

COVER LETTER & PLANNING RATIONALE – 1905 ALTA VISTA DRIVE (WARD 18)

Date: May 11, 2025 (Slightly revised: July 2, 2025)

Re: Applications for Consent and Minor Variances for 1905 Alta Vista Drive, Ottawa, ON

Legal Description: Lot 15, Plan 543 OTTAWA/GLOUCESTER

Zoning: R1GG, Zoning By-law 2008-250



Dear Committee Members,

This cover letter supports the submission of two consent applications and associated minor variance applications for the subject property. Enclosed are the following materials:

1. Completed Application Forms.
2. This cover letter outlining the planning rationale.
3. Draft Reference Plan (full-sized and reduced copies) by Jaymac Land Surveys, Inc.
4. Proposed Site Plan and Architectural Home Designs by Symbi Architect Studio, Inc.
5. Payment cheque(s) to the City of Ottawa and Ownership Parcel Register.

The Proposal

We propose to sever the existing property into three separate parcels:

- Two lots fronting on Alta Vista Drive (a major collector road)
- One lot fronting on Faircrest Road (a local road)

The existing structure, built in the 1950s, is in poor condition and will be demolished. In its place, we plan to construct three modern detached homes.

The proposed Black-led housing development, including consent and minor variance applications, features low-rise residential intensification of the subject property, and conforms with the policies of the Schedule B3 - Outer Urban Transect, the Neighbourhood designation, the Evolving Neighbourhood Overlay and the Alta Vista / Faircrest Secondary Plan.

Neighbourhood Character

The Alta Vista / Faircrest Heights neighbourhood is characterized by predominantly detached homes from the 1950s to 1960s, with a growing number of infill developments. The subject property is a large, underutilized lot that is well-suited for intensification, aligning with the City's goals for sustainable growth and housing diversity. The proposal seeks to leverage existing

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municipal infrastructure while contributing to the evolving character of this central Ottawa neighbourhood. The subject property is also within an 8-to-15-minute walk to three hospital campuses – General Hospital, Children’s Hospital of Eastern Ontario and Riverside Hospital - which also serve as large employment bases with approximately 10,000 employees. Additional employment is also generated by hospital-adjacent organizations, including the thousands of staff employed at the national headquarters of Canadian Blood Services, located just 400 metres from the subject property at 1800 Alta Vista Drive.

Table 1: Proposed Lots and Lot Dimensions

Proposed Lots	Frontage (m)	Depth (m)	Area (m ²)	Civic Address
Part 1 & 2 – interior	18.0 m	16.50 m	330.05 m ²	1901 Alta Vista Dr
Part 3 – corner	17.27 m	23.11 m	344.80 m ²	1905 Alta Vista Dr
Part 4 & 5 – interior	15.26 m	34.64 m	528.50 m ²	225 Faircrest Rd

Evolving Neighbourhood

The proposed development is located within the Evolving Neighbourhood Overlay area under the Official Plan (2022) due to proximity to Smyth Rd. The Evolving Neighbourhood Overlay is applied to areas in close proximity to Hubs and Corridors and intended to facilitate a gradual transition to a more urban character, supporting intensification. Policy 3 in section 5.6.1.1 states that in the Evolving Neighbourhood Overlay, the City will be supportive of applications for low-rise intensification that seek to move beyond the development standards of the underlying zone where the proposal demonstrates that the development achieves objectives of the applicable transect with regards to density, built form and site design in keeping with the intent of Sections 3 and 5 of this Plan. Finally, the Official Plan notes that where this overlay applies, the Zoning By-law shall allow for built forms and buildable envelopes that “may differ from the existing characteristics of the area to which the overlay applies” and include minimum-density requirements. While not required, the proposal generally maintains the characteristics of the Neighbourhood (detached properties) while introducing a more urban typology consistent with the smaller lots fronting Alta Vista Drive, the primary artery of the community. As such, this proposal exemplifies responsible, incremental intensification aligned with housing and planning objectives at all levels of government.

Corner Lot Severance Provisions (Table 156B(3))

Section 156B(3) of the Zoning By-law outlines conditions under which a corner lot may be severed into two parcels with reduced lot areas — specifically, where each new lot is at least

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49% of the required R1GG subzone lot size ($665 \text{ m}^2 \times 0.49 = 325.85 \text{ m}^2$). Although the provision is written in reference to two-lot scenarios, it does not prohibit severance into three lots where performance standards are met.

In this application, the subject property is $1,203 \text{ m}^2$, nearly double the 665 m^2 minimum lot area required for the R1GG subzone. All three proposed lots exceed the 325.85 m^2 performance benchmark used by the City, including in recent approvals such as 1992 Alta Vista Drive. This proposal maintains detached dwellings, meets all minimum lot area requirements, and conforms with evolving intensification policies within the Evolving Neighbourhood Overlay.

While two of the lots are slightly deficient in lot width (17.28m and 15.26m), the third lot meets the current 18m requirement. Moreover, the draft Zoning By-law (expected Q4 2025) proposes reducing the minimum lot width in this area to 15m, underscoring that the proposal aligns with both current and future policy intent.

While only two of the three lots will have driveways facing different streets, this limitation is due to the geometry of the corner lot and the presence of only two public roads. This application maximizes compliance with Section 156B(3) wherever physically feasible.

