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FILE NO: 45133-1617

December 1, 2025

Committee of Adjustment
City of Ottawa
4th Floor, 101 Centrepoint Drive
Ottawa, ON K2G 5K7
Attn: Michel Bellemare, Secretary-Treasurer

Committee of Adjustment
Received | Reçu le
Revised | Modifié le : 2025-12-02
City of Ottawa | Ville d'Ottawa
Comité de dérogation

Dear Mr. Bellemare:

Re: Applications for Consent (Lot Line Adjustment) – Lands legally described in PINs 04595-5242 (LT), 04595-5230 (LT), and 04595-5243 (LT)

We are the solicitors for Mattamy (Half Moon Bay) Limited (“**Mattamy**”), the registered owner of the lands legally described in the attached PINs 04595-5242 (LT) and 04595-5243 (LT) (the “**Subject Properties**”) for the purpose of submitting two lot line adjustment applications.

The Subject Properties have received draft plan of subdivision approval (City File No. D07-16-19-0011; D07-16-25-0007) but have not yet been included in a Plan of Subdivision. Minto (Jock River) Inc. (“**Minto**”) owns lands adjacent to the Subject Properties, being the lands to be enlarged. These lands are also Draft Plan Approved for the registration of a residential subdivision (City File No. D07-16-21-0032).

The Subject Properties are legally described by two Land Titles Absolute Plus PINs, being 04595-5242 (LT) and 04595-5243 (LT) as shown on the PIN Map at Figure 1 below.

04595-5242 (LT)	PART LOT 12 CONCESSION 3 RIDEAU FRONT NEPEAN; CITY OF OTTAWA
04595-5243 (LT)	PART LOT 12 CONCESSION 3 RIDEAU FRONT NEPEAN, SAVE & EXCEPT 4M1667, 4M1735 AND PARTS 31 AND 32 4R35927; SUBJECT TO AN EASEMENT OVER PARTS 43, 44, 45 & 46 PLAN 4R33204 AS IN OC2279723; SUBJECT TO AN

EASEMENT IN GROSS OVER PARTS 44 & 45 PLAN 4R33204 AS IN OC2280043; CITY OF OTTAWA
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Note that the easements in OC2279723 and OC2280043 registered on PIN 04595-5243 (LT) do not apply to the lands to be severed and will remain unchanged on the remnant parcel.

