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May 30, 2025

**Mr. Michel Bellemare**  
Secretary-Treasurer  
Committee of Adjustment  
101 Centrepointe Drive, Fourth Floor  
Ottawa, ON K2G 5K7

**Committee of Adjustment**  
Received | Reçu le

2025-06-02

**City of Ottawa | Ville d'Ottawa**  
**Comité de dérogation**

**RE: Application for Consent to Sever + Easements**  
**700 Coronation Avenue**

Fotenn Planning + Design ("Fotenn") has been retained by MJ Asset Management to submit a Consent to Sever application to separate the above-noted property into two separate holdings. Further, a Secondary Consent is required to establish joint use easement for common elements that will be used by both property owners.

Please find enclosed the following material in support of the applications:

- / One (1) copy of this cover letter/report explaining the nature of the applications;
- / One (1) copy of written confirmation that a TIR is not required
- / One (1) full-size and one (1) reduced copy of the Draft Reference Plan
- / One (1) full-size and one (1) reduced copy of the Survey Plan
- / One (1) copy of the Parcel Abstract Page
- / Two (2) Application forms: Primary Urban Consent with easement (\$3,926) + Secondary Urban consent with easement (\$1,763)
- / Application fees cheque for \$5,689.00

Please contact the undersigned at [mcelligott@fotenn.com](mailto:mcelligott@fotenn.com) with any questions or requests for additional material.

Sincerely,



Matthew McElligott, MCIP RPP  
Principal

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**FOTENN**

## Subject Lands and Surrounding Area

The subject property is located along Coronation Avenue and is comprised of one lot with an existing low-rise residential apartment building and associated surface parking. It has frontage of approximately 56.39 m along Coronation Avenue and a total lot area of 3411.36m<sup>2</sup>.

The subject property is currently developed with a three-storey 30-unit low-rise apartment building with vehicular access and egress from Coronation Avenue. A large portion of the subject property is paved and currently used as a parking lot for the tenants of the building. A sidewalk is provided along the street frontages and there is at-grade landscaping and garbage enclosures. There exists some vegetation on the subject property with shrubs, bushes and some medium- to large-sized trees along the property lines.



Figure 1: Subject Property and Surrounding Area

The following provides an overview of the surrounding area:

- / **North** of the subject property is Coronation Avenue, an east-west collector road. North of Coronation Avenue is generally characterized by low-rise industrial building, currently occupied by various light-industrial and commercial uses. Further to the north is the Trainyards Shopping Centre, a large-format retail centre that serves the everyday needs of the surrounding area.
- / **East** of the subject property, directly adjacent are several blocks of townhouses as part of a condominium corporation. Further east along Coronation Ave and Industrial Ave is characterized by various retail, light industrial, office and services uses.
- / **South** of the subject property is a townhouse development as outlined above. South of this, is a low-rise residential community.

/ **West** of the subject property are single-detached dwelling units fronting onto Botsford Street. Further west is characterised by a similar low-rise residential community, comprised of parks, single and semi-detached homes and blocks of low-rise apartment buildings along Coronation Ave.

# 2.0 Development Proposal

MJ Asset Management owns 700 Coronation Ave. and is proposing to sever 1,141.2 m<sup>2</sup> from the total lot area (3,411.36m<sup>2</sup>) to construct a 10-unit low-rise apartment building with seven (7) surface parking spaces. The retained parcel (2,271.9 m<sup>2</sup>) is proposed to contain the existing 30-unit apartment building with twenty-one (21) surface parking spaces. No changes are proposed to the existing site access and driveway and would therefore be shared by each new property, requiring reciprocal easements as part of this application. In addition to easements for shared access and driveway, the future development also includes a stand-alone accessory building to accommodate garbage, compost and recycling for both buildings.

