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**MIROCA DESIGN INCORPORATED**  
EST. SINCE 1986

March 18, 2026

**Michel Bellemare**

Secretary-Treasurer  
Committee of Adjustment  
101 CentrepoinTE Drive, Fourth Floor  
Ottawa, ON. K2G 5K7

**Committee of Adjustment**  
Received | Reçu le

**Revised | Modifié le : 2026-03-20**

**City of Ottawa | Ville d'Ottawa**  
**Comité de dérogation**

Re: **Application for Minor Variances for lands at 884B Byron Avenue, Ottawa, ON.**  
Part of Lots 33 and 34, Registered Plan 317, City of Ottawa  
Ward 7, Bay  
Zoning By-law 2008-250 | R4UB[2493]  
Zoning By-law 2026-50 | N4B[2493] H(11)

Mr. Bellemare,

Miroca Design Consulting Services Inc. has been retained to act as agent on behalf of the property owner of 884B Byron Avenue (subject property), for the submission of the enclosed Minor Variance application to the Committee of Adjustment.

This application seeks approval for the conversion of an existing 3-storey long-semi-detached dwelling (4 units) to a low-rise apartment building (6 units). Relief is required for reduced existing side yard setback, and to permit the existing parking spaces.

In addition to the Planning Rationale attached to this cover letter, the following materials have been enclosed as part of this submission:

- Completed application form
- Parcel Abstract (Parcel Register)
- Deposited Reference Survey Plan
- Proposed Site Plan
- Letter from Integrated Forestree Services Inc. (No Trees)
- Zoning Review Deficiencies Letter dated March 13, 2026
- Cheque in the amount of \$3,754.00 made payable to the City of Ottawa.

Please do not hesitate to contact us if you have any additional questions regarding this application.

Regards,

Mary Beth DiSabato  
Senior Project Designer

Sarah Segreto  
Business Manager

Michael Segreto  
President

## **1.0 INTRODUCTION**

Miroca Design Consulting Services Inc. has been retained to prepare this Planning Rationale in support of the enclosed Minor Variance application for the property known municipally as 884B Byron Avenue in the City of Ottawa. The purpose of this Planning Rationale is to assess the proposed application for Minor Variances alongside the applicable policy and regulatory framework, and to demonstrate how the proposal represents good planning that is consistent with the relevant tests under the Planning Act.

### **1.1 PURPOSE OF THE APPLICATION**

This application seeks approval for the conversion of an existing 3-storey long-semi-detached dwelling (4 units) to a low-rise apartment building (6 units).

During building permit review for the conversion of the building, it was confirmed that minor variances are required for the existing building as a result of the technical change of use from a long-semi-detached to a low-rise apartment building. Since the building permit application was made before March 11, 2026, this application falls under Zoning Bylaw 2008-250.

Under Zoning By-law 2008-250, relief is required for reduced existing side yard setback, and to permit the existing parking spaces. The proposed conversion does not require any minor variances under the new Zoning By-law 2026-50, all performance standards are met.

Enclosed Deficiencies letter from the Building Permit Zoning Review for reference. (Items 52 & 55) Please note that all other items noted have already been resolved.

### **1.2 WORK PROPOSED**

The existing 3-storey long-semi-detached building contains 4 dwelling units (two 3-bedroom principal dwelling units and two 2-bedroom secondary units). The existing basement storage area is proposed to be converted to create two new studio apartments. No changes are proposed to the exterior of the building, all proposed work is internal and limited to the basement area. The site plan is being updated to accommodate 4 bike parking spaces and additional waste storage area to meet the facility requirements for the low-rise apartment building.