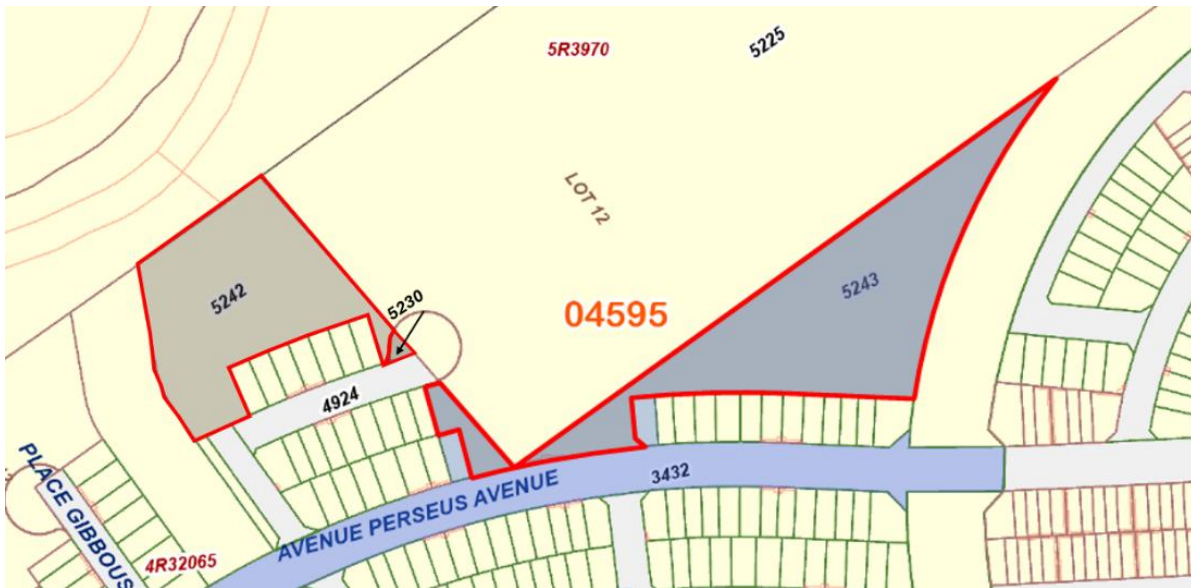


Figure 1: Excerpt of PIN Map

Mattamy and Minto have entered into a Land Swap Agreement whereby each Party has agreed to exchange certain parcels of land with the other for the purpose of squaring off future subdivision Lots/Blocks to facilitate the future development of the Minto and Mattamy subdivisions. Should the applications be approved, the Mattamy lands to be severed will be transferred to Minto and included on the Minto Plan of Subdivision.

No minor variances are required.

The Subject Properties

The Subject Properties are in Ward 3 (Barrhaven West), in the neighbourhood of Stoneridge – Half Moon Bay as shown on Figure 2 below.



Figure 2: Aerial photo of approximate location of Subject Properties (Source: GeoOttawa)

Municipal water and wastewater systems, to be constructed by Minto, will service the Subject Properties. The Subject Properties are currently vacant land and are proposed to be developed as part of Minto's future subdivision. The current parcel boundaries are as shown on Figure 2 above.

City of Ottawa Policy Documents

City of Ottawa Official Plan

The Subject Properties are designated "Neighbourhood" within the Suburban (Southwest) Transect as shown on Schedule B6, "Suburban (Southwest) Transect", of the City of Ottawa Official Plan (see Figure 3 below). In accordance with Section 6.3 of the Official Plan, the goals of the policies applicable to the Neighbourhood Designation are to:

1. Define neighbourhoods and set the stage for their function and change over the life of this Plan;
2. Guide the evolution of neighbourhoods based on their context, location, age, maturity and needs, generally towards the model of 15-minute neighbourhoods;
3. Ensure that neighbourhoods form the cornerstone of liveability in Ottawa.

Section 11 of the Official Plan speaks to Implementation. Section 11.5 provides direction to Committee of Adjustment processes, including the following:

8. The City shall permit lot adjustments in any land-use designated for legal or technical reasons. For the purposes of this section, legal or technical reasons include severances for purposes such as easements, corrections of deeds, quit claims and minor boundary adjustments, which do not result in the creation of a new lot or render an existing lot as non-complying.

The proposed applications, if approved, will not result in the creation of a new lot or lots, but will allow lands that are subject to a current Plan of Subdivision Application to be enlarged, resulting in the creation of regularly shaped Lots/Blocks through the Plan of Subdivision.

