

2026-02-11



**MINOR VARIANCE APPLICATION
COMMENTS TO THE COMMITTEE OF ADJUSTMENT
PANEL 1**

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address:	249 Shakespeare Street
Legal Description:	Lot 336, Registered Plan 246
File No.:	D08-02-25/A-00251
Report Date:	February 11, 2026
Hearing Date:	February 18, 2026
Planner:	Penelope Horn
Official Plan Designation:	Inner Urban Transect, Neighbourhood Designation, Evolving Neighbourhood Overlay
Zoning:	R4UA

DEPARTMENT COMMENTS

The Planning, Development and Building Services Department **has no concerns with** the application. The file was previously adjourned to ensure there is adequate fire flow to accommodate the proposed development. The applicant has since provided information which has demonstrated that adequate fire flow is available.

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 meets the “four tests”. Due to the age, material, and size of the municipal water pipe located on Shakespeare Street, staff requested additional information to confirm fire flow availability for the proposed development. The applicant provided fire flow calculations as per the Ontario Building Code, following the Office of the Fire Marshall (OFM) method and demonstrated adequate fire flow for their proposal. The applicant submitted boundary conditions under maximum day and fire flow conditions. Our engineering reviewers are satisfied that there is adequate fire flow.

ADDITIONAL COMMENTS

Planning Forestry

Through pre-consultation, it was confirmed that there are no tree-related impacts associated with the requested variance.

Right of Way Management

The Right of Way Management Department has **no concerns** with the Minor Variance Application. However, the Owner shall be made aware that the removal or modifications to a private approach requires a private approach permit. 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 the Private Approach application.



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