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PLANNING RATIONALE

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Date: March 12, 2026

File: 010526 - 472 Melbourne

To: Committee of Adjustment
City of Ottawa, 101 Centrepointe

**Committee of Adjustment
Received | Reçu le**

2026-03-23

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

MINOR VARIANCE AND CONSENT TO SEVER APPLICATION FOR 472-474 MELBOURNE AVENUE

Q9 Planning + Design have been retained to prepare a Planning Rationale regarding the minor variance and consent to sever application for 472 Melbourne Avenue located in Ward 6 - Kitchissippi. The following is a location plan identifying where the site is located.

The proposal is to demolish the existing single-detached residential and to sever the existing lot into two lots and construct two single-detached dwellings on each resulting lot. The lot is intended to be divided equally and will require some zoning relief.

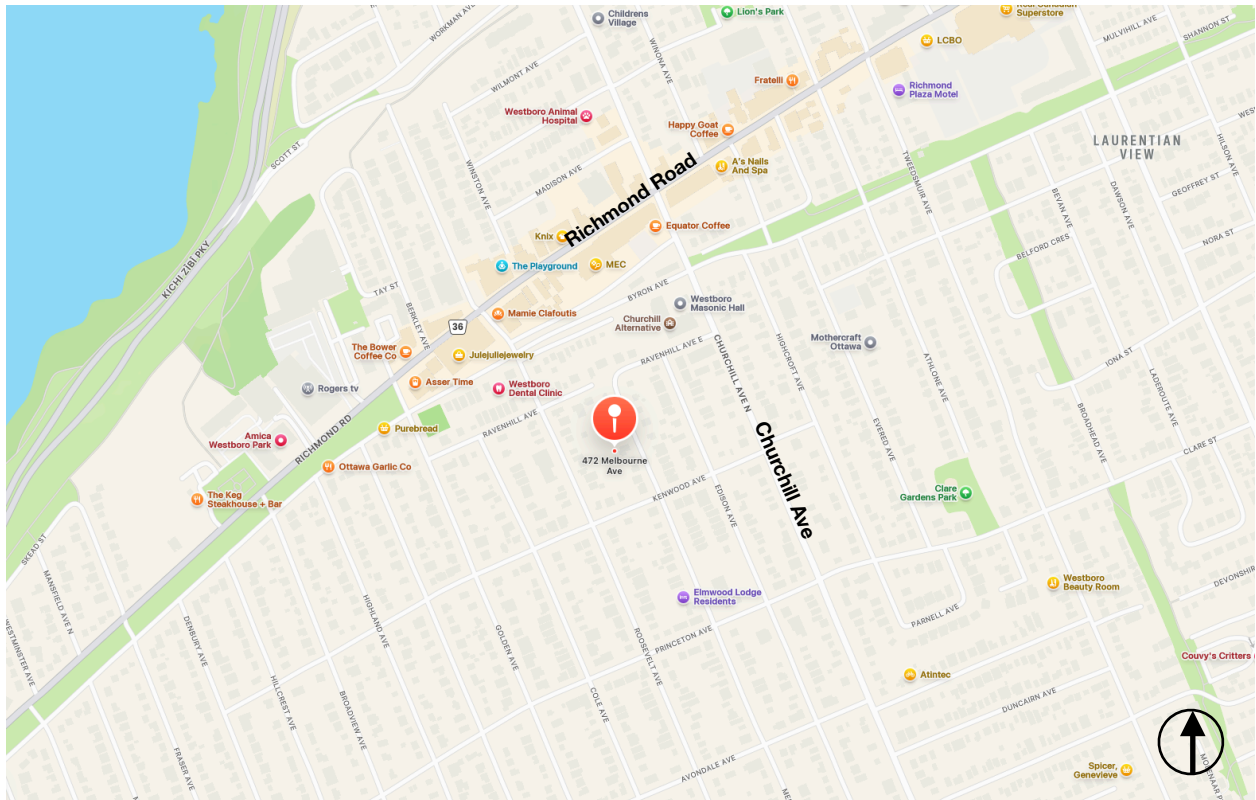


Figure 1: Location Plan

Given the status of the proposed New Zoning By-law, a review of both Zoning By-laws have been undertaken in this report and a list of relief items have been identified for both By-laws.

Included with this application are the following items:

- [Survey
- [Draft Reference Plan
- [Site Plan
- [Elevations
- [Tree Information Report
- [Parcel Abstract
- [Application Forms and Fees

Details of Severance Application

- (a) Parts 1 and 2, to be severed, lot area 568.60 m², lot frontage 10.05 m. Part 2 contains an easement for access in favour of Parts 3 and 4.
- (b) Part 3 and 4, to be retained, lot area 568.1 m², lot frontage 10.05 m. Part 3 contains an easement for access in favour of Parts 1 and 2.

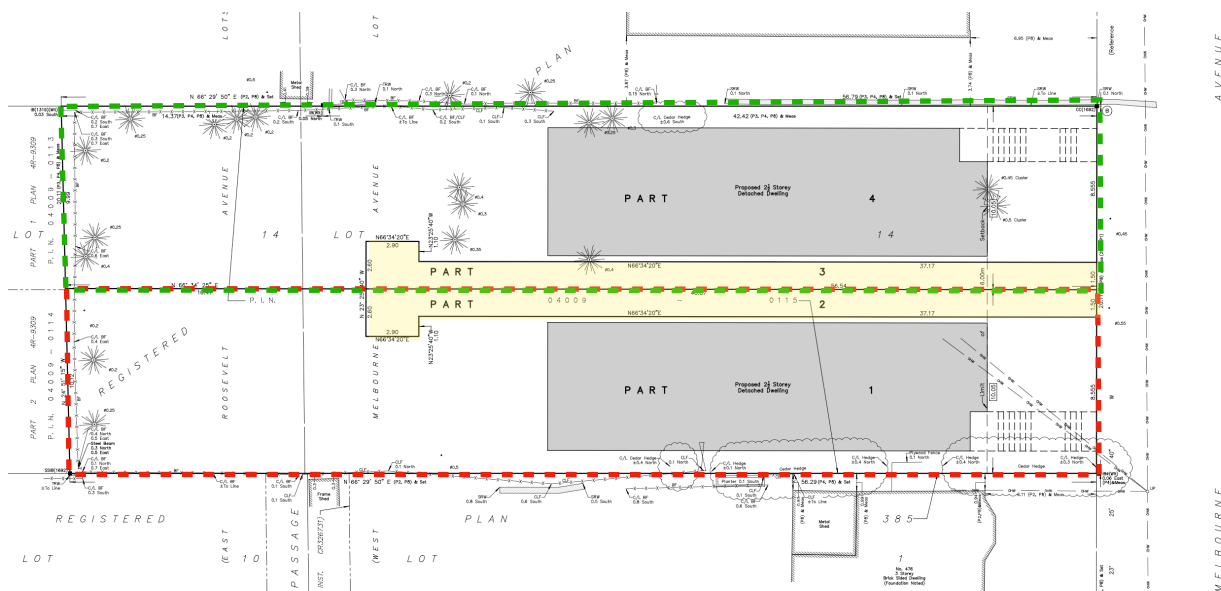


Figure 2: Draft Reference Plan. Part 1+2 Severed in Red, Part 3+4 Retained in Green, Parts 3+4 Subject to Right-of-Way permissions

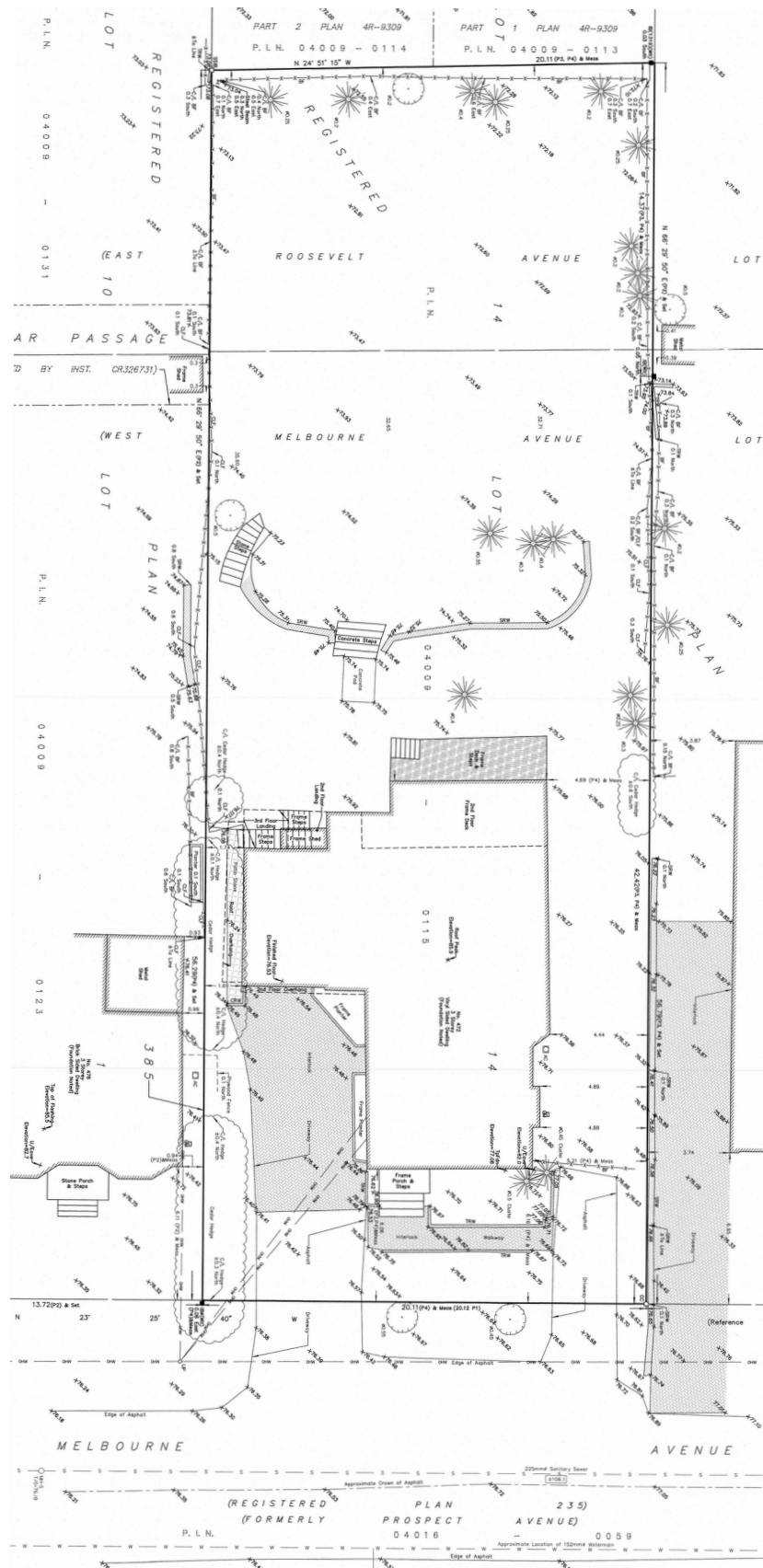


Figure 3: Extract of Survey

Minor Variances

Due to the transition between By-law 2008-250 and By-law 2026-050, variances are required to both By-laws.

(Part 1, 2)

The following variances are required under By-law 2026-050

- (a) To permit a maximum building depth of 24.1 m, whereas the maximum building depth is 20 m (By-law 2026-050)
- (b) To permit a maximum building height of 10.19 m whereas the maximum building height is 8.5 m (By-law 2026-050) *Note: Please see note below*
- (c) To permit a maximum permitted projection of 7.0 m into the rear yard, whereas the maximum permitted projection is 2.0 m into any yard. (By-law 2008-250 / 2026-050)

The provisions resulting from the Westboro Infill Study (Section 146, Schedule 430, Exception 2687 and Height Suffix 8.5) were not collectively carried forward into By-law 2026-050 which resulted in partial provisions now unrelated to counterpart provisions. Staff have acknowledged this and it is expected to be resolved during the review of the exception provisions as part of staff direction related to By-law 2026-050.

The following variances are required under By-law 2008-250

- (d) To permit a maximum building height of 10.19 m whereas the maximum building height is 10.0 m for a 1:2 slope pitched roof (By-law 2008-250)
- (e) To permit a minimum interior side yard of 1.2 m, whereas the minimum interior side yard required is 1.5 m (By-law 2008-250)
- (f) To permit a maximum permitted projection of 7.0 m into the rear yard, whereas the maximum permitted projection is 2.0 m into any yard. (By-law 2008-250 / 2026-050)
- (g) To permit a maximum building depth from front lot line of 30 m whereas maximum building depth into site from front lot line is 24 m (By-law 2008-250)

(Part 3, 4)

The following variances are required under By-law 2026-050

- (a) To permit a maximum building height of 9.24 m whereas the maximum building height is 8.5 m (By-law 2026-050)
- (b) To permit a maximum permitted projection of 7.0 m into the rear yard, whereas the maximum permitted projection is 2.0 m into any yard. (By-law 2026-050)
- (c) To permit a maximum building depth of 24.1 m, whereas the maximum building depth is 20 m (By-law 2026-050)

The following variances are required under By-law 2008-250

- (d) To permit a maximum building height of 9.24 m whereas the maximum building height is 8.5 m for a flat-roofed building (By-law 2008-250)
- (e) To permit a minimum interior side yard of 1.2 m, whereas the minimum interior side yard required is 1.5 m (By-law 2008-250)
- (f) To permit a maximum building depth from front lot line of 30 m whereas maximum building depth into site from front lot line is 24 m (By-law 2008-250)
- (g) To permit a maximum permitted projection of 7.0 m into the rear yard, whereas the maximum permitted projection is 2.0 m into any yard. (By-law 2008-250)

SITE & CONTEXT

Site

The subject site is a rectangular interior lot located along the west side of Melbourne Avenue, south of Richmond Road and north of Carling in the Westboro neighbourhood. The subject site is wider than a few lots in the area and also notably deeper, creating an offset rear yard context. It is located in proximity to transit and amenities which are primarily provided on Richmond Road.



