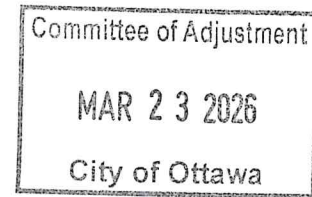




September 15, 2025
Revised March 23, 2026

Committee of Adjustment
City of Ottawa
101 Centrepointe Drive
Ottawa, Ontario
K2G 5K7



Attention: Michel Bellemare, Secretary – Treasurer

Reference: 1900 and 2000 City Park Drive, Ottawa, Ontario
Application for Consent (Lot Line Adjustment)
Novatech File No.: 123006

Novatech has been retained by City Park Limited Partnership (the owner) to prepare and file an application for Consent on the properties municipally known as 1900 City Park Drive and 2000 City Park Drive (the "Subject Properties"). A lot line adjustment application is proposed to modify the property boundary for 2000 City Park Drive by adding part of 1900 City Park Drive (a portion of PIN 04264-0748) to 2000 City Park Drive (PIN 04264-0752).

This letter describes the existing conditions of the site and its surrounding context, the proposal, and provides a rationale in support of the applications.

Existing Conditions

The Subject Properties are located in Ward 11 – Beacon Hill-Cyrville within the City of Ottawa. Specifically, the Subject Properties are located in the Carson Grove neighbourhood, to the north of Highway 174, to the south of Ogilvie Road, to the west of Blair Road, and to the east of Aviation Parkway (See Figure 1).

As shown on Figure 1, the present boundaries of 1900 City Park Drive (PIN 04264-0746 and PIN 04264-0748) comprise an interior lot with a frontage of approximately 177.4 m and an area of approximately 15,080 m² located off City Park Drive. The present boundaries of 2000 City Park Drive (PIN 04264-0752) comprise an interior lot with a frontage of approximately 114.75 m and an area of approximately 11,295 m² located off City Park Drive.

The legal descriptions of the properties subject to the lot line adjustment application are:

- **PIN 04264-0746:** PART OF BLOCK 2, PLAN 4M648, BEING PART 1 ON 4R8036; EXCEPT PT 2 PL 4R29513; S/T LT521803. CITY OF OTTAWA
- **PIN 04264-0748:** PART OF BLOCK 2, PLAN 4M648, BEING PARTS 3 AND 4 ON 4R15310; EXCEPT PT 1 PL 4R29513; CITY OF OTTAWA
- **PIN 04264-0752:** PART OF BLOCK 2, PLAN 4M648, BEING PART 1 ON 4R15310; EXCEPT PT 4 PL 4R29513; CITY OF OTTAWA

An application for consent submitted by the previous owner (D08-01-21/B-00378) was granted on February 11, 2022. Consent was requested to subdivide 1900 and 2000 City Park Drive into two separate parcels of land to create one new mixed use commercial lot. Conditions of the provisional consent were not cleared and the approval lapsed in February 2024. A copy of the decision is included with this submission.



Figure 1: Subject Properties (GeoOttawa, 2022)

1900 City Park Drive is zoned *Mixed-Use Centre, FSI limited to 2, Height limited to 48 metres (MC F(2.0) H(48))*. 2000 City Park Drive is zoned *Parks and Open Space (O1), Transit Oriented Development Subzone 3, Exception 3076, Schedule 519 (TD3[3076] S519-h), and Transit Oriented Development Subzone 2, Exception 2087 (TD2[2087])* in the City of Ottawa Zoning By-law 2008-250.

In the City of Ottawa Zoning By-law 2026-50, 1900 City Park Drive is zoned *Hub Zone 2, FSI limited to 2, Height limited to 48 metres (H2 F(2.0) H(48))*. 2000 City Park Drive is zoned *Greenspace (GRN), Hub Zone 2 Subzone G, Exception 3076, Schedule 519 (H2G[3076]S519-h), and Hub Zone 2 Subzone G, Exception 2087, Height limited to 61.5 metres (H2G[2087] H(61.5))*.