Schedule 344 – Alta Vista Ward and Corner Lot Severance Eligibility

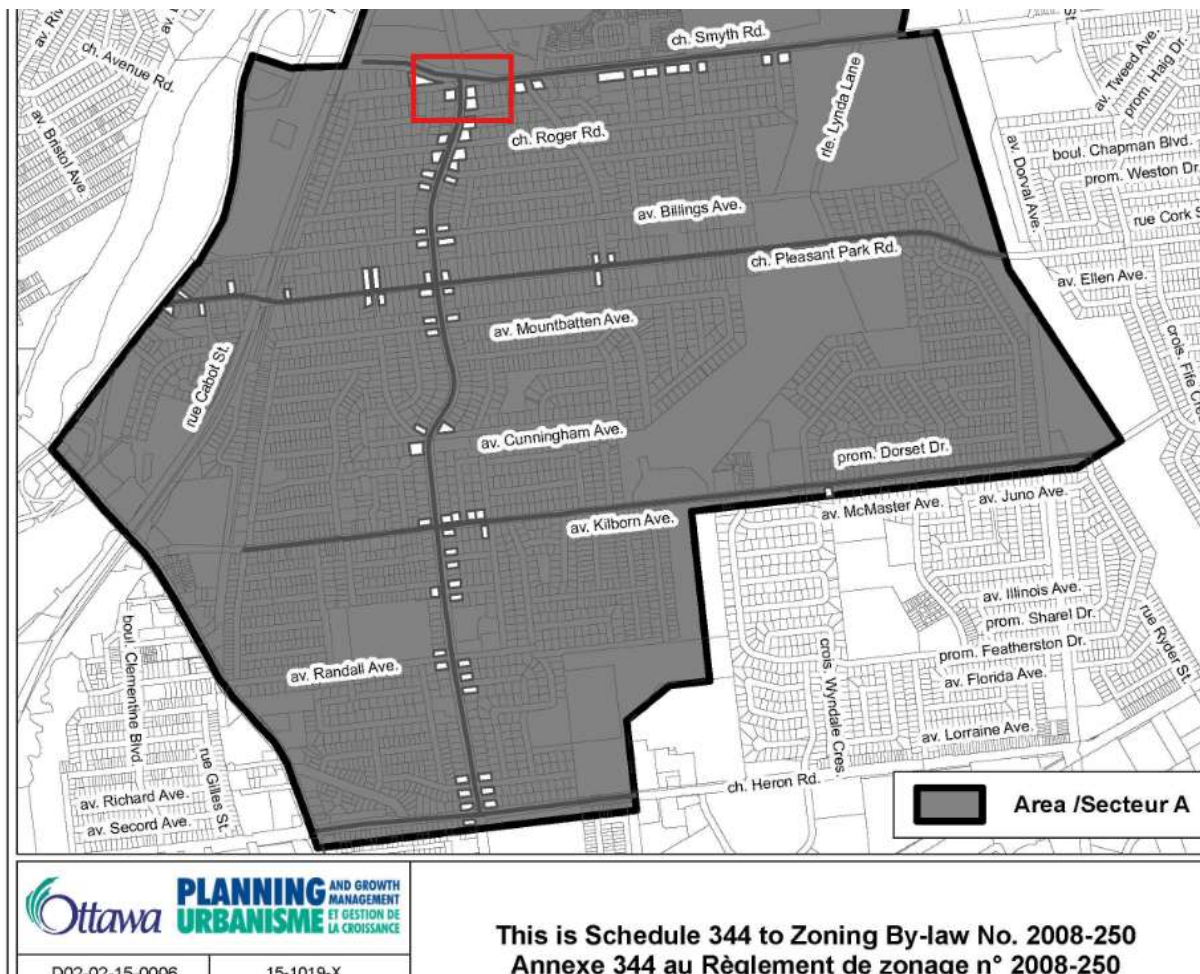
Schedule 344 of the Zoning By-law was developed in collaboration with City staff, the former Alta Vista Ward Councillor, and community associations. It identifies areas within the ward where the Section 156B(3) corner lot severance provisions (including the 49% lot area standard) do not apply — primarily within the interior of the neighbourhood.

However, 1905 Alta Vista Drive is not within “Area A” of Schedule 344, and is one of the few properties in the ward that remains eligible for the reduced performance standards under Section 156B(3). This reflects a policy intent to encourage low-rise intensification specifically along Alta Vista Drive — a major collector road with direct transit access and proximity to large employment centres.

The alignment between Schedule 344 and the Alta Vista / Faircrest Secondary Plan further reinforces this intent, as both recognize Alta Vista Drive as a logical corridor for modest infill, missing middle housing, and gradual transition to a more urban built form.

Schedule 344 Image: All properties in grey do not qualify for the reduced performance standards for corner lot severances. The properties in white, including the 1905 Alta Vista Drive, do qualify.

