

P-Squared Concepts
Consent to Sever Cover Letter
2486 Carlsen Ave.

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

Attn: Mr. Michel Bellemare
Secretary Treasurer

Re: 2486 Carlsen Ave. (Consent applications) - Ward 17
John Creppin
Part of Lot 13, Registered Plan 301, City of Ottawa

June 18th, 2025

Committee of Adjustment
Received | Reçu le

Revised | Modifié le : 2025-06-18

City of Ottawa | Ville d'Ottawa
Comité de dérogation

On behalf of our client, we are submitting the enclosed Consent to Sever application for the property located at 2486 Carlsen Ave. The proposal seeks to sever the lot into two separate parcels, each containing an existing duplex dwelling. The proposed lot pattern will result in one existing duplex with one single-lane driveway per lot. No changes to the buildings are proposed as part of this application. The buildings will comply with all zoning provisions including lot area, lot width, building setbacks, and rear yard area.

The property is zoned R3A - Residential Third Density Subzone A, 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.

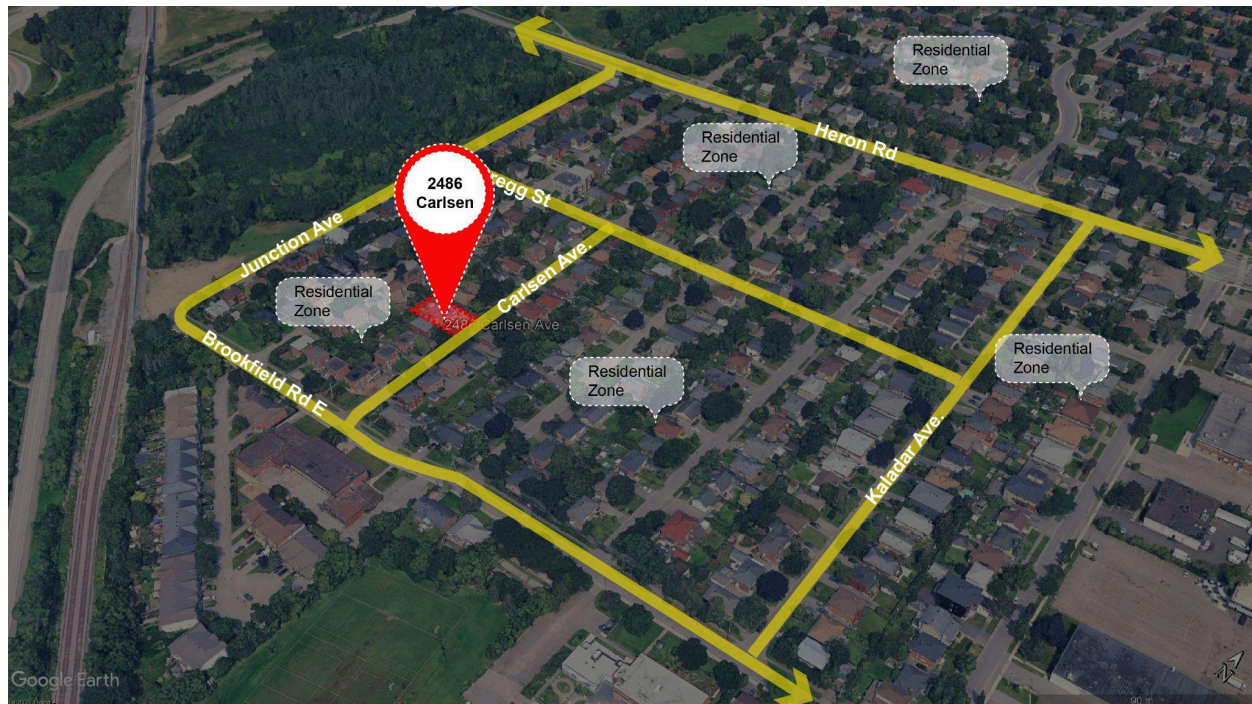


Fig.1. Aerial imagery showing the surrounding context of the subject site, Google Earth.

