

2025-06-12

City of Ottawa | Ville d'Ottawa  
Comité de dérogation



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

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

---

Site Address:	29 Acacia Avenue
Legal Description:	Part of Lot 33, Registered Plan 189357
File No.:	D08-02-25/A-00132
Report Date:	June 12, 2025
Hearing Date:	June 18, 2025
Planner:	Dylan Geldart
Official Plan Designation:	Inner Urban Transect, Neighborhood Designation, Evolving Neighborhood Overlay
Zoning:	R4UD

---

**DEPARTMENT COMMENTS**

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

**DISCUSSION AND RATIONALE**

Staff have reviewed the subject minor variance application against the “four tests” as outlined in Section 45 (1) of the Planning Act, R.S.O. 1990 c. P.13, as amended. Staff are satisfied the requested minor variance meets the “four tests”.

**ADDITIONAL COMMENTS**

**Infrastructure Engineering**

- The Planning, Development and Building Services Department will do a complete review of grading and servicing during the building permit process.
- At the time of building permit application, a grading/servicing plan prepared by a Professional Engineer, Ontario Land surveyor or a Certified Engineering Technologist will be required.
- At the time of building permit application, a grading plan prepared by a Professional Engineer, Ontario Land surveyor or a Certified Engineering Technologist may be required.

- A Grading Plan, prepared by a relevant professional, is required for any proposal that requires a permit if the proposed works, including hard landscaping are less than 1.2 metres from a property line.
- The surface storm water runoff including the roof water must be self-contained and directed to the City Right-of-Way, not onto abutting private properties, as approved by Planning, Development and Building Services Department.
- Existing grading and drainage patterns must not be altered.
- Encroachment on or alteration to any easement is not permitted without authorization from easement owner(s).

## Planning Forestry

It was confirmed through pre-consultation that no protected trees would be impacted by the proposed addition and requested variance.

The applicant is encouraged to plant a tree in the rear yard following construction to provide shade, enhance the site, and contribute towards the City's 40% canopy goal. The applicant should consider applying for the City's new planting program: [Plant Your Place - EnviroCentre](#).

## Heritage Planning

Heritage Planning Staff reviewed the application due to its proximity to the Rockcliffe Park heritage Conservation District and have no concerns with the proposal.

## Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. There are no proposed changes to the existing private approach accesses; therefore, no private approach permits are required.




---

Dylan Geldart  
Planner I, Development Review All Wards  
Planning, Development and Building  
Services Department




---

James Ireland  
Planner III, Development Review All Wards  
Planning, Development and Building  
Services Department