Figure 4: Aerial view of lot context



Figure 5: View of existing 2-storey dwelling at site

- [Lot frontage: 20.10 m
- [Lot depth: 56.32 m
- [Lot area: 1137.20 m²

Figure 6: View from north neighbour's driveway



Figure 7: Extract of OC Transpo Route Map

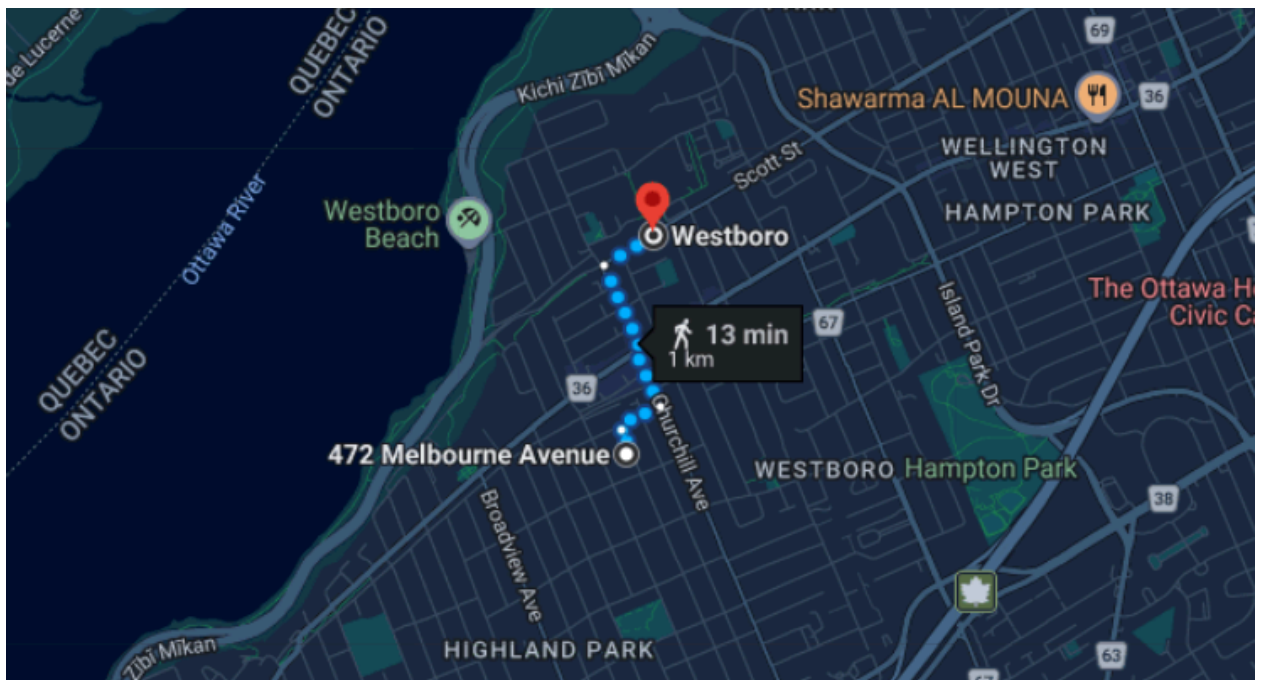


Figure 8: Map identifying walking distance to nearest LRT station.

Context

The site is located within a medium-density neighbourhood consisting of single-detached dwellings, semi-detached dwellings, multi-unit dwellings, townhomes, and mid-rise buildings north on Byron Avenue.

The neighbourhood different lot sizes reflecting the varied nature of density and development in the area.

The site is within walking distance to Richmond Road which contains a number of amenities including restaurants, groceries, cafes, institutional, medical facilities, retail, personal service businesses among other things.

The planned context of this Neighbourhood Designation within the Inner Urban Transect is to permit maximum heights of 3-4 storeys and to promote intensification with smaller setbacks and a greater building to lot ratio.

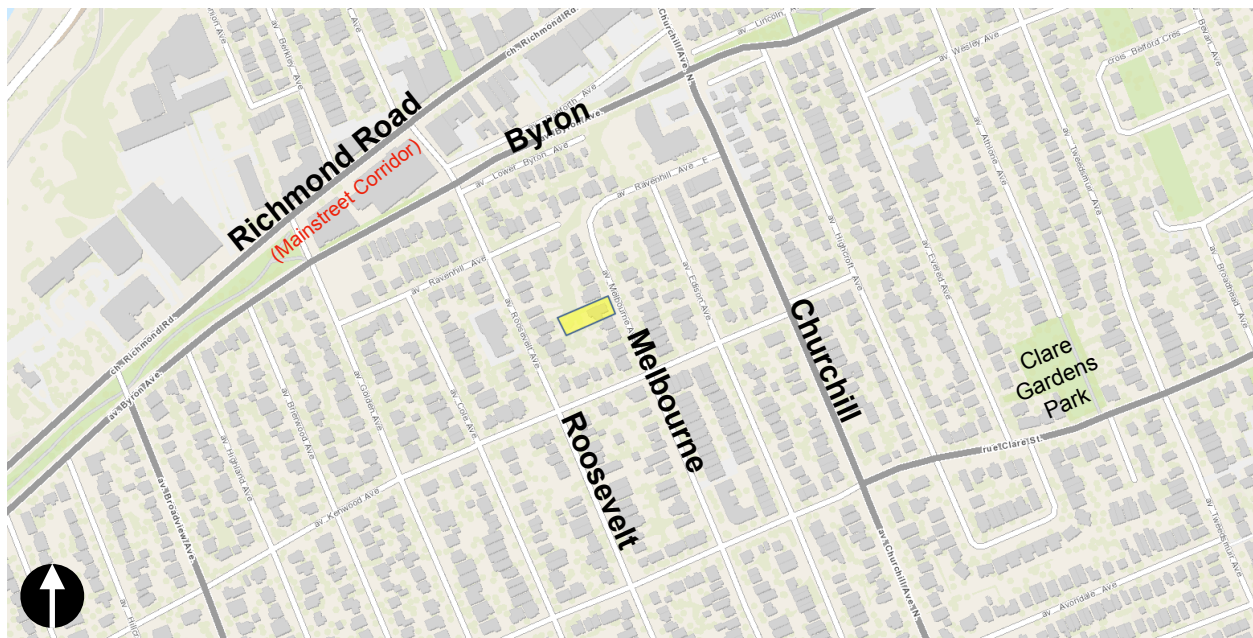


Figure 9: Map of existing built-form context



Figure 10: View looking north on Melbourne at Kenwood Ave



Figure 11: View looking south on Melbourne at Kenwood Ave



Figure 12: View east side of Melbourne Ave, showing similar two-storey structures



Figure 13: Birds eye view aerial context of subject site relative to Richmond Road and Churchill Ave

PROPOSED DEVELOPMENT

The proposed development is to demolish the existing dwelling on the subject lot, sever the lot into two roughly equal portions (~568 m² each) and construct two new 2.5-storey single-detached dwellings.

The two dwellings will share a central driveway that straddles the newly proposed property line where each respective dwelling will have access to a rear parking garage access going into the basement, and contains a first-floor level deck (due to the site's grading) that projects over the parking to shield it and provide amenity off the main living area, amenity that is screened from abutting neighbours. Parking access in the rear ensures there are reduced vehicular prominence at the streetscape.

The lot is a unique configuration in that its rear yard extends deeper than abutting rear yards. The intent is to accommodate a larger dwelling to support the potential for multi-generational living or larger families.

The first-floor deck extends 7 m to serve as a cover over the garage access area. It does not encroach less than 1.0 m to any property line, and will be screened on the sides to secure privacy for abutting neighbours.

A Tree Information Report (TIR) has been prepared. There are six protected trees to be removed, two protected trees to be retained, and six proposed new medium size trees. The TIR is provided as Appendix A.



Figure 14: Front view render



Figure 14: Front view render (View 2)

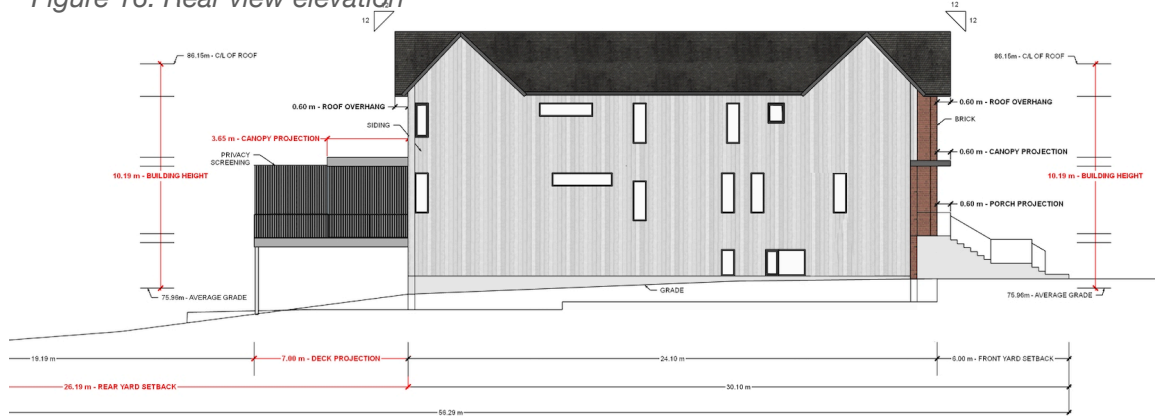


Figure 15: Front view render (View 3)



472 and 474 MELBOURNE AVE
REAR ELEVATION

Figure 16: Rear view elevation



472 and 474 MELBOURNE AVE
LEFT ELEVATION
ART HOUSE DESIGN
SCALE 1:50
MARCH 11 2026

Figure 17: Example side view elevation showing privacy screen

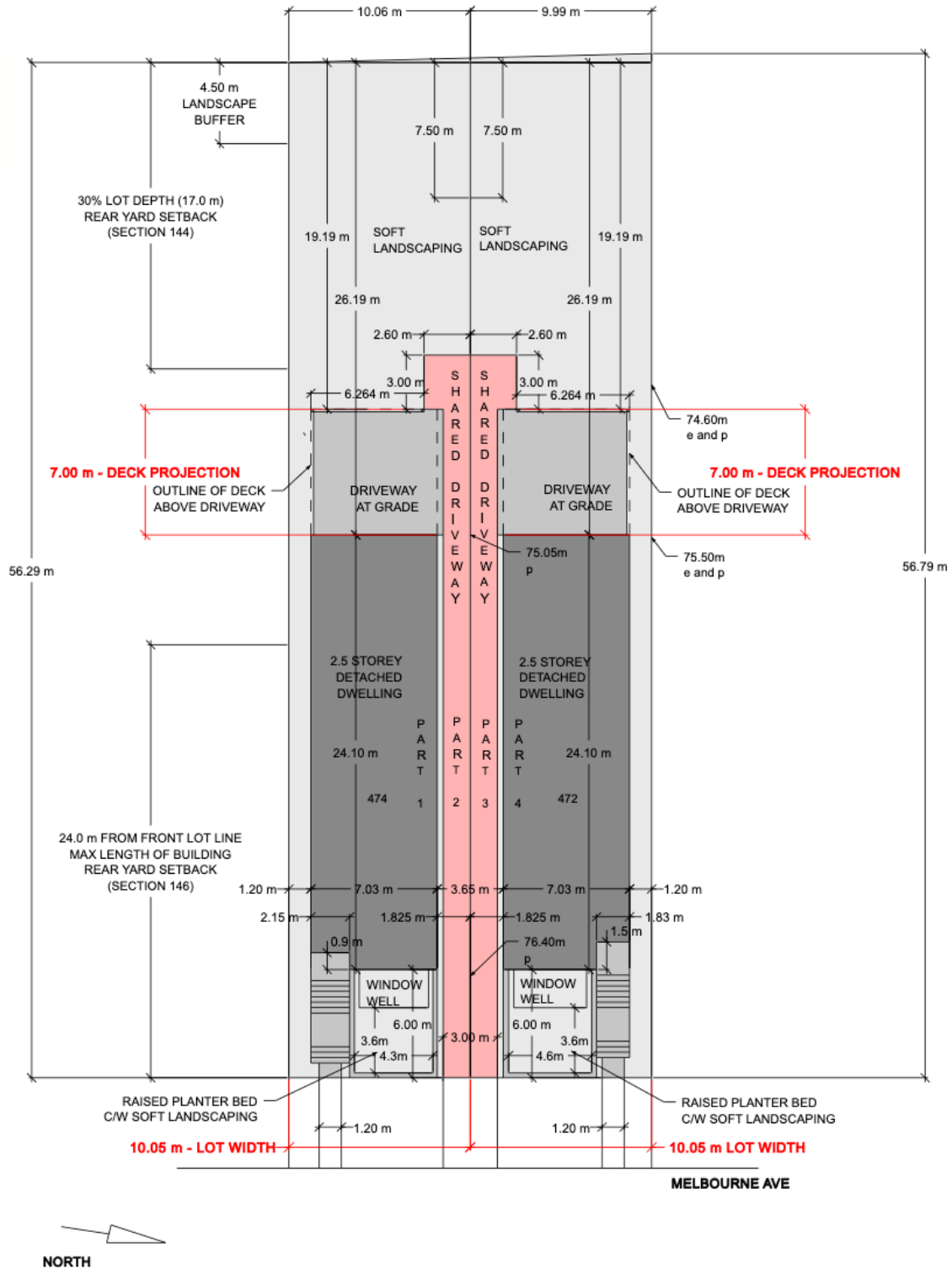


Figure 18: Extract of Site Plan

POLICY REVIEW

In order to obtain approval of the proposed minor variance and consent to sever application, the following documents are required to be review: Provincial Planning Statement, City of Ottawa Official Plan, and City of Ottawa Zoning By-law 2008-250 as well as the draft proposed Zoning By-law scheduled to go to Council in January 2026.

Provincial Planning Statement, 2024

In order to obtain approval of the proposed permission application required to sever the subject lot and construct two single detached dwellings, a review of the relevant and applicable policies and provisions is required. These are reviewed and discussed below. Relevant policies will be indicated in *italics*.

The Provincial Planning Statement, 2024 (PPS) came into effect on October 20, 2024, and merges the previous “A Place to Grow: Growth Plan for the Greater Golden Horseshoe” and the “PPS (2020)”. It provides broad policy direction on land use planning and development, emphasizing intensification to reach a target of 1.5 million homes by 2031.

These policies must be integrated with other provincial and municipal plans, including local Official Plans and Secondary Plans, and all planning decisions must be consistent with the PPS. Relevant policies from the PPS are outlined below, with the specific policies provided in italics Section 2.0 provides policies to ensure that planning authorities prepare for long-term growth by using provincial forecasts, maintaining adequate land for residential and other uses, and incorporating any additional growth from zoning orders into future plans. It emphasizes the creation of complete, accessible, and equitable communities through a diverse mix of land uses.