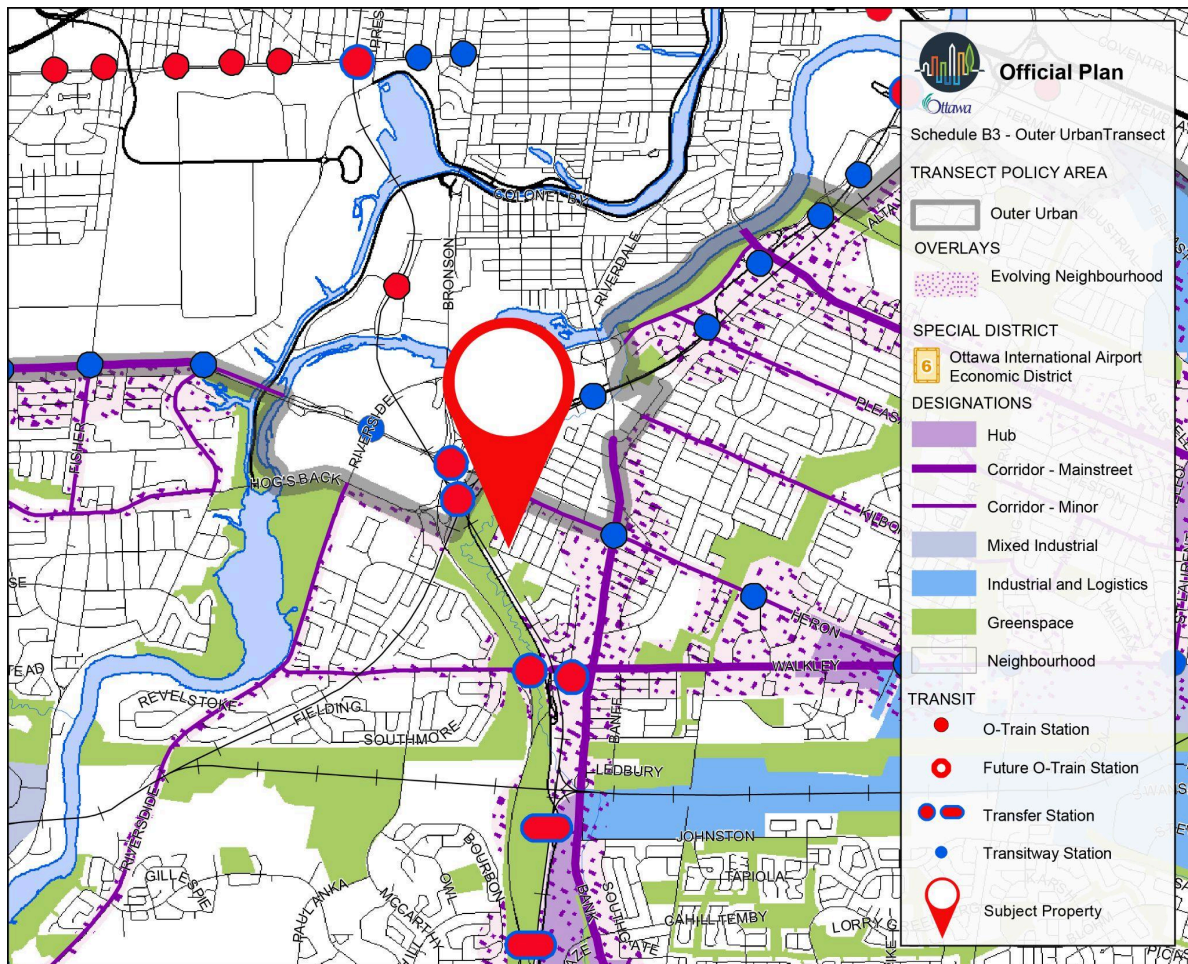


Fig.2.Schedule B3 - Outer Urban Transect, City of Ottawa Official Plan.