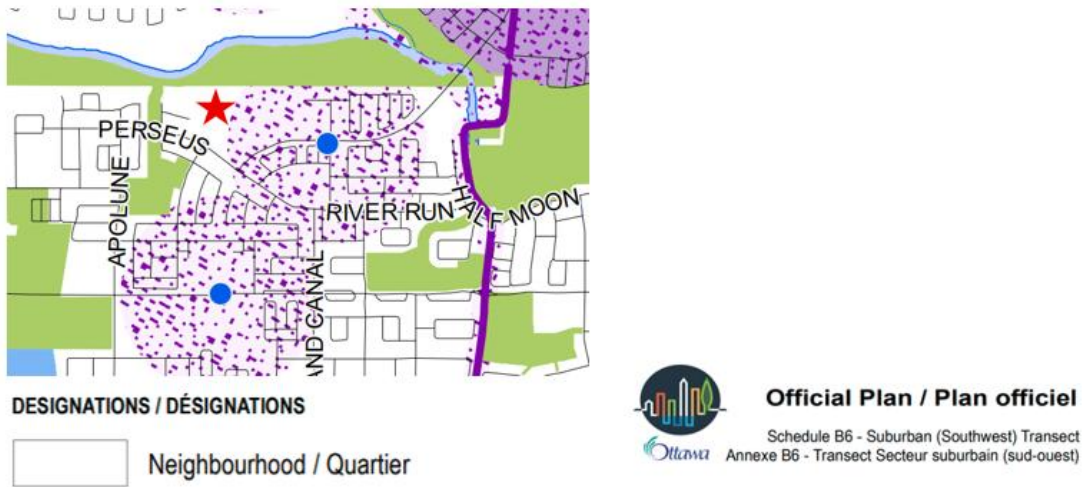


Figure 3: Official Plan Schedule B6 – Extract
City of Ottawa Comprehensive Zoning By-law No. 2008-250

The Subject Properties are zoned R3YY [1627] - Residential Third Density Zone, Subzone YY, Site-specific Exception 1627 in the City of Ottawa’s Comprehensive Zoning By-law 2008-250, as shown on Figure 4 below:

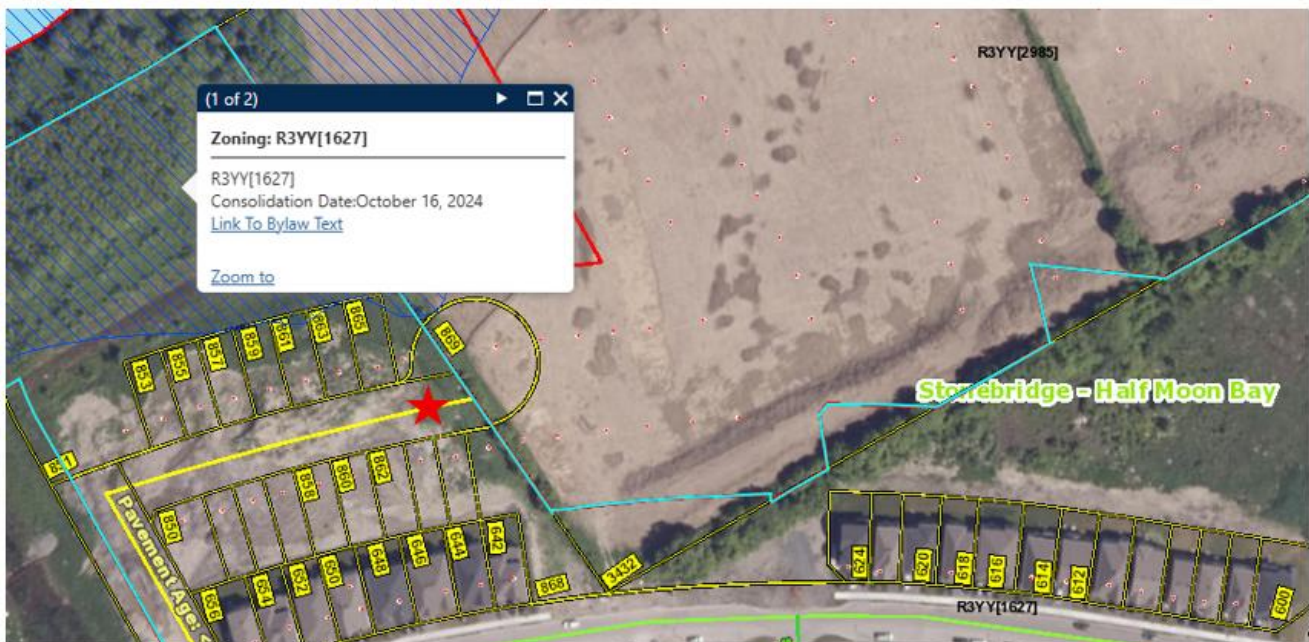


Figure 4: Zoning By-law No. 2008-250 (Source: GeoOttawa)

The purpose of the R3 zone is to:

1. allow a mix of residential building forms ranging from detached to townhouse dwellings in areas designated as General Urban Area in the Official Plan; (By-law 2012-334)
2. allow a number of other residential uses to provide additional housing choices within the third density residential areas;
3. allow ancillary uses to the principal residential use to allow residents to work at home;
4. regulate development in a manner that is compatible with existing land use patterns so that the mixed dwelling, residential character of a neighbourhood is maintained or enhanced; and
5. permit different development standards, identified in the Z subzone, primarily for areas designated as Developing Communities, which promotes efficient land use and compact form while showcasing newer design approaches.

