

2026-04-02

City of Ottawa | Ville d'Ottawa

Comité de dérogation



MINOR VARIANCE APPLICATION

COMMENTS TO THE COMMITTEE OF ADJUSTMENT

PANEL 2

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 2640 Don Street
Legal Description: Lot 35, Registered Plan 427924
File No.: D08-02-25/A-00256
Report Date: April 2, 2026
Hearing Date: April 7, 2026
Planner: Elizabeth King
Official Plan Designation: Inner Urban Transect, Neighbourhood,
Evolving Neighbourhood Overlay
Zoning By-law 2008-250: R2F
Zoning By-law 2026-50: N3B

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”.

Staff have concerns with the proposed front yard parking variance to increase the maximum driveway to 9 metres which is 58.9% of the front yard. The increased driveway width removes opportunity for soft scaping in the front yard. The intent of the maximum driveway width is to limit the amount of hardscaping and ensure soft landscaping which maintains landscaped character of the neighbourhood.

Staff note that while the new Zoning By-law 2026-50 Section 604 (4) permits front yard parking and would allow the parking space to be located 1.5 metres away from an abutting roadway, however a front yard parking space must observe the maximum driveway width.

ADDITIONAL COMMENTS

Building Code Services

The parking space directly in front of the building, shown as widened driveway with a depth of 5.15m from the lot line to the building face impedes the required egress path from the front entrance door. The path shall be maintained at 0.900m in depth in front of the door and through to the public thoroughfare. The maximum parking space in front of the building is limited to 5.15m less 0.900m to ensure occupants have adequate space to exit the building in accordance with the Ontario Building Code.

Planning Forestry

Through pre-consultation it was determined that this application is to legalize an existing condition. While more greenspace is always preferred, it appears that the existing condition provides sufficient soil volume to plant a large-growing tree in the ROW to replace the one that was removed several years ago. It is encouraged to plant a large-growing tree within the ROW; the applicant may apply to one of the City's tree planting programs for a tree at no cost.

Right of Way Management

The Right of Way Management Department has no concerns provided the Owner is successful in obtaining the requested relief. If approved, the Owner shall be made aware that a private approach permit is required, as the approach has been altered from its original size. 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 a Private Approach application. If the Owner fails to obtain approval, the curb and the approach must be reinstated to their original condition



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