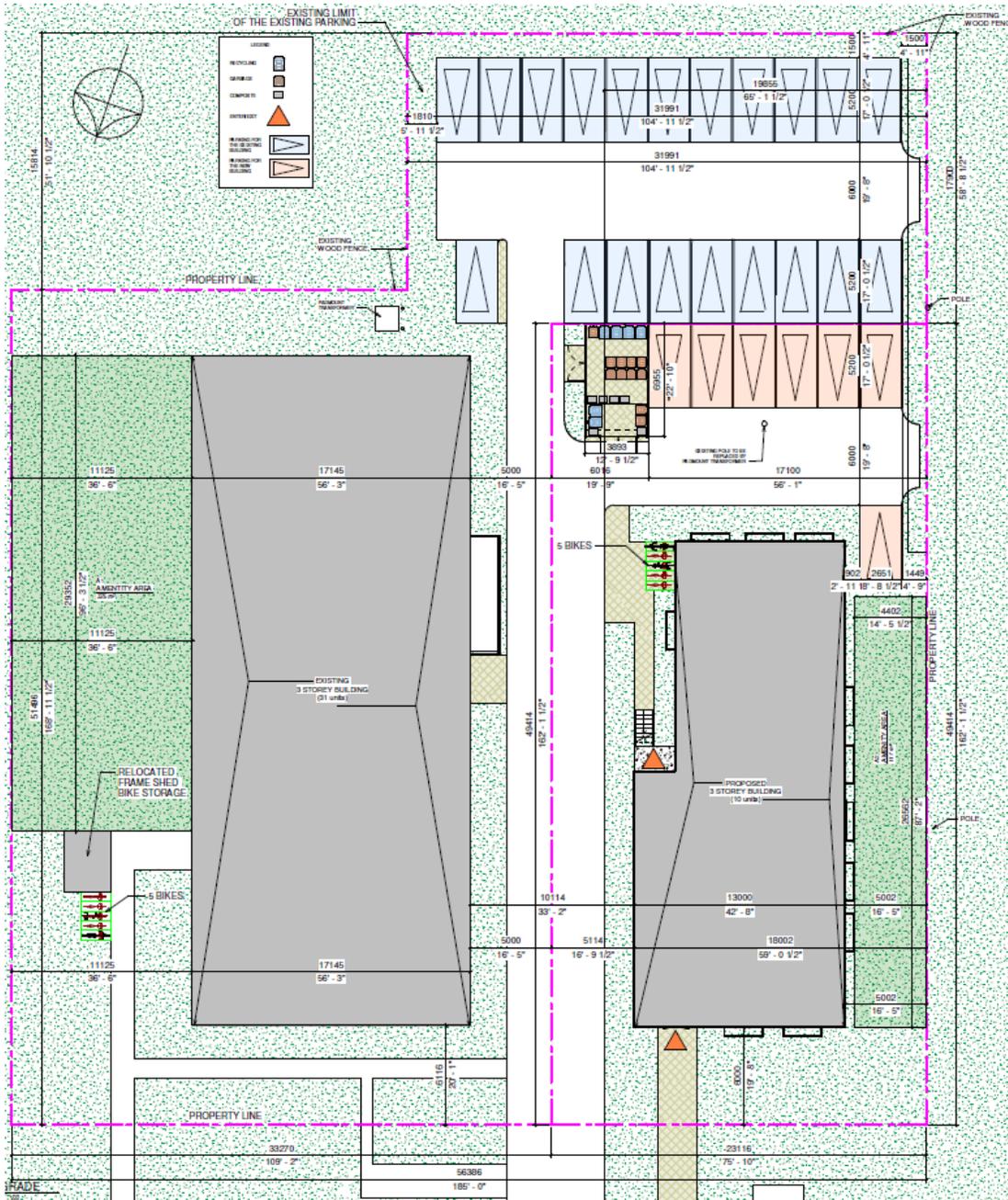


Figure 2: Preliminary Site Plan illustrating the existing/proposed buildings and associated parking

### 2.1 Requested Consents

The illustration below identifies the severed (red) and retained (green) parcels.