## 2.0 MINOR VARIANCE APPLICATION

### 2.1 RELIEF REQUESTED

In order to proceed, the owner requires the Authority of the Committee for Minor Variances as follows:

Zoning By-law 2008-250 R4UB[2493]

- a) To permit a reduced existing side yard setback of 1.2 metres, whereas the By-law requires a minimum side yard setback of 1.5 metres for low-rise apartment buildings. [Table 162A]
- b) To permit 2 existing parking spaces in the rear yard, whereas the By-law does not permit motor vehicle parking spaces on lots less than 450 square metres in area. [Sec. 151(16)]

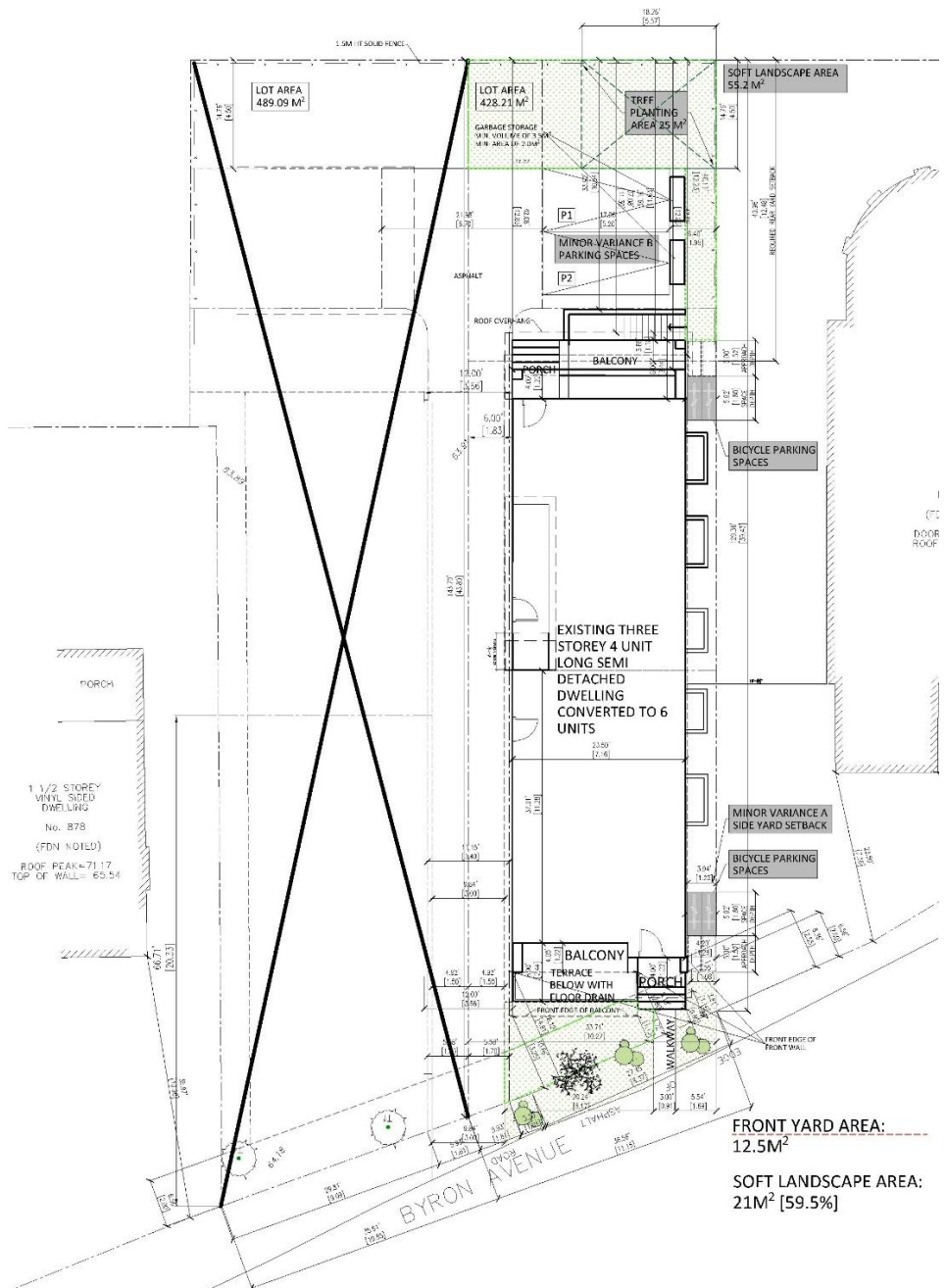


FIGURE 1: PROPOSED SITE PLAN

## 3.0 SITE CONTEXT AND SURROUNDING AREA

### 3.1 SUBJECT PROPERTY

The subject property at 884B Byron Avenue is located in the neighbourhood of McKeller Park, on a Major Collector Street just east of the intersection of Byron Avenue and Redwood Avenue to Richmond Road. The existing site has a frontage width of 11.19 metres, and a depth of 39.43 - 43.8 metres (irregular), for a total lot area of 428.21 square metres, and is currently developed with a 3-storey long-semi-detached dwelling, which is being converted to a low-rise apartment use.

