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February 17, 2026

Committee of Adjustment
City of Ottawa
101 CentrepoinTE Drive
Ottawa, ON, K2G 5K7

Attention: Michel Bellemare, Secretary - Treasurer

Dear Mr. Bellemare:

**Reference: 324 Duncairn Avenue
Application for Consent
Our File No: 122068**

**Committee of Adjustment
Received | Reçu le**

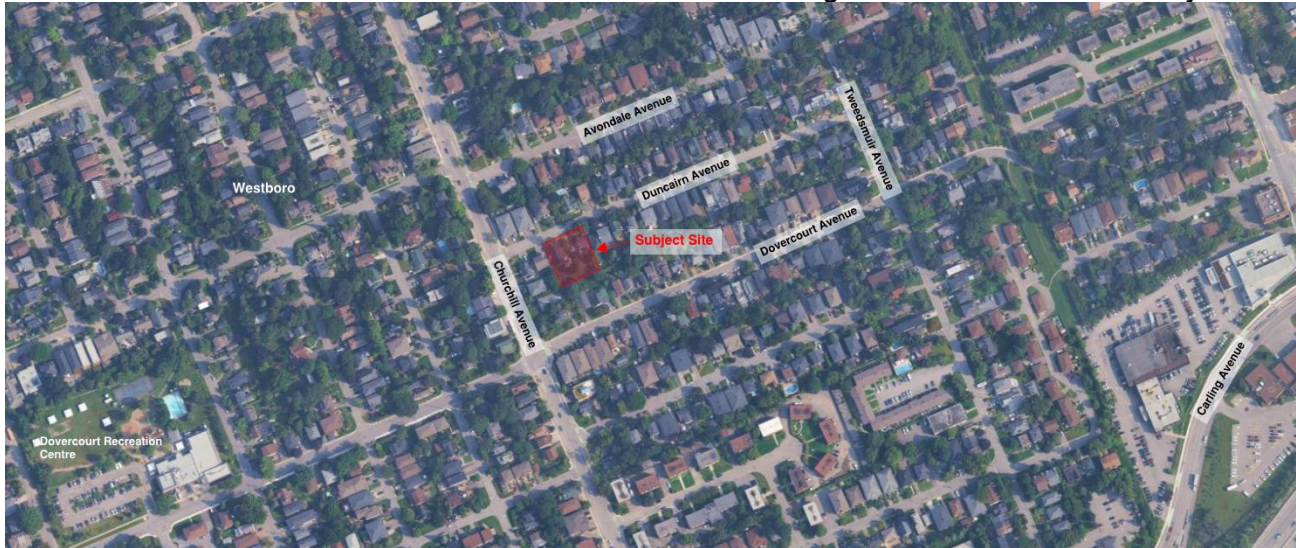
2026-02-18

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

Novatech has been retained by the owner of the property municipally known as 324 Duncairn Avenue to prepare and file applications for Consent in order to subdivide a portion of the property and neighbouring lot at 318 Duncairn Avenue to facilitate the future development of a semi-detached dwelling. A separate consent application for 318 Duncairn Avenue has been filed with the Committee of Adjustment.

This letter describes the existing conditions of the site and its surrounding context, the proposed development, and the rationale in support of the applications.

Figure 1: Location of the Subject Site



Site and Context

Site

The Subject Site is located in the Westboro neighbourhood and is within the City of Ottawa's Kitchissippi Ward (Ward 15). The Subject Site consists of two interior lots located on the south side of Duncairn Avenue. The Subject Site is in an area bounded by Avondale Avenue to the north, Churchill Avenue to the west, Dovercourt Avenue to the south, and Tweedsmuir Avenue to the east.

318 Duncairn Avenue has a frontage of 17.22 metres and a lot area of approximately 622 square metres. 324 Duncairn Avenue has a frontage of 19.33 metres and a lot area of approximately 699 square metres. 318 Duncairn Avenue is legally known as Lot 3, Plan 362; Part of Lot 2, Plan 362, as in N395021; Ottawa/Nepean. 324 Duncairn Avenue is legally known as Lot 1, Plan 362; Part of Lot 2, Plan 362, as in NS148912; Ottawa/Nepean.

Figure 2: Subject Site



The Subject Site is designated Neighbourhood within the Inner Urban Transect in the City of Ottawa Official Plan (2022) and is subject to the Evolving Neighbourhoods Overlay. The Subject Site is zoned R3R[2687] H(8.5) in the City of Ottawa Zoning By-law 2008-250. The property is subject to the Mature Neighbourhoods Overlay and the Westboro Development Overlay. The Subject Site is proposed to be zoned N3C[2687] H(8.5) in the new Zoning By-law.

The Subject Site is currently developed with two detached dwellings. There are existing detached garages located in the rear yards of both properties. The detached garage to the rear of 318 Duncairn Avenue will be removed prior to the development of the severed lots.

The neighbouring area is developed with low-rise residential uses, including a number of old and new semi-detached dwellings on small lots.