Section 2.1 - Planning for People and Homes

2.1.6 Planning authorities should support the achievement of complete communities by:

- a. accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;*
- b. improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and*
- c. improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.*

Section 2.2 - Housing

Policy 2.2.1. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:

- a. *establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate-income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;*
- b. *permitting and facilitating:*
 - 1. *all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and*
 - 2. *all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;*
- c. *promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and*
- d. *requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.*

Comment | The proposal results in the construction of two residential dwellings where there is currently one. The proposal also ensures that the neighbourhood contains a greater mix of housing options and increases the supply of housing availability in a manner that is compatible, promotes sensitive density, and contributes to development near an arterial road, that being Richmond Road.

Section 2.3 - Settlement Areas and Settlement Area Boundary

Section 2.3 directs growth in Ontario's settlement area, particularly near strategic growth areas and major transit stations. It states that planning authorities shall establish minimum intensification and redevelopment targets to create complete communities within designated growth areas to ensure orderly development and sufficient infrastructure provision.

2.3.1.1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.

2.3.1.2 Land use patterns within settlement areas should be based on densities and a mix of land uses which:

- a. *efficiently use land and resources;*
- b. *optimize existing and planned infrastructure and public service facilities;*
- c. *support active transportation;*
- d. *are transit-supportive, as appropriate; and*
- e. *are freight-supportive.*

2.3.2.1 States that planning authorities shall consider the following for new settlement areas and boundary expansions:

- a. *the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses;*
- b. *if there is sufficient capacity in existing or planned infrastructure and public service facilities;*
- c. *whether the applicable lands comprise specialty crop areas;*
- d. *the evaluation of alternative locations which avoid prime agricultural areas and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in prime agricultural areas;*
- e. *whether the new or expanded settlement area complies with the minimum distance separation formulae;*
- f. *whether impacts on the agricultural system are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance; and*
- g. *the new or expanded settlement area provides for the phased progression of urban development.*

Comment | The residential development results in a more efficient use of available land, resources, and infrastructure by utilizing an existing, serviced parcel within the urban settlement area for the proposed infill. Its location near Richmond Road, which contains multiple transit options, cycling, and amenities. The development of two single-detached residential dwellings is contextually appropriate and aligns with the policies of the PPS 2024.

Section 4.0 of the PPS provides policies aimed at protecting Ontario’s natural heritage, water, agricultural, mineral, cultural heritage, and archeological resources in order to preserve the province’s long-term prosperity, environmental health, and social wellbeing.

Section 5.0 of the PPS contains policies to protect the health and safety of Ontarians, reducing risk from natural and human-made hazards by directing development away from hazard areas.

Based on our review, it is our professional planning opinion that the proposed development is consistent with the policies of the Provincial Policy Statement (PPS), 2024.

City of Ottawa Official Plan

Designation: *Neighbourhood, within the Inner Urban Context (B2)*

Section 2 contains the overarching strategic directions of the new Official Plan, centred around the Five Big Moves. These five broad strategic directions call for increased growth through intensification, sustainable transportation, context-based urban and community design, environmental, climate, and health resiliency embedded into planning policy, and planning policies based on economic development. Six cross-cutting issues have also been identified as essential to the achievement of liveable cities, which are related to intensification, economic development, energy and climate change, healthy and inclusive communities, gender equity, and culture.

The proposed infill achieves a context-based and compatible development that is appropriate for the existing inner urban neighbourhood. It supports gradual density, efficient use of land, and support of the amenities and transit along Richmond Road.

Section 3 of the Official Plan provides a renewed growth management framework that directs various types and intensities of growth to appropriate areas, ensuring that adequate land is provided to accommodate new growth. Most of the future growth in population and jobs is expected to occur within the urban settlement area, with the balance being accommodated in rural areas. Six transect policy areas underpin this growth management framework, with each transect policy area planning for new growth accommodation in accordance with the existing development context. Tailored direction is provided to gradually transition lands within these transects towards 15-minute communities.

The subject site is located in the inner urban area within an established residential neighbourhood just south of Richmond Road and west of Churchill Ave. It is currently developed with a two-storey dwelling on a large lot with large yards. The development, being the consent and the two new singles, contributes to the direction to support new growth in an appropriate and sensitive manner.

Section 4 of the Official Plan provide policies applicable to development throughout the City, including those for more sustainable modes of transportation and the design and creation of healthy, 15-minute neighbourhoods. It also promotes housing choice to accommodate a variety of needs.

Section 4.6 provides policies aimed at regulating the design of built form and the public realm in a manner that supports 15-minute neighbourhoods. It emphasizes design excellence throughout the City, especially in Design Priority Areas. The subject site is not located within a Design Priority Area.

The proposed two detached dwellings will be two storeys in height. Two storeys is supported in the Official Plan as a minimum under Table 7 in Section 5 for Inner Urban Transect Neighbourhoods. The maximum number of storeys is 4, where appropriate.

Section 5.2 provides direction for Inner Urban Transects. This transect represents pre-war neighbourhoods surrounding the Downtown Core and the adjacent post-war neighbourhoods. The intent of Section 5.2 is to enhance the existing urban built form pattern, site design, and mix of uses. It is generally planned for mid-to-high density development, subject to transit proximity and secondary plans or area-specific policies. Within Neighbourhoods, between two and four storeys is permitted is noted above.

Comment | The proposed 2-storey detached dwellings represent a contextually-appropriate building height that aligns with the height direction for Neighbourhoods in the Inner Urban Transect. The development contributes to enhancing the existing built form in the neighbourhood while supporting intensification in a complementary form.

The proposed development of two single-detached two-storey dwellings in an inner urban transect conforms to the City of Ottawa Official Plan

City of Ottawa Zoning By-law

The subject site is zoned R3R[2687] H(8.5) - Residential Third Density, subzone R, exception 2687, maximum building height of 8.5 metres. Zoning under By-law 2026-050 will be N3C [2687] H(8.5) - Neighbourhood Zone 3, Subzone C, exception 2687, maximum building height 8.5 metres. The subject site is inside the greenbelt and is located within a mature neighbourhood, as such, Sections 139, 140, 144, and 146 of the Zoning By-law are applicable. Compliance issues are highlighted and linked to each respective By-law. As the new Zoning By-law 2026-050 was enacted March 11 2026, subject to a 20 day appeal period, it is identified that both By-laws are applicable and as such variances have been sought to both, indicating which items of relief are required.

During review of the variances and zoning provisions, it was identified and further raised with staff that the outputs of the Westboro Infill Study were split during the creation of By-law 2026-050 resulting in an uneven application of provisions, where the height suffix of 8.5 m is no longer paired with the permissions for a 10 m height maximum for pitched rooflines captured in Section 146 of By-law 2008-250. Staff have indicated that they will address this as part of their exercise to review the Exception Provisions as part of a Staff Direction from Council.

Under By-law 2008-250, relief is required to height, interior yard setback, permitted projection, and maximum depth of a building from the front lot line.

Under By-law 2026-050, relief is required to height, permitted projection, and maximum depth of a building.

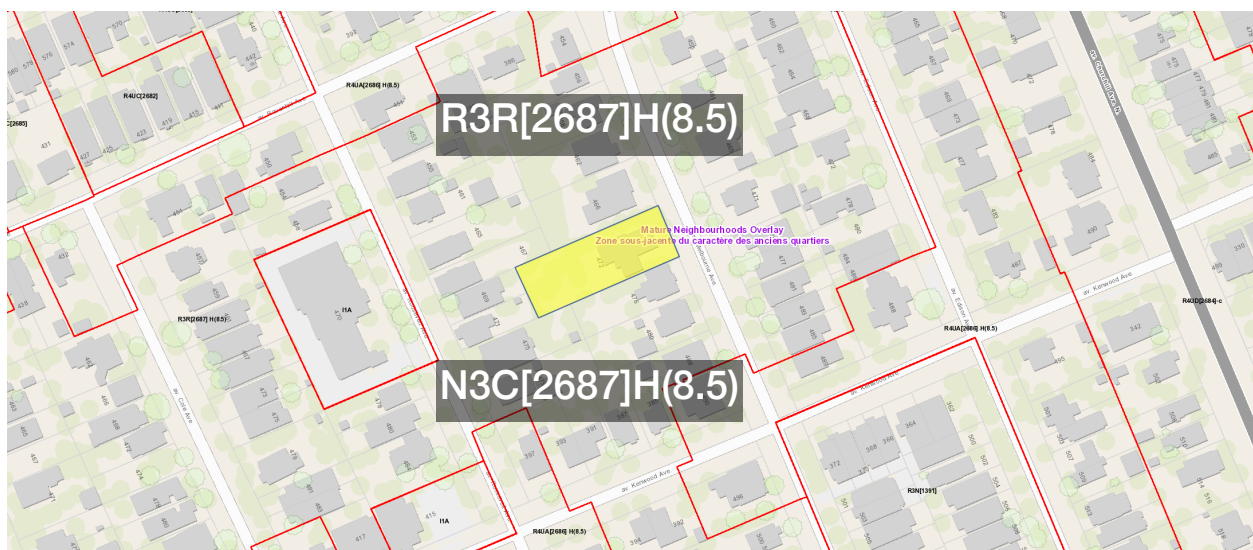


Figure 19: Zoning Map

472 Melbourne	R3R[2687]H(8.5) By-law 2008-250	Part 1, 2	Part 3, 4	N3C[2687]H(8.5) By-law 2026-050
Zoning Non-Compliance Legend: By-law 2008-250 / By-law 2026-050 / Both				
Permitted Uses	Various residential, including singles[2687] Permit Townhouse Additional Unit	Single-detached	Single-detached	Dwelling Unit
Max No. Dwelling Units	NA	1	1	2.5/100m ² of Lot Area. Max 12 per Building
Minimum Lot Width	10 m (Exception)	10.05 m	10.05 m	10 m
Minimum Lot Area	300 m ² (Exception)	568.6	568.1	NA
Max Building Height (May be increased to 10 m for min 1:2 slope on Pitched Roof)	Part 1 (10 m)	10.19 m		8.5 m
	Part 2 (8.5)		9.24 m	
Minimum Front Yard Setback	3.0 m	6 m	6 m	4.5 m
Minimum Front Yard Landscaping	35% (10.05 x 3.0 m)x35%=10.55 m ²	16.56 m ² (aggregated)	16.56 m ² (aggregated)	35% (10.05 x 3.0 m)x35%=10.55 m ²
Total Interior Side Yard Setback	1.8 m	3.0 m	3.0 m	2.4 m (Total)
Min. Single Interior Yard	1.5 m (Exception)	1.2 m	1.2 m	0.6 m
Minimum Rear Yard Setback	30% of Lot Depth = 16.89 m	26.19 m	26.19 m	25 % of Lot Depth = 14.08 (Max 7.5 m)
Rear Yard Area	25% of Lot Area = 142 m ² (per Part)	190 m ²	190 m ²	50% of Rear Yard (84 m ² per Part)
Maximum Building Depth	NA	24.1	24.1	20 m
Permitted Projections	1.0 m to PL (Min) 2.0 m Project (Max)	19.19 m to Rear PL	19.19 m to PL	1.0 m to PL (Min)
		1.2 m to Side PL	1.2 m to PL	2.0 m Project (Max)

472 Melbourne	R3R[2687]H(8.5) By-law 2008-250	Part 1, 2	Part 3, 4	N3C[2687]H(8.5) By-law 2026-050
		7.0 m Project (Max)	7.0 m Project (Max)	
Front Facade	NA	32.4% Glazing	45.1% Glazing	Min 25% Glazing
Walkway Separation	Where walkway extends from ROW must be separated from driveway by 0.6 m	4.6 m	4.6 m	
Walkway Size and Permissions	Min. Lot Width for ROW Walkway: 10 m	Lot Width: 10.05	Lot Width: 10.05	
	Max Width: 1.2 m	Max Width: 1.2 m	Max Width: 1.2 m	Min: Width: 1.2 m
Maximum Width of Shared Driveway	3.0 m	3.0 m		NA
Front Facade Recession	20% Setback 0.6 m from Front Wall (S.146)	30.6% Setback 0.9 m from Front Wall	26.0% Setback 1.5 m from Front Wall	NA
Rear Landscaped Buffer	4.5 m (S.146)	19.19 m	19.19 m	NA
Maximum Building Depth into Site	24 m from front lot line (S.146)	30 m	30 m	NA

Planning Act Review

The consent to sever application along with the Minor Variances requested requires a review of two different sections of the Planning Act. These are reviewed below.

Section 53

In order to sever the lot, a review of section 53 of the Planning Act is necessary. This section sets out the procedures for the consideration and approval of consents.

Section 53(1)

Upon review of the proposed Consent to Sever for 472 Melbourne Ave, the proposal is to create only one additional new lot and no new roads are being created. For this reason, a Plan of Subdivision for these lands is not necessary for the proper and orderly development of the municipality.

Section 53(2)(3)

According to the S. 53 (2), (3), the applicant must provide the council or the Minister with any prescribed information or any additional relevant material necessary to make a decision on the application. When considering the application for consent, S. 53 (12) states that the Approval Authority must regard the criteria specified in S. 51 (24) of the Planning Act. This will be examined in further detail below.

Section 51 (24)

The following is a review of Section 51(24) of the Planning Act to assess the suitability of the proposed severance to sever the single lot at 472 Melbourne Ave into two equal lots to build two 2.5-storey residential dwellings. In the Planning Act, a series of conditions are presented that state in the case of any subdivision of land, including consent to sever, regard shall be had to:

1. *The effect of the development of the proposed subdivision on matters of provincial interest as referred to in Section 2;*

The proposed consent allows for the creation of two lots. The severance is consistent with all the applicable provincial policies including the Provincial Planning Statement. The proposed consent has regard to matters of Provincial interest as identified in Section 2 of the Planning Act.

2. *Whether the proposed subdivision is premature or in the public interest;*

The proposed consent to sever is not premature and is in the public interest. It facilitates the creation of a new lot and provides additional housing within an existing community, using existing services, and resources.

3. *Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;*

The proposed consent conforms to the City of Ottawa's Official Plan as it supports the residential use of the property and creates smaller lots which facilitate intensification within the inner urban context.

4. *The suitability of the land for the purposes for which it is to be subdivided;*

The severance proposes the creation of two total lots from the existing parcel. The resulting lots would be rectangular and reflect Official Policy intentions to increase density in the Inner Urban Transect. Each parcel will be used for a single detached dwelling that is appropriately sized, and suitable to accommodate the use.