On site parking is located in the rear yard, accessed via a shared central driveway from Byron Avenue.

OC Transpo service is provided along Richmond Road to the north (Richmond/Redwood and Richmond/Cleary stops are approx. 100m to the north), and O-Train Sherborne Station is 240m to the south-west.

The property is well served by shopping, commercial and employment amenities, primarily located along Richmond Road to the northeast, and Carling Avenue to the south. The Kitchi Zibi Mikan Parkway and Ottawa River Pathways are nearby to the north alongside the Ottawa River. McKeller Park is nearby to the east, and Carlingwood Shopping Centre is to the south.



FIGURE 2: EXISTING SUBJECT PROPERTY

### 3.2 SURROUNDING CONTEXT

The surrounding neighbourhood is mixed, with low-rise residential, high-rise residential, and commercial uses.

**North:** At the front, across from the subject property is Byron Linear Tramway Park between Byron Avenue and Richmond Road. The Ottawa River is also visible past the Kitchi Zibi Mikani Parkway.

**South:** At the rear, abutting the south of the subject property are 2-storey detached dwellings fronting on Redwood Avenue and Rowanwood Avenue.

**East:** Immediately abutting the east side of the subject property is a 2-storey detached dwelling fronting on Byron Avenue.

**West:** Immediately abutting the west side of the subject property is Community of Christ Church fronting on Byron Avenue.

Further to the South-West is a higher density residential area, with a mix of older and newer low, mid, and high rise apartment buildings.

Further to the East is a lower density residential area, with predominantly 2-storey detached dwellings.

The subject property sits on the border between these two densities. The proposed low-rise apartment building conversion is an ideal use to transition between these two distinct areas.

