, scale and massing, of such development shall ensure that the defined cultural heritage value and attributes of the property or HCD will be conserved, while balancing the intensification objectives outlined throughout this Plan.

The proposed Consent application to re-establish historic parcel boundaries will not generate any undue, adverse impacts on the existing heritage-designated property at 600 Manor Avenue.

3.2.3 Inner Urban Transect Policies

The Inner Urban Transect includes the pre-World War II neighbourhoods that immediately surround the Downtown Core, and the earliest post-World War II areas directly adjacent to them. Section 5.2.1. seeks to enhance or establish an urban pattern of built form, site design and mix of uses. Per policy 3, the Inner Urban Transect is generally planned for mid- to high-density development, subject to:

- / Proximity and access to frequent street transit or rapid transit;
- / Limits on building heights and massing, as per the underlying functional designation, and the separation of tower elements, established through secondary plans or area-specific policy, the functional designations and urban design policies in Subsection 4.6, or as a result of the application of heritage conservation policies in Subsection 4.5; and
- / Resolution of any constraints in water, sewer and stormwater capacity.

The proposed Consent application will return one (1) lot to its previous configuration as two (2) lots, thereby re-creating a development parcel in an area without any known constraints in water, sewer, or stormwater capacity. A future development will be assessed against the aforementioned policies related to density in proximity to transit and heritage conservation policies.

Section 5.2.4 provides direction to the Neighbourhoods located within the Inner Urban Transect. Policy 1 states that Neighbourhoods located in the Inner Urban area and within a short walking distance of Hubs and Corridors shall accommodate residential growth to meet the Growth Management Framework as outlined in Subsection 3.2, Table 3b. The Zoning By-law shall implement the density thresholds in a manner which adheres to the built form requirements as described in Subsection 5.6.1, as applicable and that:

- / Allows and supports a wide variety of housing types with a focus on missing-middle housing, which may include new housing types that are currently not contemplated in this Plan;
- / The application of Zoning By-law development standards to be applied as one lot for zoning purposes to support missing middle housing;
- / Provides for a low-rise built form, by requiring in Zoning a minimum built height of 2 storeys, generally permitting 3 storeys, and where appropriate, will allow a built height of up to 4 storeys to permit higher-density low-rise residential development;
- / Provides an emphasis on regulating the maximum built form envelope that frames the public right of way rather than unit count or lot configuration; and
- / In appropriate locations, to support the production of missing middle housing, lower-density typologies may be prohibited.

The proposed development will re-introduce a parcel for development and will contribute to the growth targets for Neighbourhoods in the City. As the subject site is not located near Hubs or Corridors, the target residential density is as shown in Table 2, above. The City of Ottawa is presently undertaking a

review of the Zoning By-law and the second draft is presently available for review. The subject site's proposed zone is discussed further in section 3.6.

3.2.4 Neighbourhood Designation

Section 6.3 of the Official Plan provides direction on the Neighbourhood designation. Per the 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.

Neighbourhoods are not all at the same stage of development, maturity and evolution. It is the intent of this Plan to reinforce those that have all elements of and presently function as 15-minute neighbourhoods; to guide those that have a few missing elements into gaining them; and to seed the conditions for future 15-minute neighbourhoods into those that currently are not.

Section 6.3.1 of the Plan defines neighbourhoods and set the stage for their function and change over the life of this Plan. Policy 2 states that permitted building heights in Neighbourhoods shall be Low-rise, except: where existing zoning or secondary plans allow for greater building heights; or in areas already characterized by taller buildings.

Per Policy 4, the Zoning By-law and approvals under the Planning Act shall allow a range of residential and non-residential built forms within the Neighbourhood designation, including:

- / Generally, a full range of Low-rise housing options sufficient to meet or exceed the goals of Table 2 and Table 3b;
- / Housing options with the predominant new building form being missing middle housing, which meet the intent of Subsection 6.3.2, Policy 1;
- / In appropriate locations including near rapid-transit stations, zoning may prohibit lower-density housing forms.
- / To provide for a range of local services and promote the emergence or strengthening of 15-minute neighbourhoods, the Zoning By-law may permit compatible and complementary small-scale non-residential uses and services (including retail, service, cultural, leisure and entertainment uses) that primarily serve residents within walking distance and that:
 - Are compatible with, and do not reasonably pose a risk of nuisance to, nearby residential uses;
 - Are contained within building forms and site design compatible with low-rise, predominantly residential neighbours;
 - Are appropriately integrated with the neighbourhood street network, pedestrian network and public realm;
 - May establish building and site design standards specific to such uses, in order to ensure functional requirements and context sensitive building form are met;
 - May restrict or prohibit motor vehicle parking in association with such uses; and
 - Limits such uses to prevent undue diversion of housing stock to non-residential use.
- / Limited large-scale non-residential uses including office-based employment, large-scale institutions and facilities and other smaller institutional functions; and
- / Greenspace, including parks, open spaces and natural linkage areas meant to serve as public space.

Policy 5 states that the Zoning By-law will distribute permitted densities in the Neighbourhood by:

- / Allowing higher densities and permitted heights, including predominantly apartment and shared accommodation forms, in areas closer to, but not limited to, rapid-transit stations, Corridors and major neighbourhood amenities;
- / Allowing lower densities and predominantly ground-oriented dwelling forms further away from rapid-transit stations, Corridors and major neighbourhood amenities; and
- / Provide for a gradation and transition in permitted densities and mix of housing types between the areas described in a) and b).

