



**MINOR VARIANCE APPLICATION
COMMENTS TO THE COMMITTEE OF ADJUSTMENT
PANEL 2**

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 1231 Ridgemont Avenue
Legal Description: Lot 471, Registered Plan 4M-23
File No.: D08-02-25/A-00274 & D08-02-25/A-00275
Report Date: January 22, 2026
Hearing Date: February 3, 2026
Planner: Shoma Murshid
Official Plan Designation: Outer Urban Transect (Schedule B3), Neighbourhood with Evolving Overlay
Zoning: R2F

DEPARTMENT COMMENTS

The Planning, Development and Building Services Department **has no concerns with** the applications.

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 do advise the applicant though a grading and drainage plan, with stormwater management details, must be reviewed and approved by Building Code Services, prior to the issuance of building permits, as this portion of the Alta Vista neighborhood has experienced overland flooding and basement floodings in the recent past.

Staff also note the elevations filed have mislabeled the orientations.

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.

- 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.
- Asphalt overlay would be required if three or more road-cuts proposed on City Right of way. This includes the road cut for blanking of existing services, and any other required utility cuts (ie, gas, hydro, etc.).
- Existing Catch Basin is not to be located within the driveway.
- Service lateral spacing shall be as specified in City of Ottawa Standard S11.3.
- In accordance with the Sewer Connection By-Law a minimum spacing of 1.0m is required between service laterals and the foundation face.

Right of Way Management

Ridgemont Ave along the site frontage is undergoing Road, Sewer, Water Management Renewal (Construction year, 1-2 years). Construction coordination is required with the City of Ottawa infrastructure project manager. Contact Lee-Anne Truong (Lee-Anne.Truong@ottawa.ca) to discuss installation plans and coordination.

Forestry

The development proposes the removal of an existing street tree in the municipal right-of-way. While the tree has significant structural defects, it appears to be retainable and should be prioritized for retention. The applicant should prepare an updated TIR with a retention plan and revise their plans to minimize encroachment and injuries to the protected, municipal tree (#3 in the TIR; asset ID #8212464). These revisions should include relocation of the services to minimize impacts to the existing and retainable soil volume in the frontage.

In the rear yard, the TIR recommends removal of one tree and retention of another. Removal will require a Tree Permit and will be conditional on the planting of two trees (or payment of cash-in-lieu).

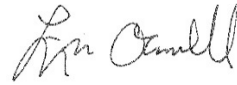
CONDITIONS

If approved, the Planning, Development, and Building Services Department requests that the Committee of Adjustment impose the following conditions on the applications:

1. That prior to the issuance of a building permit, the Owner(s) provide proof that a grading and drainage plan including a stormwater management mechanism, prepared by a qualified Civil Engineer, licensed in the Province of Ontario, has been provided to the satisfaction of the Manager of Development Review All Wards Branch within Planning, Development and Building Services Department, or their designate.



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