5. *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;*

No new roads are proposed as part of this land severance.

6. *The dimensions and shapes of the proposed lots;*

The two lots will be rectangular, compatible with the lot fabric and with frontage on a public street.

7. *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 additional limitations or proposed restrictions affect either the retained or proposed lot and their respective uses, aside from those outlined in the Zoning By-law.

8. *Conservation of natural resources and flood control;*

As a necessary condition for any severance application, the proposed consent necessitates a grading and drainage plan to demonstrate how runoff will be managed. The property does not fall within a floodplain.

9. *The adequacy of utilities and municipal services;*

The site has adequate access to utilities and municipal services to serve both parcels and will use the existing utilities available.

10. *The adequacy of school sites;*

The consent will result in an additional single dwelling, which will have a minor impact, if any, on the surrounding schools. There are schools located nearby.

11. *The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;*

No part of the proposed lands will be conveyed or allocated for public purposes. Melbourne Avenue does not have a protected Right-of-Way.

12. *The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and*

The proposed severance would make use of existing services, and resources. This added density results in a more efficient use of the nearby services and allows for a seamless transition of intensification.

13. *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).*

The proposed development does not require Site Plan Approval and is considered to be a minor development proposal.

Section 45(1)

Section 45(1) Review for Parts 1+2

Are the variances minor?

- > Yes, the variance to permit increased maximum height of 10.19 m is supportable because the intent is to support 10 m for pitched rooflines as detailed earlier in this report. A variation from 10 m to 10.19 metres results in half of a foot of extra height at the mid-peak of the roof which will not be perceptible from the ground or abutting neighbours.
- > Yes, the variance to permit a maximum building depth and depth from front lot line as per Variances (a) and (g) address the same general intent which is to prevent overlay large dwellings on larger lots.

The building depth from 20 m to 24.1 m is to support the potential for multi-generational living opportunities in an comparable size to the existing dwelling floor plates in the area. The abutting neighbours have floor plates of 229 m² and 134 m² respectively whereas the proposed dwellings have floor plates of 180 m². The severed lands necessitates a smaller floorplate than the abutting neighbour to the north but with the multi-generational intents necessitates a greater floorplate than the smaller dwelling to the south. The additional 4 metres is supportable for this level of intensification and fits well within the context as demonstrated below.



Figure 20: Plan illustrating proposed built form within existing context

- > Yes, the variance to permit a maximum projection of 7 m instead of 2 m is to cover the parking access area and provide amenity space directly off of the main living space. It allows something comparable to rooftop amenity space allowing easy outdoor accessibility without having to go out through the garage to the backyard. The backyard is intended to be treed and remain natural with the amenity space on the extended first floor deck.
- This is possible and supportable due to the depth of the lot where the location of the projection is within the tree lines of neighbours trees and therefore does not oversee a neighbour's amenity space and due to the depth of the lot there remains a full 19.19 metres of unencumbered rear yard on both subject lots.
- In order to ensure full privacy despite the location among the treed areas, privacy screens are proposed along the glass rails of the first floor deck.
- Do the variances meet the intent and purpose of the Official Plan
- > Yes. The variance enables a new lot to be constructed with an appropriate built form for the inner urban context where the building height of 10.19 metres is appropriate for a pitched roof design and addresses the minimum 2 storey requirement under the Official Plan in a designation where 3 and 4 storeys are also permitted.
- The building depth and extended first floor outdoor amenity are proposed to accommodate a comparable Gross Floor Area to the existing context with parking interior to the rear of the building and accessed via a shared driveway all in line the general direction of built form for the inner urban context. The proposed amenity and building depth do not create any significant impact and result in offsetting amenity spaces to preserve privacy. The site retains trees where appropriate and proposes new plantings in the ample sizes yards that support tree canopy maturity.
- > Yes, the proposed provisions are intended to support intensification and infill in an appropriate manner and this intent is achieved. Maximum building height, which is intended to support 10 m for pitched roof designs, is the case for the south lot (Part 1+2) which exceeds only by half of a foot and therefore maintains this intent. The 8.5 m applicability under the new By-law is a transition discrepancy as described above.
- Do the variances meet the intent and purpose of the Zoning By-law?
- > Yes, the proposed building heights of 10 m and 8.5 m respectively (accommodating for By-law transition discrepancy) is intended to support two storey dwellings without greatly deviating from the existing context. The building height of 10.19 m is an imperceptible deviation from the intended 10 m and therefore continues to meet the intent and purpose of By-law.

- > The intent of these provisions is to prevent overly large dwellings on larger lots from invading the rear yard spaces. The proposed extension is suitable to the lot size, does not affect privacy of the abutting neighbours, and serves to support a comparable GFA to the abutting lots in a slightly longer configuration while maintaining preservation of the green rear yard corridor internal to the block due to the large rear yard of the subject lot.
- > The intent of the limit on permitted projections is to minimize intrusion on privacy from decks overlooking rear neighbours. In this case, there remains 19.19 m to the rear lot line and due to the buildings depth, the amenity deck is offset from neighbouring amenities spaces. Given the location of the deck projections, the screening, and the significant remaining rear yard depth, the intent and purpose of the provision is maintained.
- Are the variances desirable for the appropriate use of the land? > Yes, the proposed two-storey dwellings are desirable for the appropriate use of the lot. The lot is zoned to support intensification, a tighter urban fabric, parking areas away from the street, and multi-generational living support.

Both proposed dwellings mitigate privacy through offset and screening and utilize the lots depth in order to do so without compromising green space or space for trees in the rear yard which can maintain a nearly 20 m depth from the rear lot line to the first floor deck.

Section 45(1) Review for Parts 3+4

- Are the variances minor? > Yes, the variance to permit increased maximum height of 9.24 m is supportable because the intent is to support 8.5 m for flat rooflines. A variation from of 0.7 metres (2.2 feet) will not be a significant deviation or barely perceptible from the ground or abutting neighbours.
- > Yes, the variance to permit a maximum building depth and depth from front lot line as per Variances (a) and (g) address the same general intent which is to prevent overlay large dwellings on larger lots.
- > The building depth from 20 m to 24.1 m is to support the potential for multi-generational living opportunities in an comparable size to the existing dwelling floor plates in the area. The abutting neighbours have floor plates of 229 m² and 134 m² respectively whereas the proposed dwellings have floor plates of 180 m².

The severed lands necessitates a smaller floorplate than the abutting neighbour to the north but with the multi-generational intents necessitates a greater floorplate than the smaller dwelling to the south. The additional 4 metres is supportable for this level of intensification and fits well within the context as demonstrated below in the previous response above and the figure provided.

- > Yes, the variance to permit a maximum projection of 7 m instead of 2 m is to cover the parking access area and provide amenity space directly off of the main living space. It allows something comparable to rooftop amenity space allowing easy outdoor accessibility without having to go out through the garage to the backyard. The backyard is intended to be treed and remain natural with the amenity space on the extended first floor deck.

This is possible and supportable due to the depth of the lot where the location of the projection is within the tree lines of neighbours trees and therefore does not oversee a neighbour's amenity space and due to the depth of the lot there remains a full 19.19 metres of unencumbered rear yard on both subject lots.

In order to ensure full privacy despite the location among the treed areas, privacy screens are proposed along the glass rails of the first floor deck.

Do the variances meet the intent and purpose of the Official Plan

- > Yes. The variance enables a new lot to be constructed with an appropriate built form for the inner urban context where the building height of 9.24 metres is appropriate for a flat roof design and supports the minimum 2 storey requirement under the Official Plan in a designation where 3 and 4 storeys are also permitted.
- > The building depth and extended first floor outdoor amenity are proposed to accommodate a comparable Gross Floor Area to the existing context with parking interior to the rear of the building and accessed via a shared driveway all in line the general direction of built form for the inner urban context. The proposed amenity and building depth do not create any significant impact and result in offsetting amenity spaces to preserve privacy. The site retains trees where appropriate and proposes new plantings in the ample sized yards that support tree canopy maturity.
- > Yes, the proposed provisions are intended to support intensification and infill in an appropriate manner and this intent is achieved. Building height, intended to support minimum 2 storeys but support 3 within neighbourhoods meets the intent and purpose of the Official Plan.

Do the variances meet the intent and purpose of the Zoning By-law?

> Yes. The variances obtaining relief to the maximum depth of a building within the lot results in a minimum extension of the building to support comparable floorplate GFA in the area for other two storey dwellings. It allows additional intensification without compromising living space for large or multi-generational families. Further, the extension of the building allows the first floor deck amenity area to be offset from the abutting amenity spaces, and though privacy screens are provided, the offset resulting from the proposed building depth supports greater levels of privacy especially as noted there is a rooftop deck on the property at 466 Melbourne Ave to the north.

Are the variances desirable for the appropriate use of the land?

> Yes, the proposed two-storey dwellings are desirable for the appropriate use of the lot. The lot is zoned to support intensification, a tighter urban fabric, parking areas away from the street, and multi-generational living support.

Both proposed dwellings mitigate privacy through offset and screening and utilize the lots depth in order to do so without compromising green space or space for trees in the rear yard which can maintain a nearly 20 m depth from the rear lot line to the first floor deck.

Conclusion

The proposed consent to sever and associated minor variances are required to facilitate a modest infill development that will result in a net gain of one additional residential dwelling within an inner urban context close to transit and amenities. The proposal will divide the existing parcel into two similarly sized lots and permit the construction of two single-detached dwellings that are compatible with the surrounding built form while making more efficient use of serviced urban land.

The proposed development is consistent with the Provincial Planning Statement, 2024, which encourages intensification, efficient use of infrastructure, and the provision of a range of housing options within settlement areas. The proposal introduces an additional dwelling unit within the urban boundary and within walking distance of transit, services, and amenities along Richmond Road. As such, it contributes to the creation of complete communities and supports the Province's direction to accommodate growth through intensification in established neighbourhoods.

The proposal conforms with the City of Ottawa Official Plan, which identifies the subject property within the Neighbourhood designation of the Inner Urban Transect. The Official Plan supports intensification in urban residential areas through compatible forms of development that respect the surrounding context. The proposed two-storey dwellings represent a built form that aligns with the intended scale of development for neighbourhood areas and contributes to the efficient use of existing municipal infrastructure while supporting the broader objective of creating walkable 15-minute communities.

While several minor variances are required under Zoning By-law 2008-250 and the newly enacted Zoning By-law 2026-050, the requested relief is minor in nature, supporting two-storey dwellings with insignificant height variation, building depth to create floor plates and related GFA comparable to existing single-detached dwellings in the area without creating any undue or adverse impact on privacy and without encroaching into the rear yard. The requested variances maintain the general intent and purpose of the zoning by-laws, maintain appropriate setbacks and privacy relationships with neighbouring properties, and allow for a built form that remains compatible with the surrounding neighbourhood. The proposal satisfies the four tests under Section 45(1) of the Planning Act, as the variances are minor, desirable for the appropriate development of the land, and maintain the general intent and purpose of both the Official Plan and the Zoning By-law.

The proposed consent satisfies the criteria of Section 53 of the Planning Act, having regard for the considerations outlined in Section 51(24). The resulting lots will be appropriately sized and configured, will front onto an existing public street, and will be fully serviced by existing municipal infrastructure. The development does not introduce new roads, will not adversely impact surrounding uses, and represents an orderly and efficient form of urban intensification within an established neighbourhood.

It is the professional planning opinion of Q9 Planning + Design that the proposed consent to sever and associated minor variances represent good land use planning, are consistent with the Provincial Planning Statement, 2024, conform to the City of Ottawa Official Plan, maintain the general intent and purpose of the applicable Zoning By-laws, and satisfy the applicable tests of the Planning Act.

It is respectfully requested that the Committee of Adjustment approve the proposed Consent to Sever and Minor Variance applications for 472 Melbourne Avenue.

Yours truly,



Christine McCuaig, RPP MCIP M.PI
Principal Senior Planner + Project Manager



APPENDIX A
Tree Information Report



February 12, 2026

Liam Kealey
474-474 Melbourne Avenue
Ottawa, ON
K2A 1W3

RE: TREE INFORMATION REPORT (FULL) FOR 472-474 MELBOURNE AVENUE, OTTAWA

This Tree Information Report (TIR) was prepared by Integrated Forestree Services Inc. (IFS) in support of a severance application for 472-474 Melbourne Avenue. The need for this report is related to trees protected under the City of Ottawa's Tree Protection By-law (By-law No. 2020-340). The work proposed for residential lot includes the demolition of an existing dwelling and construction of two detached dwelling units (see plan on page 4 of this report).

Throughout the City of Ottawa, a TIR is required for infill developments and/or demolitions when a 'distinctive' tree is present (*i.e.* 30 cm in diameter at breast height (DBH) or greater). This includes distinctive trees on adjacent properties which have critical root zones (CRZ) extending onto a property slated for development or demolition. A "tree" is defined in the By-law as any species of woody perennial plant, including its root system, which has reached or can reach a minimum height of at least 450 cm at physiological maturity. The CRZ is calculated as DBH x 10 cm.

The approval of this TIR by the city and the issuing of a permit authorizes the removal of approved trees. Although this report may be used to support the application for a tree removal permit, it does not by itself constitute permission to remove trees or begin site clearing activities. No such work should occur before a tree removal permit is issued authorizing the injury or destruction of a tree in accordance with the By-law. *Importantly, prior written permission from adjacent property owners is required for the removal of shared or neighbouring trees if they will be lost or terminally damaged by construction activities.*

The inventory in this report details the assessment of eight trees – five fully on the subject property, one on adjacent private property and two on nearby City of Ottawa lands. Field work for this report was completed in November 2025.

TREE SPECIES, CONDITION, SIZE AND STATUS

Table 1 on pages 2 and 3 details the eight trees. Each tree is referenced by the numbers plotted on the tree information plan included on page 4 of this report. Pictures 1, 2 and 3 on pages 8, 9 and 10 show selected trees on and adjacent to the subject property.