The proposed Consent application facilitates a development parcel that will accommodate complementary low-rise development. The Consent application will return Parts 1 and 2 as independent parcels, creating development opportunity for low-rise, infill housing.

3.3 Rockcliffe Park Secondary Plan (2022)

The subject site is designated as Neighbourhood in the Rockcliffe Park Secondary Plan.

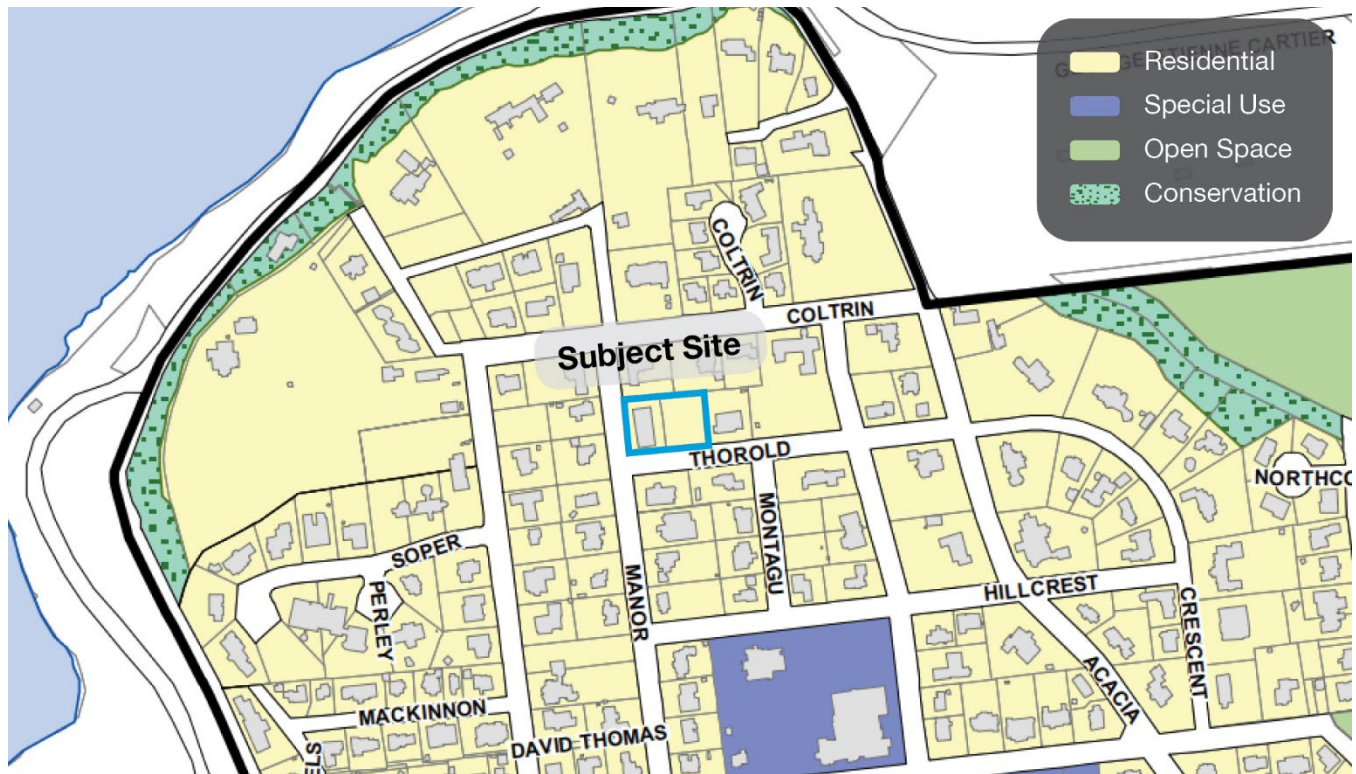


Figure 12: Schedule A – Designations (Rockcliffe Park Secondary Plan, 2022)

Applicable policies include:

- 2.2.1 All new development and construction in Rockcliffe Park must respect the Rockcliffe Park Heritage Conservation District Plan, as amended from time to time
- 2.2.2 New buildings on interior lots shall be sensitively sited in relation to adjacent buildings.

The proposed Consent application respects the Rockcliffe Park HCD, described in further detail in section 3.4, below. No development is proposed at this time..

- 4.1.4 Residential areas permit single-detached dwellings, secondary dwelling units, coach houses, home occupations and accessory uses.
- 4.1.6 New development shall incorporate provisions to protect and conserve the existing landscape and natural features of Rockcliffe Park and shall be consistent with policies and guidelines regarding lot creation in the Rockcliffe Park Heritage Conservation District Plan

The severed parcel can support a single-detached dwelling, secondary dwelling unit, coach house, or accessory use. Any future new development must assess methods for protection and preservation of landscape and natural features. Lot creation is consistent with the policies and guidelines in the Rockcliffe Park HCD and is described in further detail in section 3.4, below.

3.4 Rockcliffe Park Heritage Conservation District (HCD) Plan (2016)

Part V of the Ontario Heritage Act allows for the designation of Heritage Conservation Districts (HCDs), which are geographically defined areas within a municipality recognized for their distinct heritage character. These districts are typically comprised of multiple properties that collectively hold cultural heritage value, and their designation allows municipalities to guide future changes within the area through district plans and guidelines.

