

2026-01-08

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: 2640 Don Street
Legal Description: Lot 35, Registered Plan 427924
File No.: D08-02-25/A-00256
Report Date: January 8, 2026
Hearing Date: January 13, 2026
Planner: Elizabeth King
Official Plan Designation: Inner Urban Transect, Neighbourhood,
Evolving Neighbourhood Overlay
Zoning: R2F

DEPARTMENT COMMENTS

The Planning, Development and Building Services Department **has 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 not satisfied that the requested minor variance(s) meet(s) the “four tests”.

Staff have concerns that the creation of front yard parking and parking along the front wall of the property does not conform to the general intent of the Zoning By-law as it is prohibited by the Zoning By-law. Additionally, Staff have concerns relating to the functionality of the parking space and risk of encroachment in the City’s Right-of-Way.

Based on the survey provided, Staff note that the proposed parking space should be approximately 3.62m in depth and not the proposed depth of 5.15m because the proposed parking space is in front of the entrance of the dwelling and there is a concrete pad with a step-up. A parked vehicle would either block entrance to the dwelling or encroach in the City’s Right-of-Way, due to the concrete step.

ADDITIONAL COMMENTS

Planning Forestry

Through pre-consultation it was determined that this application is to legalize an existing condition. While more greenspace is always preferred, it appears that the existing condition provides sufficient soil volume to plant a large-growing tree in the ROW to replace the one that was removed several years ago. It is encouraged to plant a large-growing tree within the ROW; the applicant may apply to one of the City's tree planting programs for a tree at no cost.

Right of Way Management

The Right of Way Management Department has **no concerns** provided the Owner is successful in obtaining the requested relief. If approved, the Owner shall be made aware that a private approach permit is required, as the approach has been altered from its original size. For further information, contact the Right-of-Way Management Department at rowadmin@ottawa.ca or visit the City of Ottawa's Driveways webpage [Driveways | City of Ottawa](#) to submit a Private Approach application. If the Owner fails to obtain approval, the curb and the approach must be reinstated to their original condition.



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