Section 160 of the Zoning By-law sets the performance standards for the R3 Subzones. All provisions of the applicable zoning will be complied with in order for the Plan of Subdivision to be registered. This will be stipulated by the surveyor's declaration on the Plan. **No minor variances are required.**

The Applications

We are submitting two primary consent (lot line adjustment) applications for the purpose of squaring off future Lots/Blocks as part of Mattamy's and Minto's future subdivisions. The applications are required to implement a Land Exchange Agreement that has been entered into by Mattamy and Minto involving the Subject Properties.

Pre-consultation discussions have taken place with Melanie Gervais, the Planner for the Minto's Riversbend Phase 1 and Phase 2 subdivisions. Ms. Gervais has confirmed the proposed approach with Legal Services.

If the applications are approved, it is the intention that the lot line adjustment lands (Parts 1, 4 and 8 on the enclosed Draft Reference Plan) will be added to the Minto Subdivision Plan (Riversbend Phase 2) prior to registration. The land to be transferred from Mattamy to Minto is summarized as follows, as shown on the enclosed Draft Reference Plan and in the images below:

Application No. 1: Part 1 on 4R-XXX (Part of PIN 04595-5242 (LT)) will enlarge Minto PIN 04595-5388 (LT);

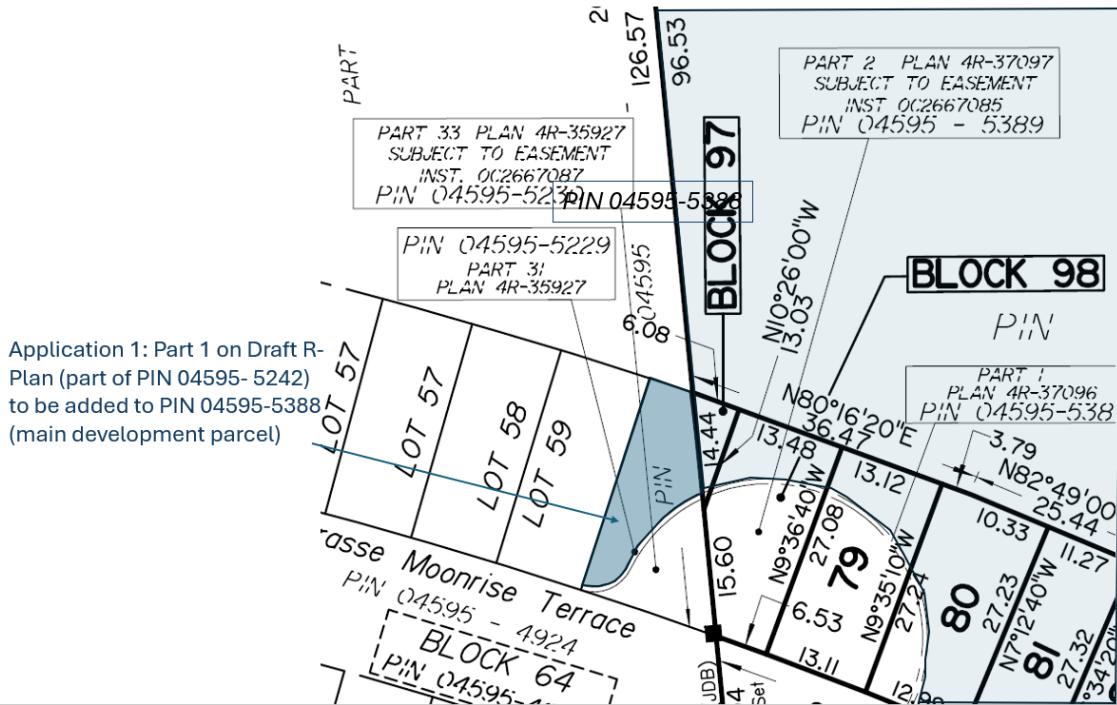


Figure 5: Excerpt of Riversbend Phase 2 Draft M-Plan

Application No. 2: Part 4 and Part 8 on 4R-XXX (Parts of PIN 04595-5243 (LT)) will enlarge Minto PIN 04595-5388 (LT).