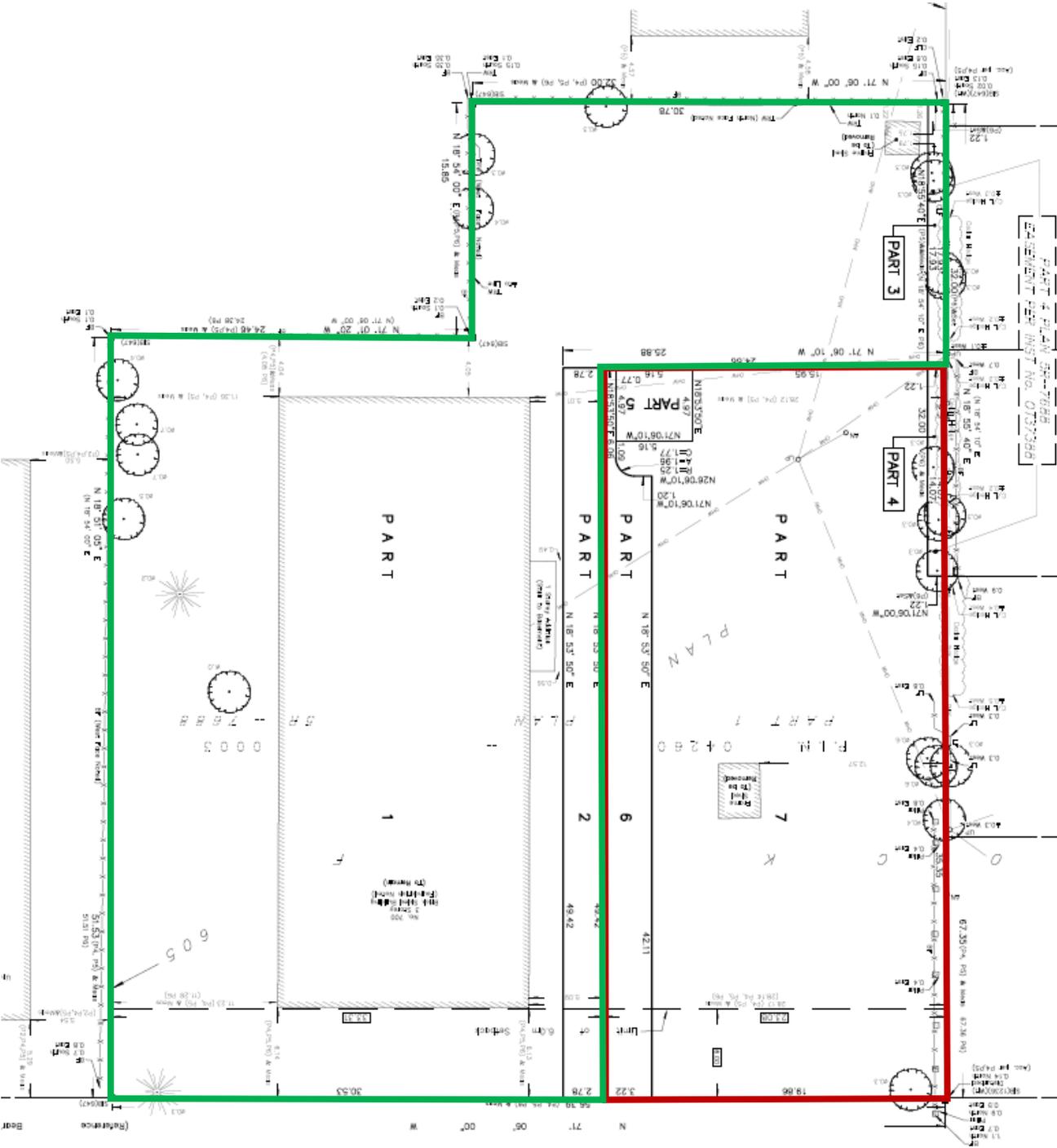


Figure 3: Sketch illustrating the Severed (red) and Retained (green) parcels

Based on the Draft R-Plan and severance sketch, the following two (2) tables identify the **Severed** and **Retained** Parcels with associated legal Parts. The table also identifies the Area, Purpose and Easements required to ensure the property functions appropriately, regardless of ownership.