The entire Village of Rockcliffe Park was designated under Part V of the *Ontario Heritage Act* in 1997. The subject site is identified as a Grade I building in the Rockcliffe Park HCD Plan. The plan divides properties into “contributing” Grade I buildings and “non-contributing” Grade II buildings based on a score achieved in the individual Heritage Evaluation Surveys.

Properties described as Grade I in the HCD contribute to its cultural heritage value through their landscaped setting, architecture, and environment and score over 50/100.

As shown in the map in Figure 12, Part 2 is identified as a Grade I building. According to its Heritage Survey and Evaluation Form, it received a score of 58/100, which was comprised of three scores: 70/100 in the environment category, 20/100 in the history category, and 63/100 in the architecture category.

The Grade I designation for 600 Manor which was based on the heritage score of 58/100 did not consider the attributes of Part 1.

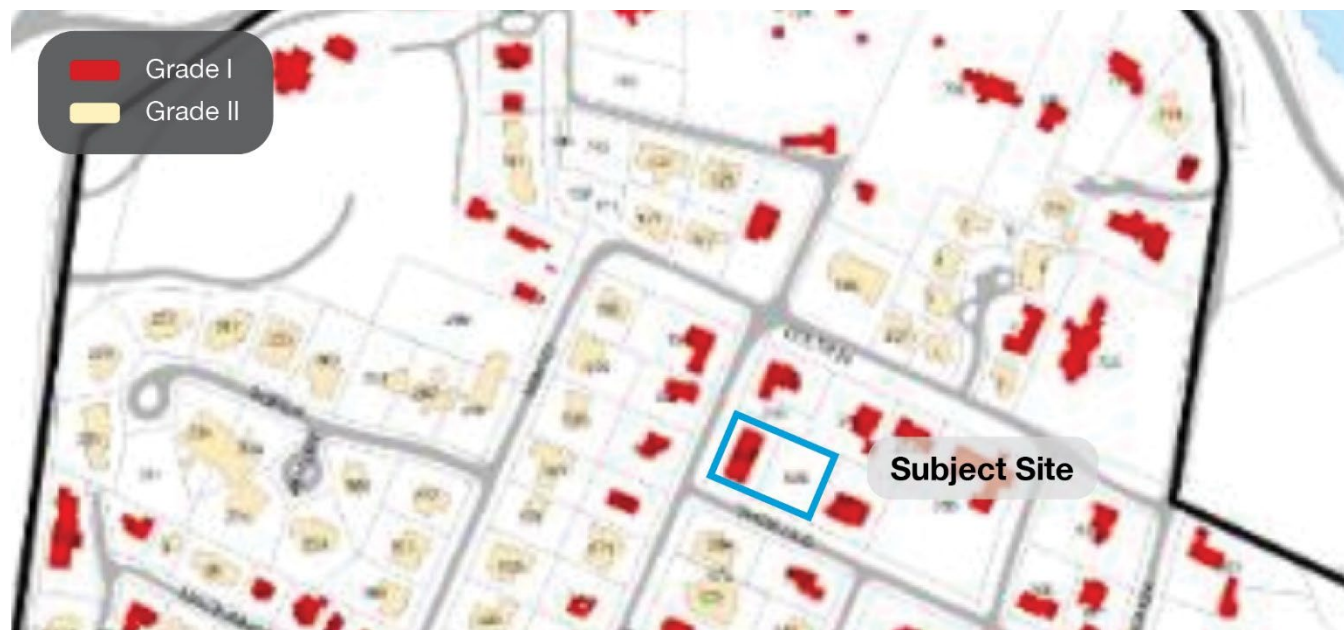


Figure 13: Rockcliffe Park Heritage Conservation District Map

The following elements are identified as contributing to the heritage environs for the subject site's existing building:

- / **Landscape / Open Space:** The landscape elements, including the substantial front yard dotted with mature trees help to establish the character that typifies Manor Avenue. Informally shielded from the street by cedar hedges, this property is consistent with the diversity of configurations of similar landscape elements.
- / **Architecture / Built Space:** The mid-20th century character and scale of this residence together with other residences on this road of a similar scale but of a variety of architectural styles establish a coherent streetscape.

The following HCD policies are applicable to this application:

7.1 District Policies

7.1.4 New construction shall be in conformity with the Policies and Guidelines in the Plan

7.1.5 Severances to existing lots shall only be permitted where the resulting lots are consistent with the general lot sizes within the associated streetscape or the zoning bylaw in force at the time in order to respect the character of the associated streetscape.

7.1.7 Where a proposed change in the HCD has the potential to negatively impact the character of the HCD as outlined in the Statement of Cultural Heritage Value, the City through its Official Plan policies may require the submission of a Cultural Heritage Impact Statement.

The proposed severance conforms with the Policies and Guidelines in the Plan and will be further clarified throughout this section. The severance is consistent with the general lot sizes and a streetscape review is provided in section 3.4.1, below.

7.3 Guidelines for Existing Buildings and Landscapes

7.3.3 Landscape Guidelines

Front Yards, Plant Material, Trees and Walkways

7.3.3.1 The dominance of soft landscape over hard landscape is an essential heritage attribute of the HCD and shall be retained in order to maintain a green setting for each property.