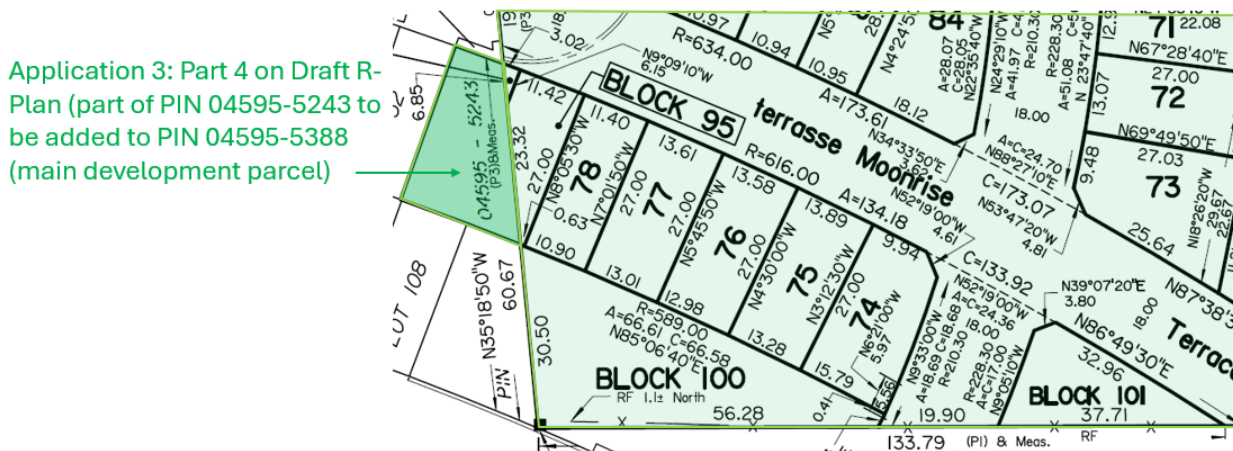
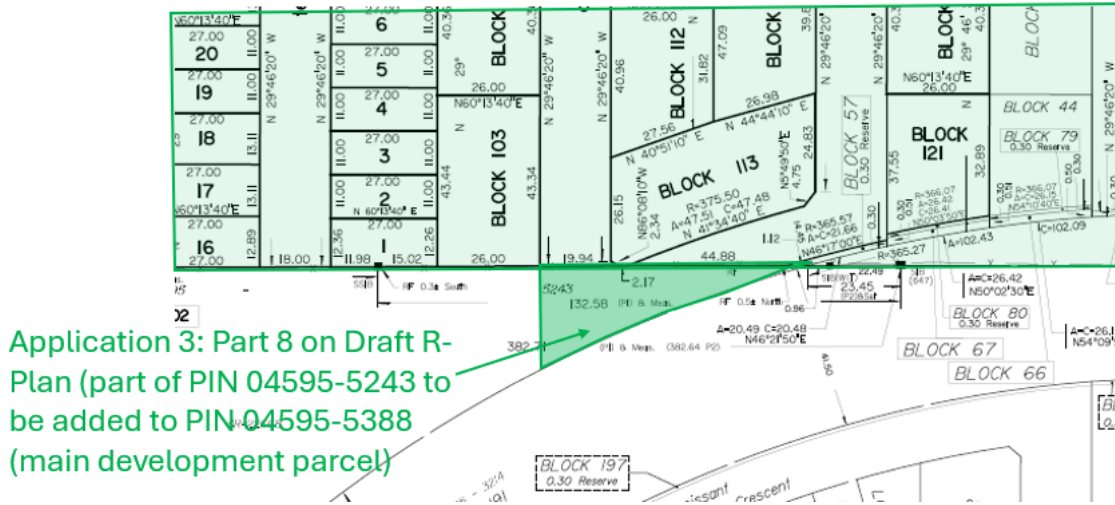