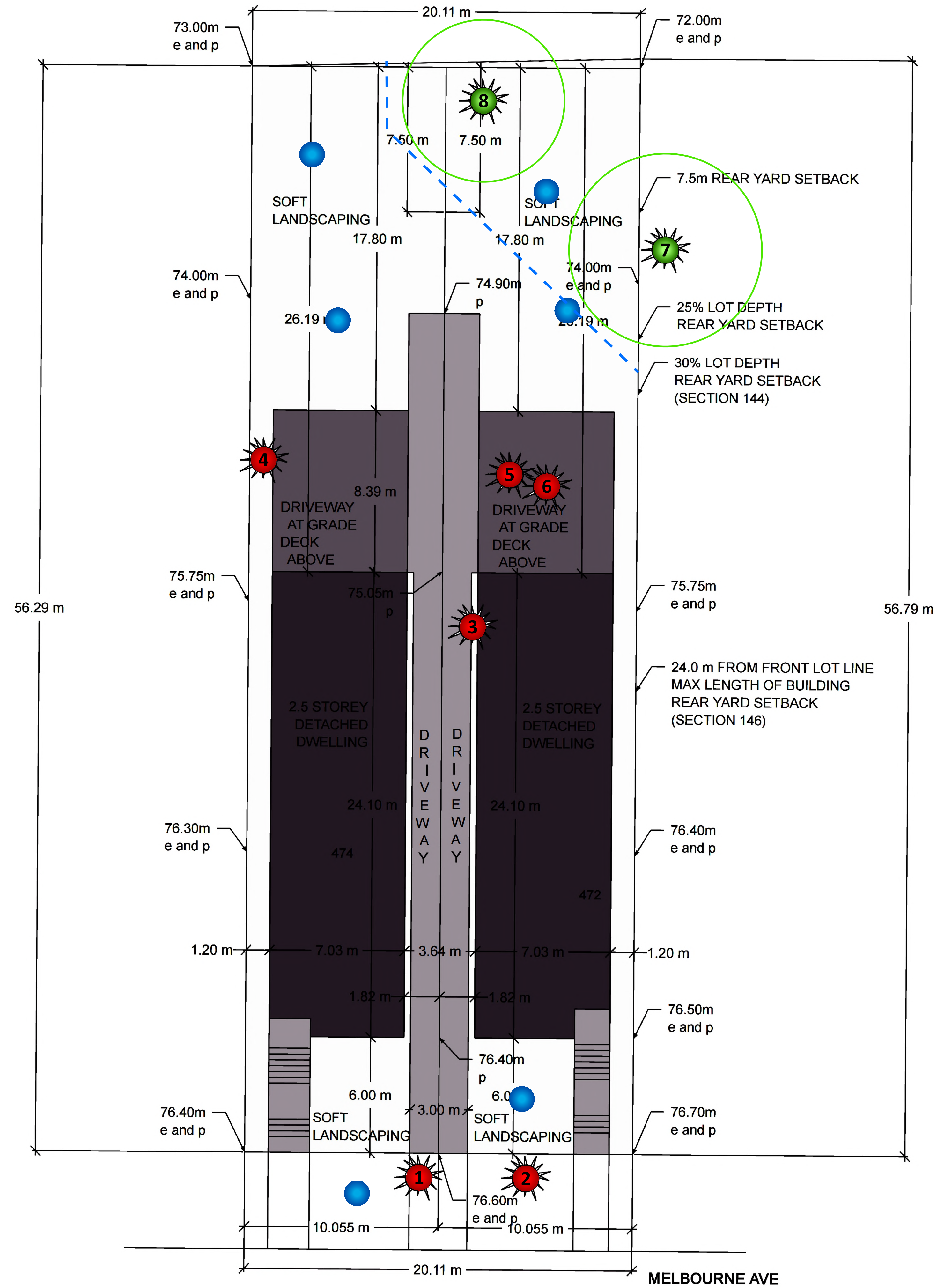
Table 1. Tree information for 472-474 Melbourne Avenue

Tree No.	Tree species /Tolerance to Construction ¹	Ownership ²	DBH ³ (cm)	CRZ ⁴ (m)	Distance to excavation (m) ⁵	Tree Condition; Age Class; Condition Notes; Species Origin and Status (to be removed or preserved and protected)	Reason for removal	Forester's Opinion re. Removal
1	Little leaf linden (<i>Tilia cordata</i>) / Poor - Moderate	City	58.4	-	-	Very poor; functionally overmature; co-dominant stems at 3.5m – both divergent towards west due to continual pruning from Hydro lines; heavy sprout response; introduced invasive species; to be removed	Conflicts with proposed driveway; very poor condition	Tree and stump be removed
2	Norway maple (<i>Acer platanoides</i>) / Moderate-Good	City	39.3	-	-	Very poor; functionally overmature; primary union at 3.5m; east stem topped by Hydro, west divergent towards house; introduced invasive species; to be removed	Very poor condition	Tree and stump be removed
3	Colorado spruce (<i>Picea pungens</i>) / Moderate - Good	Private	46.1	-	-	Fair; mature; single dominant stem and leader; narrow symmetric crown; good crown density, annual increment and needle colour; pitch mass borer on main stem; introduced species; to be removed	Conflicts with proposed footprint	Tree and stump be removed
4	Norway maple (<i>Acer platanoides</i>) / Moderate-Good	Private	51.7	5.2	<0.5	Poor; mature; co-dominant stems at 4.5m with competing lateral at 4m on northeast; broad, generally symmetric crown; introduced invasive species; to be removed	Will not survive root loos	Tree and stump be removed
5	White spruce (<i>Picea glauca</i>) / Moderate - Good	Private	37.6	-	-	Fair; mature; single dominant stem and leader; growth form mildly divergent towards southwest; crown mildly asymmetric towards south; fair crown density, annual increment and needle colour; native species; to be removed	Conflicts with proposed footprint	Tree and stump be removed

Table 1. Cont.

Tree No.	Tree species /Tolerance to Construction ¹	Owner ship ²	DBH ³ (cm)	CRZ ⁴ (m)	Distance to excavation (m) ⁵	Tree Condition; Age Class; Condition Notes; Species Origin and Status (to be removed or preserved and protected)	Reason for removal	Forester's Opinion re. Removal
6	White spruce (<i>Picea glauca</i>) / Moderate - Good	Private	34.6	-	-	Fair; mature; single dominant stem and leader; crown asymmetric towards north/west; fair crown density, annual increment and needle colour; native species; to be removed	Conflicts with proposed footprint	Tree and stump be removed
7	Norway maple (<i>Acer platanoides</i>) / Moderate-Good	Neighbour	+/-50	+/-5	>10	Fair; mature; co-dominant stems at 7m – central with competing lateral on east; introduced invasive species; to be preserved and protected	Not applicable – to be preserved	NA
8	Colorado spruce (<i>Picea pungens</i>) / Moderate - Good	Private	42.0	4.2	>10	Good; mature; single dominant stem and leader; crown held high – 8m due to competition for sunlight with understory; fair crown density, annual increment and needle colour; introduced species; to be preserved and protected	Not applicable – to be preserved	NA

¹As taken from Managing Trees during Construction; 2nd Ed., Fite and Smiley; ² Tree locations taken from topographic survey prepared Farley, Smith & Denis Surveying Ltd; ³ Diameter at breast height, or 1.3m from grade (unless otherwise indicated); ⁴ Critical root zone (CRZ) is considered as being 10 centimetres from the trunk of a tree for every centimetre of DBH. The CRZ is calculated as DBH x 10 cm; ⁵ Approximate distances only.



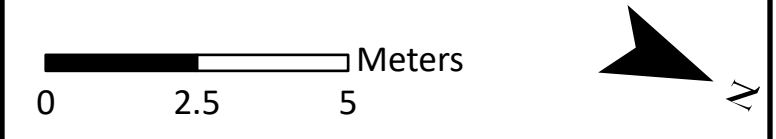
GENERAL NOTES

LEGEND

- TREE TO REMAIN
- CRITICAL ROOT ZONE
- - - PROTECTIVE FENCING
- TREE TO BE REMOVED
- PROPOSED NEW MEDIUM-SIZED DECIDUOUS TREE

REPLACEMENT TREE OPTIONS

Medium-sized Deciduous Trees
Kentucky coffee tree (<i>Gymnocladus dioica</i>)
Hackberry (<i>Celtis occidentalis</i>)
Red mulberry (<i>Morus rubra</i>)
Honey-locust (<i>Gleditsia triacanthos</i>)
Ginkgo (<i>Ginkgo biloba</i>)
Ohio buckeye (<i>Aesculus glabra</i>)
Pin cherry (<i>Prunus pensylvanica</i>)



DRAWING: Tree Information Plan

PROJECT: 472-474 MELBOURNE AVENUE CITY OF OTTAWA



Andrew K. Boyd, R.P.F.

SCALE: 1:125	DRAWING NO. 472 M
DATE: 2026-01-29	
DRAWN BY: SS	
SHEET NO. 1	

SELF-DECLARATION STATEMENT (TO BE SIGNED BY PROPERTY OWNER OR REPRESENTATIVE):

Liam Kealey (lkealey@rogers.com)

By signing the application, you are acknowledging and understanding that a city forestry inspector or municipal law enforcement officer may enter the property at a reasonable time for the purpose of carrying out an inspection. You also acknowledge and understand that through failure to abide by the recommendations of the approved Tree Information Report, damaging or destructing trees identified for protection, you alone will be responsible to bear fully the cost of compensation, removal, and replacement.

PROVINCIAL REGULATIONS

Certain provincial regulations are applicable to trees on private property. In particular, the Endangered Species Act – ESA (2007) mandates that tree species on the Species at Risk in Ontario (SARO) list be identified. Butternut (*Juglans cinerea*) and black ash (*Fraxinus nigra*) are present in Eastern Ontario and are listed as threatened on the SARO. Because of this they are both protected from harm. No trees of these two species were found on or near the subject property.

TREE PROTECTION MEASURES

Protection measures intended to mitigate damage during construction will be applied to the trees to be preserved. The following measures are the minimum required by the City of Ottawa to ensure tree survival during and following construction:

1. Erect a fence as close as possible to the critical root zone (CRZ) of trees (City of Ottawa tree protection barrier detail included on page 7).
2. Do not place any material or equipment within the CRZ of the tree.
3. Do not attach any signs, notices or posters to any tree.
4. Do not raise or lower the existing grade within the CRZ without approval.
5. Tunnel or bore when digging within the CRZ of a tree.
6. Do not damage the root system, trunk or branches of any tree.
7. Ensure that exhaust fumes from all equipment are NOT directed towards any tree's crown.

REPLACEMENT TREE PLANTING OR COMPENSATION

The following ratios are used in terms of replacement tree planting: 2:1 for each removed distinctive tree measuring 30-49 cm in diameter and 3:1 for each distinctive tree measuring 50 cm or greater in diameter. Replacement trees must be at least 50mm in caliper if deciduous and 2m in height if coniferous. A total of 14 replacement trees are required in compensation for the loss of trees #1, 2, 3, 4, 5 and 6. As noted on the plan on page 4, suggested locations of six

medium-sized deciduous replacement trees are proposed. The remaining eight trees will be compensated at a cost of \$400/tree, unless other off-site planting locations can be found.

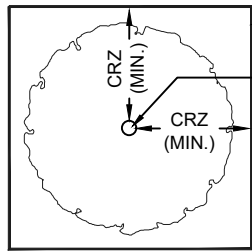
This report is subject to the attached Limitations of Tree Assessments and Liability to which the reader's attention is directed.

Please do not hesitate to contact me with any questions concerning this report.

Yours,

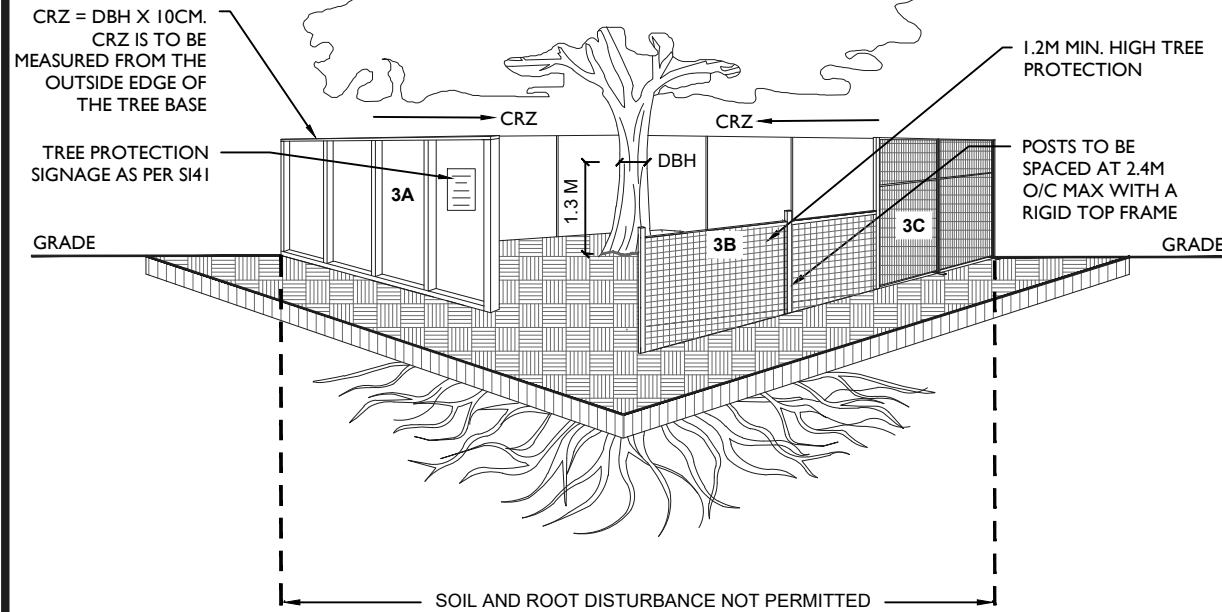


Andrew K. Boyd, B.Sc.F, R.P.F. (#1828)
Certified Arborist #ON-0496A
Consulting Urban Forester



TREE PROTECTION FENCING
TREE TRUNK

PLAN VIEW



TREE PROTECTION REQUIREMENTS:

1. TREE PROTECTION FENCING MUST BE INSTALLED PER THE TREE CONSERVATION REPORT (TCR) OR THE TREE INFORMATION REPORT (TIR), WHICH EVER APPLIES, AND MUST BE DETERMINED BY AN ARBORIST AND APPROVED BY CITY FORESTRY STAFF PRIOR TO THE COMMENCEMENT OF THE WORK AND REMAIN IN PLACE UNTIL THE WORK IS COMPLETE.
 2. FOR WORK WITHIN THE TREE PROTECTION ZONE (TPZ):
 - DO NOT PLACE OR STORE ANY MATERIAL, FILL OR EQUIPMENT (INCLUDING OUTHOUSES)
 - DO NOT ATTACH ANY SIGNS, NOTICES OR POSTERS TO ANY TREE.
 - DO NOT RAISE OR LOWER THE EXISTING GRADE (SCRAPING OF THE TOP LAYER OF SOIL FOR FINAL GRADING MUST BE AVOIDED WITHIN THE CRZ, THIS INCLUDES FINAL LANDSCAPE/ REINSTATEMENT GRADING).
 - ENSURE THAT EXHAUST FUMES FROM ALL EQUIPMENT ARE DIRECTED AWAY FROM THE TREE CANOPY
 - DO NOT EXTEND/REINSTATE HARD SURFACE WITHIN THE CRZ
 - DO NOT DISPOSE OF WASTE OR VOLATILE MATERIALS, SUCH AS MINERAL SPIRITS, OIL OR PAINT THINNER
 - DO NOT OPERATE, PARK, REPAIR, OR REFUEL VEHICLES OR EQUIPMENT.
 - DO NOT DAMAGE THE ROOT SYSTEM, TRUNK OR BRANCHES OF ANY TREE
 - EXCAVATION SHALL BE CARRIED OUT BY TUNNELING, BORING OR HYDRO VAC
 3. TREE PROTECTION FENCING MUST BE AT LEAST 1.2M IN HEIGHT AND BE CONSTRUCTED OF RIGID OR FRAMED MATERIALS SUCH AS:
 - A. PLYWOOD HOARDING
 - B. SNOW FENCE
 - C. MODULAR STEEL PANELS
- INSTALLATION OF ALL FENCING TYPES, A, B OR C, MUST MINIMIZE DAMAGE TO EXISTING ROOTS.
4. ANY DEVIATION TO THE APPROVED TREE PROTECTION FENCING LOCATION MUST BE SUPERVISED BY AN ARBORIST AND APPROVED BY CITY FORESTRY STAFF. MODIFICATIONS MAY INCLUDE THE INSTALLATION OF PLYWOOD, WOOD CHIPS, OR STEEL PLATING OVER THE ROOTS, OR PERFORMING PROPER ROOT PRUNING AND CARE WHERE ROOTS ARE ENCOUNTERED.
 5. IF TREES ARE BEING AFFECTED BY CONSTRUCTION, A WATER AND FERTILIZING PROGRAM MAY BE REQUIRED.
 6. THE CITY OF OTTAWA'S TREE PROTECTION BY-LAW (NO. 2020-340) AND STANDARD F-8011 APPLY



Tree Protection

SCALE: NTS

DATE: JANUARY 2026

DRAWING NO.: F7



Picture 1. Trees #1 and 2 (left to right) at 472-474 Melbourne Avenue – city linden and maple trees



Picture 2. Trees #3 (right) and 5 and 6 (left) at 472-474 Melbourne Avenue – private spruce trees



Picture 3. Tree #8 at 472-474 Melbourne Avenue – private Colorado spruce

LIMITATIONS OF TREE ASSESSMENTS & LIABILITY

GENERAL

It is the policy of Integrated Forestry Services Inc. (IFS Inc.) to attach the following clause regarding limitations. We do this to ensure that our clients are clearly aware of what is technically and professionally realistic in assessing trees for retention.

This report was prepared by IFS Inc. at the request of the client. The information, interpretation and analysis expressed in this report are for the sole benefit and exclusive use of the client. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the client to whom it is addressed. Unless otherwise required by law, neither all or any part of the contents of this report, nor copy thereof, shall be conveyed by anyone, including the client, to the public through public relations, news or other media, without the prior expressly written consent of the author, and especially as to value conclusions, identity of the author, or any reference to any professional society or institute or to any initialed designation conferred upon the author as stated in his qualifications.

This report and any values expressed herein represent the opinion of the author; his fee is in no way contingent upon the reporting of a specified value, a stipulated result, nor upon any finding to be reported.

Details obtained from photographs, sketches, *etc.*, are intended as visual aids and are not to scale. They should not be construed as engineering reports or surveys. Although every effort has been made to ensure that this assessment is reasonably accurate, the tree(s) should be reassessed at least annually. The assessment presented in this report is valid at the time of the inspection only. The loss or alteration of any part of this report invalidates the entire report.

LIMITATIONS

The information contained in this report covers only the tree(s) in question and no others. It reflects the condition of the assessed tree(s) at the time of inspection and was limited to a visual examination of the accessible portions only. Integrated Forestry Services Inc. has prepared this report in a manner consistent with that level of care and skill ordinarily exercised by members of the forestry and arboricultural professions, subject to the time limits and physical constraints applicable to this report. The assessment of the tree(s) presented in this report has been made using accepted arboricultural techniques. These include a visual examination of the above-ground portions of each tree for structural defects, scars, cracks, cavities, external indications of decay such as fungal fruiting bodies, evidence of insect infestations, discoloured foliage, the condition of any visible root structures, the degree and direction of lean (if any), the general condition of the tree(s) and the surrounding site, and the proximity of people and property. Except where specifically noted in the report, the tree(s) examined were not dissected, cored, probed or climbed to gain further evidence of their structural condition. Also, unless otherwise noted, no detailed root collar examinations involving excavation were undertaken.

While reasonable efforts have been made to ensure that the tree(s) proposed for retention are healthy, no warranty or guarantee, expressed or implied, are offered that these trees, or any parts of them, will remain standing. This includes other trees on or off the property not examined as part of this assignment. It is both professionally and practically impossible to predict with

absolute certainty the behaviour of any single tree or groups of trees or their component parts in all circumstances, especially when within construction zones. Inevitably, a standing tree will always pose some risk. Most trees have the potential for failure in the event of root loss due to excavation and other construction-related impacts. This risk can only be eliminated through full tree removal.

Notwithstanding the recommendations and conclusions made in this report, it must be realized that trees are living organisms, and their health and vigour constantly change over time. They are not immune to changes in site conditions, or seasonal variations in the weather. It is a condition of this report that IFS Inc. be notified of any changes in tree condition and be provided an opportunity to review or revise the recommendations within this report. Recognition of changes to a tree's condition requires expertise and extensive experience. It is recommended that *IFS Inc.* be employed to re-inspect the tree(s) with sufficient frequency to detect if conditions have changed significantly.

ASSUMPTIONS

Statements made to IFS Inc. regarding the condition, history and location of the tree(s) are assumed to be correct. Unless indicated otherwise, all trees under investigation in this report are assumed to be on the client's property. A recent survey prepared by a Licensed Ontario Land Surveyor showing all relevant trees, both on and adjacent to the subject property, will be provided prior to the start of field work. The final version of the grading plan for the project will be provided prior to completion of the report. Any further changes to this plan invalidate the report on which it is based. Integrated Forestry Services Inc. must be provided with the opportunity to revise the report in relation to any significant changes to the grading plan. The procurement of said survey and grading plan, and the costs associated with them both, are the responsibility of the client, not IFS Inc.

LIABILITY

Without limiting the foregoing, no liability is assumed by IFS Inc. for:

- 1) Any legal description provided with respect to the property.
- 2) Issues of title and/or ownership with respect to the property.
- 3) The accuracy of the property line locations or boundaries with respect to the property.
- 4) The accuracy of any other information provided by the client or third parties.
- 5) Any consequential loss, injury or damages suffered by the client or any third parties, including but not limited to replacement costs, loss of use, earnings and business interruption; and,
- 6) The unauthorized distribution of the report.

Further, under no circumstances may any claims be initiated or commenced by the client against IFS Inc. or any of its directors, officers, employees, contractors, agents or assessors, in contract or in tort, more than 12 months after the date of this report.

ONGOING SERVICES

Integrated Forestry Services Inc. accepts no responsibility for the implementation of any or all parts of the report, unless specifically requested to supervise the implementation or examine the results of activities recommended herein. If further examination or supervision is requested, that request shall be made in writing and the details, including fees, agreed to in advance.

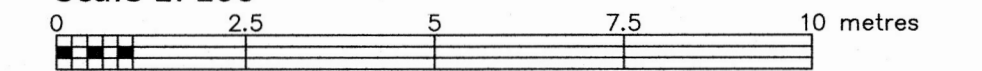
APPENDIX B

Survey and Draft Reference Plan

ALL OF LOT 14 (WEST SIDE OF MELBOURNE AVENUE) AND PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE) REGISTERED PLAN 235 CITY OF OTTAWA

FARLEY, SMITH & DENIS SURVEYING LTD. 2025

Scale 1: 100



Metric Note

Distances and/or coordinates on this plan are in metres and can be converted to feet by dividing by 0.3048.

Distance Note

Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.99994.

Bearing Note

Bearings hereon are grid bearings derived from the Can-Net Real Time Network and are referred to the Central Meridian of MTM Zone 9 (76°30' West Longitude) Nad-83 (Original).

For bearing comparisons, a rotation of 0°44'55" clockwise was applied to bearings on P2.

For bearing comparisons, a rotation of 0°44'15" clockwise was applied to bearings on P3 & P4.

Elevation Notes

- 1. Elevations shown are geodetic and are referred to Geodetic Datum CGVD-1928 -1978.
2. It is the responsibility of the user of this information to verify that the job benchmark has not been altered or disturbed and that its relative elevation and description agrees with the information shown on this drawing.

Utility Notes

- 1. This drawing cannot be accepted as acknowledging all of the utilities and it will be the responsibility of the user to contact the respective utility authorities for confirmation.
2. Only visible surface utilities were located.
3. Underground utility data derived from Geo-Ottawa.
4. A field location of underground plant by the pertinent utility authority is mandatory before any work involving breaking ground, probing, excavating etc.
5. Not all overhead wires/transformers adjacent to the property have been located, the nearest overhead wire locations are shown on the plan.

Notes & Legend

Legend table with symbols and descriptions for survey monuments, utilities, trees, and other features.

Site Area=1137.0 sq.m.

Surveyor's Certificate

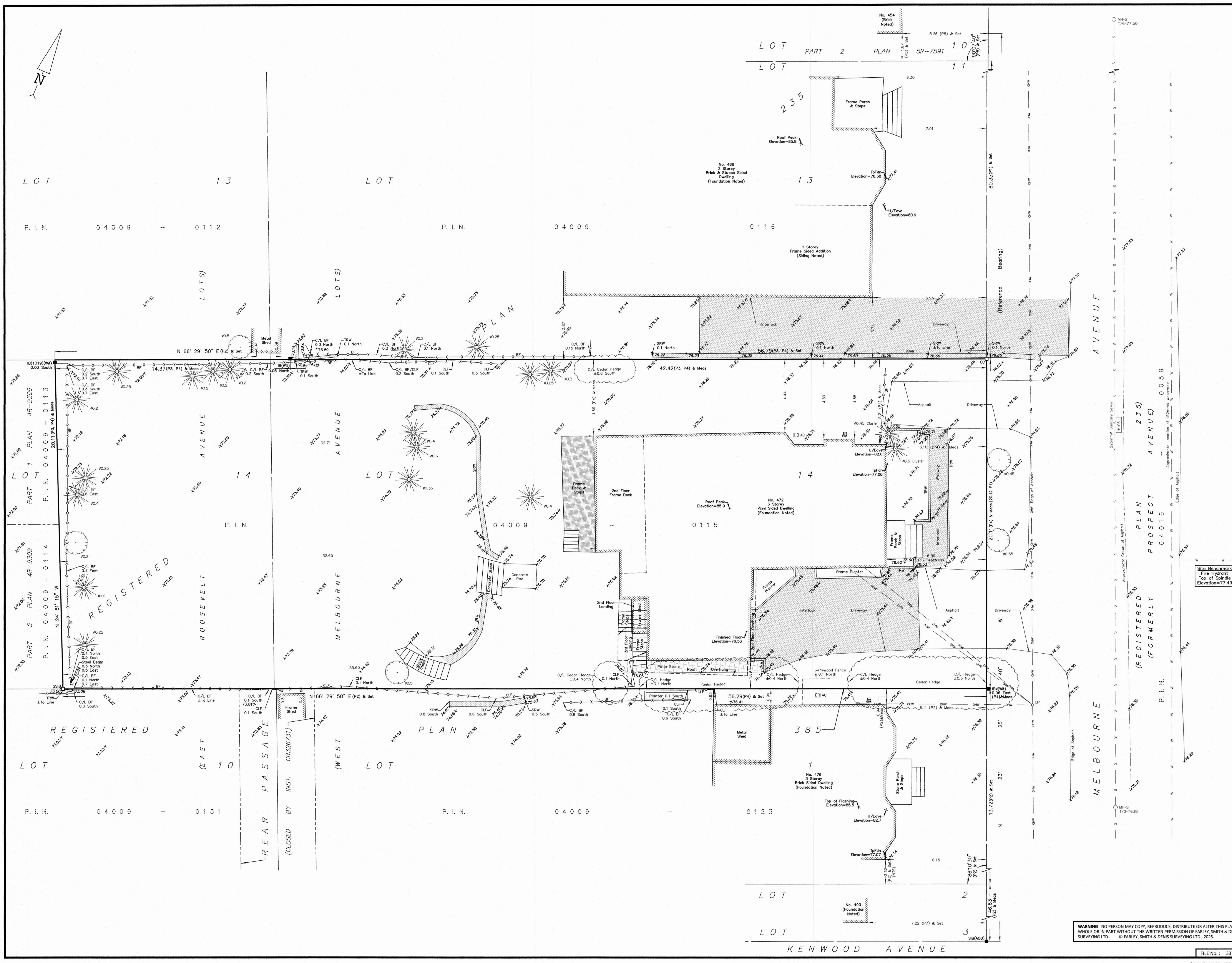
I certify that:
1. This survey and plan are correct and in accordance with the Surveys Act, the Surveys Act and the Regulations made under them.
2. The survey was completed on the 13th day of November, 2025.