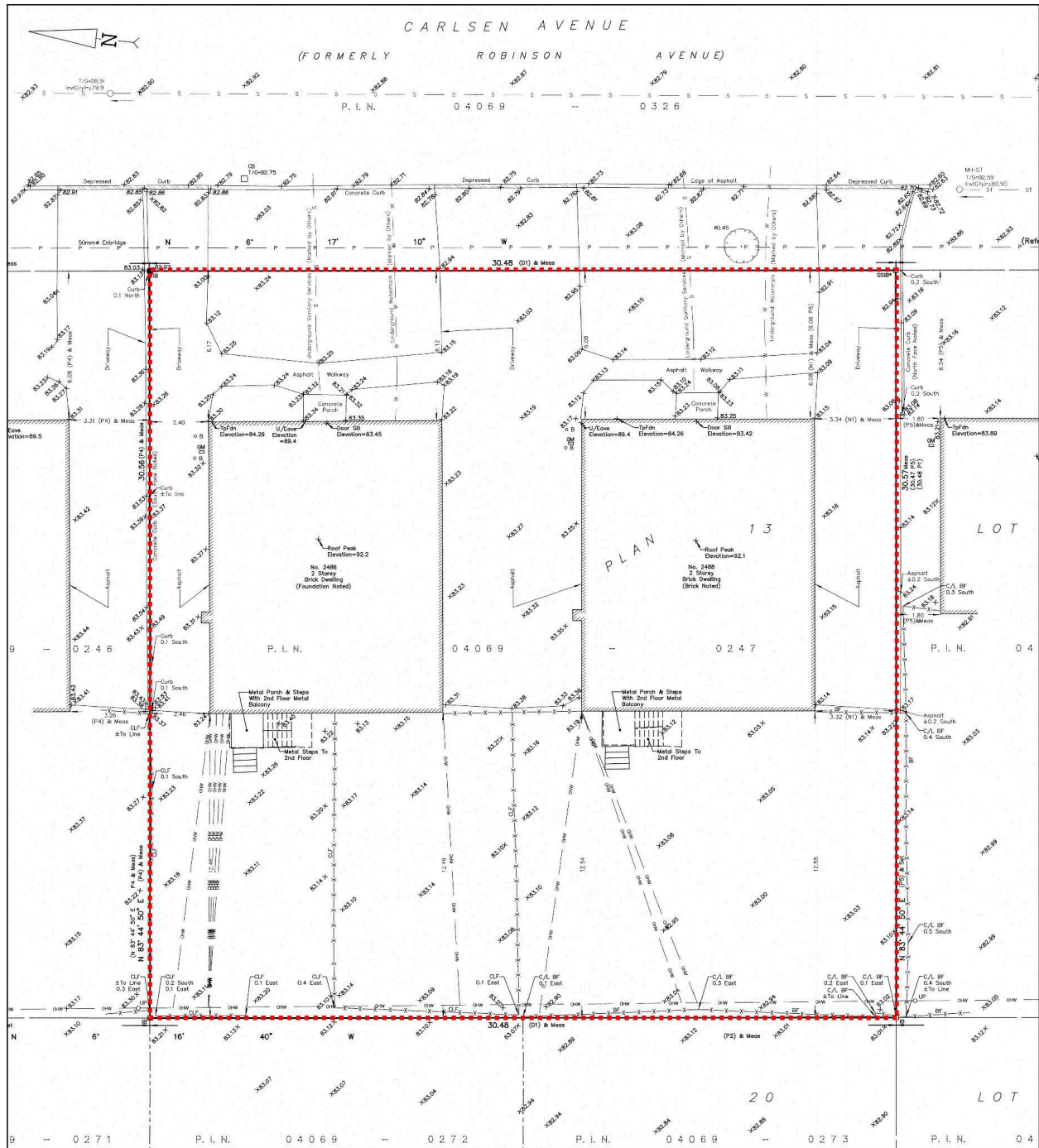


Fig.3. Survey Plan showing existing duplexes and City services, by Farley, Smith & Denis Surveying Ltd dated May 5th, 2025.