Figure 6: Excerpt of Riversbend Phase 2 Draft M-Plan

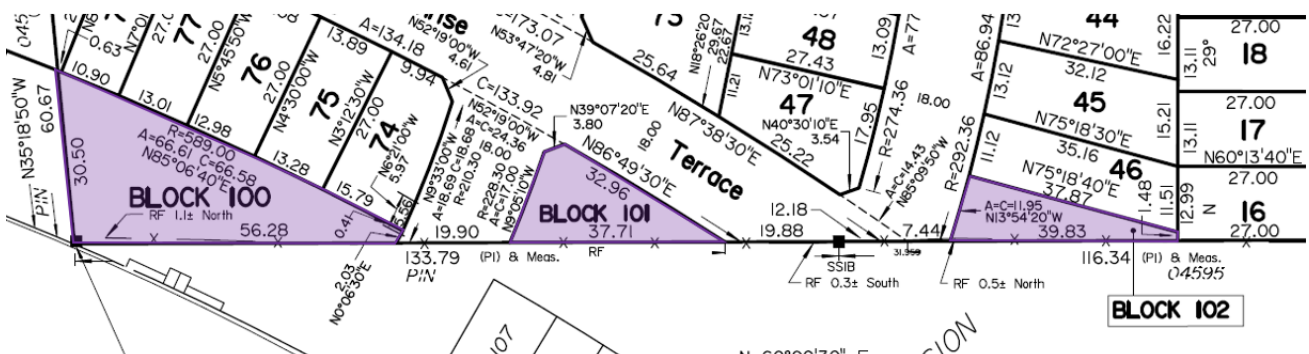


Application 3: Part 8 on Draft R-Plan (part of PIN 04595-5243 to be added to PIN 04595-5388 (main development parcel))

Figure 7: Excerpt of Riversbend Phase 2 Draft M-Plan

Note that the PIN for the main Minto development parcel (PIN 04595-5388(LT)) will be updated if the Riversbend Phase 1 Subdivision is registered before the Lot Line Adjustments are perfected.

For the Committee’s information, but unrelated to the applications, the lands to be transferred from Minto to Mattamy will be delineated through the registration of the Minto Subdivision Plan (Riversbend Phase 2) as shown on Figure 8 below.



Blocks 100, 101 and 102 on the Minto Riversbend Phase 2 Draft M-Plan will be conveyed to Mattamy following registration.

Figure 8: Excerpt of Riversbend Phase 2 Draft M-Plan

Title for the Subject Properties and the Minto lands to be enlarged have been upgraded from Land Titles Conversion Qualified to Land Titles Absolute Plus. Should the applications be approved, there will be no issue in registering PIN consolidations as per the Committee’s standard conditions.

Planning Act Requirements

The Official Plan provides that the City shall permit lot adjustments in any land-use designated for legal or technical reasons. For the purposes of this section, legal or technical reasons include severances for purposes such as minor boundary adjustments which do not result in the creation of a new lot or

render an existing lot as non-complying. The current circumstance is contemplated by the Official Plan.

The Committee has the authority to grant the consent for the requested lot pursuant to sections 50(3)(f) and 53(1) of the *Planning Act* as follows:

Subdivision control

50. (3) No person shall convey land by way of a deed or transfer, or grant, assign or exercise a power of appointment with respect to land, or mortgage or charge land, or enter into an agreement of sale and purchase of land or enter into any agreement that has the effect of granting the use of our right in land directly or by entitlement to renewal for a period of twenty-one years or more unless,

(f) a consent is given to convey, mortgage or charge the land, or grant, assign or exercise a power of appointment in respect of the land or enter into an agreement in respect of the land.

Consents

53. (1) An owner of land or the owner's agent duly authorized in writing 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 section, 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. 1994. c. 23, s. 32.