Figure 3: Existing Building at 324 Duncairn Avenue (to be retained)



Figure 4: Existing Building at 318 Duncairn Avenue (to be retained)



Figure 5: Existing Garage at 318 Duncairn Avenue (to be removed)



Surrounding Context

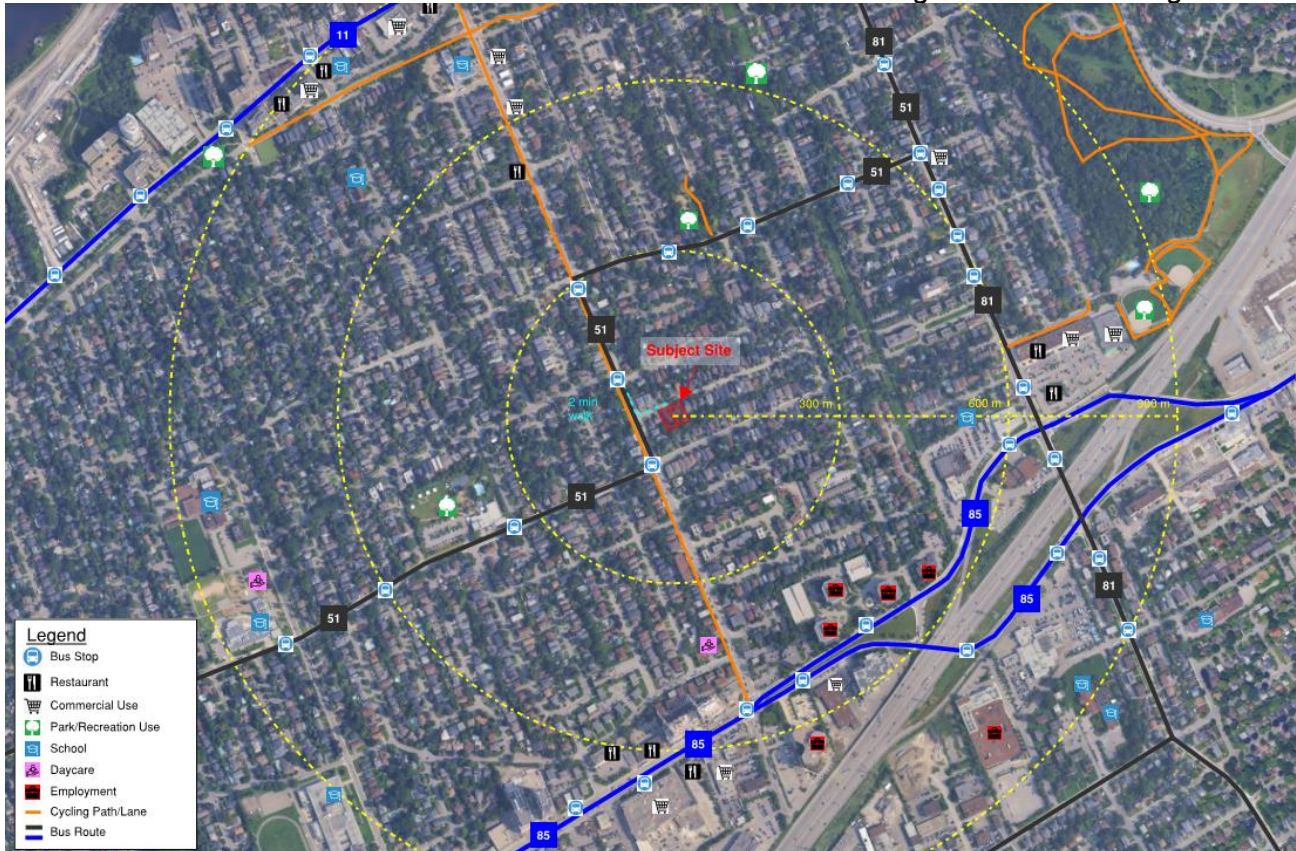
The Subject Site is in an area with primarily detached and semi-detached dwellings on smaller lots. There is a mix of older homes and newer dwellings in the neighbourhood. Many of the neighbouring properties, particularly the semi-detached dwellings, have front-facing attached garages.

The Subject Site is in proximity to Churchill Avenue, which is identified as a Minor Corridor and Major Collector in the Official Plan. The Subject Site is also within walking distance of Kirkwood Avenue, which is identified as a Minor Corridor and Arterial Road in the Official Plan. The proximity of the Subject Site to Churchill Avenue and Kirkwood Avenue indicates that there is good transportation connectivity to and from the Subject Site. The Subject Site is also a two minute walk (140 m) from the nearest bus stop on Churchill Avenue, where the 51 local bus route provides connections to Tunney's Pasture LRT station. Frequent bus transit can also be accessed within walking distance along Richmond Road and Carling Avenue (see Figure 6).

Within 300 metres of the Subject Site, there are primarily detached and semi-detached dwellings. There are also some high-density residential uses such as low-rise apartment buildings and bus

transit along Churchill Avenue. Within 600 metres, there are more high-density residential uses, including low-, mid-, and high-rise apartment buildings. There are also a number of commercial uses and office buildings along Carling Avenue. Clare Gardens Park, Dovercourt Recreation Centre, and the Westboro Jewish Montessori Preschool are located within 600 metres. Within 900 metres of the Subject Site, there is the Hampton Park Plaza and a number of restaurants and shops along Carling Avenue and Richmond Road. There are also a number of schools, including Broadview Public School, Nepean High School, Churchill Alternative School, and Westboro Montessori School.

Figure 6: Surrounding Context



Proposed Development

The consent applications propose to sever a portion of 318 Duncairn Avenue and to sever a portion of 324 Duncairn Avenue to facilitate the future development of a semi-detached dwelling (Figure 7).

The consent applications will facilitate the future development of a semi-detached dwelling. This consent application proposes to sever a portion of 324 Duncairn Avenue to develop one half of a future semi-detached dwelling (Figure 8). The existing house will remain on the retained lands. A separate consent application has been filed which proposes to sever a portion of 318 Duncairn Avenue to develop the other half of the future semi-detached dwelling (Figure 9). The existing house will remain on the retained lands and the existing garage will be removed.

The proposed consent applications will advance the City's intensification goals by providing two lots for residential development. This intensification is well located and meets the City's 15-minute neighbourhood objectives, as the Subject Site is within walking distance of transit, office spaces, and

commercial services. The future semi-detached dwelling will fit into the neighbourhood, which is characterized by detached and semi-detached dwellings.