**Severed** (new 10-unit apartment building + seven (7) parking spaces)

<b>Part</b>	<b>Area</b>	<b>Purpose</b>	<b>Easement</b>
<b>4</b>	17.2m <sup>2</sup>	Existing Bell & Hydro easements  Subject to easement per Instrument No. OT22121 (amended by Instrument No. OT37388)	
<b>5</b>	25.6m <sup>2</sup>	Accessory structure to accommodate garbage, compost & recycling	In favour of Parts 1, 2, & 3
<b>6</b>	141.5m <sup>2</sup>	Driveway providing access/egress	In favour of Parts 1, 2 and 3
<b>7</b>	956.9m <sup>2</sup>	Proposed 10-unit apartment building and associated parking	

**Retained** (existing 30-unit apartment building + 21 parking spaces)

<b>Part</b>	<b>Area</b>	<b>Purpose</b>	<b>Easement</b>
<b>1</b>	2112.6m <sup>2</sup>	Existing 30-unit apartment building, 21 parking spaces and amenity area	
<b>2</b>	137.4m <sup>2</sup>	Driveway providing access/egress	In favour of Parts 4, 5, 6 & 7
<b>3</b>	21.9m <sup>2</sup>	Existing Bell & Hydro easements  Subject to easement per Instrument No. OT22121 (amended by Instrument No. OT37388)	

# 3.0 Policy and Regulatory Context

## 3.1 Official Plan

The subject property is located within the Outer Urban Transect and designated “Neighbourhood” on Schedule B3 (Outer Urban Transect) of the City of Ottawa’s Official Plan.