The Subject Properties are designated “Hub” within the Evolving Overlay in the Outer Urban Transect (Schedule B3) of the City of Ottawa Official Plan (2022). The existing office use is permitted on the Subject Properties.

Proposed Consent Application

This application will add part of 1900 City Park Drive (Part 4 on the Draft R Plan) to 2000 City Park Drive (Parts 3 and 5 on the Draft R Plan) to facilitate conveyance of 1900 City Park Drive. The proposed lot line adjustment would alter the property lines to create a new property boundary between 1900 City Park Drive and 2000 City Park Drive (see Figure 1). Part 4 will have a total area of 130.2 square metres (see Figure 2).

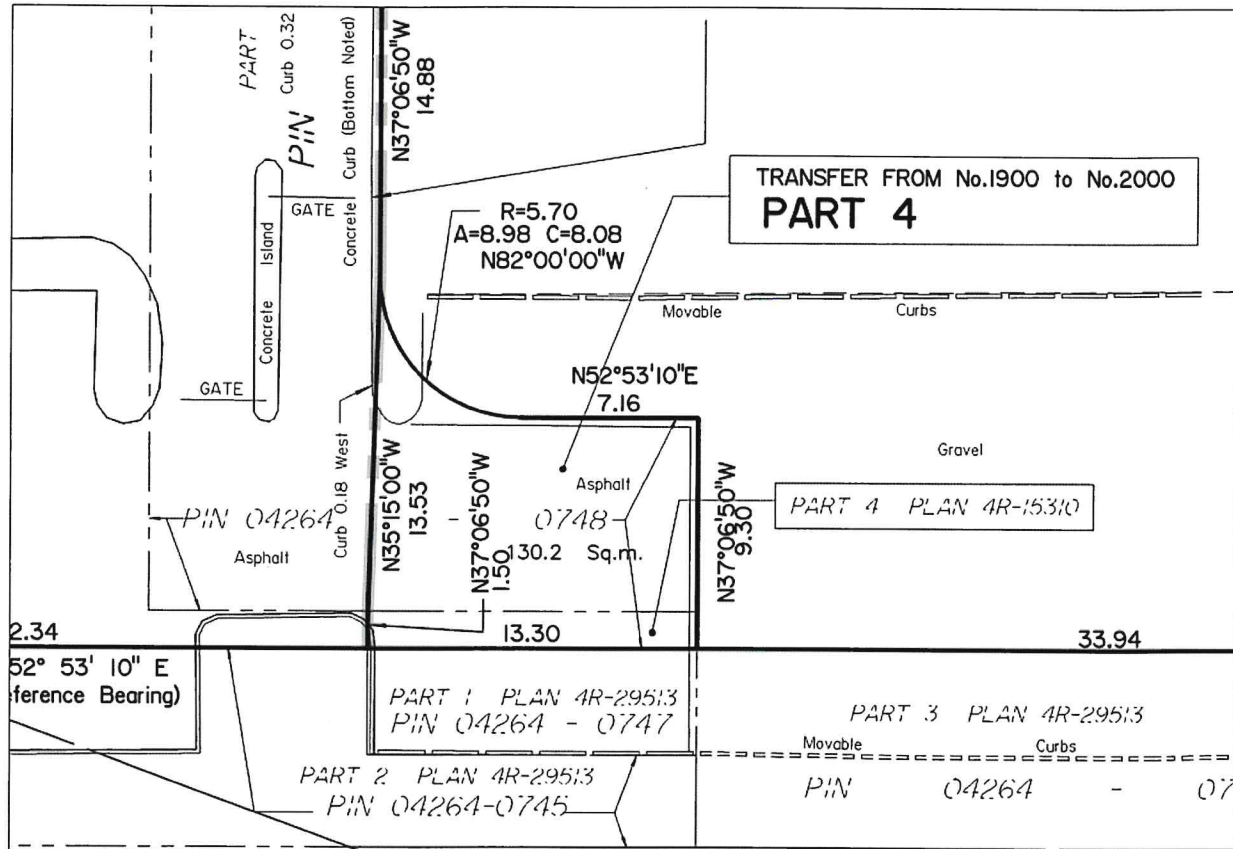


Figure 2: Excerpt of Draft Reference Plan prepared by Annis O'Sullivan Vollebakk dated March 23, 2026