Severance Applications

Severance Application for 324 Duncairn Avenue (Parts 1 & 2):

This application will sever the eastern portion of 324 Duncairn Avenue, labelled as Part 2 on the Draft Reference Plan, from Part 1. The severed lot will have a frontage of 6.1 metres along Duncairn Avenue and a lot area of 220.6 square metres. The retained lot will have a frontage of 13.23 metres and a lot area of 478.5 square metres.

Severance Application for 318 Duncairn Avenue (Parts 3 & 4) – submitted separately

This application will sever the western portion of 318 Duncairn Avenue, labelled as Part 3 on the Draft Reference Plan, from Part 4. The severed lot will have a frontage of 6.1 metres along Duncairn Avenue and a lot area of 220.5 square metres. The retained lot will have a frontage of 11.12 metres and a lot area of 401.2 square metres.

Figure 7: Draft Reference Plan Excerpt

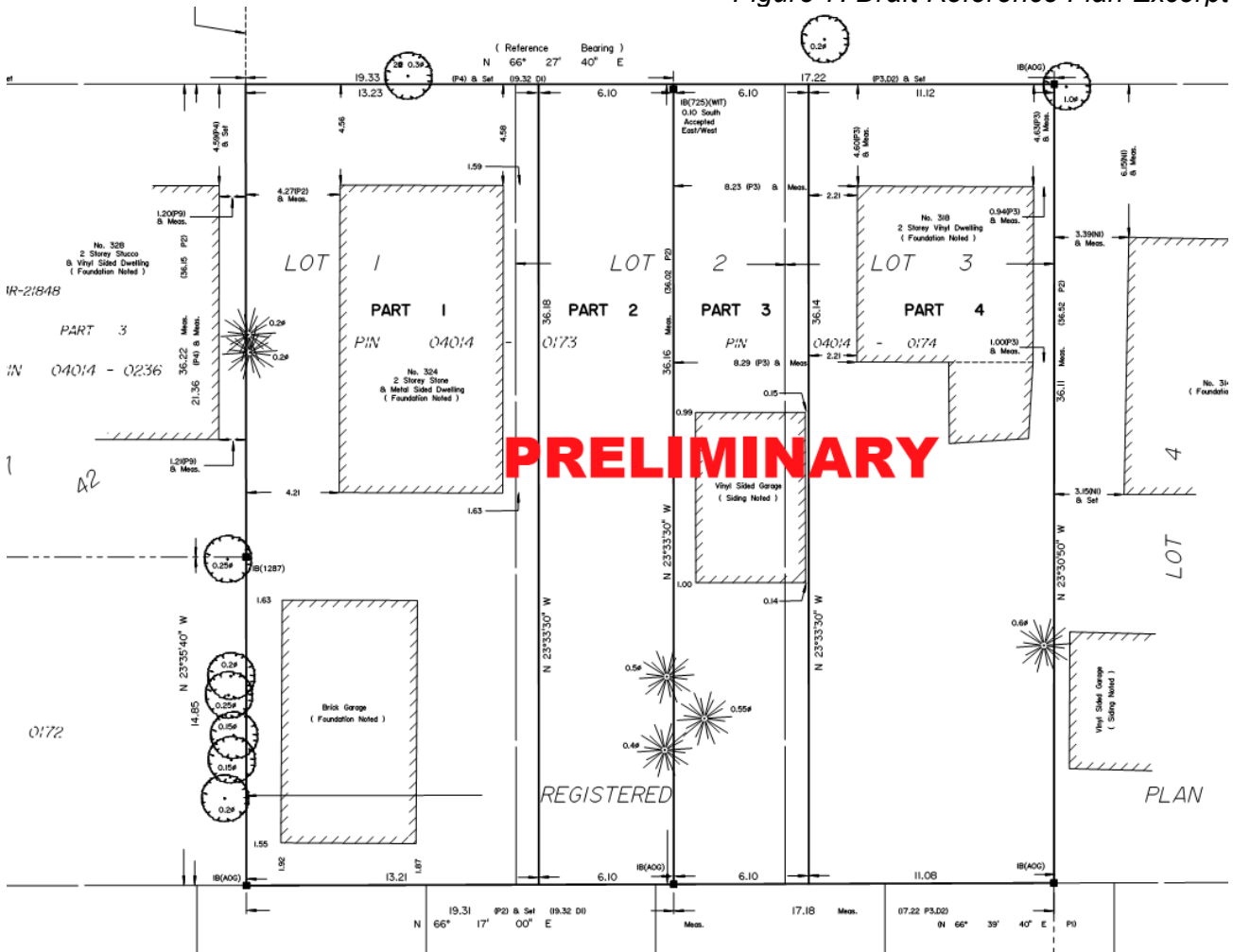


Figure 8: Severance Sketch for 324 Duncairn Avenue

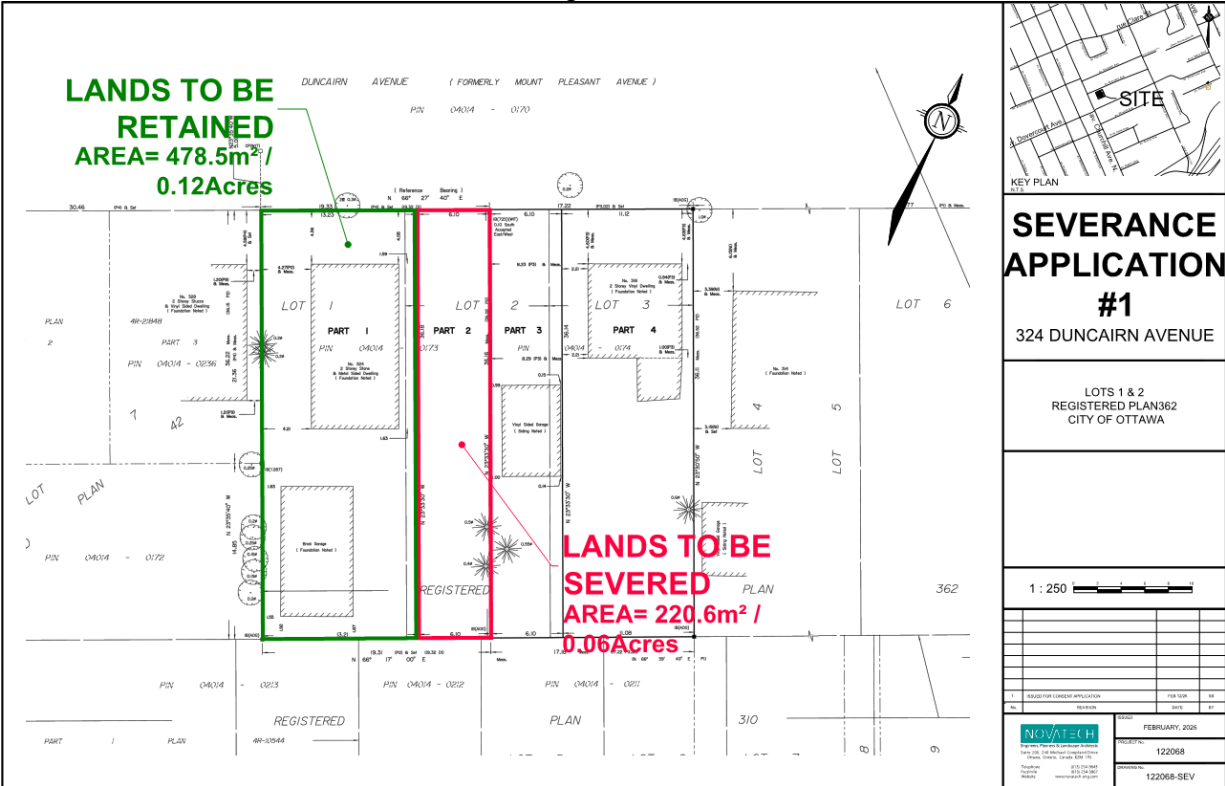
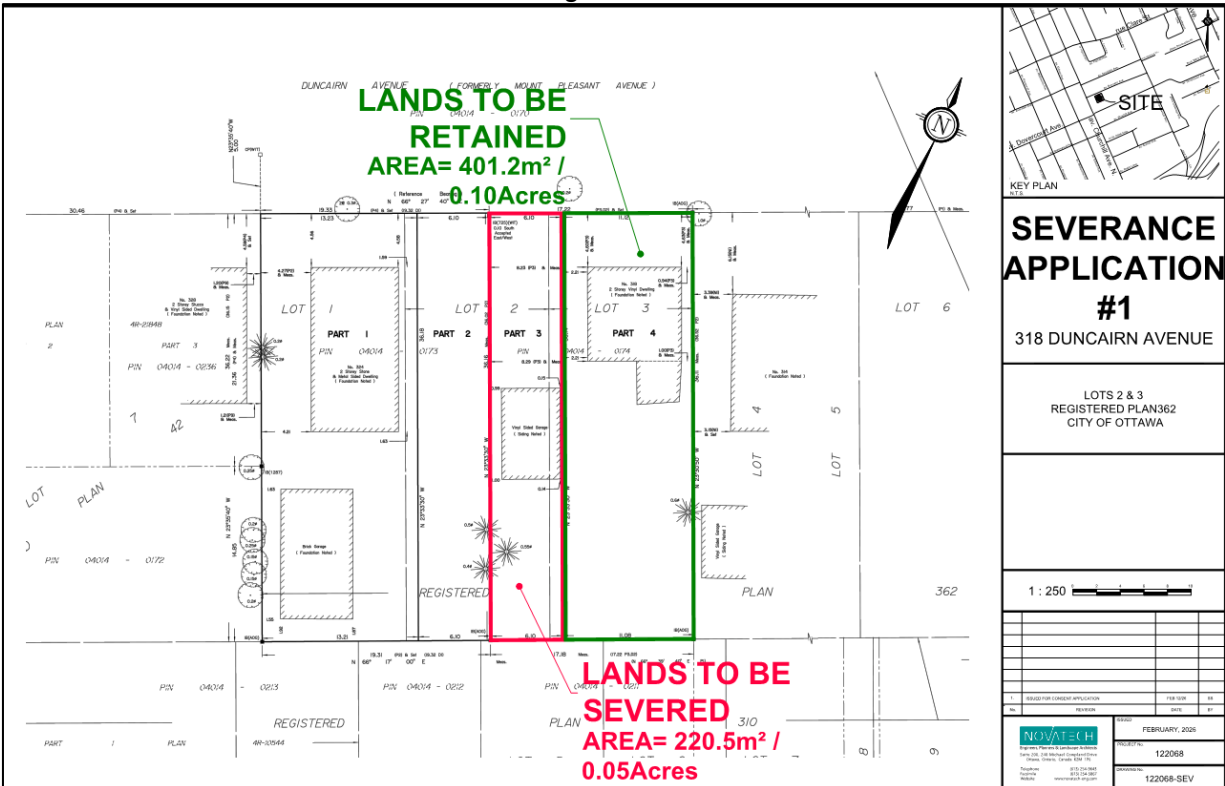


Figure 9: Severance Sketch for 318 Duncairn Avenue



Severance Rationale

Planning Act

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).”