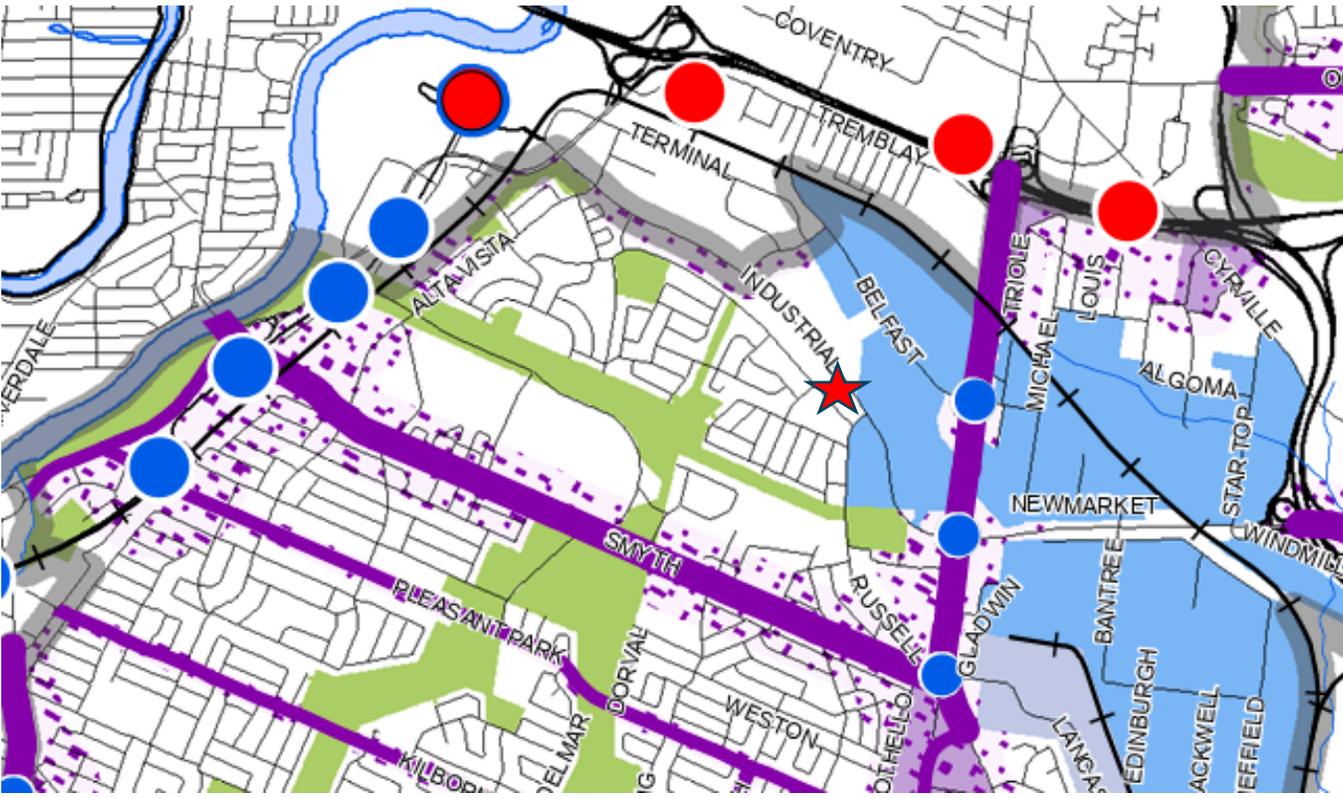


Figure 4: Schedule B2 (Outer Urban Transect) of the Official Plan

The Outer Urban Transect comprises neighbourhoods inside the Greenbelt built in the last third of the twentieth century. These neighbourhoods were originally intended as predominantly residential bedroom neighbourhoods, planned and built around automobile travel, with a relatively small range of low-density housing types. Over time, the intent is for the Outer Urban Transect to evolve gradually towards an urban (15-minute) model.

Neighbourhoods are planned for ongoing gradual, integrated, sustainable and context-sensitive development. Neighbourhoods located in the Outer Urban area shall accommodate residential growth to meet the Growth Management Strategy as outlined in Section 3 of the City’s Official Plan. Within Neighbourhoods, low-rise development will be permitted with zoning to permits at least 3-stories, but no more than 4-stories (Policy 5.3.4 (1)). Moreover, the Zoning By-law is meant to implement development standards that transition away from a suburban model and move towards urban built forms. The policies of the Outer Urban Transect allows and supports a wide variety of housing types with a focus on lower density missing-middle housing which generally reflects the existing built form context of the neighbourhood. The Official Plan emphasizes regulating the maximum built form envelope that frames the public right-of-way and support the missing middle housing typologies, while prohibiting lower density typologies.

The proposed severance will allow for development that contributes to a mix of unit types and the balance of housing types in the Neighbourhood designation within the Outer Urban Transect, meeting the needs of future residents of the community in an area that is well-supported by transit and other modes of transportation.

The severance will make way for development that will increase the number of residents living within the existing built-up area and maximizes the use of existing municipal infrastructure. The future development represents residential intensification through the redevelopment of an underutilized lot with development being proposed on an existing parking area, providing a compatible design and an appropriate building height as required by the existing zoning for the lands. In addition to community services, more residents will also support the City's transit system, which is in proximity to the development and is connected by a bus route that runs along Coronation Avenue. The sensible infill and intensification of the property meets the goals of the Official Plan through the introduction of a compatible low-rise building form along a Collector road.

### 3.2 Alta Vista/Faircrest Heights/Riverview Park Secondary Plan

The Alta Vista/Faircrest Heights/Riverview Park Secondary Plan is part of the Former City of Ottawa secondary planning document. The document guides future growth and change in Alta Vista/Faircrest Heights/Riverview Park with respect to land use, site development and public participation. The Secondary Plan looks to maintain the quality of life in the area, ensuring residential development complements the scale, density and openness of the existing character of the area.

