

2025-05-29

City of Ottawa | Ville d'Ottawa
Comité de dérogation



**MINOR VARIANCE APPLICATION
COMMENTS TO THE COMMITTEE OF ADJUSTMENT
PANEL 2**

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 81 Burland
Legal Description: Lot 310, Registered Plan 384
File No.: D08-02-25/A-00086 & D08-02-25/A-0087
Report Date: May 29, 2025
Hearing Date: June 3, 2025
Planner: Elizabeth King
Official Plan Designation: Outer Urban Transect, Neighbourhood, Evolving
Neighbourhood Overlay
Zoning: AM [2181] H(11)

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 that the requested minor variance(s) meet(s) the “four tests”. Staff have received a Tree Information Report for their review.

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.
- All trees on City property and private trees greater than 30cm in diameter in the inner urban area are protected under the Tree Protection By-law (2020-340), and plans are to be developed to allow for their retention and long-term survival. A

Tree Removal Permit and compensation are required for the removal of any protected tree.

- 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.
- A private approach permit is required for any access off of the City street.
- Existing grading and drainage patterns must not be altered.
- Existing services are to be blanked at the owner's expense.
- Asphalt overlay would be required if three or more road-cuts proposed on City Right of way. This includes the road cut for blanking of existing services, and any other required utility cuts (ie, gas, hydro, etc.).
- Provide a minimum of 1.5m between the proposed driveway and the utility pole.
- Provide a minimum of 3m between the proposed driveway and the fire hydrant.

Planning Forestry

A revised TIR has now been provided, confirming that the existing protected tree on site will be impacted by the required parking spaces in the rear yard. While the tree is outside of the allowable footprint, it is in a state of decline and will be replaced by 3 compensation trees (minimum 50mm caliper stock) on site.

Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Applications. From the plans, there are plans for parking and therefore private approach permit(s) may be required; one for the new entrance and maybe a second one if the existing entrance is modified. A Private approach permit is required to construct any newly created or modified driveway/approaches or close redundant approaches.

Please contact the ROW Department for any additional information at rowadmin@ottawa.ca or visit the City webpage [Driveways | City of Ottawa](http://www.ottawa.ca/urbanisme) to submit a Private Approach application.



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