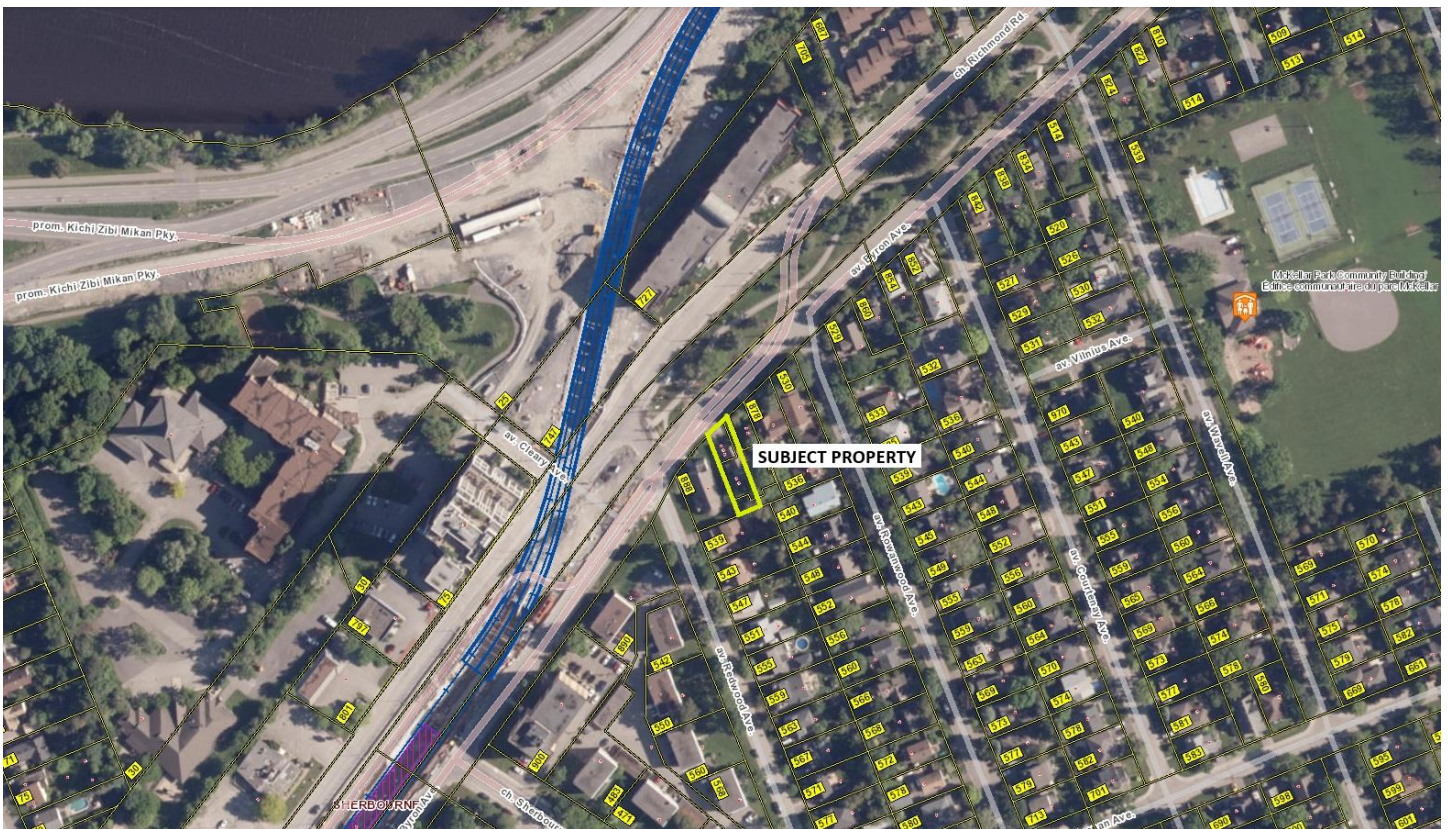


FIGURE 3: AERIAL VIEW, LOCATION OF SUBJECT PROPERTY

### 4.0 TREES

No trees are impacted by this proposal. Please refer to enclosed letter from Integrated Forestree Services Inc.

## 5.0 FOUR TESTS

In support of the proposed application, the four tests for minor variances as provided for in Section 45(1) of the Planning Act, have been reviewed as follows:

### 5.1 GENERAL INTENT AND PURPOSE OF THE OFFICIAL PLAN IS MAINTAINED

This property falls within the Inner Urban Transect under the Evolving Neighbourhood Overlay on Schedule B2 of the City of Ottawa's Official Plan. The corresponding direction for evolving neighbourhoods aims to accommodate residential growth with development standards that transition away from a suburban model and move towards more urban built forms. The proposed low-rise apartment dwelling conversion aligns with the characteristics of urban built form identified on Table 6 of the Official Plan, including: shallow front yard setbacks with an emphasis on built-form relationship with the public realm, principal entrances at grade with direct relationship to public realm, smaller lots with higher lot coverage and floor area ratios, a minimum of two functional storeys, minimal functional side yard setbacks, small areas of formal landscape with space for soft landscape, trees and hard surfacing.

This proposal increases the housing stock, converting an existing 4-unit building to a 6-unit building, for a net increase of 2 dwelling units. This development represents gentle intensification within the mixed low-rise character of the neighbourhood, aligning with the Growth Management Framework in Section 3 of the Official Plan. It effectively supports residential growth while maintaining a compatible built form and site design. By gently increasing density, the development supports the concept of 15-minute neighbourhoods, providing access to public transit, amenities, schools, and parks within walking distance.

This development adheres to the Official Plan's objectives by utilizing existing transit service, water and sewer infrastructure, as well as the network of roads, pathways, and designated cycling routes. It supports redevelopment within the Inner Urban area rather than expansion into peripheral lands. By situating residential use in close proximity to the rapid transit system and various community amenities, including employment and retail facilities, this proposal aims to minimize travel distances and enhance accessibility, thereby contributing to a sustainable community.