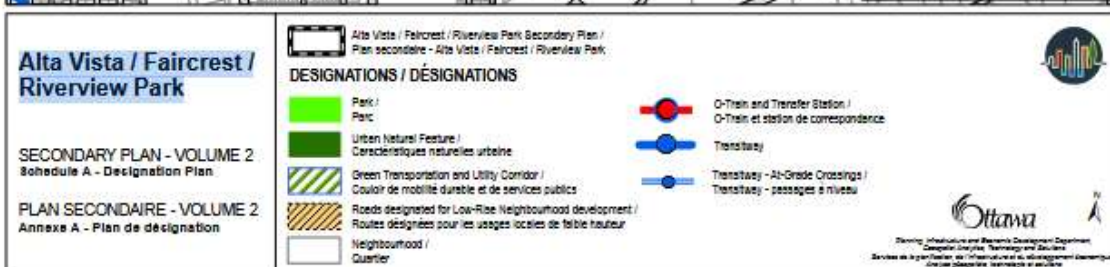
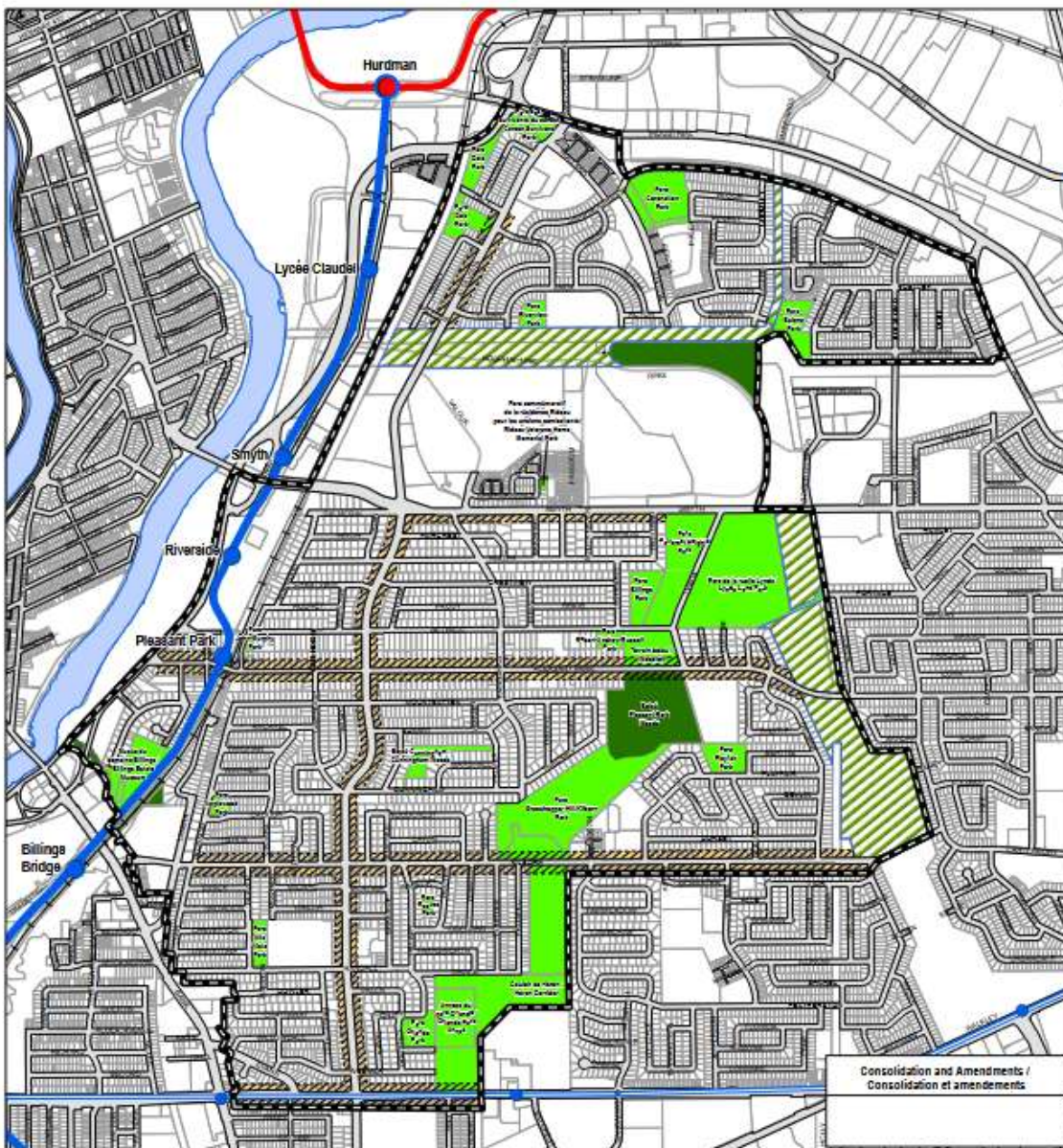
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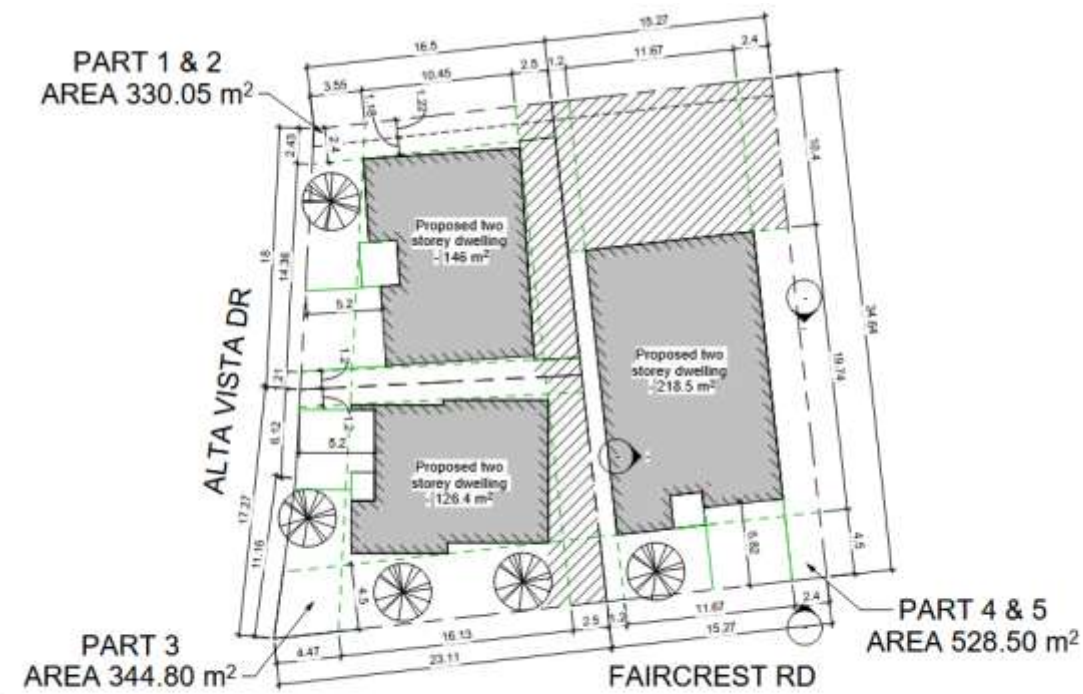
Alta Vista / Faircrest / Riverview Park Secondary Plan

The neighbourhood's secondary plan is also supportive of this proposal as it designates properties along Alta Vista Drive, such as the subject property, as intended for "low rise neighbourhood development" like the one proposed (yellow shaded roads on the map below).