The proposed severances do 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 for the consent applications 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;

The proposed severances have regard for the following matters of provincial interest:

- the adequate provision and efficient use of communication, transportation, sewage and water services and waste management system
- the orderly development of safe and healthy communities
- the adequate provision of a full range of housing, including affordable housing
- the appropriate location of growth and development
- the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians

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

The Subject Site is located within the City of Ottawa’s urban boundary and is in a fully developed neighbourhood. Therefore, the proposed severances are not premature.

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

318 and 324 Duncairn Avenue are designated Neighbourhood in the Inner Urban Transect of the City of Ottawa Official Plan (2022). The Subject Site is also subject to the Evolving Neighbourhoods Overlay (Figure 10).

Figure 10: Subject Site's Official Plan Designation



Growth Management Framework:

Section 3 of the Official Plan provides a Growth Management Framework for the City of Ottawa. Section 3 states:

“Most growth will occur within the urban area of the City, with a majority of residential growth to be within the built-up area through intensification, increasing overtime during the planning horizon.”

Policy 4 of Section 3.1 states:

“The City will allocate household growth targets as follows

- a) 93 percent within the urban area where:
 - i) 47 per cent is within the urban area that is built-up or developed as of July 1, 2018; and
 - ii) 46 per cent is within the greenfield portion of the urban area;
- b) 7 per cent within the rural area where:
 - i) 5 per cent is within the villages; and
 - ii) 2 per cent is outside of villages.”

The Subject Site is located within the built-up urban area. The proposed severances will create two lots for residential development which will contribute to meeting the 93% housing growth target in the urban area and the 47% housing growth target in the built-up area.

Section 3.2 of the Official Plan supports intensification and states the following:

“Intensification will support 15-minute neighbourhoods by being directed to Hubs and Corridors, where the majority of services and amenities are located, as well as the portions of Neighbourhoods within a short walk to those Hubs and Corridors.”

The Subject Site is located within a 300 metre walking distance of Churchill Avenue, which is designated Minor Corridor. The Subject Site is also within a 600 metre walking distance of Carling Avenue and Kirkwood Avenue, which are designated Mainstreet Corridor and Minor Corridor respectively. The Subject Site is within a 600 metre walking distance of a number of commercial amenities and office towers, as well as a future LRT connection along Carling Avenue. The Subject Site’s proximity to these amenities will allow the proposed development to support the City’s 15-minute neighbourhood objectives. This makes the Subject Site a prime location for the gradual intensification outlined in the Official Plan.

Policy 4 of Section 3.2 states:

“Intensification is permitted in all designations where development is permitted taking into account whether the site has municipal water and sewer services. This Plan supports intensification and the approval of applications for intensification shall be in conformity with transect and overlay policies as applicable. When reviewing planning applications for intensification, the City shall ensure that surface water and groundwater resources are protected, particularly where the groundwater resource is used for drinking water.”

The Subject Site is within the urban area and has access to municipal water and sewer services. Therefore, intensification is permitted on the Subject Site. The proposed severances will support intensification by providing two new lots for residential development. These lots will support the future development of a semi-detached dwelling, which will be compatible with the built form in the neighbourhood.

Inner Urban Transect

The Inner Urban Transect is characterized by a mix of pre-World War II and post-World War II neighbourhoods with a mix of urban and suburban built forms and character. Policy 1 of Section 5.2.1 states:

“The Inner Urban Transect’s built form and site design includes both urban and suburban characteristics as described in Table 6. Its intended pattern is urban.”

The proposed severances will fit in well with the neighbourhood context, where there are a number of similar sized lots that have been developed with semi-detached dwellings. The proposed severances will include a number of urban characteristics as described in Table 6, including providing for a range of lot sizes and supporting the development of attached buildings.

Policy 4 of Section 5.2.1 states:

“The Inner Urban Transect shall continue to develop as a mixed-use environment, where:

- a) Hubs and a network of Mainstreets and Minor Corridors provide residents with a full range of services within a walking distance from home, in order to support the growth of 15-minute neighbourhoods;*
- b) Small, locally oriented services may be appropriately located within Neighbourhoods;*
- c) Existing and new cultural assets are supported, including those that support music and nightlife;*
- d) Larger employment uses are directed to Hubs and Corridors; and*
- e) Increases in existing residential densities are supported to sustain the full range of services noted in Policy a).”*

The proposed severances will create two new lots for residential development. This will contribute to increasing residential densities in the area, which will help support the range of commercial and employment services along Carling Avenue. This increased density will also support existing and future transit service in the area.

Policy 1 of Section 5.2.4 states:

“Neighbourhoods located in the Inner Urban area and within a short walking distance of Hubs and Corridors shall accommodate residential growth to meet the Growth Management Framework as outlined in Subsection 3.2, Table 3b. The Zoning By-law shall implement the density thresholds in a manner which adheres to the built form requirements as described in Subsection 5.6.1, as applicable and that:

- a) Allows and supports a wide variety of housing types with a focus on missing-middle housing, which may include new housing types that are currently not contemplated in this Plan;*
- b) The application of Zoning By-law development standards to be applied as one lot for zoning purposes to support missing middle housing;*
- c) Provides for a low-rise built form, by requiring in Zoning a minimum built height of 2 storeys, generally permitting 3 storeys, and where appropriate, will allow a built height of up to 4 storeys to permit higher-density low-rise residential development;*
- d) Provides an emphasis on regulating the maximum built form envelope that frames the public right of way rather than unit count or lot configuration; and*
- e) In appropriate locations, to support the production of missing middle housing, lower-density typologies may be prohibited.”*

The Subject Site is appropriately located for residential growth and intensification, as it is within walking distance of a number of Mainstreet and Minor Corridors, including Carling Avenue, Churchill Avenue, and Kirkwood Avenue. The Subject Site is also located a two minute walk away from transit along Churchill Avenue. The proposed severances will create two new lots for residential development. This will support gentle intensification in the neighbourhood.