The existing duplexes feature their own independent water and sanitary sewer connections as demonstrated on the survey plan above.

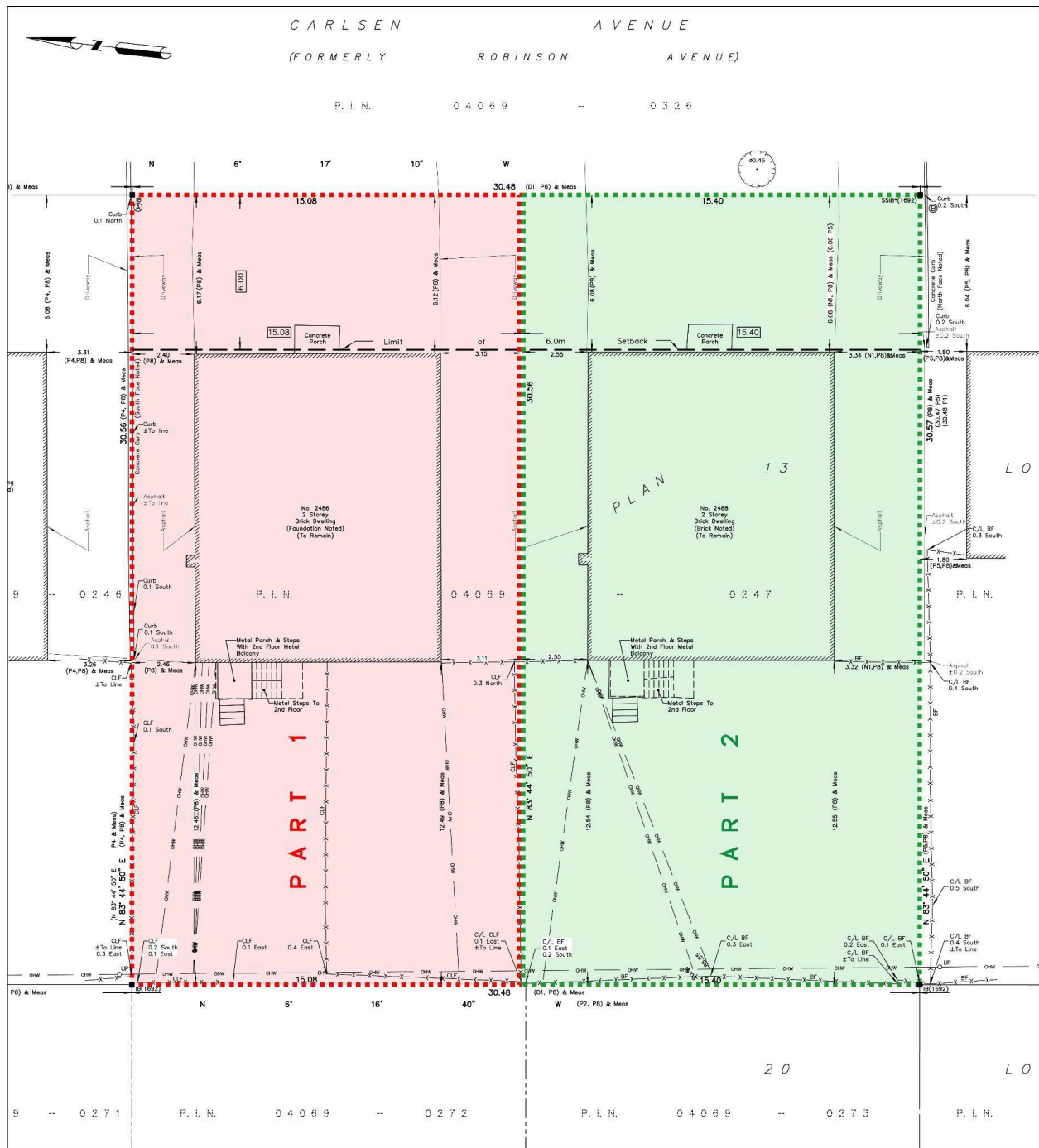


Fig.4. Draft 4R Plan showing Parts 1 (severed) and 2 (retained) by Farley, Smith & Denis Surveying Ltd dated May 30th, 2025.



Fig.5. Image of the southern duplex (2488 Carlsen) and the existing front yard City-owned tree.



Fig.6. Image of the north duplex (2486 Carlsen).

The existing interior facades facing the proposed lot line meet the minimum limiting distance requirements as stated in the Ontario Building Code. The duplex on Part 1 is permitted 17% windows based on its 3.11 m setback and features approximately 3.84% windows. The duplex on Part 2 is permitted 13% windows based on the 2.55 m setback and features approximately 5.40% windows. Therefore the proposed severance and existing building facades will comply with the Ontario Building Code limiting distance requirements.

Consent to Sever Application

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 architectural, cultural, historical, archaeological, or scientific features of significance. The proposed lots have adequate provisions for communication, transportation, sewage and water services, and waste management systems. The proposed consent application allows for the creation of one new lot resulting in two lots, each containing an existing duplex dwelling which is a permitted use under the R3A zoning. The development continues to contribute to sustainable growth within a 15-minute neighbourhood without changing the existing low-rise neighbourhood character.

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

Response: The proposed severances are not premature and are in the public interest, as they do not change the built environment of the existing dwellings, and the only change is that the one lot will be severed into two parcels. The two existing duplex dwellings are already constructed and function independently, and the proposed severance will legally reflect the physical and functional reality of the site. There are no changes proposed to the built form, servicing, or access. The lots will comply with all zoning provisions, including lot area, lot width, rear and interior side yard setbacks, building height, and landscaping requirements. Given that the severances meet all applicable zoning and policy criteria, it represents an appropriate and planned form of development in this area.

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

