

2025-07-02

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: 2441 Cléroux Crescent
Legal Description: Part of Lot 10, Concession 3, Geographic Township of Gloucester
File No.: D08-02-25/A-00135
Report Date: July 3, 2025
Hearing Date: July 8, 2025
Planner: Elizabeth King
Official Plan Designation: Outer Urban Transect, Neighbourhood
Zoning: R4Z [1335]

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 reviewed the updated plans submitted June 26, 2025 and are satisfied with the noted changes.

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.
- Any proposed works to be located within the road allowance requires prior written approval from the Infrastructure 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.
- 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.
- In accordance with the Sewer Connection By-Law a minimum spacing of 1.0m is required between service laterals and the foundation face.
- Encroachment on or alteration to any easement is not permitted without authorization from easement owner(s).
- If deemed required after review by the Manager of Development Review All Wards Branch within Planning, Development and Building Services Department, or their designate, and there is sufficient justification, the Owner(s) must obtain the approval of the Committee to grant easement(s) as required for drainage, on the title of the property, all at their own costs.

Planning Forestry

There is one protected tree, to be retained through construction. The TIR outlines tree protection measures to be implemented throughout construction; where tree protection must be relocated for construction access or activity, the tree's critical root zone must be protected from compaction.


As the proposed development will significantly increase the impermeable surface of the site, the applicant should plant a new tree in the amenity space in the rear yard.

Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. The Owner shall be made aware however, that a private approach permit is required to construct any new entrance, as well as to modify or close an existing entrance that becomes redundant. As a result of the newly planned driveway, one Private Approach Permit is required. The Owner must contact the ROW Department for further information at rowadmin@ottawa.ca.



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