Neighbourhood Designation:

The Subject Site is designated Neighbourhood on Schedule B2 of the Official Plan. Section 6.3 provides policy direction for development in Neighbourhoods and describes the intent of the

designation as “*permit[ing] a mix of building forms and densities.*” The Plan stresses that “*Neighbourhoods are planned for ongoing gradual, integrated, sustainable and context-sensitive development, or where an Overlay directs evolution, for gradual well-planned transformation.*”

Policy 4 of Section 6.3.1 states:

“The Zoning By-law and approvals under the Planning Act shall allow a range of residential and non-residential built forms within the Neighbourhood designation, including:

- a) Generally, a full range of Low-rise housing options sufficient to meet or exceed the goals of Table 2 and Table 3b;*
- b) Housing options with the predominant new building form being missing middle housing, which meet the intent of Subsection 6.3.2, Policy 1);*
- c) In appropriate locations including near rapid-transit stations, zoning may prohibit lower-density housing forms.*
- d) To provide for a range of local services and promote the emergence or strengthening of 15-minute neighbourhoods, the Zoning By-law may permit compatible and complementary small-scale non-residential uses and services (including retail, service, cultural, leisure and entertainment uses) that primarily serve residents within walking distance and that:*
 - i) Are compatible with, and do not reasonably pose a risk of nuisance to, nearby residential uses;*
 - ii) Are contained within building forms and site design compatible with low-rise, predominantly residential neighbours;*
 - iii) Are appropriately integrated with the neighbourhood street network, pedestrian network and public realm;*
 - iv) May establish building and site design standards specific to such uses, in order to ensure functional requirements and context sensitive building form are met;*
 - v) May restrict or prohibit motor vehicle parking in association with such uses; and*
 - vi) Limits such uses to prevent undue diversion of housing stock to non-residential use.*
- e) Limited large-scale non-residential uses including office-based employment, large-scale institutions and facilities and other smaller institutional functions; and*
- f) Greenspace, including parks, open spaces and natural linkage areas meant to serve as public space.”*

The proposed severances will support the development of a full range of low-rise housing options by providing two residential lots for the future development of a semi-detached dwelling. The proposed severances will better utilize the Subject Site by providing for gentle intensification that will contribute to meeting the City’s housing goals and Growth Management Framework.

Policy 5 of Section 6.3.1 states:

“The Zoning By-law will distribute permitted densities in the Neighbourhood by:

- a) Allowing higher densities and permitted heights, including predominantly apartment and shared accommodation forms, in areas closer to, but not limited to, rapid-transit stations, Corridors and major neighbourhood amenities;*

- b) *Allowing lower densities and predominantly ground-oriented dwelling forms further away from rapid-transit stations, Corridors and major neighbourhood amenities; and*
- c) *Provide for a gradation and transition in permitted densities and mix of housing types between the areas described in a) and b).*”

The Subject Site is located in proximity to Churchill Avenue and Carling Avenue, which are designated Minor Corridor and Mainstreet Corridor respectively. The proposed severances will support the nearby commercial and transit amenities by providing for an increased residential density on the Subject Site.

Evolving Neighbourhoods Overlay

The Evolving Neighbourhoods Overlay applies to “*areas of the Neighbourhood Designation in close proximity to Hubs and Corridors to signal a gradual evolution over time that will see a change in character from suburban to urban to allow new built forms and more diverse functions of land.*”

Policy 1 of Section 5.6.1 states:

“The Evolving Neighborhood Overlay will apply to areas that are in a location or at stage of evolution that create the opportunity to achieve an urban form in terms of use, density, built form and site design. These areas are proximate to the boundaries of Hubs and Corridors as shown in the B-series of schedules of this Plan. The Evolving Neighborhood Overlay will be applied generally to the properties that have a lot line along a Minor Corridor; lands 150 meters from the boundary of a Hub or Mainstreet designation; and to lands within a 400-metre radius of a rapid transit station. The Overlay is intended to provide opportunities that allow the City to reach the goals of its Growth Management Framework for intensification through the Zoning By-law, by providing:

- a) *Guidance for a gradual change in character based on proximity to Hubs and Corridors,*
- b) *Allowance for new building forms and typologies, such as missing middle housing;*
- c) *Direction to built form and site design that supports an evolution towards more urban built form patterns and applicable transportation mode share goals; and*
- d) *Direction to govern the evaluation of development.*”

The Evolving Neighbourhoods Overlay supports intensification and gradual change within and in proximity to Hubs and Corridors. The proposed severances will support intensification on the Subject Site by providing two lots for future residential development. The proposed lot widths are consistent with the lot fabric in the neighbourhood. The future development of the Subject Site with a semi-detached dwelling will fit in well in the neighbourhood, where there are a number of semi-detached dwellings, while supporting an evolution towards more urban site design and density.

The proposed severances conform to the 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 Subject Site is zoned R3R [2687] H(8.5) in the City of Ottawa Zoning By-law 2008-250. The proposed severances will conform with the provisions of the Zoning By-law, including the provisions

for lot width, lot area, and the minimum interior side yard setback for the two detached dwellings to be retained.