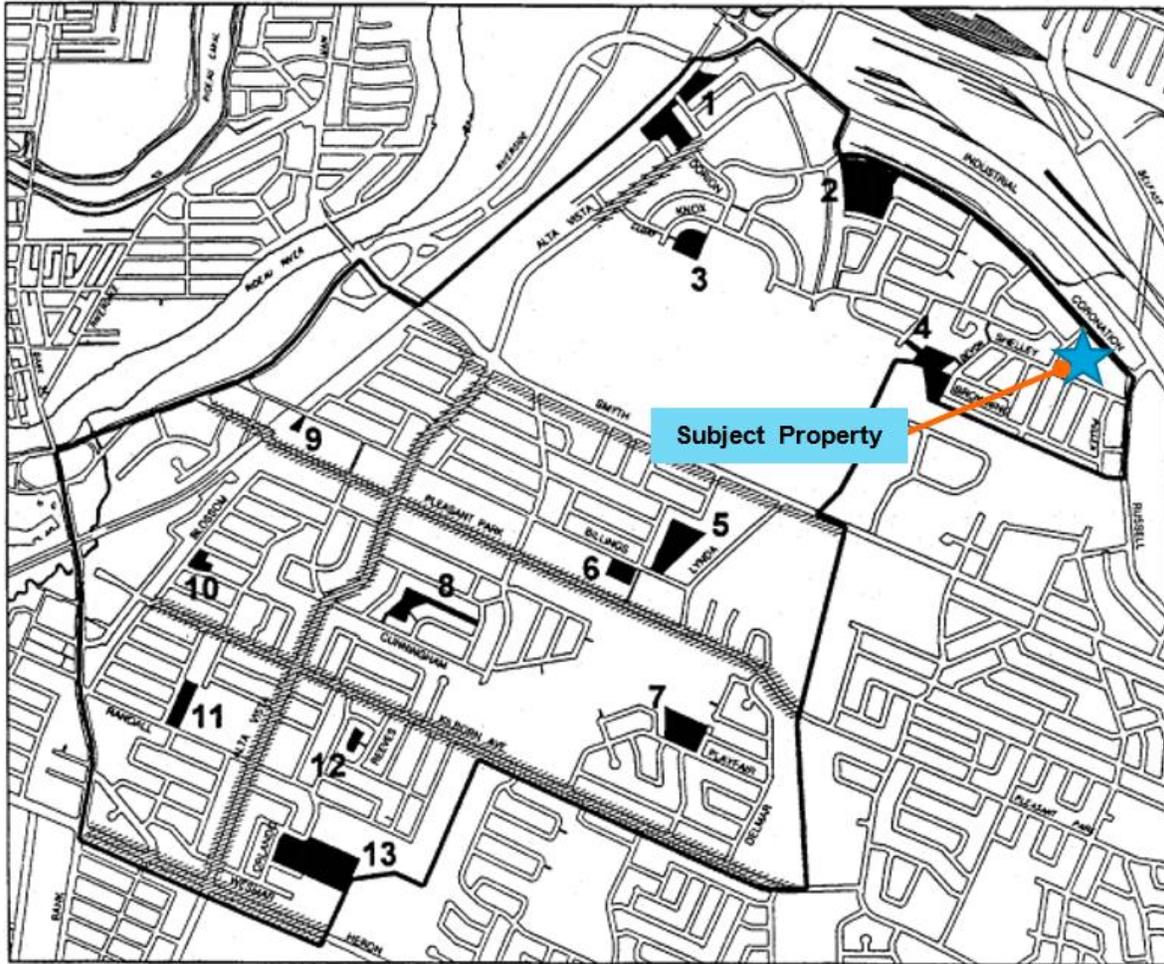


Figure 5: Study Area of Secondary Plan

While the Secondary Plan does not contain any site-specific policies for this area, it does have strong language to ensure that minor residential growth proposes lot sizes that are typical of the surrounding area. Additional policies from Section 9.6 'Site Development' require that new development be visually and functionally compatible with existing development, and existing mature vegetation is to be retained or replaced with vegetation of comparable size where possible. If this is not possible, reinstatement of an appropriate quantity and quality of vegetation shall be introduced on the development site.

**The proposed severance application meets the policy direction outlined in the Secondary Plan, as the future development is compatible with the existing building on the property and is similar in scale to other low-rise apartment buildings located within the community. The high-quality design will ensure that the proposed development will enhance the existing community and provide new housing to support the development of the area. Furthermore, per the Secondary Plan policies, additional care has been implemented to ensure the retention of the existing mature trees on the subject property, and additional vegetation has been proposed on the lands for both aesthetic and privacy implications.**

**Based on the above, the proposed severance meets the intent of both the Official Plan and the area's Secondary Plan.**

### 3.3 Comprehensive Zoning By-law (2008-250)

The subject property is currently zoned Residential Fourth Density, Subzone N, Exception 2782 (R4N [2782]) in the City of Ottawa Zoning By-law.

The purpose of the R4 zone is to permit a wide mix of residential buildings from detached to low-rise apartment dwellings in the General Urban Area. The intent of the zone is to allow a number of residential uses to provide housing choices within the R4 zone, and to regulate development in a manner that is compatible with existing land use patterns to ensure that the character of the area is maintained but also introduces a mixed building form in the area.



