

2026-01-29



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

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 1495 Heron Road  
Legal Description: Part of Lot 20, Junction Gore, Geographic Township of Gloucester  
File No.: D08-01-25/B-00304 & D08-01-25/B-00305 D08-02-25/A-00288  
Report Date: January 29, 2026  
Hearing Date: February 03, 2026  
Planner: James Ireland  
Official Plan Designation: Minor Corridor and Neighbourhood (Evolving Neighbourhood Overlay) in the Outer Urban Transect.  
Zoning: GM [2990] S502-h  
General Mixed-Use Zone, Urban Exception 2990, Schedule 502 , subject to holding provisions

**DEPARTMENT COMMENTS**

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

**DISCUSSION AND RATIONALE**

Section 53 (12) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits the criteria for the subdivision of land listed in Section 51 (24) to be considered when determining whether provisional consent may be granted by a committee of adjustment. With respect to the criteria listed in Section 51 (24), staff have no concerns with the proposed consent.

The proposed consent applications will create a new lot shown as Part 2 on the Draft 4R Plan for a future school and facilitate the conveyance of Part 3 to 1485 Heron Road (Ottawa Catholic School Board). The proposed easement will provide Part 2 with functional access through 1495 Heron Road. In addition to standard access rights, maintenance, and usage provisions, the easement should include specific provisions on

design requirements and other such matters to accommodate school buses and if necessary, lay-bys. Staff recommend imposing Condition 1 requiring City approval of said easement schedule.

Staff reviewed the minor variances application and are satisfied that they meet the “four tests” as outlined in Section 45 (1) of the *Planning Act*, R.S.O. 1990 c. P.13, as amended.

- The proposed variances will facilitate the creation of a new lot for a future Conseil des écoles publiques de l’Est de l’Ontario school and conform with the Official Plan. The Official Plan provides policy direction that school should co-locate with compatible land uses on-site and be sited in a compact and land-efficient manner.
- The proposed variances maintain the intent of the Zoning By-law as the lot will have approximately 106 metres of frontage on a private street.
- The proposed variances are desirable for the orderly development of the land as they will facilitate the creation of a new lot for a school. The proposed easement over 1495 Heron Road (CLC) will provide functional access to the lot.
- The proposed variance is minor as it represents essentially an interim condition until the private road is developed on 1495 Heron Road. The City considers private roads within a Planned Unit Development to be an improved public street for zoning purposes.

## **ADDITIONAL COMMENTS**

### **Heritage Planning Branch**

1485 and 1495 Heron Road are designated under Part IV of the *Ontario Heritage Act*. Heritage Planning staff have no concerns with the proposed consents and minor variance.

### **Planning Forestry**

The site is subject to Site Plan Control; tree impacts will be addressed through that process; there are no tree impacts specifically related to this minor variance & consent application.

### **Right of Way Management**

The Right-of-Way Management Department has no concerns with the proposed Consent and Minor Variance Applications. The Owner shall be made aware however, that a private approach permit is required to construct any new entrance, as well as to modify or close an existing entrance that becomes redundant. Please contact the

ROW Department for any additional information at [rowadmin@ottawa.ca](mailto:rowadmin@ottawa.ca) or visit the City webpage [Driveways | City of Ottawa](#) to submit a Private Approach application.

## CONDITIONS

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

1. The Owner agrees to provide an in-preparation draft of the Transfer Easement, including the easement schedule, for the subject easements to register on title, for review and approval by City Legal Services. Said draft easement schedule shall set forth the access rights, joint use, and maintenance obligations for the private street, watermains, sanitary services, hydrants between the Owner(s) and the future owners. The Committee of Adjustment requires written confirmation that the agreement is satisfactory to City Legal Services, as well as a copy of the in-preparation draft Transfer Easement.
2. Pursuant to clause 51 (25) (c) of the *Planning Act* and Schedule C16 of the City's Official Plan, the Owner agrees to convey to the City, at no cost to the City, an unencumbered road widening across the complete Heron Road frontage of the lands measuring 22.25 metres from the abutting right-of-way. The exact widening must be determined by legal survey. The Owner shall provide a reference plan for registration, indicating the widening, to the City Surveyor for review and approval prior to its deposit in the Land Registry Office. Such reference plan must be tied to the Horizontal Control Network in accordance with the municipal requirements and guidelines for referencing legal surveys. The Owner(s) must provide to the City Surveyor a copy of the Committee of Adjustment Decision and a draft Reference Plan that sets out the required widening. The Committee shall be provided written confirmation from City Legal Services that the transfer of the widening to the City has been registered. All costs shall be borne by the Owner.  
  
Should the widening be encumbered, then the Owner shall remove the encumbrance and provide proof of its removal, to the Manager of Development Review All Wards Branch within Planning, Development and Building Services Department, or their designate.
3. That the Owner(s) provide a servicing plan or other proof, to the satisfaction of the Manager of Development Review All Wards Branch within Planning, Development and Building Services Department, or their designate, that each existing building and/or unit on the severed and retained parcels has its own independent water,

sanitary and sewer connection, as appropriate, that are directly connected to City infrastructure and do not cross the proposed severance line.

If the services are shared, and there is sufficient justification for the service locations to remain, the Owner(s) may be required to obtain all necessary approvals from the Ontario Ministry of Environment, Conservation and Parks, the approval of the Committee to grant easement(s) for access and maintenance of the services, and/or to register on title, a Joint Use and Maintenance Agreement, between the Owners of the services, which shall be at their own costs.

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James Ireland, MCIP RPP  
Planner III, Development Review All Wards  
Planning, Development and Building  
Services Department