The proposed conversion would not require any minor variances under the new Zoning By-law 2026-50, all performance standards are met. The old 2008-250 Zoning By-law does not reflect the intentions of the Official Plan, however this application is bound by the most restrictive provisions of both By-laws until the new Zoning By-law 2026-50 is passed by the Ontario Land Tribunal.

**Given these considerations, we are confident that the requested minor variances align with the intent and purpose of the Official Plan.**

### 5.2 GENERAL INTENT AND PURPOSE OF THE ZONING BY-LAW IS MAINTAINED

Under Zoning By-law 2008-250, the property is zoned R4UB[2493], a Residential Fourth Density subzone that permits a wide range of low-rise residential forms, from detached dwellings to low-rise apartments. The zone intends to support housing diversity while ensuring compatibility with existing land use patterns.

The proposed conversion to a low-rise apartment building aligns with this intent. It is compatible with the surrounding built form and supports a mixed residential character.

The intent of the minimum side yard setback is to provide spatial separation between buildings and rear yard access. The 1.2m side yard setback maintains enough spatial separation for windows to provide natural light between the buildings, and rear yard access is provided via a shared central driveway. For these reasons we feel that the existing side yard setback requested meets the intentions of this provision.

The intent of the motor vehicle parking restrictions for lots <450 square metres is to ensure that developments provide adequate space for private amenity area, bike parking, waste storage, soft landscaping and tree planting. It is also to ensure that the rear yard area encompasses at least 50 square metres of soft landscaping area, which this proposal does. As all of these features have been included alongside the existing parking spaces, we feel that the intentions of this provision have been met.

Both of the minor variances requested are to legalize existing conditions. The lot provides adequate space for the building, landscaping, servicing, and amenities, and the 2 additional units have no adverse effect on livability or function. The proposed conversion remains aligned with the overall objectives of the zone.

The proposed conversion would not require any minor variances under the new Zoning By-law 2026-50, all performance standards are met.

**Given these considerations, we believe that the proposed minor variances align with the intent and purpose of the Zoning By-law.**

### **5.3 DESIRABLE FOR THE APPROPRIATE DEVELOPMENT OR USE OF THE PROPERTY**

The proposed development represents an appropriate and desirable use of the property. It supports long-term residential needs by offering diverse housing types in a location well-served by existing infrastructure and community amenities. The requested variances enable an efficient and functional site design while maintaining compatibility with the surrounding built form. The proposal represents a modest reinvestment in the property and supports gentle intensification in line with Official Plan policy.

The additional of two units to the existing building adds much-needed housing in a manner that is sensitive to neighbourhood scale and character. The site design balances built-form and open space, enhancing both the public realm and private rear yard conditions.

**Given these considerations, we feel that the proposed minor variance is desirable for the appropriate development of the property.**

### **5.4 THE VARIANCE IS MINOR**

Both of the minor variances requested are to legalize existing conditions and are technical in nature. Legalisation of the existing side yard setback and rear yard parking spaces is a minor deviation that has no adverse effect on adjacent properties and does not compromise the functionality or compatibility of the site. The scale and use of the proposed development is in keeping with the surrounding context.

The proposed conversion would not require any minor variances under the new Zoning By-law 2026-50, all performance standards are met.

**Given these considerations, we feel that the proposed variances are minor.**

## 6.0 POLICY AND REGULATORY CONTEXT

### 6.1 ZONING

Zoning By-law 2008-250 | R4UB[2493]

Zoning By-law 2026-50 | N4B[2493] H(11)

Section 139 – Low-Rise Residential in All Neighbourhoods Within the Greenbelt

Section 140 – Low-Rise Infill Development in the Mature Neighbourhoods Overlay

Section 144 – Alternative Yard Setbacks Affecting Low-Rise Residential in the R1 to R4 Zones Within the Greenbelt