Figure 6: Zoning of Subject Property (in blue) and Surrounding Area

Table 1 lists some of the permitted uses on the subject property:

Table 1: Permitted Uses

Residential Uses	
/ Low rise apartment dwelling	/ Rooming house
/ Detached dwelling	/ Semi-detached unit
/ Duplex	/ Stacked dwelling
/ Park	/ Three-unit dwelling
/ Planned Unit Development	/ Townhouse
/ Retirement home	

Exception 2782 includes the following zoning provisions:

- / These lands are considered as one lot for zoning purposes.
- / Minimum required amenity area for these lands: 406 m<sup>2</sup>
- / Minimum interior side yard setback: 5 m
- / Minimum rear yard for the building existing on May 25th 2022: 4 m.
- / Minimum setback between a residential use and a private way is 1 m

**3.3.1 Waste Management**

As proposed, the on-site waste facilities would be in a stand-alone accessory building on the severed property. The location of this structure is strategically placed to allow for residents of both buildings to easily access the building within the parking area. Even though the proposal is for one accessory building, an internal wall would divide the building into two: one for the existing 30-unit building and another for the 10-unit building, each with their own access.

The garbage enclosure has been designed to be screened from the street by locating them inside of an enclosed space, hidden from the street-level. The enclosure will be an aesthetic and functional improvement to the current large waste bins located in the surface parking on site. This proposed enclosure allows for direct access to the street via the shared driveway as required by the Zoning By-law.

**3.3.2 R4N [2782] Zoning Provisions**

Table 2 provides a summary of the R4N provisions for a Planned Unit Development as detailed in the Zoning By-law.:

Table 2: Zoning Provisions for the R4N Zone

<b>700 Coronation – Zoning Comparison Table</b>				
<b>Provision</b>	<b>Requirement</b>	<b>Proposed Building</b>	<b>Existing Building</b>	<b>Zoning Compliance</b>
<b>Min. Lot Width</b>	18m	56.3 m		<b>Yes</b>
<b>Min. Lot Area</b>	540m <sup>2</sup> for an Apartment, Low-rise	Total: 3,411.36m <sup>2</sup> 1,141.2m <sup>2</sup> 2,271.9m <sup>2</sup>		<b>Yes</b>
<b>Max. Building Height</b>	14.5m	11m	11m	<b>Yes</b>
<b>Min. Front Yard Setback</b>	4.4m (S.144(1)(a))	6m	6.1m	<b>Yes</b>
<b>Min. Rear Yard Setback</b>	Despite the definitions of rear yard and interior side yard, buildings in a PUD must be located so that they are set back, an amount equal to the minimum required rear yard setback for the dwelling type proposed, from a lot line where it abuts a rear yard on an abutting lot but need not	29 m	4 m	<b>Yes</b>

	exceed 7.5 metres (S.162B(1)(a))			
<b>Min. Interior Side Yard Setback</b>	5m	5m on west property line	11.23m on east property line (existing)	<b>Yes</b>
<b>Min. Vehicle Parking (Both buildings)</b>	Residential Area B: 0.5 spaces/40 units = 14 Visitor after first 12 units: 0.2 space/28 units = 6	22 residential spaces 6 visitor spaces		<b>Yes</b>
<b>Parking Space Provisions (Section 106)</b>	A motor vehicle parking space must have a min width of 2.6m and a maximum width of 3.1  Parking Spaces must have a min. length of 5.2m	All proposed parking spaces are 2.6m by 5.2m in size		<b>Yes</b>
<b>Aisle and Driveway Provisions (Section 107)</b>	A min 6m is required for an aisle leading to parking spaces	6m lane proposed leading to the surface parking areas.		<b>Yes</b>
<b>Min. Bicycle Parking (Section 111)</b>	For severed property 0.5/unit = 5 spaces	5 spaces for the severed property		<b>Yes</b>
<b>Amenity Area (Exception 2782)</b>	406m <sup>2</sup>	Total communal amenity area provided for both buildings: 442m <sup>2</sup>		<b>Yes</b>
<b>Minimum Landscaping Requirements</b>	Thirty percent of the lot area must be provided as landscaped area for a lot containing an apartment dwelling, low rise,  3413.1m <sup>2</sup> x 30% = 1,026.7m <sup>2</sup>	1,100m <sup>2</sup> of the total lot area is landscaped = 32.2%		<b>Yes</b>