7.3.3.2 Landscape projects shall respect the attributes and established character of the associated streetscape and the HCD.

7.3.3.3 Front yards shall have a generous area of soft landscaping which may include lawns, shrubs and flower beds, specimen or groupings of trees. The tradition of using native plant material is encouraged. Existing elements such as lawns, flower beds, glades of trees, shrubs, rocks and low stone walls shall be maintained and hard surfacing shall be kept to a minimum. Advice on native species can be obtained from heritage planning staff.

7.3.3.4 The removal of mature trees is strongly discouraged. Where a tree must be removed to allow for new construction, it will be replaced with a new tree of an appropriate size and species.

7.3.3.5 The street tree canopy of Rockcliffe Park is a key character-defining element of the HCD. Mature trees that succumb to age or disease should be replaced in order to continue and maintain the tree canopy.

7.3.3.6 The appropriate permit for the removal of distinctive trees, as defined by the City's Distinctive Tree By-law, and any other related bylaws that protect trees, must be obtained by owners. The removal of such trees is strongly discouraged.

- 7.3.3.9 New walkways shall follow the existing pattern in terms of width, material and location.
- 7.3.3.10 Visual continuity across property lines is strongly encouraged. Where dividing lines are required, hedges are an appropriate alternative to fences.

The proposed development (severance) will not affect the dominance or amount of soft landscaping on the retained parcel. Through the severance application, no trees are proposed to be removed from the retained site. Any landscaping, establishment of walkways, or tree removals will be assessed at a future date, as no development is currently proposed for the severed parcel.

Driveways, Landscape Features, and Lighting

- 7.3.3.1 Driveway design that minimizes the amount of asphalt and other paving materials is encouraged. Consideration should be given to the use of porous materials such as turfstone.
- 7.3.3.2 Narrowing driveway widths to comply with the Zoning By-law is encouraged when the opportunity arises.
- 7.3.3.4 New semi-circular driveways will not be established, as they increase the hard surfacing on a lot, and alter the ratio of soft to hard landscaping. In addition, the Zoning By-law prohibits the establishment of driveways between the front wall of a residential use building and the street and the Private Approach By-law prohibits the establishment of driveways that do not lead to a legal parking spot. (Note: these two by-laws may be amended from time to time).
- 7.3.3.5 Cedar hedges are a common feature of the HCD. The retention of existing mature cedar hedges is encouraged. The replacement of taller overgrown hedges with lower hedges may be appropriate.
- 7.3.3.6 There has been a recent tendency to brightly light facades, soffits, pathways, trees and landscape features in a way that is incompatible with the cultural heritage landscape. Exterior house lights should be limited to avoid light spillage and pollution, and preferably restricted to entranceways.
- 7.3.3.7 Modern equipment (utility boxes, air conditioning units, satellite dishes) shall be located in a manner that is discreet and not visible from the street. Screening with strategically located plant material is encouraged. Such measures shall be at the cost of the property owner.

No changes to the existing driveway on the retained parcel are proposed. No semi-circular driveways are proposed to be established. At this time, no changes to the cedar hedge are proposed. Future development will need to comply with policies related to lighting and screening modern equipment.

Lot Sizes

- 7.3.3.1 The retention of existing lots, large and small, is important to the preservation of the character of the HCD. New lots created through severance or by joining smaller lots together shall be consistent with the general lot sizes within the associated streetscape and the zoning bylaw in force at the time in order to respect the character of the associated streetscape.
- 7.3.3.2 Existing larger lots with Grade I buildings shall be preserved.
- 7.3.3.3 New development on lots created through severance shall be consistent with the Guidelines for new buildings in the heritage conservation district, Section 6.4.2 of this document.
- 7.3.3.4 All lots will be large enough to provide generous open space around buildings, thus protecting the continuity and dominance of the soft landscape.

The proposed Consent application will return two parcels with portions that previously merged on title to their original configuration. The parcels were previously purchased separately, and the lot shape will return to the previous configuration. The lot area and lot width for both the severed and retained parcels are zoning compliant and both are large enough to provide generous open space around the buildings, thereby protecting the continuity and dominance of the soft landscape. New development on the severed parcel will be assessed against the HCD at the time of application.

At this time, no development on the severed parcel is proposed.

3.4.1 Streetscape Review

Per policy 7.1.5 of the Rockcliffe Park HCD, severances are permitted when the resulting lots “are consistent with the general lot sizes within the associated streetscape or the zoning bylaw [...]” Results from the review are shown below in Figure 13 and Table 2. Nearby properties range in area from 583.92 square metres (218 Coltrin Road laneway) and 1327.65 square metres (218 Coltrin Road) to 5,563 square metres (290 Coltrin Road) and range in lot width from 30.48 metres (218 Coltrin Road, 600 Manor Avenue, 571 and 572 Manor Avenue) to 63.3 metres (280 Thorold Road). The neighbouring properties have a wide range of lot areas and widths, although there is a noticeable pattern of lot shapes similar to the severed and retained parcels.