As shown on Figure 3, following the completion of lot line adjustment the combined lot area for 2000 City Park Drive will be approximately 15,652.6 m² with a lot frontage of 181.83 m on City Park Drive. The combined lot area for 1900 City Park Drive will be approximately 10,752 m² with a lot frontage of 110.31 m on City Park Drive.

The lot pattern in the community will be minimally impacted by the proposed lot line adjustment as the adjusted lots will maintain lot areas that are consistent with the existing site condition. As no site alteration is contemplated for the existing office building on 1900 City Park Drive, there will be no visual impact due to the lot line adjustment.

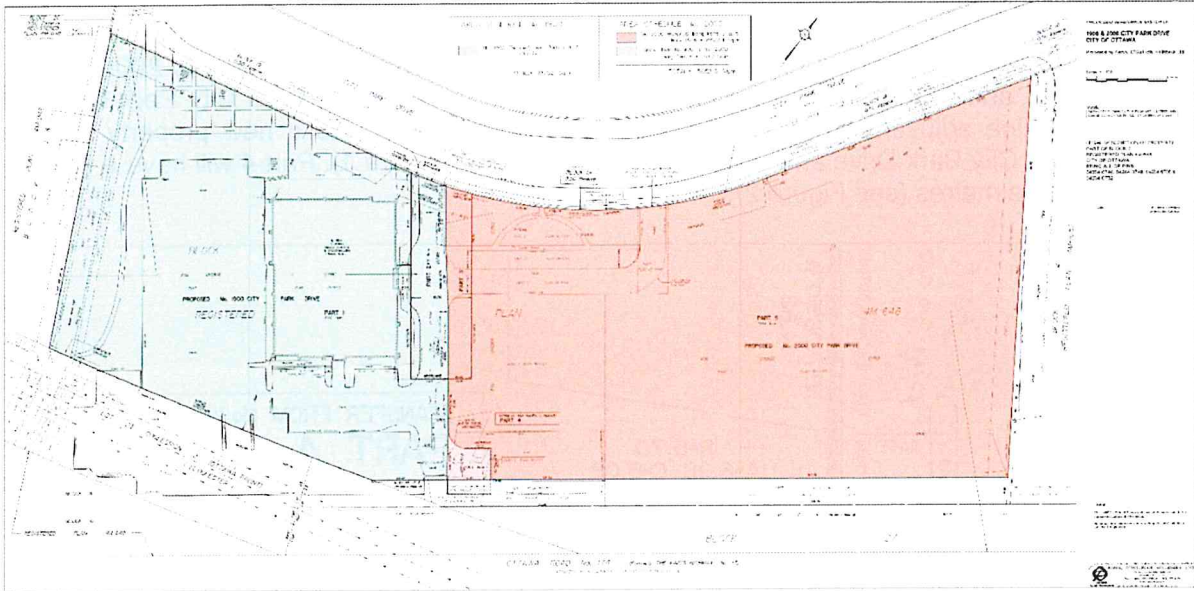


Figure 3: Excerpt from Consent Sketch prepared by Annis O'Sullivan Vollebakk dated March 23, 2026.

Consent Rationale

The following rationale demonstrates the appropriateness of the consent application to facilitate the proposed conveyance.

Subsection 53(1) of the Planning Act states:

53(1) An owner, chargee or purchaser of land, or such owner's, chargee's or purchaser's agent duly authorized in writing, may apply for a consent as defined in subsection 50 (1) and the council or the Minister, as the case may be, may, subject to this section, give a consent if satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality. 2021, c. 25, Sched. 24, s. 4 (1).