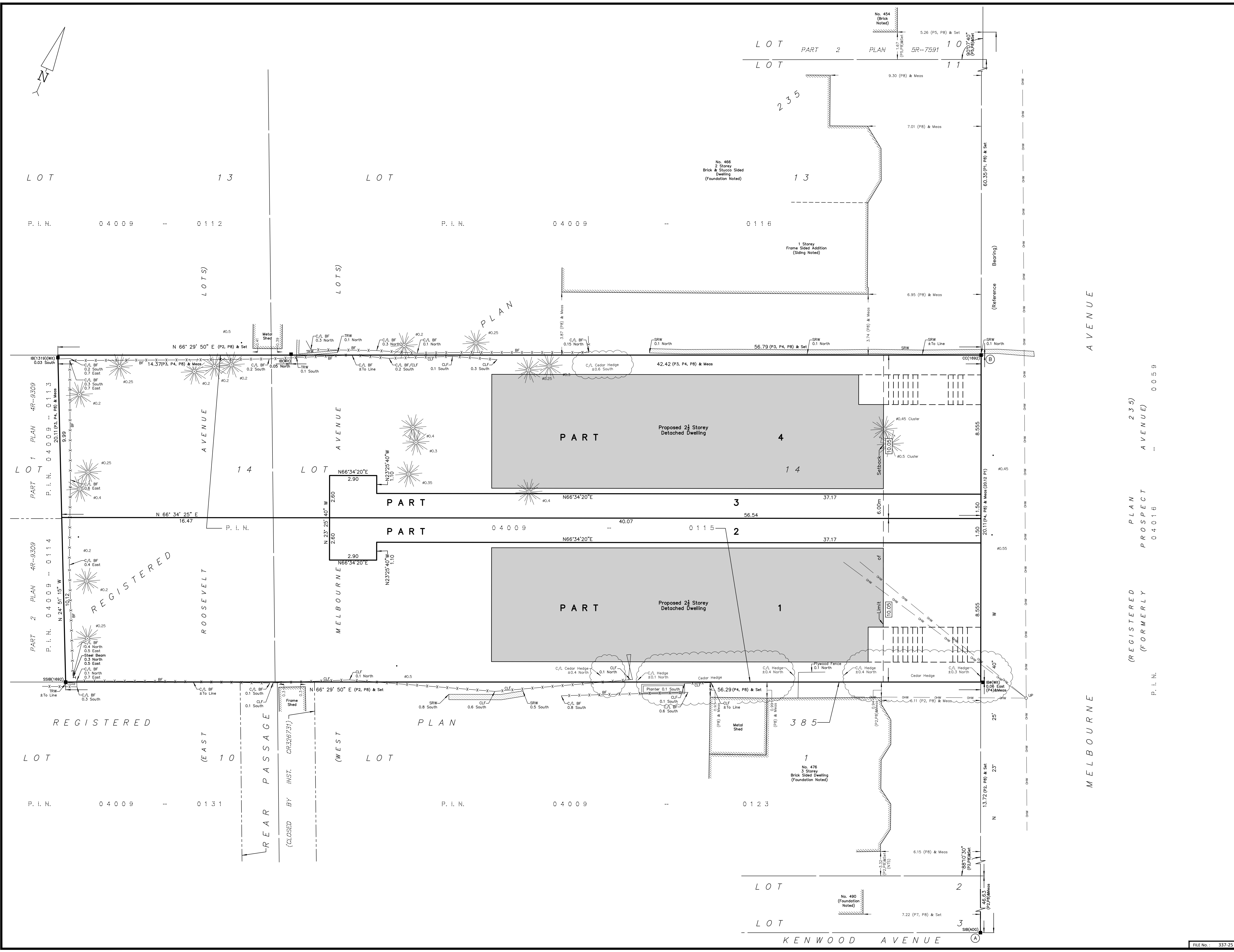
Date: Nov. 17/25
Daniel Robinson
Ontario Land Surveyor

This plan of survey relates to AOLS Plan Submission Form Number V-120468
FARLEY, SMITH & DENIS SURVEYING LTD.

ONTARIO LAND SURVEYORS
CANADA LAND SURVEYORS
Unit 275, 30 COLONNADE ROAD, OTTAWA, ONTARIO K2E 7J6
TEL: (613) 727-8226 E-mail: info@fstdsurveys.ca

WARNING: NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF FARLEY, SMITH & DENIS SURVEYING LTD.





I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE: _____

DANIEL ROBINSON
ONTARIO LAND SURVEYOR

PLAN 4R-
RECEIVED AND DEPOSITED

DATE: _____

DANIEL ROBINSON
REPRESENTATIVE FOR LAND REGISTRAR
FOR THE LAND TITLES DIVISION OF
OTTAWA-CARLETON NO. 4.

SCHEDULE				
PART	LOT	PLAN	PIN	AREA (Sq.m.)
1	ALL OF LOT 14 (WEST SIDE OF MELBOURNE AVENUE) AND PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE)			505.3
2	PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE)	235	ALL OF 04009 - 0115	63.3
3	PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE)			63.3
4	ALL OF LOT 14 (WEST SIDE OF MELBOURNE AVENUE) AND PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE)			504.8

PLAN OF SURVEY OF

ALL OF LOT 14 (WEST SIDE OF MELBOURNE AVENUE) AND PART OF LOT 14 (EAST SIDE OF ROOSEVELT AVENUE) REGISTERED PLAN 235 CITY OF OTTAWA

FARLEY, SMITH & DENIS SURVEYING LTD. 2026

Scale 1: 100

Metric Note
Distances and/or coordinates on this plan are in metres and can be converted to feet by dividing by 0.3048.

Distance Note
Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.99994.

Bearing Note
Bearings hereon are grid bearings derived from the Can-Net Real Time Network and are referred to the Central Meridian of MTM Zone 9 (76°30' West Longitude) Nad-83 (Original).
For bearing comparisons, a rotation of 0°44'55" clockwise was applied to bearings on P2.
For bearing comparisons, a rotation of 0°44'15" clockwise was applied to bearings on P3 & P4.

CO-ORDINATES WERE DERIVED FROM CAN-NET REAL TIME NETWORK OBSERVATIONS, MTM ZONE 9, N.A.D. 1983 (ORIGINAL).		
POINT ID	NORTHING	EASTING
(A)	5027871.34	363227.51
(B)	5027945.17	363195.52
01919680005	5027191.26	361496.76
01919680105	5024915.16	373971.65

CO-ORDINATES ARE MTM ZONE 9, N.A.D. 1983 (ORIGINAL), TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10, AND CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

Surveyor's Certificate

I certify that:

- This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act and the Land Titles Act and the Regulations made under them.
- The survey was completed on the ___ day of _____ 2026.

Date: _____ Daniel Robinson
Ontario Land Surveyor

This plan of survey relates to AOLS Plan Submission Form Number V-XXXX

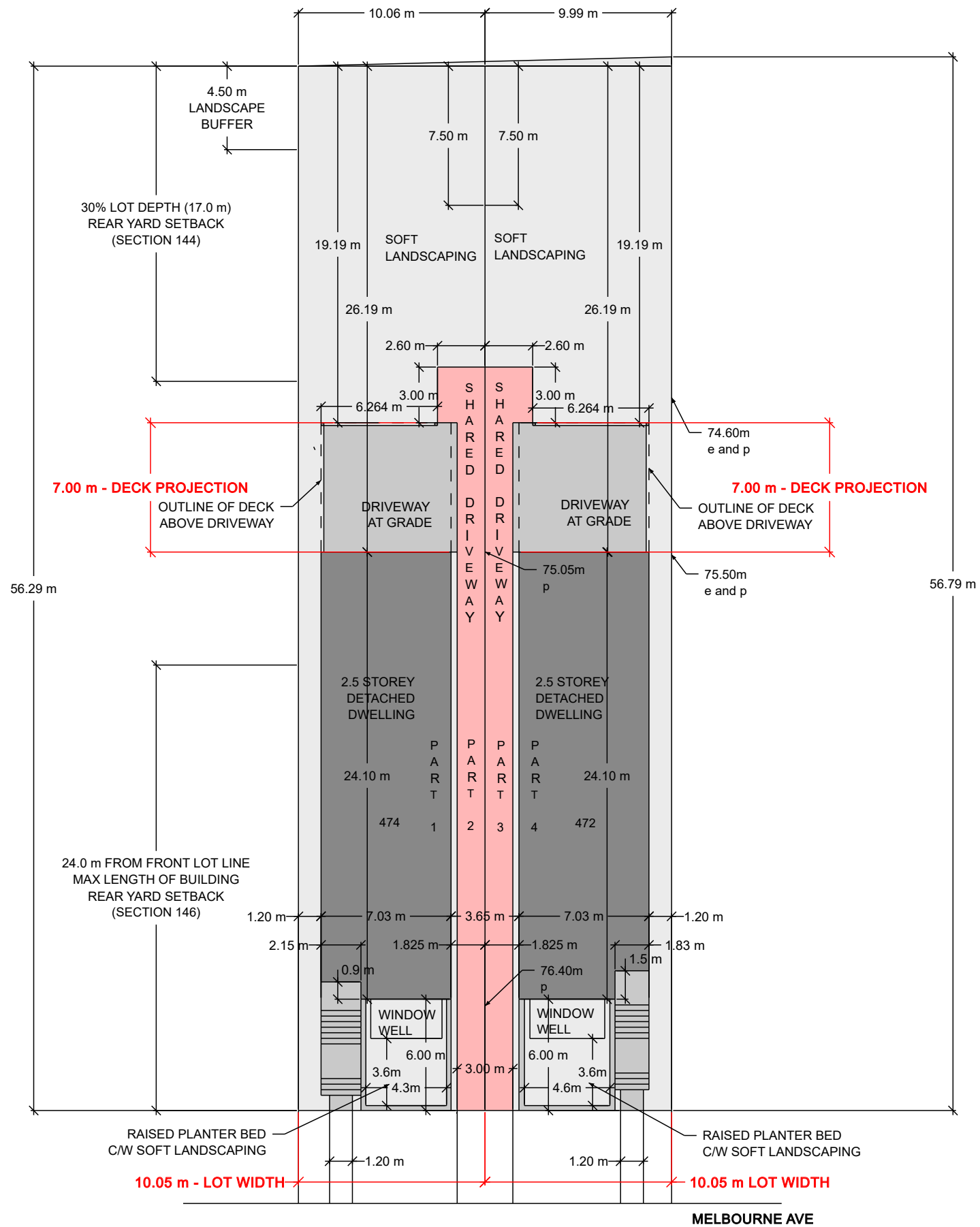
- Notes & Legend**
- Denotes Survey Monument Planted
 - Denotes Survey Monument Found
 - SIB Standard Iron Bar
 - SSIB Short Standard Iron Bar
 - IB Iron Bar
 - IBØ Round Iron Bar
 - CC Cut Cross
 - (Wit) Witness
 - Meas Measured
 - (P1) Registered Plan 235
 - (P2) Plan by (1692) dated January 9, 2015 (File No. 531-14)
 - (P3) Plan 5R-11711
 - (P4) Plan by (1319) dated September 20, 1984 (Ref. No. 11-235 Np)
 - (P5) Plan 5R-7591
 - (P6) Plan 4R-9309
 - (P7) Plan by (AOG) dated February 16, 2012 (Job No. 11413-11)
 - (P8) Plan by (1692) dated November 17, 2025 (File No. 337-25)
 - Overhead Wires
 - Utility Pole
 - Ø Diameter
 - CLF Chain Link Fence
 - BF Board Fence
 - CRW Concrete Retaining Wall
 - SRW Stone Retaining Wall
 - TRW Timber Retaining Wall
 - C/L Centreline
 - NTS Not to Scale
 - Deciduous Tree - The Symbol shown denotes location and trunk diameter only. Size of its' root system/overhead canopy may be smaller/larger than the symbol size depicted on this plan.
 - Coniferous Tree - The Symbol shown denotes location and trunk diameter only. Size of its' root system/overhead canopy may be smaller/larger than the symbol size depicted on this plan.

FARLEY, SMITH & DENIS SURVEYING LTD.

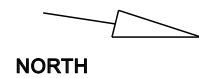
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APPENDIX C
Site Plans and Elevations