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Survey and Draft Reference Plan



OVERALL SITE PLAN
1905 Alta Vista Dr

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Architectural design for home on Parts 1 & 2 (1901 Alta Vista Drive)



Architectural design for home on Part 3 (1905 Alta Vista Drive)

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Architectural design for home on Parts 4 & 5 (225 Faircrest Rd)

Relief from Zoning Requirements

**Full zoning compliance chart as Annex (bottom)*

Variance #	Variance Description	Zoning Standard	Proposed
Part 1 & 2 – 1901 Alta Vista Dr			
A	Front yard setback (slightly irregular lot means this setback ranges from 3.5m to 5.5m, average is 4.5m)	4.5m Section 144(1)(d) and Table 156A	3.5m
B	Rear yard setback	4.13m Table 144A	2.5m (irreg.)
C	Rear yard area	82.50m ² (25%)	52.70m ² (16%)

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		Section 144(3)(a) and Table 144B	
D	Front wall and driveway orientation	Must face different streets per 144(4)(b)(iii)	Faces same street (Alta Vista) as corner lot
Part 3 – 1905 Alta Vista Dr			
E	Lot width	18m Table 156A	17.27m
F	Front yard setback (slightly irregular lot means this setback ranges from 3.5m to 5.5m, average is 4.5m)	4.5m Section 144(1)(d) and Table 156A	3.5m
G	Rear yard setback	2.6 m	2.5m
H*	Procedural permission to create 3 lots (156B(3)) (note: this item is included out of an abundance of caution)	Zoning By-law is silent on more than two lots; but does not prohibit it (i.e., does not state “at most 2 lots” “maximum of 2 lots” or “no more than 2 lots”)	Permitted
Part 4 & 5 – 225 Faircrest Rd			
I	Lot width	18m Table 156A	15.26m

No variances are required for lot coverage, building height, interior side yards, soft landscaping, or parking dimensions.

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***H: Procedural Permission to Create Three Lots (Section 156B(3)) – Included Out of Abundance of Caution**

While Section 156B(3) of the Zoning By-law outlines conditions under which a corner lot may be severed into two parcels, it does not prohibit severance into more than two lots where all other applicable performance standards are met.

Specifically, Section 156B(3) permits a corner lot to be divided into two parcels where:

1. The lot is within Schedule 342,
2. Both lots are fully serviced,
3. Each lot has an area at least 49% of 665 m², i.e., ≥ 325.85 m², and
4. Each detached dwelling has its front wall and driveway facing a different street.

In this case, the subject property is 1,203 m² — nearly double the standard minimum — and all proposed lots exceed 325.85 m². The dwellings will be fully serviced and conform to the general zoning standards. While the proposal includes three lots rather than two, the development respects the performance intent of the provision, and the creation of three lots is consistent with the goals of the Evolving Neighbourhood Overlay and the intensification policies in the Official Plan.

Out of an abundance of caution, this application includes a request for “permission” to sever the subject corner lot into three parcels, should the Committee determine that formal relief is required. We’re including this variance out of caution so that the Committee can approve it if needed - and we won’t have to return or delay the process later.

Section 156B(3) Use and Comparison at 1992 Alta Vista Drive

A 2022 Committee of Adjustment decision at 1992 Alta Vista Drive supports this approach. In that case, the applicant:

- Proposed only two lots,
- One of which had a lot area of just 266.1 m² (below the 49% threshold),
- One of which had a lot frontage of 14.75m (below the 18m requirement),
- One of which had an amenity area of only 2.9% (below the required 5%), and
- Both dwellings had driveways facing the same street — contrary to Section 156B(3).

Despite failing to meet two of the express conditions of Section 156B(3), and frontage below 15m, planning staff supported, and the Committee approved, the application based on planning rationale and performance alignment. In contrast, the current application for 1905 Alta Vista:

- Meets or exceeds the 49% lot area requirement on all three lots,
- Has two lot frontage variances that are less than those approved at 1992 Alta Vista Dr,
- Ensures servicing and appropriate driveway orientation wherever feasible,
- Complies with all other zoning provisions except those already listed as minor variances.

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This supports the interpretation that Section 156B(3) serves as a performance benchmark, and that greater flexibility is available where the planning context supports intensification and compatibility

Justification Based on the Four Tests

1. General Intent of the Official Plan

The proposal aligns with the Official Plan's objectives for intensification in the Outer Urban Transect. It:

- Contributes to “missing middle” housing goals.
- Utilizes existing municipal infrastructure. Utilities are located along both roads. Extensive bus options along Alta Vista Drive and nearby Smyth Rd.
- Promotes sustainability by increasing housing within a walkable distance to transit, schools, and employment. There are three hospital campuses within a 8-15 min walk of subject property: the General Hospital, Riverside Hospital and Children's Hospital of Eastern Ontario (CHEO). This development proposal contributes new, much needed housing options for some of the more than 10,000 employees at these facilities. Additional employment is also generated by hospital-adjacent organizations, including the thousands of staff employed at the national headquarters of Canadian Blood Services, located just 400 metres from the subject property at 1800 Alta Vista Drive.