Existing services are available off City Park Drive. The proposal does not necessitate the construction of new public infrastructure, including roads and services. A plan of subdivision is not required for the proper and orderly development of the municipality.

Subsection 53(12) of the Planning Act states:

53(12) A council or the Minister in determining whether a provisional consent is to be given shall have regard to the matters under subsection 51 (24) and has the same powers as the approval authority has under subsection 51 (25) with respect to the approval of a plan of subdivision and subsections 51 (26) and (27) and section 51.1 apply with necessary modifications to the granting of a provisional consent. 1994, c. 23, s. 32.

This rationale will speak to the following criteria outlined in subsection 51(24) of the Planning Act.

51(24) In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

(a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;

1900 and 2000 City Park Drive are within the urban area of the City of Ottawa. Subsequent conveyances, financing or development of the Subject Properties will have regard for the following matters of provincial interest:

- the supply, efficient use and conservation of energy and water;
- the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- the orderly development of safe and healthy communities;
- the adequate provision of employment opportunities;
- the appropriate location of growth and development; and
- the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.

The purpose of this Consent (Lot Line Adjustment) application is to exchange a parcel of land between two PINs under a single ownership and does not represent a development application under the *Planning Act*. The proposed lot line adjustment supports the continuation of an existing employment use and facilitates intensification in a location within the urban boundary intended to be the focus of growth and development. The consent application supports the efficient use of land and resources.

(b) whether the proposed subdivision is premature or in the public interest;

The proposed lot line adjustment will modify a pre-existing lot line for the purpose of conveyance on existing parcels that are located within a partially developed mixed-use area where hard and soft services are available. No new lots are being created. The lot line adjustment application is not premature.

(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

City of Ottawa Official Plan

The Subject Site is designated "Hub" in the Outer Urban Transect on Schedule B3 of the City of Ottawa Official Plan.

The purpose of this *Consent (Lot Line Adjustment)* application is to exchange a parcel of land between two PINs under a single ownership and does not represent a development application under the *Planning Act*.

Per *Official Plan Section 11.5, Policy 8*, lot line adjustments are permitted in any designation for legal and technical reasons, including minor boundary adjustments which do not result in the creation of a new lot or render an existing lot as non-complying.

The parcels comprising 2000 City Park Drive comply with Zoning By-law 2008-250, as there are no minimum lot width or lot area provisions in the *Transit Oriented Development Subzone 2*, *Transit Oriented Development Subzone 3*, or in the *Parks and Open Space zone*.

The parcels comprising 1900 City Park Drive comply with Zoning By-law 2008-250, as there are no minimum lot width or lot area provisions in the *Mixed-Use Centre zone*.

The parcels comprising 2000 City Park Drive comply with Zoning By-law 2026-50 as there are no minimum lot width or lot area provisions in the *Hub Zone 2 Subzone G zone* or in the *Greenspace zone*.

The parcels comprising 1900 City Park Drive comply with Zoning By-law 2026-50, as there are no minimum lot width or lot area provisions in the *Hub Zone 2, Subzone F zone*.

The proposed lot line adjustment does not result in the creation of a new lot, nor does this application render the retained parcel at 1900 City Park Drive as non-complying.

The Subject Properties will continue to have safe access to an existing public road (City Park Drive) and do not require the extension or opening of any transportation infrastructure.

The consent to sever application will support future residential and employment growth in the Hub designation and contribute to the growth of 15-minute neighbourhoods.

The proposed lot line adjustment will facilitate conveyance of an existing office building and the development of vacant parcels within the Hub Designation. The proposed lot line adjustment conforms to policies of the City of Ottawa Official Plan.