Zoning Provisions	2008-250	2026-50	Existing
Min. Lot Width	10m	7.5m	10.27m
Min. Lot Area	300m <sup>2</sup>	N/A	428.21m <sup>2</sup>
Max. Building Height	11m	11m	11m
Min. Front Yard Setback	2.0m [2493]	2.0m [2493]	2.55m
Min. Corner Yard Setback	2.0m [2493]	2.0m [2493]	N/A
Min. Rear Yard Setback	30% of lot depth (12.48m)	25% of lot depth	30.82% (12.83m)
Min. Rear Yard Area	25% of lot area (107.05m <sup>2</sup> )	N/A	30.77% (131.76m <sup>2</sup> )
Min. Interior Side Yard Setback	1.5m min one side	1.8m combined total	1.83 + <b>1.2m*</b> = 3.03m combined
Front Yard Soft Landscaping	35%	35%	59.5%
Rear Yard Soft Landscaping	50m <sup>2</sup>	50m <sup>2</sup>	55.2m <sup>2</sup>

TABLE 2: ZONING PROVISIONS

### 6.3 PROVINCIAL PLANNING STATEMENT

The Provincial Planning Statement was issued under Section 3 of the Planning Act and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020.

As per Section 3(5) of the Planning Act, a decision by the Committee of Adjustment with respect to a planning matter must be consistent with the Provincial Planning Statement (PPS). The Provincial Planning Statement provides policy direction on matters of provincial interest that are related to land use planning and development.

The proposed conversion for long-semi-detached to low-rise apartments at 884B Byron Avenue aligns with the policies and direction of the PPS. The apartment building is an example of efficient land use within the settlement area, supporting sustainable growth by concentrating development where existing infrastructure and services are already in place. By avoiding urban sprawl, this project reduces environmental and financial costs and advances key provincial goals such as housing diversity, affordability, and environmental sustainability. The proposed apartment building conversion contributes to creating complete, connected communities that balance present needs of residents while accommodating future growth.

#### Section 2.1: Planning for People and Homes

Policy 2.1.6 encourages planning authorities to support the achievement of complete communities through a balanced mix of land uses, housing options, transportation, and public facilities. The proposed apartment building conversion aligns with this policy by concentrating growth in a well-served residential area, promoting a range of housing options close to community amenities like schools, shopping centers, and recreational spaces.

### Section 2.2: Housing

Policy 2.2.1 emphasizes the need for diverse housing options to meet the needs of current and future residents, with a focus on affordability and residential intensification. The proposed apartment building conversion directly supports these objectives by introducing efficient additional dwelling units to diversify the housing mix in the region. By utilizing underdeveloped land within the inner urban area, the development adds new housing options that meet demographic needs. The apartment building's proximity to greenspace, parks, and active living options aligns with the PPS goal of improving residents' health and well-being.

### Section 2.3.1: Settlement Areas

According to Policy 2.3.1, settlement areas should be the focus of growth and development. The proposed apartment building conversion is located within the City of Ottawa's established settlement area, inner urban transect, which is in keeping with the PPS's emphasis on directing growth to areas with existing infrastructure and public services. By developing within a settlement area, the proposed apartment building ensures efficient land use and minimizes the need for costly infrastructure expansion. The site's integration into the city's transit network enhances accessibility and supports sustainable urban growth, consistent with the PPS goals of reducing sprawl and promoting livable, connected communities.

### Section 2.4.1: Strategic Growth Areas

Policy 2.4.1 encourages development in strategic growth areas, such as major transit station areas, existing and emerging downtowns, grayfield and brownfield sites, lands along major roads, arterials, or other areas with existing or planned transit service. The proposed apartment building conversion is situated within the inner urban area with convenient access to public transit, aligning with this policy's goal of focusing growth where it can be supported by existing services and infrastructure.

**In our opinion, the proposed apartment building conversion at 884B Byron Avenue aligns with the Provincial Planning Statement by promoting efficient land use, optimizing urban infrastructure, enhancing housing diversity, and supporting the development of complete communities. This constitutes sound and sustainable land use planning.**

## **7.0 CONCLUSION**

It is our opinion that the proposed apartment building conversion constitutes good planning and meets the Four Tests outlined in Section 45(1) of the Planning Act. The variances are desirable for the appropriate development or use of the land, the general intent and purpose of the Official Plan and Zoning By-law are maintained, and the variances sought are minor.