2. General Intent of the Zoning By-law

The proposal maintains compatibility with the R1GG zoning by ensuring:

- Detached dwellings remain the primary use.
- Setbacks and lot sizes harmonize with the evolving, more urban neighbourhood character along Alta Vista Drive, a major collector.
- Sufficient amenity space and privacy are preserved.

3. Desirability of Development

The development supports a mix of housing options, adding to neighbourhood vibrancy while contributing to a renewed, more urban streetscapes. Thoughtful site design, including fencing and landscaping, mitigates any potential privacy concerns.

4. Minor Nature of Variances

The variances reflect evolving policy standards under the Official Plan and align with approved consent and minor variance applications nearby. Further, under the draft Zoning By-law (effective Q4 2025), the lot width for this subject property would be reduced from 18m to 15m thereby removing two of the minor variances in this application. The other minor variances are

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primarily due to the slightly irregular lot shape of the subject property. In addition, the variance regarding the direction of the front wall / driveway cannot be avoided due to the geometry of the corner lot and the presence of only two public streets; it is not physically possible for all three proposed dwellings to have their driveways face different streets. Nonetheless, the proposal maximizes compliance with Section 156B(3)'s orientation goal wherever feasible and ensures no adverse impact through thoughtful design and layout. Finally, the third lot (225 Faircrest Rd or Parts 4 & 5) is the largest at 528.5 m² or 5,689 ft². As it abuts three neighbouring properties, we have designed this lot with no front, side or rear yard setback variances. As such, it would act as a transition property against the minor variances of the smaller lots, thereby avoiding potentially adverse impact on the neighbours. We also intend to put privacy fencing along neighbouring property on Faircrest for additional mitigation from the density created. Finally, the architectural designs allow for the maximum side yard setbacks (2.4m) from both abutting neighbouring properties.

POLICY ALIGNMENT

Provincial Planning Statement (PPS) 2024

This proposal aligns with multiple key policies of the 2024 Provincial Planning Statement, including those supporting compact and transit-supportive development (Policy 2.9), intensification within built-up areas (Policies 2.2 and 2.3), and housing supply on underutilized, serviced lands (Policy 2.1). It exemplifies the type of infill encouraged near frequent transit corridors (Policy 2.4.3) and meets provincial goals for sustainability and growth.

Key PPS 2024 Policies That Support the Proposal

Policy 2.1 – Planning for People and Homes

“Planning authorities shall... maintain at all times the ability to accommodate residential growth for a minimum of 15 years... and provide at least a three-year supply of residential units through lands suitably zoned...”

Relevance to this proposal: This application contributes to the City's three-year zoned housing supply by introducing intensification on a fully serviced, designated residential lot within the urban boundary.

Policy 2.2 – Housing

“Planning authorities shall... permit and facilitate... all types of residential intensification, including the development of underutilized sites... and the introduction of new housing options within previously developed areas...”

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Relevance to this proposal: The application represents a form of gentle residential intensification through redevelopment of an underutilized, fully serviced corner lot in an established neighbourhood.

Policy 2.3 – Settlement Areas

“Settlement areas shall be the focus of growth and development.”

“Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities...”

Relevance to this proposal: The subject site is within a designated central urban settlement area. The proposed intensification aligns with policy directions to focus growth within the built-up urban fabric and leverage existing infrastructure.

Policy 2.4.3 – Frequent Transit Corridors

“Planning authorities shall plan for intensification on lands adjacent to existing and planned frequent transit corridors, where appropriate.”

Relevance to this proposal: The site is located along Alta Vista Drive/Smyth Road, frequent transit corridors. The proposal introduces new residential units in a location well served by public transit.

Policy 2.9 – Energy Conservation and Climate

“Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:

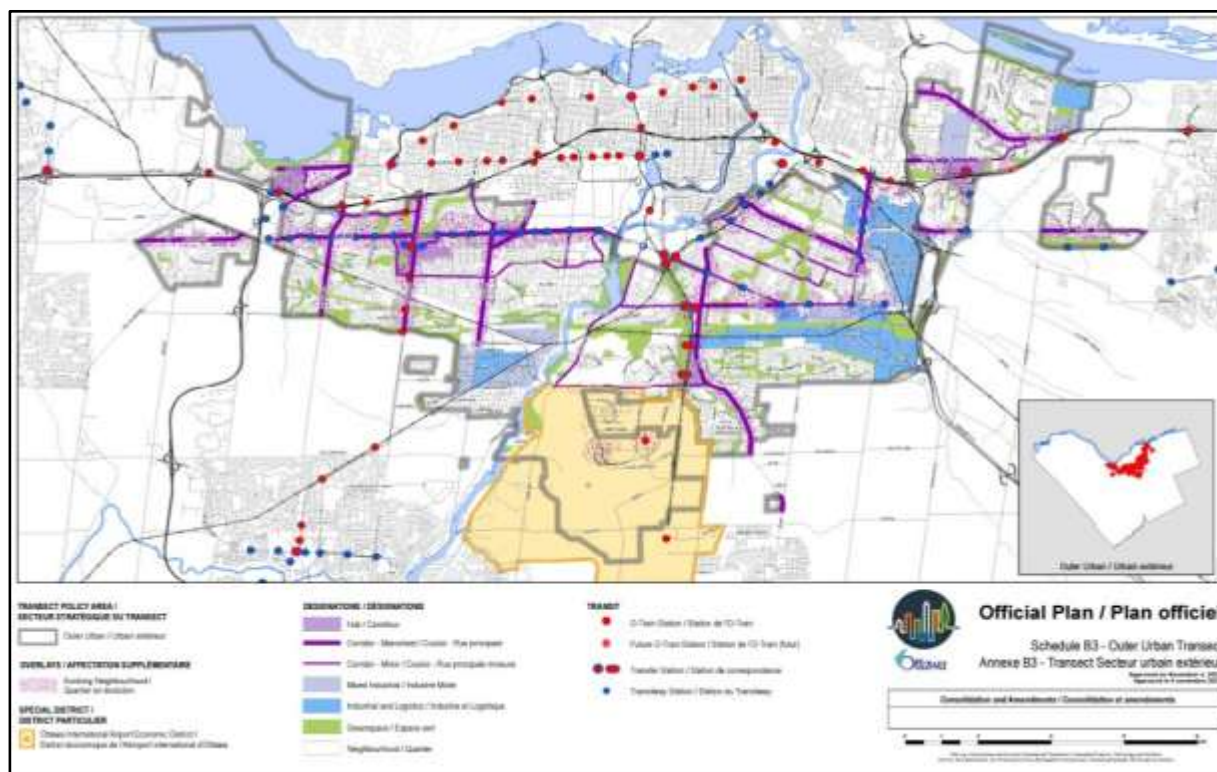
a) support the achievement of compact, transit-supportive, and complete communities...”