The proposed Consent application will result in a Severed lot that is comparable in size to other nearby properties. The severed lot’s area, 1,610.95 square metres, will be slightly larger in size than 250 and 251 Thorold Road, which have lot areas of 1,608.51 and 1,609.52 square metres respectively. The severed lot’s width, 36.1 metres, is larger than multiple nearby properties, including 572 and 571 Manor Avenue, which have lot widths of 30.48 metres, and 661 and 585, which have lot widths of 30.49 metres, and 584, 540, and 541 Manor Avenue, which have lot widths of 30.73 metres, 31.43 metres, and 31.43 metres respectively.

The Retained lot will have a lot area and lot width comparable to neighbouring parcels as well. The Retained lot area of 1,345.32 square metres is similar to 585 and 661 Manor Avenue, which have lot areas of 1,362.51 and 1,364.17 square metres, respectively. The Retained lot width of 30.48 metres is identical to that of 571 and 572 Manor Avenue.

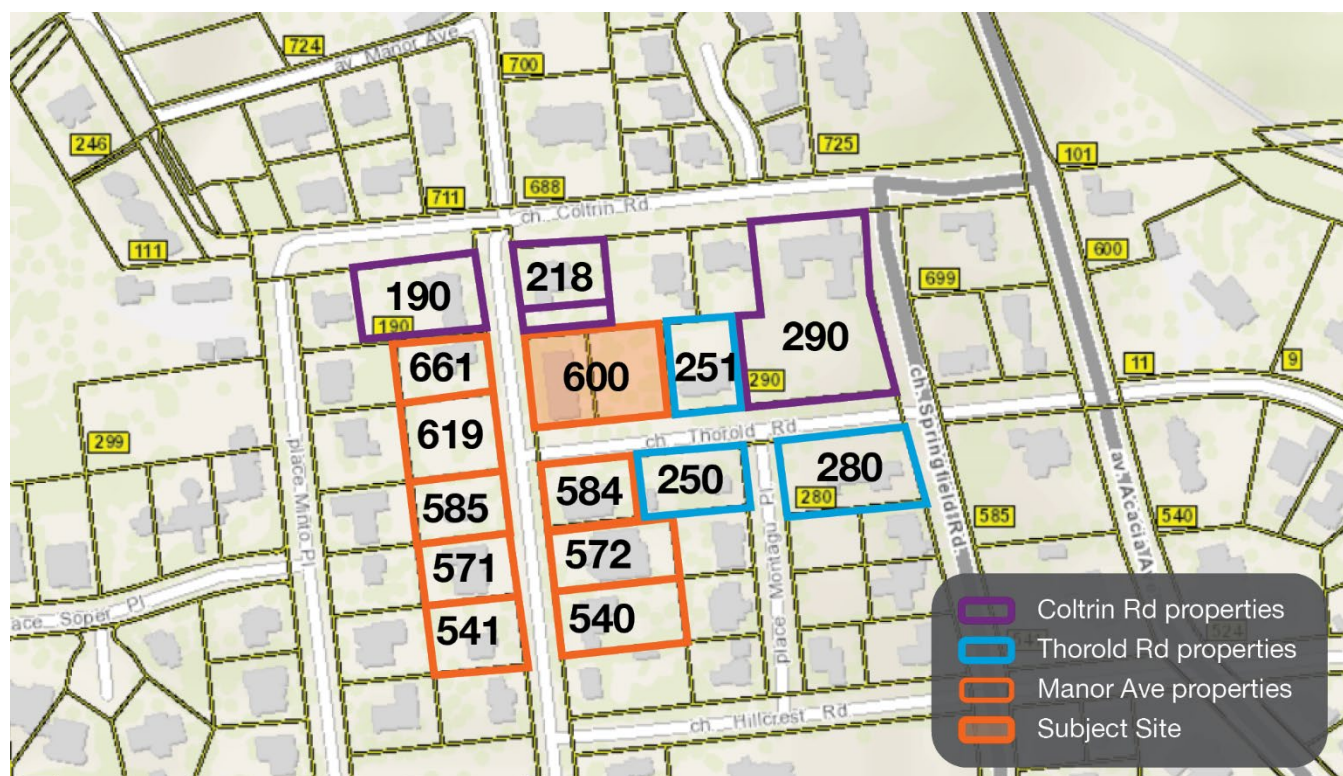


Figure 14: Properties reviewed through the Streetscape Analysis

Table 3: Streetscape Analysis of nearby properties, with the subject site highlighted in orange

Property	Grade	Lot Area*	Lot Width*
190 Coltrin Rd	Grade I	2,258.47 m ²	37.61 m
218 Coltrin Rd	Grade I	1,327.65 m ²	30.48 m
218 Coltrin Rd South laneway	n/a	583.92 m ²	43.5 m
290 Coltrin Rd	Grade I	5,563.41 m ²	54.86 m
661 Manor Ave	Grade I	1,364.17 m ²	30.49 m
619 Manor Ave	Grade I	1,706.61 m ²	38.10 m
585 Manor Ave	Grade I	1,362.51 m ²	30.49 m
584 Manor Ave	Grade II	1,397.41 m ²	30.73 m
571 Manor Ave	Grade II	1,389.78 m ²	30.48 m
572 Manor Ave	Grade II	1,857.74 m ²	30.48 m
541 Manor Ave	Grade I	1,529.97 m ²	34.44 m
540 Manor Ave	Grade I	1,916.28 m ²	31.43 m
600 Manor Ave Part 1 – Severed	n/a	1,610.95 m ²	36.1 m

Property	Grade	Lot Area*	Lot Width*
600 Manor Ave Part 2 – Retained	Grade II	1,345.32 m ²	30.48 m
251 Thorold Rd	Grade I	1,609.52 m ²	36.44 m
250 Thorold Rd	Grade I	1,608.51 m ²	53.32 m
280 Thorold Rd	Grade I	2,365.51 m ²	63.3 m

* Per GeoOttawa

In summary, the proposed Consent application would re-establish both the severed and retained parcels having lot shapes similar to the surrounding neighbourhood. As well, both the severed and retained parcels are zoning compliant, which is discussed further in section 3.5, below.