**Overall, the future development on the severed parcel complies with the provisions of the City of Ottawa Comprehensive Zoning By-law for the R4N zone and Exception 2782.**

## 4.0 Ontario Planning Act – Consents

Section 53(1) of the Ontario Planning Act pertains to consents and plans of subdivision. It states that an owner:

*“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 subsection, 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.”*

Section 53(12) of the Planning Act notes that when determining if a consent is to be given, a council or the Minister:

*“shall have regard to the matters under subsection 51(24) and has the same powers as the approval authority has under subsection 51(25) with respect to the approval of a plan of subdivision and subsections 51(26) and (27) and section 51.1 apply with necessary modifications to the granting of a provisional consent”.*

Section 51(24) sets forth the criteria for considering plans of subdivision with regards to the “health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality.” Where appropriate, a response to each of the criteria from Section 51(24) of the Planning Act is provided below.

- a) The effect of development of the proposed subdivision on matters of provincial interest (as referred to in section 2).  
**The proposed severance is aligned with requirements of Part 2 (Local Planning Administration).**
- b) Whether the proposed subdivision is premature or in the public interest  
**The proposed severance would allow for the sensitive infill of a 10-unit apartment building, thereby advancing many of the policies of the Official Plan, including construction of new dwelling units within the built up area and the redevelopment of surface parking (among others). As a result, the proposed land division is not premature and is in the public interest.**
- c) Whether the plan conforms to the official plan and adjacent plans of subdivision, if any  
**The proposed severance conforms to the policies of the Official Plan, including the Neighbourhood land use designation. In addition the proposal conforms to the area’s Secondary Plan.**
- d) The suitability of the land for the purposes for which it is to be subdivided  
**The proposed severance would make way for the construction of a new low-rise apartment on a large and underutilized surface parking area. The parcel is identified for residential development and would benefit from taking advantage of public services fronting onto the site. The lands are relatively flat, and no tree removal is proposed as part of the development.**
  - d.1) If any affordable housing units are being proposed, the suitability of the proposed units for affordable housing  
**At this time, 10 new residential apartment units at market rate are being proposed.**
- 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  
**The subject lands are accessed via Coronation Ave, which is identified as a Collector Road on Schedule C4 (Urban Road Network) in the City’s Official Plan. Collector roads are roads that serve neighborhood travel to and from major collector or arterial roads and usually provide direct access to adjacent lands.**  
  
**Access to Highway 417, a provincial highway, is located nearby the subject site.**
- f) The dimensions and shapes of the proposed lots

The severed lot is proposed to be rectangular and even though the retained lots is generally rectangular in shape, the rear of the lands includes a parking area for both properties. These lots and buildings will function cohesively, and the shape of the lots are desirable.

- g) The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structure proposed to be erected on it and the restrictions, if any, on adjoining land  
**Aside from the identified easements for access (driveway), waste management (garbage enclosure) and Bell/Hydro, there are no known restrictions on the lands being subdivided.**
- h) Conservation of natural resources and flood control  
**Given the proposed severance is located within the urban area and proposed for residential use, this criteria is not relevant to the proposal.**
- i) The adequacy of utilities and municipal services  
**The subject lands are located within the built up urban area and able to benefit from existing infrastructure, including utilities and municipal services.**
- j) The adequacy of school sites  
**The subject lands are located within an existing neighbourhood well served by all four school boards, including Riverview, Vincent Massey, Hillcrest and Franco-cite all within a 500 metre walking distance.**
- k) The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes  
**Due to the nature of this application, no lands are intended to be conveyed for public purposes.**
- l) The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy  
**The proposal will make use of existing energy infrastructure adjacent the site and the Coronation right-of-way.**
- 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)  
**Given the proposal for infill redevelopment of a parking lot, this criteria is not applicable to the consent application.**

## 5.0 Conclusion

In our professional opinion, the Consent applications, which propose a severance and associated easements, represent good planning and meet the evaluation criteria established in Sections 51 and 53 of the Planning Act.

Please contact the undersigned at [mcelligott@fotenn.com](mailto:mcelligott@fotenn.com) with any questions or requests for additional material.

Sincerely,



Matthew McElligott, MCIP RPP  
Principal

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