Relevance to this proposal: The proposal supports compact, transit-accessible development and provides new housing in a walkable location close to major employment centres, consistent with climate and sustainability goals.

CITY OF OTTAWA OFFICIAL PLAN, 2022

The Official Plan sets forth broad policies that will help govern growth and change in Ottawa, as well as specific policies dependent upon land use designations. Schedule B3– Outer Urban Transect – of the Official Plan identifies the land designation for the subject property as Neighbourhood with Evolving Neighbourhood Overlay.

Figure 4 – City of Ottawa Official Plan (2022), Schedule B3, Outer Urban Transect



Section 3 Growth Management Framework

The City of Ottawa’s Growth Management Framework is set out in Section 3 of the Official Plan. It focuses on the goal of providing sufficient development opportunities to increase sustainable transportation mode shares and use of existing and planned infrastructure, while reducing greenhouse gas emissions.

The intent of the City’s Growth Management Framework is:

- To provide an appropriate range and mix of housing that considered the geographic distribution of new dwelling types and/or sizes to 2046;
- To prioritize the location of residential growth to areas with existing municipal infrastructure, including piped services, rapid transit, neighbourhood facilities and a diversity of commercial services;
- To reduce greenhouse gas emissions in the development and building sectors and in the transportation network; and,
- To establish a growth management framework that maintains a greater amount of population and employment inside the Greenbelt than outside the Greenbelt.

The proposed minor variance applications at 1905 Alta Vista Drive which would allow for intensification on the subject site meets the following Growth Management Framework policies among others:

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- **Policy 3 in Section 3.1** states that the urban area and villages shall be the focus of growth and development. It further states that household growth targets are 93% within the urban area with 47% of that falling within the built-up or developed urban area.
- **Policy 1 in Section 3.2** sets the target amount of dwelling growth in the urban area that is to occur through intensification at 51%, representing the proportion of new residential dwelling units
 - *The subject property falls within the Outer Urban Area of the City's Official Plan which is trending to Inner Urban given proximity to a major arterial road and collector road. The proposed development utilizes a single lot to introduce three new detached dwellings in the Outer Urban Area which contributes towards the City's intensification target and helps to meet the growth targets set forth in the Official Plan.*
- **Policy 3 in Section 3.2** states that the vast majority of residential intensification shall focus within 15-minute neighbourhoods, which are comprised of Hubs, Corridors, and adjacent Neighbourhoods.
 - *The subject property is designated Neighbourhood and the proposal seeks to provide for gentle intensification of the site.*
 - *As shown in Figure 4, above, the subject site is within close proximity to the Smyth Rd a major corridor within Ottawa.*
- **Policy 4 in Section 3.2** states that intensification is permitted in all designations where development is permitted taking into account whether the site has municipal water and sewer services.
 - *The subject site has existing municipal infrastructure, including water, sewer and stormwater, along Alta Vista Dr and Faircrest Rd.*
- **Policy 8 in Section 3.2** states that intensification should occur in a variety of dwelling unit floorspace sizes to provide housing choices.
 - *The proposed development seeks to develop the subject site with three detached dwellings within an underutilized, large corner lot therefore providing more variety of housing choices for an end user (variety of home sizes and configurations are planned).*

As defined in the Official 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.”*

Section 6.3.1 of the Plan speaks to the function of Neighbourhoods and Policy 4) notes that “the Zoning By-law and approvals under the Planning Act shall allow a range of residential and nonresidential built forms within the Neighbourhood designation”, including: b) “Housing options with the predominant new building form being missing middle housing, which meet the intent of Subsection 6.3.2, Policy 1)”

Section 6.3.2 1) further notes that “The Zoning By-law and approvals under the Planning Act will allow innovative buildings forms, including in the missing middle housing category, in

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order to strengthen, guide towards or seed conditions for 15- minute neighbourhoods. Innovative building forms include, but are not limited to... development of a single lot or a consolidation of lots to produce missing middle housing;”

- *As noted on the cover page, if approved, these applications would allow for the creation of missing middle housing units with innovative building forms through the development of additional housing.*

Missing Middle Definition (Official Plan, pg. 249)

In Ottawa's context and for the purposes of this Plan, the missing middle housing generally refers to low-rise, multiple unit infill residential development of between three and sixteen units, or more in the case of unusually large lots and for the lower-density types is typically ground oriented.

