

## NOTICE OF HEARING

Pursuant to the Ontario *Planning Act*

### Consent and Minor Variance Applications

Panel 2  
Tuesday, February 3, 2026  
1 p.m.

Ben Franklin Place, Main Floor Chamber, 101 Centrepointe Drive  
and by videoconference

**Owners of neighbouring properties within 60 metres of the property address below are receiving this notice in case they want to comment on the applications and/or participate at the hearing.**

The hearing can also be viewed on the Committee of Adjustment [YouTube](#) page.

*Simultaneous interpretation in both official languages, accessible formats and communication supports are available for any specific agenda item by contacting the Committee of Adjustment at least 72 hours before the hearing.*

**Files:** D08-01-25/B-00298 & D08-01-25/B-00299  
D08-02-25/A-00282 & D08-02-25/A-00283

**Applications:** Consent under section 53 of the *Planning Act*  
Minor Variance under section 45 of the *Planning Act*

**Applicants:** M. & S. Di Petta, K., M. & S. Stewart and J. & M. Caparelli

**Property Address:** 23 Palsen Street

**Ward:** 8 - College

**Legal Description:** Lot 35, Registered Plan 522

**Zoning:** R1FF

**Zoning By-law:** 2008-250

### APPLICANTS' PROPOSAL / PURPOSE OF THE APPLICATIONS

The Applicants want to subdivide the property into two separate parcels of land to construct two, two-storey detached dwellings, as shown on plans filed with the Committee. The existing dwelling and garage will be demolished.

## CONSENT REQUIRED

The Applicants seek the Committee's consent to sever land. The property is shown as Parts 1 to 4 on a draft 4R-plan filed with the applications and the separate parcels will be as follows:

*Table 1 Proposed Parcels*

File No.	Frontage	Depth	Area	Part No.	Building
B-00298	15.16 m	44.75 m	678.70 sq. m	1 & 4	Proposed dwelling 23 Palsen Street
B-00299	15.16 m	44.76 m	678.80 sq. m	2 & 3	Proposed dwelling 21 Palsen Street

The proposal does not comply with the Zoning By-law and therefore minor variance applications have also been filed.

## REQUESTED VARIANCES

The Applicants request the Committee's authorization for minor variances from the Zoning By-law:

### **A-00282: Parts 1 and 4 on draft 4R-Plan, proposed detached dwelling:**

- a) To permit a reduced lot width of 15.16 metres, whereas the By-law requires a minimum lot width of 19.5 metres.
- b) To permit the entrance to the garage to be setback 0.20 metres further from the front lot line than the portion of the projecting porch that does not fall within a required yard, whereas the By-law states that the entrance to the garage must be set back at least 0.6 metres further from the front lot line than the portion of the projecting porch that does not fall within a required yard.
- c) To permit the entrance to the garage to be 1.24 metres closer to the front lot line than the principal entrance to the dwelling, whereas the By-law requires that the garage not be more than 0.6m closer to the front lot line than the principal entrance to the dwelling.
- d) To permit an increased projection for a covered porch of 3.36 metres into the rear yard, whereas the By-law permits a covered porch to project up to 2 metres but no closer than 1 metre from any lot line.

- e) To permit an increased projection for a covered porch of 0.9 metres into the interior side yard, whereas the By-law permits a covered porch to project up to 2 metres but no closer than 1 metre from any lot line.

**A-00283: Parts 2 and 3 on 4R- Plan, proposed detached dwelling:**

- f) To permit a reduced lot width of 15.16 metres, whereas the By-law requires a minimum lot width of 19.5 metres.
- g) To permit the entrance to the garage to be setback 0 metres further from the front lot line than the portion of the projecting porch that does not fall within a required yard, whereas the By-law states that the entrance to the garage must be set back at least 0.6 metres further from the front lot line than the portion of the projecting porch that does not fall within a required yard.
- h) To permit the entrance to the garage to be 1.25 metres closer to the front lot line than the principal entrance to the dwelling, whereas the By-law permits the entrance to the garage to be a maximum of 0.6 metres closer to the front lot line than the entrance to the principal dwelling.

The property is not the subject of any other current application under the *Planning Act*.

### FIND OUT MORE ABOUT THE APPLICATIONS

For more information about this matter, contact the Committee of Adjustment at the address, email address, website or QR code below.

Visit **[Ottawa.ca/CommitteeofAdjustment](http://Ottawa.ca/CommitteeofAdjustment)** and follow the link to **Next hearings** to view panel agendas and application documents, including **proposal cover letters, plans, tree information, hearing notices, circulation maps, and City planning reports**. Written decisions are also published once issued and translated.

If you don't participate in the hearing, you won't receive any further notification of the proceedings.

If you want to be notified of the decision following the hearing, and of any subsequent appeal to the Ontario Land Tribunal, send a written request to the Committee.

### HOW TO PARTICIPATE

**Submit written or oral comments before the hearing:** Email your comments to [cofa@ottawa.ca](mailto:cofa@ottawa.ca) at least 24 hours before the hearing to ensure they are received by the panel adjudicators. You may also call the Coordinator at 613-580-2436 to have your comments transcribed.

**Register to Speak at the hearing at least 24 hours before** by contacting the Committee Coordinator at 613-580-2436 or at [cofa@ottawa.ca](mailto:cofa@ottawa.ca). You will receive details

on how to participate by videoconference. If you want to share a visual presentation, the Coordinator can provide details on how to do so. Presentations are limited to five minutes, and any exceptions are at the discretion of the Chair.

Hearings are governed by the Committee of Adjustment's *Rules of Practice and Procedure* accessible online.

### **ALL SUBMITTED INFORMATION BECOMES PUBLIC**

Be aware that, in accordance with the *Planning Act*, the *Municipal Act* and the *Municipal Freedom of Information and Privacy Act*, all information presented to the Committee of Adjustment is considered public information and can be shared with any interested individual. Information you choose to disclose in your correspondence and during the hearing, including your personal information, will become part of the public record, and shared with Committee Members, the Applicant(s) or their agent and any other interested individual, and potentially posted online and become searchable on the Internet.

### **COMMITTEE OF ADJUSTMENT**

The Committee of Adjustment is the City of Ottawa's quasi-judicial tribunal created under the Ontario *Planning Act*. Each year, it holds hearings on hundreds of applications under the *Planning Act* in accordance with the Ontario *Statutory Powers Procedure Act*, including consent to sever land and minor variances from the zoning requirements.

DATED: January 20, 2026



*Ce document est également offert en français.*

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