3.5 City of Ottawa Comprehensive Zoning By-law (2008-250)

The subject site is zoned Residential First Density, subzone BB, Urban Exception 1258 (“R1BB[1258]”).

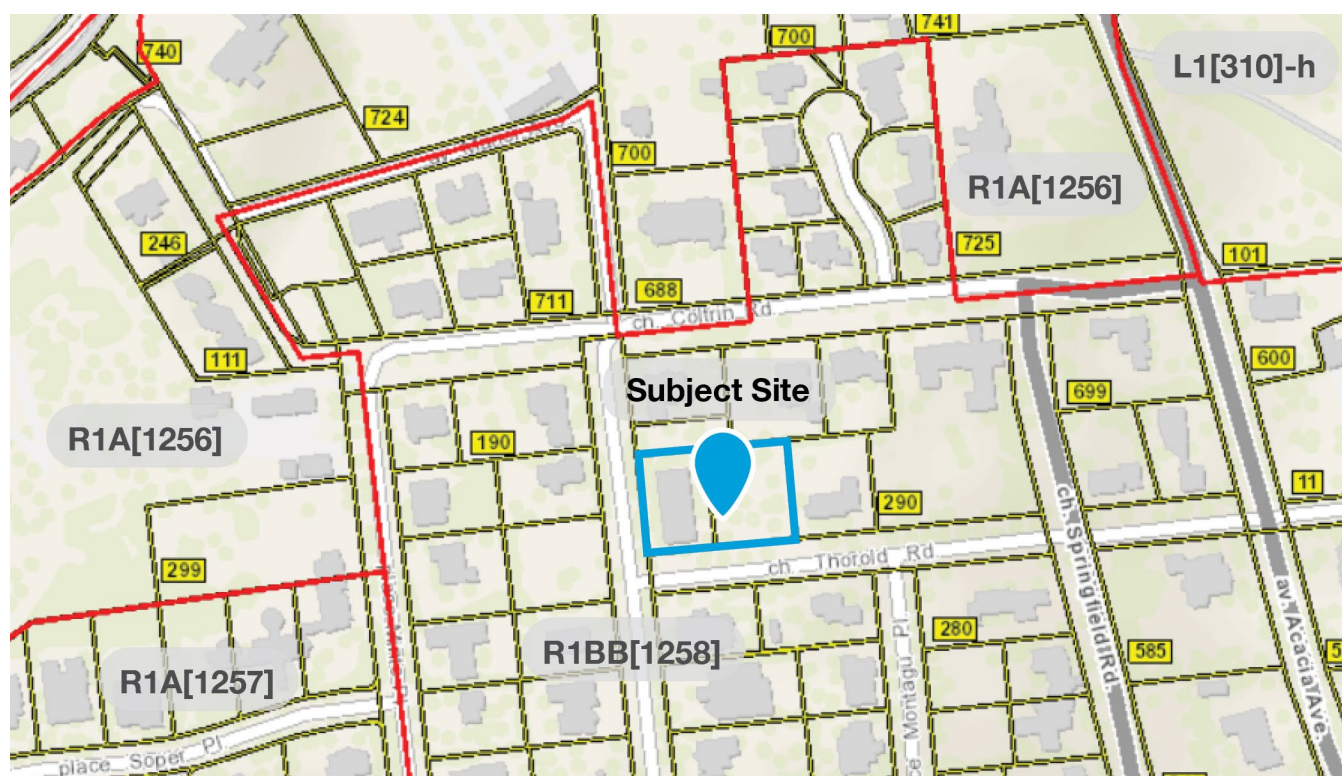


Figure 15: City of Ottawa Zoning By-law (2008-250) map showing the site and surrounding properties' zones

The purpose of the R1- Residential First Density 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.

In addition to modifying the R1BB subzone, Urban Exception 1258 also provides a unique definition of “grade” and “gross floor area”, which applies to much of Rockcliffe Park, as follows:

- / grade means the average elevation of the level of the adjoining ground prior to the development of all the walls of a building on the lot
- / gross floor area, means the total area of each floor, measured from the exterior of outside walls, excluding a basement, and including:
 - accessory buildings and coach houses;
 - potential floor area that is the area of a floor that is projected from an actual floor of a storey that is above the floor area of another storey or basement; and
 - attic, where the height above the floor area of the attic is a minimum of 2.3 m over at least 75% of the floor area with a clear height of 2.1 m of any point over the floor area.

Table 1, below, evaluates both the severed and retained parcels against the applicable zoning performance standards. Areas of compliance are noted with a green checkmark (✓) and areas of non-compliance are noted with a red 'x' (✗).