Evolving Neighbourhood Overlay

The subject property is within 150m of Smyth Rd, a major corridor. As such, an “Evolving Neighbourhood Overlay” is applied to 1905 Alta Vista Dr under the Official Plan.

Section 5.6 – Evolving Neighbourhood Overlays are intended to “provide additional policy direction to allow certain types of activities and provide built form guidance in evolving areas that is otherwise not included in the designation section of this Plan”.

Policy 5.6.1.1(1) states that the Evolving Neighbourhood Overlay will “apply to areas that are in a location or at a stage of evolution that create the opportunity to achieve an urban form in terms of use, density, built form and site design. These areas are proximate to the boundaries of Hubs and Corridors as shown in the B-series of schedules of this Plan. The Evolving Neighbourhood Overlay will be applied generally to the properties that have a lot line along a Minor Corridor; lands 150 meters from the boundary of a Hub or Mainstreet designation; and to lands within a 400-metre radius of a rapid transit station. The Overlay is intended to provide opportunities that allow the city to reach the goals of its Growth Management Framework for intensification through the Zoning By-law, by providing”:

- a) Guidance for a gradual change in character based on proximity to Hubs and Corridors,
- b) Allowance for new building forms and typologies, such as missing middle housing.
- c) Direction to build form and site design that support an evolution towards more urban built form patterns and applicable transportation mode share goals; and
- d) Direction to govern the evaluation of development.

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The proposed development consists of low residential density that is compatible with the existing and planned development under the Official Plan and the Secondary Plan for Alta Vista and Faircrest Heights. The Subject Site is currently an underutilized lot with an older single detached home in poor condition. As such, this development contributes to a broader range of evolving urban housing typologies within the overall Alta Vista community.

Policy 5.6.1.1(2) notes where an Evolving Neighbourhood Overlay is applied:

- a) The Zoning By-law shall provide development standards for the built form and buildable envelope consistent with the planned characteristics of the overlay area, which may differ from the existing characteristics of the area to which the overlay applies; and
- b) The Zoning By-law shall include minimum-density requirements as identified in Table 3a, and permissions to meet or exceed the density targets of Table 3b.

Policy Section 5.6.1.3(a) affirms that applications for low-rise intensification that exceed the underlying zone's development standards will receive city support under the Evolving Neighbourhood Overlay.

11.5 Provide direction to Committee of Adjustment processes

- 4) 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.

Similar Approved Applications

- 1. **1992 Alta Vista Dr/226 Crestview Road:** Committee approval for 5 minor variances between the severed and retained lots (avg. 2.5 variances per lot): reduced lot width, reduced lot area, permission for the driveways to face the same street, reduced amenity area of 2.9% (vs. 5% required) and reduced parking space length.
- 2. **2090 Alta Vista Dr/243 Mountbatten Avenue:** Committee approval for: reduced lot width and front, side and rear yard setbacks and rear yard area.

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1992 Alta Vista Dr/226 Crestview Road - a similar corner lot severance with minor variances occurred at this property. The severed portion, 226 Crestview Rd, was approved for a reduced lot area of 266.3 m² and reduced lot width of 14.28 m, whereas the bylaw requires a minimum lot area of 325.85m² and 18m, respectively. By comparison, the smallest lot proposed at 1905 Alta Vista Dr exceeds these approved reduced standards at 226 Crestview Rd including lot area, lot frontage and amenity area. Further, the retained portion had minor variances approved for reduced amenity area (2.9% rather than 5%), driveway length and driveway location permission. It also did not benefit from the Evolving Neighbourhood Overlay designation.



2090 Alta Vista Dr/243 Mountbatten Avenue - a similar corner lot severance with minor variances occurred at this property. The severed portion, 243 Mountbatten Ave, was allowed to

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have a reduced front yard setback of 2.5m as well as side yard setback of 0.4 whereas the bylaw requires 4.5m and 1.2m, respectively. The total side yard setback approved was 2.9m. It did not benefit from the Evolving Neighbourhood Overlay designation.

In summary, the proposed lots at 1905 Alta Vista Drive exceed performance standards established in these two nearby comparable planning applications, underscoring their compatibility with city objectives, including the secondary plan, official plan and Evolving Neighbourhood Overlay.

Prior Tree Removal and Compliance with Forestry Requirements

In 2024, unrelated to this application, three large mature trees were removed from the subject property following submission of three (3) tree information reports (TIR). Arborist reports filed with the City of Ottawa at the time confirmed that the trees were either structurally compromised or in significant decline, posing safety risks. The trees were removed with formal permission from the City under Tree Removal Permits #102194455, #102194456, and #102216511. All three required replacement trees (all 11–13 feet tall) were planted on site in May 2025 in the rear of the property further adding to privacy for abutting neighbours. These files are now closed with the City's Forestry Services.

As no distinctive trees currently remain on the property, and no tree injury is proposed as part of this application, a fourth (4th) TIR is not required.

Conclusion

The proposed severance and variances meet the criteria of the *Planning Act* and align with provincial, municipal, and zoning policies, evolving (more urban) overlays, and neighbourhood secondary plans. This application directly supports sustainable growth, housing diversity, and compatibility with the community. The large employment base at the area's three hospital campuses is further reason to support new housing options in this community.

We respectfully request the Committee's approval, as this proposal aligns with all relevant policies and planning instruments, including the Planning Act, the Provincial Planning Statement, the Official Plan, Zoning By-law 2008-250, and applicable evolving overlay and secondary plans.