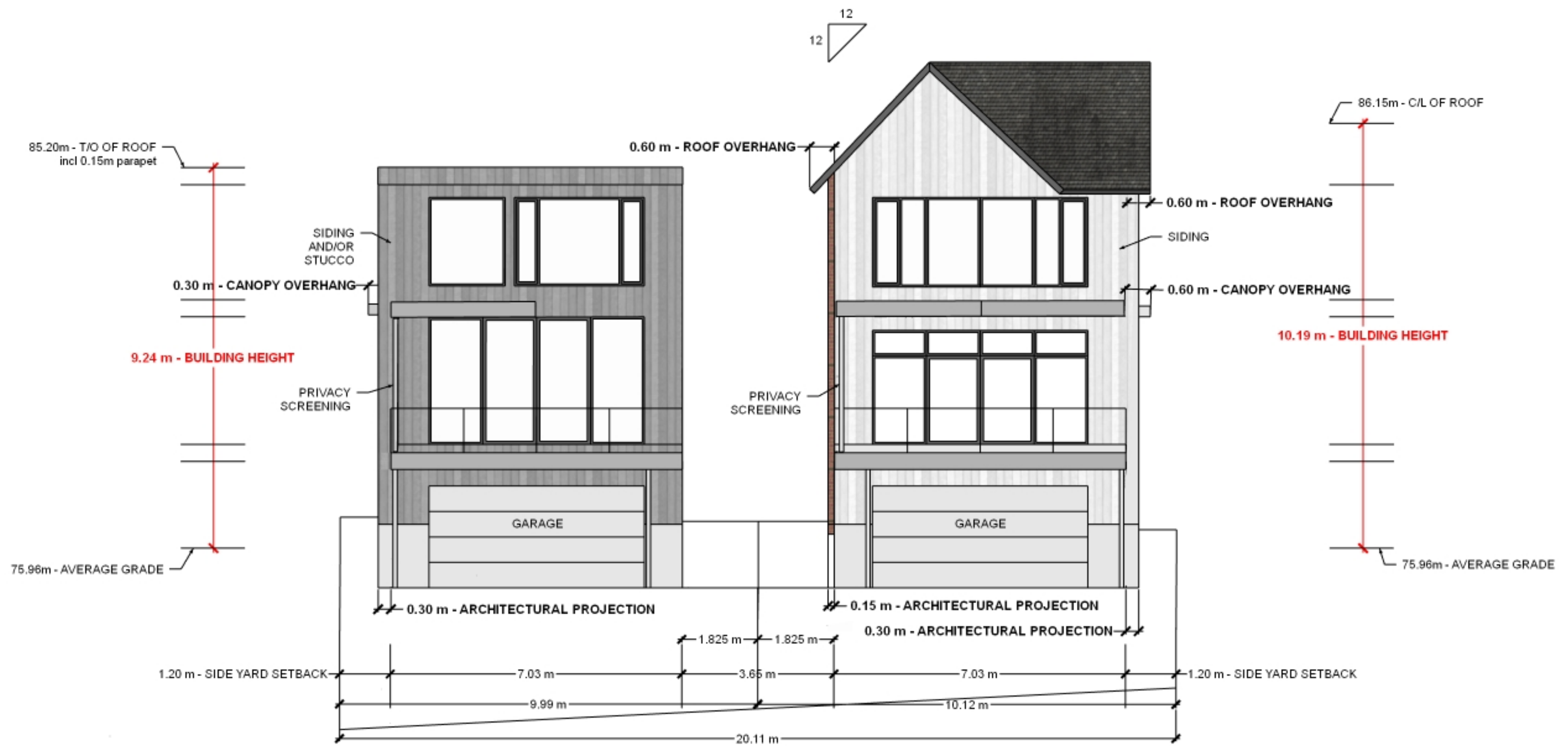
472 Melbourne	R3R[2687]H(8.5) By-law 2008-250	Part 1, 2	Part 3, 4	N3C[2687]H(8.5) By-law 2026-050	LEGEND NON-COMPLIANCE
Permitted Uses	Various residential, including singles[2687] Permit Townhouse Additional Unit	Single-detached	Single-detached	Dwelling Unit	BY-LAW 2008-250 BY-LAW 2026-050 BOTH
Max No. Dwelling Units	NA	1	1	2.5/100m ² of Lot Area. Max 12 per Building	
Minimum Lot Width	10 m (Exception)	10.05	10.05	10 m	
Minimum Lot Area	300 m ² (Exception)	568.6	568.1	NA	
Max Building Height (May be increased to 10 m for min 1:2 slope on Pitched Roof)	Part 1 (10 m) Part 2 (8.5)	10.19 m	9.24 m	8.5 m	
Minimum Front Yard Setback	3.0 m	6	6	4.5 m	
Minimum Front Yard Landscaping	35% (10.05 x 3.0 m)x35%=10.55 m ²	16 m ² (aggregated)	16 m ² (aggregated)	35% (10.05 x 3.0 m)x35%=10.55 m ²	
Total Interior Side Yard Setback	1.8 m	3.0 m	3.0 m	2.4 m (Total)	
Min. Single Interior Yard	1.5 m (Exception)	1.2 m	1.2 m	0.6 m	
Minimum Rear Yard Setback	30% of Lot Depth = 16.89 m	26.19 m	26.19 m	25 % of Lot Depth = 14.08 (Max 7.5 m)	
Rear Yard Area	25% of Lot Area = 142 m ² (per Part)	190 m ²	190 m ²	50% of Rear Yard (84 m ² per Part)	
Maximum Building Depth	NA	24.1	24.1	20 m	
Permitted Projections (Front Porches)	1.0 m to PL (Min) 2.0 m Project (Max)	19.19 m to PL 1.2 m to PL 7.0 m Project (Max)	19.19 m to PL 1.2 m to PL 7.0 m Project (Max)	1.0 m to PL (Min) 2.0 m Project (Max)	
Front Facade	NA	32.4% Glazing	45.1% Glazing	Min 25% Glazing	
Walkway Separation	Where walkway extends from ROW must be separated from driveway by 0.6 m	>3.0 m	>3.0 m		
Walkway Size and Permissions	Lot Width for ROW Walkway: 1 Max Width: 1.2 m	Lot Width: 10.05 Max Width: 1.2 m	Lot Width: 10.05 Max Width: 1.2 m	Min: Width: 1.2 m	
Maximum Width of Shared Driveway	3.0 m	3.0 m			
Front Facade Recession	20% Setback 0.6 m from Front Wall (S.146)	30.6% Setback 0.9 m from Front Wall	26.0% Setback 1.5 m from Front Wall	NA	
Rear Landscaped Buffer	4.5 m (S.146)	19.19 m	19.19 m	NA	
Maximum Building Depth into Site	24 m from front lot line (S.146)	30 m	30 m	NA	



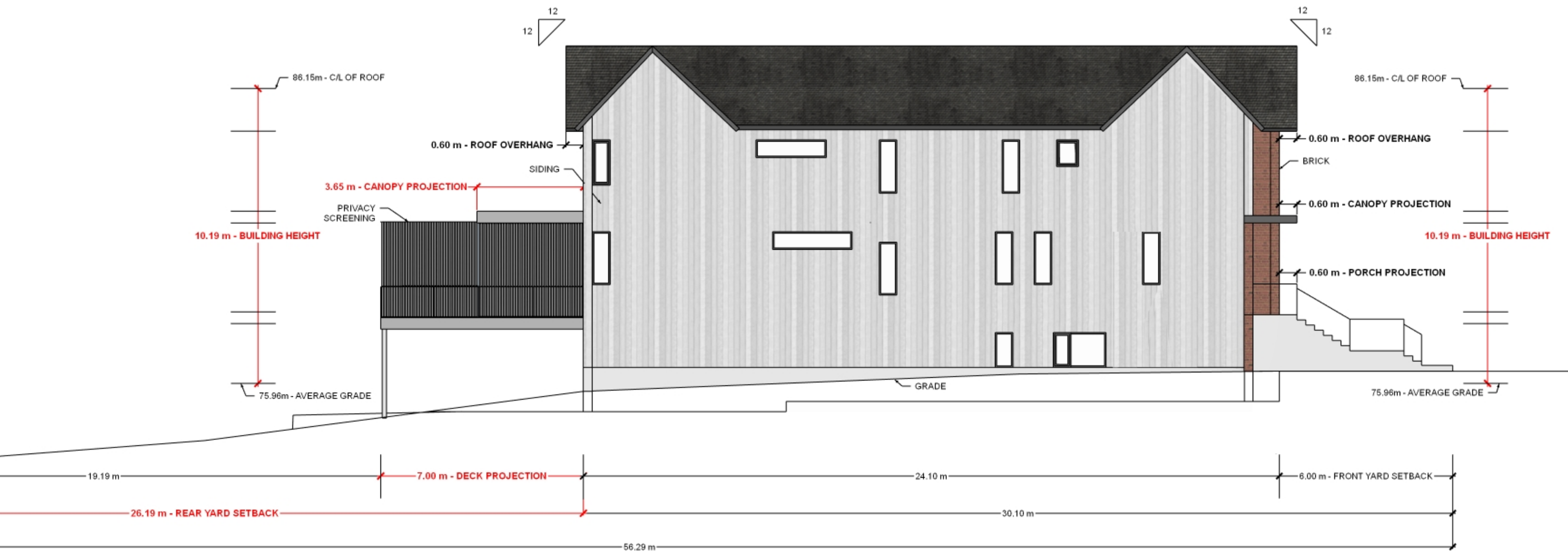
472 and 474 MELBOURNE AVE
SITE PLAN
ART HOUSE DESIGN
SCALE 1:150
MARCH 11 2026



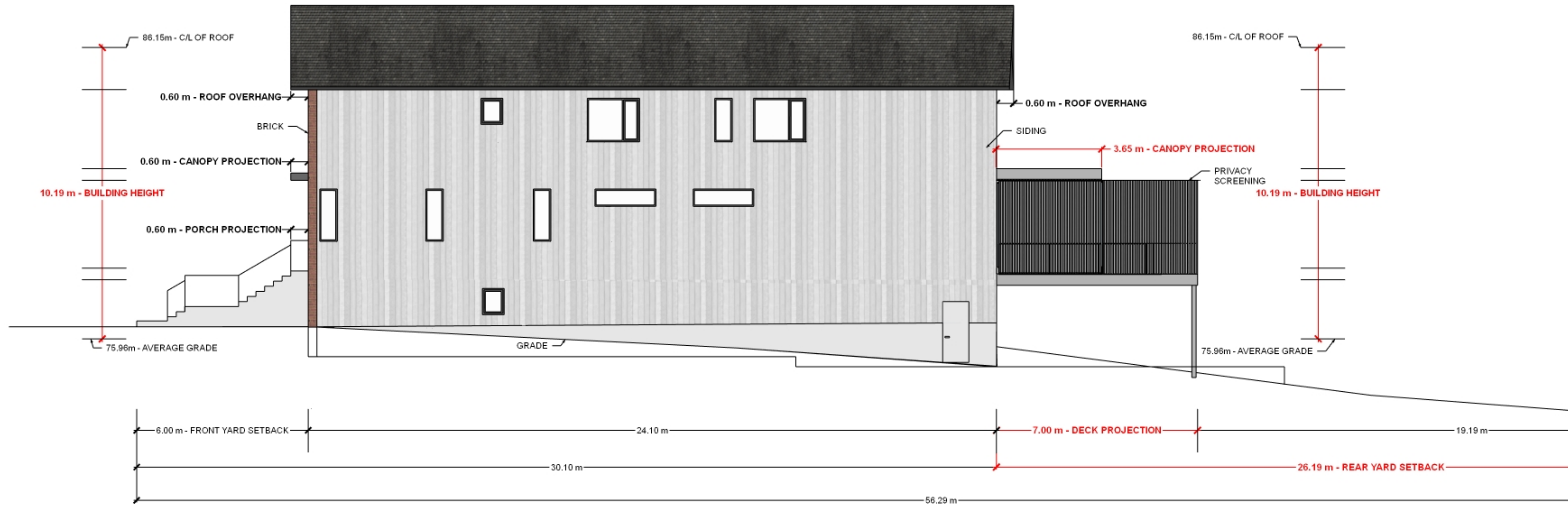
472 and 474 MELBOURNE AVE
 FRONT ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026



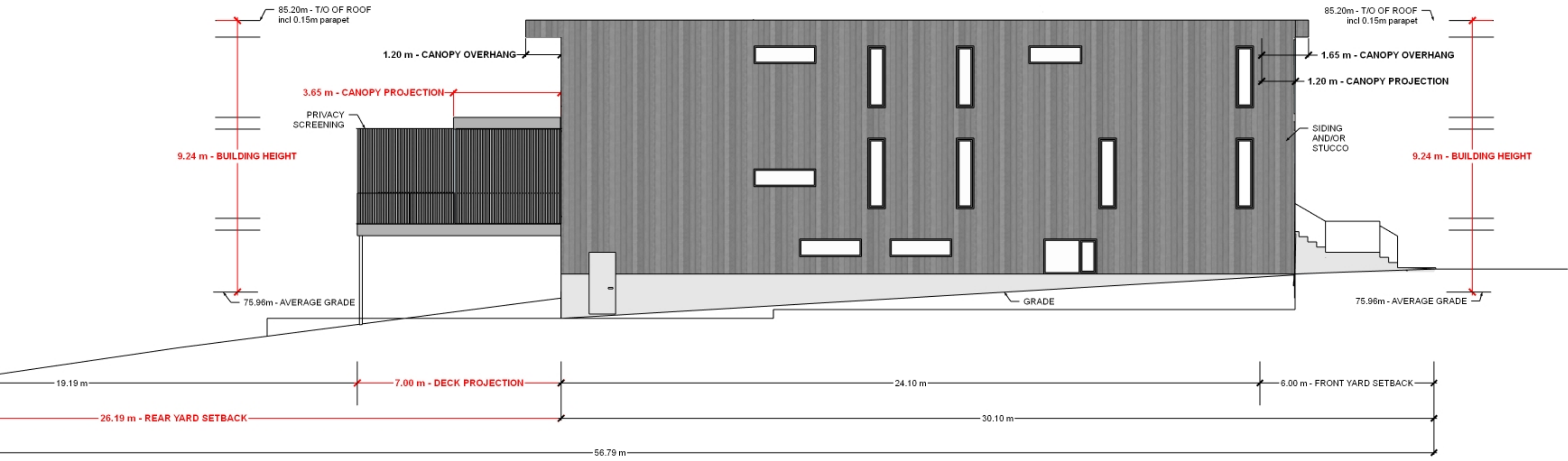
472 and 474 MELBOURNE AVE
 REAR ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026



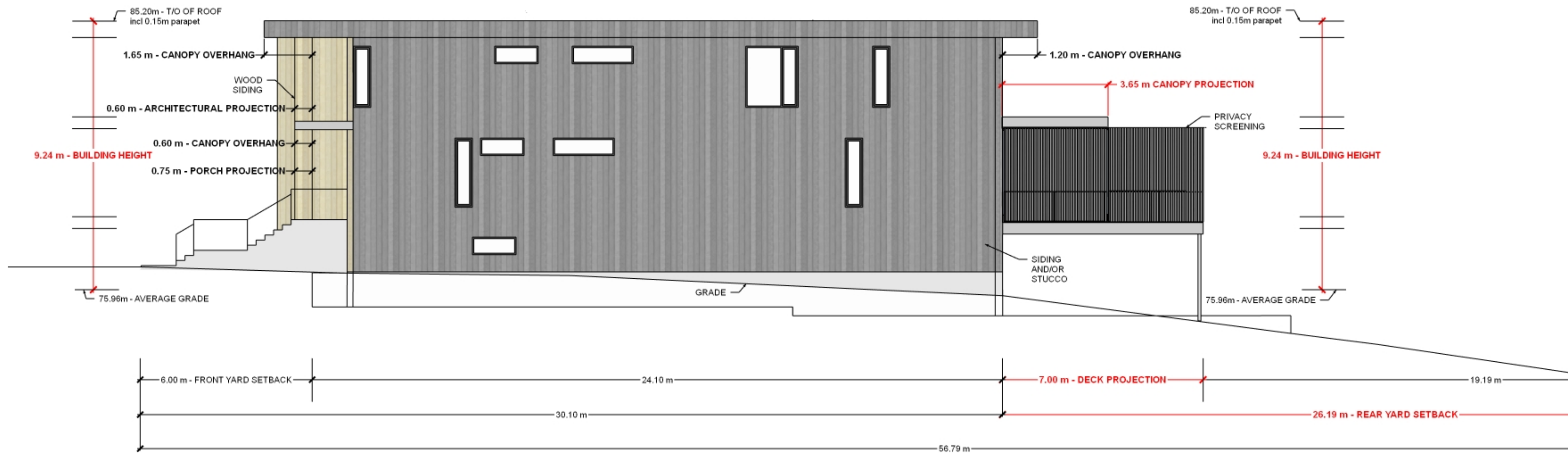
472 and 474 MELBOURNE AVE
 LEFT ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026



474 MELBOURNE AVE
 RIGHT ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026



472 MELBOURNE AVE
 LEFT ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026



472 and 474 MELBOURNE AVE
 RIGHT ELEVATION
 ART HOUSE DESIGN
 SCALE 1:50
 MARCH 11 2026