Response: As demonstrated below, the proposed development conforms to the Official Plan policies for the Outer Urban Transect, the Neighbourhood designation, and Committee of Adjustment implementation.

6.3.2 Guide the evolution of neighbourhoods based on their context, location, age, maturity and needs, generally towards the model of 15-minute neighbourhoods

- 6) To encourage innovative and compatible new forms of housing involving condominium or strata severance or other severance of a building, the Zoning By-law may treat multiple parcels as one lot for zoning purposes where doing so does not impede functional standards and requirements.

Response: The proposal maintains the intent of this policy by supporting the evolution of an established neighbourhood through modest intensification that respects existing built form and context. The severance facilitates legal recognition of two existing duplex dwellings, providing ground-oriented housing within a walkable and transit-accessible area (The property is located in 1.1km (15-minute walk) of the O-train Line 2: Mooney's Bay station, and 550 m (7-minute walk) of the rapid bus station: Heron station). The proposed severance does not compromise any functional standards, safety, or neighbourhood character.

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.

Response: The subject application supports residential growth within the Outer Urban area by enabling the formal recognition of two duplex dwellings on two separate parcels. This modest increase in housing supply contributes to the City's broader intensification goals while respecting the built form and scale of the neighbourhood.

11.5 Provide direction to Committee of Adjustment processes.

- 1) The City may delegate authority to grant consents to a Committee of Adjustment or an appointed officer as provided under the Planning Act.
- 4) In support of Subsection 5.2.4, Policy 1 b) and c) and Subsection 5.3.4, Policy 1 b) and c), the Committee of Adjustment shall consider for applications for Consent with lot patterns and dimensions that result in intensification in support of ground oriented medium density residential that is consistent with the planned context.
- 5) The Committee of Adjustment shall consider strata severance applications, for both vertical and horizontal division, as it is authorized to do according to the Planning Act. Strata severance applications shall be assessed according to planning principles applicable to severances.