(d) the suitability of the land for the purposes for which it is to be subdivided;

The purpose of this Consent (Lot Line Adjustment) application is to exchange a parcel of land between two PINs under one ownership and does not represent a development application under the Planning Act. The Subject Properties are designated "Hub" within the Evolving Overlay in the Outer Urban Transect (Schedule B3) of the City of Ottawa Official Plan (2022). The existing office use on 1900 City Park Drive is permitted. The lot line adjustment will not affect the ability for the existing land use to continue.

(d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;

Not applicable.

(e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

Not applicable.

(f) the dimensions and shapes of the proposed lots;

1900 City Park Drive is zoned *Mixed-Use Centre, Maximum FSI 2, Height Limited to 48 metres [(MC F(2.0) H(48))]*. 2000 City Park Drive is zoned *Transit Oriented Development Subzone 2, Exception 2087 (TD2[2087])*, *Transit Oriented Development Subzone 3, Exception 3076, Schedule 519 (TD3[3076] S519-h)*, and *Parks and Open Space Zone (O1)* in the City of Ottawa Zoning By-law 2008-250.

In the City of Ottawa Zoning By-law 2026-50, 1900 City Park Drive is zoned *Hub Zone 2, FSI limited to 2, Height limited to 48 metres (H2 F(2.0) H(48))*. 2000 City Park Drive is zoned *Greenspace (GRN)*, *Hub Zone 2 Subzone G, Exception 3076, Schedule 519 (H2G[3076]S519-h)*, and *Hub Zone 2 Subzone G, Exception 2087, Height limited to 61.5 metres (H2G[2087] H(61.5))*.

There are no minimum lot width or lot area requirements in the MC, TD, or O1 zones in the City of Ottawa Zoning By-law 2008-250. There are no minimum lot width or lot area requirements in the H2 and GRN zones in the City of Ottawa Zoning By-law 2026-50. The existing parcels would conform to the performance standards of their respective zoning. The resulting lot shapes will fit into the lot fabric of the surrounding area. The proposed lot line adjustment does not result in the creation of a new lot, nor does this application render the existing lots as non-complying.

(g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

No new restrictions are anticipated for the lands to be consolidated as part of this *Consent (Lot Line Adjustment)* application.

There is an existing utility easement over the Subject Properties for hydro services along City Park Drive. This easement does not affect the proposed lot line adjustment.

(h) conservation of natural resources and flood control;

The proposed lot line adjustment has no impact on the conservation of natural resources or flood control.

(i) the adequacy of utilities and municipal services;

The Subject Properties have connections to existing utilities and municipal services. Adequate municipal services are available to service the site.

(j) the adequacy of school sites;

Not applicable.

(k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

Not applicable. No land is to be dedicated or conveyed for public purposes.

(l) *the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and*

Not applicable.

(m) *the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2).*

Not applicable.

Conclusion

The proposed lot line adjustment is required to facilitate separate ownership and conveyance of 1900 City Park Drive.

The proposed lot line adjustment complies with the relevant policies of the City of Ottawa Official Plan, in that this application does not create a new lot nor render either of the lots non-compliant with the City of Ottawa Zoning By-law 2008-250 or Zoning By-law 2026-50.

The proposed lot line adjustment does not require a plan of subdivision and meets the criteria of *Section 51(24) of the Planning Act*, is not premature, is a suitable and efficient use of the land and is within the public interest.

The proposed lot line adjustment on the Subject Properties located at 1900 and 2000 City Park Drive represents good land use planning.

In support of the application, please find enclosed the following:

- Application fee (Cheque)
- Consent Application Form
- Area Report and Sketch prepared by Annis O'Sullivan Vollebekk dated September 8, 2025
- Draft Reference Plan prepared by Annis O'Sullivan Vollebekk dated March 23, 2026
- Parcel Abstract PIN 04264-0746
- Parcel Abstract PIN 04264-0748
- Parcel Abstract PIN 04264-0752

Should you have any questions regarding this submission, please do not hesitate to contact the undersigned.

Yours truly,

NOVATECH



Miranda Virginillo, MCIP RPP CAHP-Intern
Project Planner | Planning & Development