Table 1: Zoning Provisions for the Severance Application at 324 Duncairn Avenue

Zoning Provision	Required (detached)	Required (semi-detached)	Provided – Severed Lot	Provided – Retained Lot (324 Duncairn)
Minimum Lot Width (m)	10 m (Exception 2687)	6 m	6.1 m	13.23 m
Minimum Lot Area (m ²)	300 m ² (Exception 2687)	180 m ²	220.6 m ²	478.5 m ²
Maximum Building Height (m)	8.5 m	8.5 m	N/A	2 storeys
Minimum Front Yard Setback (m)	4.6 m (average of abutting lots)	4.58 m (average of abutting lots)	N/A	4.56 m (existing)
Minimum Corner Side Yard Setback (m)	4.5 m	4.5 m	N/A	N/A
Minimum Rear Yard Setback (m)	30% of lot depth (10.9 m)	30% of lot depth (10.9 m)	N/A	48.9% (17.7 m)
Minimum Interior Side Yard Setback (m)	1.5 m	1.5 m	N/A	4.27 m / 1.59 m
Maximum Distance from the Front Lot Line (m)	24 m	24 m	N/A	18.5 m

Table 2: Zoning Provisions for the Severance Application at 318 Duncairn Avenue

Zoning Provision	Required (detached)	Required (semi-detached)	Provided – Severed Lot	Provided – Retained Lot (318 Duncairn)
Minimum Lot Width (m)	10 m (Exception 2687)	6 m	6.1 m	11.12 m
Minimum Lot Area (m ²)	300 m ² (Exception 2687)	180 m ²	220.5 m ²	401.2 m ²
Maximum Building Height (m)	8.5 m	8.5 m	N/A	2 storeys
Minimum Front Yard Setback (m)	5.4 m (average of abutting lots)	4.58 m (average of abutting lots)	N/A	4.6 m (existing)
Minimum Corner Side Yard Setback (m)	4.5 m	4.5 m	N/A	N/A

Minimum Rear Yard Setback (m)	30% of lot depth (10.9 m)	30% of lot depth (10.9 m)	N/A	55% (19.8 m)
Minimum Interior Side Yard Setback (m)	1.5 m	1.5 m	N/A	4.27 m / 1.59 m
Maximum Distance from the Front Lot Line (m)	24 m	24 m	N/A	16.3 m

The Subject Site is proposed to be zoned N3C[2687] H(8.5) in the new City of Ottawa Zoning By-law. The proposed severances will respect the minimum lot width of 6 metres for vertically attached dwellings as well as the minimum interior side yard setback of 1.5 metres that is proposed to be carried forward in Exception 2687.

The proposed severances meet the requirements of both the current Zoning By-law and the new Zoning By-law. The proposed severances will create lots that are suitable for residential development.

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

No affordable housing units are being proposed at this time.

(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;

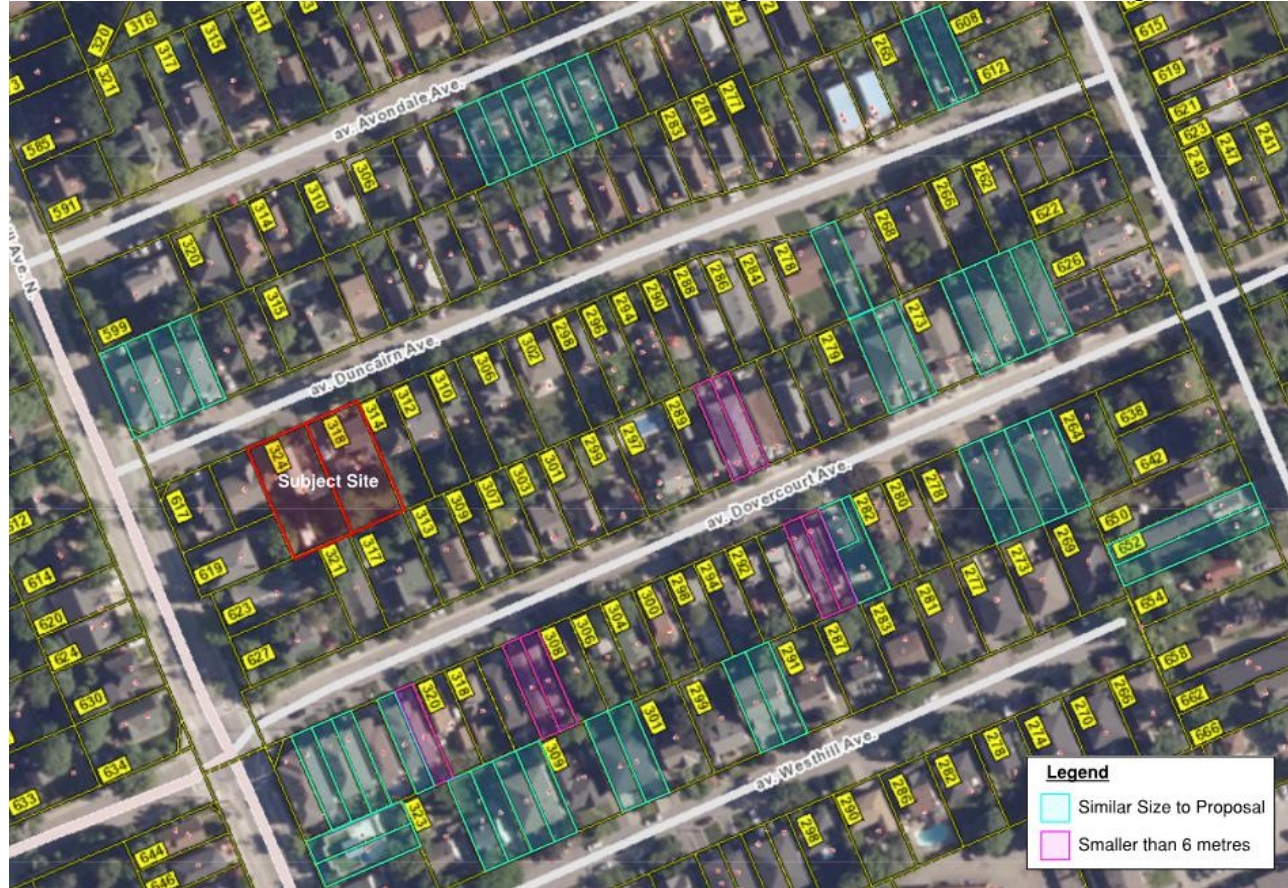
The proposed severances do not propose any new roads and will not affect highways or the transportation system.