Sincerely,

D. Karen Cruz

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Annex: Compliance Chart with Zoning By-law

Performance Standard	Part 3 1905 Alta Vista Dr	Compliant	Part 1 & 2 1901 Alta Vista Dr	Compliant	Part 4 & 5 225 Faircrest Rd	Compliant
Table 156B(3) Min. Lot Area = 49% of lot area of R1GG subzone 665 = 325.85 m ²	344.80 ²	✓	330.05m ²	✓	528.5m ²	✓
Min. Lot Width = 18 m	17.27m	✗	18m	✓	15.26m	✗
Front Yard Setback = 4.5 m	3.5m (irreg.)	✗	3.5m (irreg.)	✗	4.5m	✓
Corner Side Yard Setback = 4.5 m	4.5m	✓	N/A (interior)	✓	N/A (interior)	✓
Interior Side Yard Setback = combined total of 3.6 m	1.2m + 4.5m (corner)	✓	1.2m + 2.4m = 3.6m	✓	1.2m + 2.4m = 3.6m	✓
Corner Rear Yard Setback = 2.6m	2.5m	✗	N/A (interior lot)	✓	N/A (interior lot)	✓
Interior Rear Yard Setback = 25% of lot depth or 7.5m	N/A	✓	Req = 4.15m Prov.= 2.5m	✗	Req = 10.39m Prov.= 10.4m	✓
Max. Building Height = 8 m	7.9m	✓	7.9m	✓	7.9m	✓

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Required Amenity Space for Corner Lots = 5% of 665 m ² = 33.25 m ²	50 m ²	✓	N/A (interior lot)	✓	N/A (interior lot)	✓
Permission to sever into three lots (156B(3))*	Zoning by-law is silent on three lots, but is not prohibitive	✓ (variance included out of caution)	N/A	✓	N/A	✓
Rear Yard for Interior Lots = 25% of lot area	N/A (corner lot)	✓	Req = 82.5 m ² (25%) Prov. = 52.7 m ² (16%)	✗	Req = 157 m ² Prov. = 158.7 m ²	✓
Driveway Location Section 144(4)(b)(iii)	Alta Vista Dr	✗	Alta Vista Dr	✓	Faircrest Rd	✓
Max. Lot Coverage = N/A	N/A	✓	N/A	✓	N/A	✓
Min. Front Yard Soft Landscaping = 40%	40%	✓	40%	✓	40%	✓
Max. Driveway Width	5.5m	✓	6m	✓	5.5m	✓
Required Driveway	5.2m	✓	5.2m	✓	5.2m	✓

COVER LETTER & PLANNING RATIONALE – 1905 ALTA VISTA DRIVE (WARD 18)

Length = minimum 5.2m						
Front-facing Garage – 139(3) Must be 0.6m setback entrance or front edge of a landing or porch or portion of a projecting landing.	0.6m	✓	0.6m	✓	0.6m	✓

**Note: Section 156B(3) permits corner lot severances into two parcels under certain conditions. The proposal exceeds that structure by creating three lots but does not violate any explicit zoning limit. This procedural permission is included under Part 3 out of an abundance of caution and is not a technical zoning variance.*

LEGAL AND PROCEDURAL CONTEXT

Committee of Adjustment—Organizational Review

Committee of Adjustment adjudicators are guided by the Province of Ontario's and the City of Ottawa's land use policy framework, including the Planning Act, the Provincial Policy Statement, the City's Official Plan policies, zoning requirements, and tree protection regulations.

Procedural Fairness – equal treatment of applicants

To ensure consistent and informed decision-making as well as procedural fairness pursuant to the Ontario Statutory Powers Procedure Act, panel adjudicators adhere to the Committee of Adjustment's Rules of Practice and Procedure and receive training and ongoing professional development throughout their term.

https://documents.ottawa.ca/sites/default/files/coa_org_rev_en.pdf

COVER LETTER & PLANNING RATIONALE – 1905 ALTA VISTA DRIVE (WARD 18)

RELEVANT CASE LAW (OLT / ONTARIO COURTS)

2006 Toronto Standard Condominium Corp #1517 54 O.M.B.R. 102

"The Board has recognized for at least three decades that the [Ontario] Legislature has in section 45 of the Planning Act created a statutory process whereby **a relief is made available to avoid the straitjacket or rigid application of the zoning bylaw.** This relief stems from the [Ontario] Legislature's recognition that a zoning bylaw, if it is to be applied unfailingly with scant regard for individual circumstances and without due regard to the matters at hand, **can result in very odd, undesirable and in some cases wrong situations because the facts in the planning world can be sometimes stranger than fiction.**

The relief should be granted in some circumstances, not because nonconformity would be less costly, expedient or inconvenient, but because **nonconformity can, in fact, be satisfactory and acceptable from a planning standpoint.**

Whether a variance is minor or not cannot be regarded as a robotic exercise of the degree of numeric deviation, but must be held in light of the fit of appropriateness, the sense of proportion, a due regard to the built and planned environ, the reasons for which the requirement is instituted, the suggested mitigation conditions to address the possible concerns and last, but not the least, the impact of the deviation. The performance standards of the zoning bylaw are not an end, but a means to an end, a decision-maker must therefore chase after the question whether the **planning objectives would be fulfilled if the variance were to be allowed. The decision-maker must not embark on a tautological and circular exercise of why one cannot abide by the requirements."**

2005 Rosedale Golf v. Degasperis (Divisional Court)

A minor variance is not a special privilege that requires the applicant to justify the relief sought on the basis of need or hardship.

1997 Fred Doucette Holdings Ltd. and Corporation 32 O.R. (3rd) 502 (Div. Ct.)

No precise definition of a minor variance is possible and it is necessary to maintain a flexible approach always relating the assessment of the significance of the variance to the surrounding circumstances and the terms of the existing bylaw.