Response: The proposed severance results in a lot pattern that reflects existing parcel configurations along Carlsen Avenue and supports ground-oriented, low-density residential uses in a form that is compatible with the surrounding neighbourhood. The request aligns with Official Plan direction to support contextually sensitive intensification and to consider severances as valid means of increasing housing availability.

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

Response: The land is highly suitable for the proposed severance, as each resulting parcel will contain an existing duplex dwelling with sufficient access, private amenity space, and functional on-site parking. The proposal reflects the surrounding residential

context, which includes similar two-storey dwellings, some of which have front yard parking, and varying driveway configurations.

The subject property contains two low-rise duplexes 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*.

1.6 Front yards

- In cases where there is a uniform setback along a street, match this setback to fit into the street pattern and create a continuous, legible edge to the public street. In cases where there is no uniform setback, locate the infill building at roughly the same distance from the property line as the buildings on the adjacent lots.

Response: The existing buildings are already constructed and situated in a manner that respects the established pattern of front yard setbacks along Carlsen Avenue.

3.27 Surface parking

- Minimize surface parking, driveways and drop off areas. Avoid locating parking between the building and public sidewalk or street (front yard areas).

Response: No additional surface parking or driveways are proposed beyond what currently exists. The side yard parking layout continues to provide functional access while avoiding the introduction of new hardscaping or curb cuts. This maintains an efficient use of space and ensures that landscaping and pedestrian access are not negatively impacted.

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

Response: This proposal does not include any affordable housing units.

- (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 property fronts Carlsen Avenue, which is a public roadway that has access to transit. The severance does not impact traffic flow or require roadway modifications, ensuring continued efficient and safe vehicle and pedestrian circulation.

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

Response: The severed lots maintain consistent frontage and depth with existing properties in the area. The proposed lots will have 15.08 m (north) and 15.4 m (south) of frontage and 30.56 m (north), and 30.57 m (south) lot depth each. Each lot meets the minimum lot size zoning requirements including lot area - 460.8 m² (north, and 470.8 m² (south). This lot pattern is reflected in the neighbourhood fabric (Fig.7).



Fig.7. Properties around the subject lot with similar lot patterns.

- 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.

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

Response: The subject site is not located within a regulated floodplain. The proposed development incorporates adequate rear yard setbacks, including 12.46 m (north) and 12.54 m (south), and just under 60 m² of soft landscaping area in the front yard of each lot which exceeds the Zoning by-Law requirements and will help maintain flood control on the property.

- i) the adequacy of utilities and municipal services;

Response: The subject lots will use municipal storm water, sewer, and water services.

- j) the adequacy of school sites;

Response: There are several schools in close proximity to the subject property: IBN Batouta School (110 m), Westboro Academy (140 m), Lamoureux Catholic Elementary School (550 m), Alanwar School (1.2 km). St. Patrick's High School (1.5 km), Ridgemont High School (1.5 km), Charles H. Hulse Public School (1.5 km), and Brookfield High School (1.8 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 proposed severance optimizes the use of existing infrastructure and built form without requiring new construction, demolition, or expansion. By maintaining two existing duplex dwellings, each with independent utility connections, the application leverages existing energy, water, and wastewater systems efficiently. The preservation of mature landscaping and absence of additional hardscaping further contribute to energy conservation. The walkable and transit-accessible location also promotes reduced reliance on private vehicles.

- (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.

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

- Completed application form for the consent application;
- Property owner's authorization for submission of the applications;
- Parcel Abstract Page showing property ownership;
- Application fees;
- Draft 4R Plan showing the severance line;
- Survey plan of the entire property;
- Lawyer's letter;
- Email correspondence from the City forester indicating a TIR is not required.

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