Table 4: Zoning performance standards for 166 McGillivray Street, R4UD

R1BB[1258]	Requirement	Provided		Compliance
		Retained Part 2	Severed Part 1	
Min. Lot Width Table 156A	30 m	30.48 m	36.1 m	✓
Min. Lot Area Table 156A	1 110 m ²	1,345.32 m ²	1,610.95 m ²	✓
Max. Building Height Table 156A	11 m	< 11 m	Can comply	✓
Min. Front Yard Setback Table 156A	4.5 m	6.6 m	Can comply	✓
Min. Corner Side Yard Setback Table 156A	4.5 m	~7.2 m**	n/a	✓
Min. Rear Yard Setback Table 156A	12 m	~7.9 m** Legal non-conforming	Can comply	✓
Min. Interior Side Yard Setback Table 156A	4.5 m	9.7 m	Can comply	✓

R1BB[1258]	Requirement	Provided		Compliance
		Retained Part 2	Severed Part 1	
Min. Setback from a Lot Line for an Accessory Building or Structure in Rear Yard [1258]	1.5 m	No accessory buildings or structures existing or proposed	Existing shed is non-compliant and will be demolished	✓
Max. Lot Coverage Table 156A	25%	459.4 m ² / 1,346.90 m ² ** = 34% legal non conforming	Can comply	✓
Min. Yard Depth Table 156B, Endnote 14(iv)	Despite the yards required by this By-law, a minimum yard of 7.5 metres in depth must be provided on the portion of any lot that abuts the following streets: Manor Avenue	7.2 m ** legal non-conforming	Can comply	✓
Max. Number of Units per Hectare [1258]	8.9 units/ ha	$\frac{\# \text{ dwelling units} * 10,000}{\text{lot area}}$ $\frac{1 * 10,000}{1,346.90 \text{ m}^2}$ = 7.42 units/ ha	$\frac{1 * 10,000}{1,615.30 \text{ m}^2}$ = 6.19 units/ ha	✓
Max. Floor Space Index [1258]	0.35 FSI	0.34 FSI **	Can comply	✓
Parking and Driveway Provisions				
Required Min. Resident Parking Area X in Schedule 1A	1 per dwelling unit	1 parking space provided	Can comply	✓
Min. Driveway Width s. 107(2)	2.6 m	~ 5.5 m **	Can comply	✓
Max. Width of a Vehicular Access at a Lot Line [1258]	3.05 m	~ 5.1 m ** Legal non-conforming	Can comply	✓
Max. combined width at the lot line of all vehicular accesses* [1258]	6.1 m	~ 5.1 m **	Can comply	✓
Min. Landscaped Strip between Interior Side Yard and Vehicular Access [1258]	1.5 m, must be developed with soft landscaping	n/a Driveway is in corner side yard	Can comply	✓

* Vehicular accesses from public lanes are not to be included in the calculation of the maximum allowable combined width of all vehicular accesses at the lot line

** Measured using GeoOttawa

The proposed severance application ensures that the re-established lot boundaries will both adhere to the overarching purpose of the zone but also adhere to the specific performance standards including lot area and lot width for both the retained and severed parcels.

The two parcels will promote redevelopment in a manner that is compatible with existing land use and lot fabric patterns so that the detached dwelling, residential character of a neighbourhood is maintained and enhanced.

The City of Ottawa is developing a *new* comprehensive Zoning By-law, which is anticipated to be approved by City Council by Q4 of 2025. Draft 2 has been released; the present draft new Zoning By-law proposes to zone the property as “Neighbourhood Second Density, subzone F, Urban Exception 1258” (N2F[1258]). The draft new Zoning By-law proposes to “emphasize built form, function, and density restrictions over typology-specific regulations.” Whereas the present Zoning By-law includes a list of permitted uses, the draft proposed new Zoning By-law permits “dwelling unit.”

The primary zones (N1 to N6) regulate density and building height. The subzones (A to F) regulate elements of character, namely lot widths and yard setbacks. The A subzone is the most “urban” character whereas the F subzone is the most “suburban” character. Urban Exception 1258 is pending review, and it has not yet been determined whether the exception will be carried forward, revised, or deleted.



Figure 16: Draft Proposed New City of Ottawa Zoning By-law (anticipated 2025)

The draft proposed zoning performance standards for the N2F[1258] subzone are shown in Table 5, below. Note that since it is not yet known how the Urban Exception will be addressed, the maximum number of dwelling units on the property has not yet been determined.

Table 5: Draft proposed zoning performance standards for the N2F[1258] subzone

N2F[1258]		Provision
Provisions for N1-N6 zones		
Maximum Number of Dwelling Units	N2 subzone	1.5 per 100 sq m of lot area, maximum 6 per building = 6 dwelling units
	[1258]	8.9 units/ ha
Maximum building height (m)		11 m

N2F[1258]	Provision
Provisions for Subzones A-F to N1-N6 Zones	
Minimum lot width (m)	24.5 m
Minimum lot width per vertically attached unit (m)	9 m
Minimum front yard setback (m)	6 m
Minimum total interior side yard setback (m)	9 m
Minimum exterior side yard setback (m)	6 m
Maximum building width (m)	22 m
Minimum rear yard setback	25% of lot depth

As the draft new Zoning By-law has not yet been reviewed or approved by City Council, the above details are provided for information purposes only. The proposed severance adheres to the draft provisions of the proposed new zone.