Section 50(3) states that a transfer may occur if consent is given and a consent may be given if a plan of subdivision is not necessary. We submit that both conditions are satisfied in the attached applications and note that the lands will be included in Plans of Subdivision before they are developed.

When considering a consent application, the criteria of the *Planning Act* must be considered. An analysis of this criterion is provided in the table below.

Criteria

51. (24) In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

Planning Act section 51(24)	Rationale
<p>Criteria (24) In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,</p>	<p>No present or future inhabitant will be negatively impacted by the proposed lot line adjustment applications.</p>
<p>(a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;</p>	<p>None of the provincial interests enumerated in section 2 of the <i>Planning Act</i> are negatively impacted by the proposed lot line adjustment applications.</p>
<p>(b) whether the proposed subdivision is premature or in the public interest;</p>	<p>The lot line adjustments are not premature and are in the public interest.</p>

Planning Act section 51(24)	Rationale
(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;	The proposed new lot configuration conforms to the Official Plan.
(d) the suitability of the land for the purposes for which it is to be subdivided;	The proposed lot line adjustments are suitable for the purposes of facilitating the development of Minto's future subdivision.
(d.1) If any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;	No affordable housing units are 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;	No new development is proposed at this time.
(f) the dimensions and shapes of the proposed lots;	Not of concern.
(g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;	No restrictions are applicable and no structures are proposed to be erected.
(h) conservation of natural resources and flood control;	Not of concern.
(i) the adequacy of utilities and municipal services;	Adequate municipal infrastructure and services will be in place.
(j) the adequacy of school sites;	Not of concern.
(k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;	No public dedications are anticipated as part of the lot line adjustment applications.
(l) the extent to which the plan's design optimizes the available supplying, efficient use and conservation of energy; and	Not of concern.
(m) the interrelationship between the design of the proposed plan of subdivision and the 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 <i>City of Toronto Act, 2006</i> , 1994, c. 23, s. 30; 2001, c. 32, s. 31(2); 2006, c. 23, s. 22(3,4).	No development is proposed at the moment, and site plan control approval is not, and will not be, required.

Tree Information Report

Nancy Young has confirmed that a Tree Information Report is not required as no development is proposed. Please see Schedule "A" hereto.

Enclosures

In support of these Applications are the following attachments:

- 1) Completed and Executed Application for Consent (PIN 04595-5242 (LT)) (previously submitted)
- 2) Completed and Executed Application for Consent (PIN 04595-5243 (LT)) (previously submitted)
- 3) Draft Reference Plan 4R-XXXX (previously submitted)
- 4) Owner's executed Authorization for the Applications (Mattamy (Half Moon Bay) Limited) (previously submitted)
- 5) Parcel Abstract for PIN 04595-5242 (LT) (previously submitted)
- 6) Parcel Abstract for PIN 04595-5243 (LT) (previously submitted)
- 7) Parcel Abstract for PIN 04595-5388(LT) (previously submitted)
- 8) Our firm cheque in the amount of **\$7,452** (previously submitted)
- 9) Our firm cheque in the amount of \$400 (to follow via courier).

We look forward to the assignment of a hearing date on the Committee's next available Agenda. Please do not hesitate to contact me should you have any questions or concerns regarding the Applications or this submission.

Yours very truly,



Krista Libman
KML/

Encl.

cc. Olivia Hughes, Mattamy
Jean-Michel LeBlanc, Minto

Schedule "A" Email from Nancy Young re: Tree Information Report

RE: Lot Line Adjustment application pre-consultation: 3432 Greenbank Road



Young, Nancy <Nancy.Young@ottawa.ca>

To ● Krista Libman

Cc ○ Alvarez-Barkham, Julian; ● Tamara Belley

You replied to this message on 10/27/2025 9:24 AM.



Mon 10/27/2025 8:59 AM

Hi Krista,

I can confirm that a TIR is not required with this severance application. A TCR will be required through the Plan of Subdivision process.

Thanks,
Nancy



Nancy Young, RPF (she/her)
Planning Forester | Forestier - Plannification
Natural Systems | Systèmes Naturelles
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nancy.young@ottawa.ca 613-580-2424 ext. 13581