

2026-04-02



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

**PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 144 Glenora Street  
Legal Description: Part of Lot 3, Block E, Registered Plan 102  
File No.: D08-02-26/A-00021  
Report Date: April 2, 2026  
Hearing Date: April 8, 2026  
Planner: Penelope Horn  
Official Plan Designation: Inner Urban Transect, Neighbourhood Designation, Evolving Neighbourhood Overlay, Old Ottawa East Secondary Plan  
Zoning By-law 2008-250: R3P  
Zoning By-law 2026-50: N4B H(11)

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **has concerns with** the application.

**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 not satisfied that the requested minor variances meet the “four tests”. The site is zoned Residential 3, subzone P, within the Mature Neighbourhoods Overlay and is subject to the Streetscape Character Analysis. The analysis identified that the subject lot is part of Character Group A, where front-facing attached garages are not permitted. The addition of a front-facing garage will contribute to a change in the dominant character of the streetscape. In this Transect, the Official Plan prioritizes the built-form relationship with the public realm through emphasis on front entrances and windows. It directs parking to be hidden from the view of the public realm, to reduce the dominance of the automobile on the streetscape. The proposed attached garage will diminish the prominence of the principal entrance.

The site is located within the Old Ottawa East Secondary Plan, which states that garages should be relegated to the side or rear of homes and should not dominate the building facade. Although the proposed garage meets the minimum setback requirement from the principal entrance, the garage door continues to present as a prominent feature along

the front façade, and as such there are concerns with the variance meeting the intent of the Official Plan.

## 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 may be required.
  - A Grading Plan, prepared by a relevant professional, is required for any proposal that requires a permit if the proposed works, including hard landscaping, are less than 1.2 metres from a property line.
- A Stormwater Management plan may be required, if the building setback from the lot line is less than 1.2 m. As per New Zoning By-Law 201:
  - Exemptions, Stormwater Management: (4)(b) *an addition to a building or structure, in any zone, for which Site Plan Control approval is not required and where the addition is less than 55 square metres in size, and which is located more than 1.2 metres from all lot lines.*
- Existing grading and drainage patterns must not be altered.

### Right of Way Management

The Right-of-Way Management Department has no concerns with the proposed Minor Variance Application. 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.



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Services Department

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