Ontario *Planning Act*

4.1 Consent/Severance in the Planning Act

The *Planning Act* outlines the powers and criteria for land conveyance in Ontario. Per Section 53(12), in determining if a consent is to be given, a council (or Committee of Adjustment) shall have regard to the criteria under subsection 51(24).

The proposed Consent meets the applicable criteria established in Section 51(24):

- (a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;

The proposed Consent application conforms with the matters of provincial interest and the Provincial Planning Statement, as described in Section 3.1, above and 4.3 below.

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

The proposed Consent application is not premature and aligns with the public interest; both severed and retained parcels will continue to comply with all required Zoning By-law provisions, including but not limited to lot area and lot width. Further, the proposal re-establish the long-standing lot fabric in this portion of the neighbourhood and maintains the overarching character of the area while allowing for the parcels to be conveyed separately.

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

The proposed Consent application conforms to the City of Ottawa Official Plan (2022), as per Section 3.2 of this Planning Rationale. The lot size is consistent with the requirements under the Zoning By-law and multiple properties with similar lot areas and identical lot widths were identified. Other neighbouring properties were similar in area and width, as described in section 3.4.1.

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

The subject site, including both the severed and retained parcel, are suitable for the purposes proposed. The Consent application will return the parcels to their original lot shape and permit development on the severed parcel, which is presently unoccupied by any buildings. The Consent application will enable development of the site by a future purchaser, adding to the housing stock in the neighbourhood, allowing for compatible development.

The severed parcel will be serviceable, and with frontage along the public ROW. The severed parcel is zoning compliant, generally level, does not contain protected features, and is not otherwise encumbered.

- (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;

The retained property will continue to have frontage on two (2) public roads, Manor Avenue and Thorold Road, and the severed property will continue to have frontage on one (1) public road, Thorold Road.

- (f) the dimensions and shapes of the proposed lots;

Following the proposed severance, the overall re-established lot configuration will result in two (2) parcels, both of which will be regular in nature. Both the severed and retained lands will satisfy the requirements outlined in the Zoning By-law with respect to lot area and lot width. No variances are required due to the proposed severance, including setbacks and other building-related considerations.

- (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;

Following the proposed Consent application, both the retained and severed parcels will continue to meet applicable zoning performance standards.

- (h) conservation of natural resources and flood control;

The proposed Consent application is technical in nature and will not cause any loss of natural resources or generate any flooding issues.

Therefore, proposed Consent to sever application satisfies the applicable criteria for a Consent in the *Planning Act*.

4.2 Provincial Interest direction of Section 2 of the Planning Act

Section 2 states that the Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;
No protected ecological systems, natural features or functions are at risk due to the proposed severance of the parcel.
- (b) the protection of the agricultural resources of the Province;
No agricultural resources of the Province are present on the site.
- (c) the conservation and management of natural resources and the mineral resource base;
No natural resources or mineral resources are present on the site.
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
No features of significant architectural, cultural, historical, archaeological or scientific interest are at risk due to the proposed severance of the site.
- (e) the supply, efficient use and conservation of energy and water;
The proposed severance could facilitate additional infill housing opportunities in this established, serviced, and well-functioning neighbourhood therefore promoting the efficient use of energy and water resources.
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
As stated above, the proposed severance could facilitate additional infill housing opportunities in this established, serviced, and well-functioning neighbourhood therefore

able to utilizing the existing provision of communication, transportation, sewage and water services and waste management systems.

- (g) the orderly development of safe and healthy communities;

The proposed severed parcel if redeveloped would represent an infill housing opportunity within an established safe and healthy community.

- (j) the adequate provision of a full range of housing, including affordable housing;

The severed parcel will be able to provide additional housing opportunities in this neighbourhood.

- (l) the protection of the financial and economic well-being of the Province and its municipalities;

Infill housing, as facilitated by the re-creation of the severed parcel is more financially efficient the province and municipality.

- (p) the appropriate location of growth and development;

The proposed severance is within as established and well-suited neighbourhood.

- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;

The proposed severance will promoted residential development in an established community that will be supported by public transit and will offer opportunities for active transportation.

- (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;

Built-form will be established by a future developer of the site. However, the form of redevelopment of the site will be dictated by the existing planning and regulatory framework for land use and heritage planning.

- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate

The proposed severance will promote infill residential development which will reduce personal vehicle trips and the need for greenfield development therefore reducing GHG emissions.

The proposed Consent to sever application satisfies the applicable criteria of Section 2: Provincial interest in the *Planning Act*.

Conclusion

It is our professional opinion that the proposed applications to the Committee of Adjustment represent good land use planning principles. The Consent application represents good planning and meets the applicable evaluation criteria established in subsection 51(24) of the *Planning Act*. In conclusion:

- / The proposal conforms to the direction of the Provincial Planning Statement;
- / The proposal conforms to the policies and objectives of the Official Plan designations;
- / The proposal conforms to the policies and objectives of the Rockcliffe Park Secondary Plan;
- / The proposal conforms to the policies and objectives of the Rockcliffe Park Heritage Conservation District (HCD);
- / The proposal meets the intent of the City of Ottawa Comprehensive Zoning By-law;
- / The proposed Consent meets the applicable evaluation criteria established in the *Planning Act*.

Should you have any further comments, please do not hesitate to contact the undersigned.

Sincerely,



Tamara Nahal, MCIP RPP
Planner



Tim Beed, MCIP RPP
Associate