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

The proposed severances will result in the creation of two regularly shaped lots for residential development. The two lots will have the same lot width and similar lot areas. The lot sizes for both severed lots are adequate to each support one half of a semi-detached dwelling while remaining in context with the streetscape along Duncairn Avenue.

Figure 11 shows the lot fabric in the surrounding neighbourhood. There are 39 lots in proximity to the Subject Site with lot widths similar to what is proposed for the Subject Site (between 6 to 8 metres) and seven lots with lot widths that are less than what is proposed for the Subject Site. This includes four lots directly across the street from the Subject Site. The proposed lots will fit into the lot fabric of the surrounding area, which has numerous lots of a similar size or smaller than the proposal.

Figure 11: Lot Fabric in the Neighbourhood



(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;

There are no restrictions or proposed restrictions on the existing or proposed lots, beyond the provisions of the Zoning By-law.

(h) conservation of natural resources and flood control;

The Subject Site is not located in any floodplains or areas of natural interest.

(i) the adequacy of utilities and municipal services;

The Subject Site is located within the urban boundary and is connected to existing utilities and municipal services. The additional lots are not anticipated to have any major impacts on the adequacy of the City's municipal services or utilities.

(j) the adequacy of school sites;

The Subject Site is located near Westboro Jewish Montessori Preschool, Broadview Public School, Nepean High School, Churchill Alternative School, and Westboro Montessori School (Figure 6). The

proposed severances are not anticipated to have a major impact on the adequacy of school sites in the area.

(k) 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 Subject Site will be dedicated 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

The proposed severances will more efficiently use the Subject Site by providing two lots for the future residential development. The proposed severances constitute infill development, allowing growth to remain within the urban area, which contributes to the City's intensification targets. This is more efficient from a transportation and transit perspective and more efficiently uses existing infrastructure, services, and land.

(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).

The proposed development is not subject to site plan control.

The proposed severance meets the criteria set out in Section 51(24) of the Planning Act. The proposed severance at 324 Duncairn Avenue represents good land use planning.

Provincial Planning Statement

Section 3(5) of the Planning Act states:

"A decision of the council of a municipality, a local board, a planning board, a minister of the Crown and a ministry, board, commission or agency of the government, including the Tribunal, in respect of the exercise of any authority that affects a planning matter,

(a) shall be consistent with the policy statements issued under subsection (1) that are in effect on the date of the decision;"

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

Policy 6 of Section 2.1 states:

"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.”*

The proposed severances will support the achievement of complete communities by providing two new lots for residential development within walking distance of transit, commercial uses, and recreational amenities. The proposal will contribute to providing a mix of housing options in the neighbourhood.

Section 2.2 of the PPS provides policies for Housing. Policy 1 states:

“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 wellbeing 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.”*

The proposed severances will support residential intensification by providing two lots for residential development within the urban area. This will allow for an increase in the number of residential units in an area where appropriate levels of infrastructure and public services facilities exist. The proposed severances will more efficiently use the Subject Site. The Subject Site is well located for residential intensification as it is within walking distance from bus transit and a number of commercial amenities.

Section 2.3 of the PPS provides policy direction for Settlement Areas. Policy 1 of Section 2.3.1 states:

“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.”

The Subject Site is located within a settlement area. The proposed severances will contribute to growth and development within the settlement area.

Policy 2 of Section 2.3.1 states:

“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”*

The proposed severances will more efficiently use the Subject Site by providing two lots for residential development within the serviced urban area. The Subject Site is located within a two minute of a bus stop that provides connections to Tunney’s Pasture LRT station. The Subject Site is also in close proximity to bicycle lanes along Churchill Avenue as well as pathways in Hampton Park. The proposed development more efficiently uses land and resources, optimizes existing infrastructure, and supports active and public transportation.

Policy 3 of Section 2.3.1 states:

“Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.”

The proposed severances will facilitate future residential development on the Subject Site, providing more density to the neighbourhood. The proposal will support intensification in the neighbourhood and provide more residential units in the City.

The proposed severance is consistent with the Provincial Planning Statement. The proposed severance at 324 Duncairn Avenue constitutes good land use planning.

Conclusion

The proposed severance at 324 Duncairn Avenue will facilitate the appropriate use and function of the Subject Site for the future development of a semi-detached dwelling. The proposed severance does not require a plan of subdivision for the orderly development of the land and meets the criteria of Subsection 51(24) of the Planning Act. The proposed severance conforms with the City of Ottawa Official Plan (2022) and is fully conforming with the provisions of both the current City of Ottawa Zoning By-law 2008-250 and the new City of Ottawa Zoning By-law. The proposed severance is consistent with the Provincial Planning Statement and will support residential intensification in the neighbourhood.

The proposal meets the requirements of Subsection 53(1) and 51(24) of the Planning Act and is consistent with the Provincial Planning Statement. The proposed severance represents good land use planning.

In support of the application for consent, please find enclosed:

- Cover Letter (one copy)
- Complete Consent Application Form for 324 Duncairn Avenue (one original copy)
- Draft Reference Plan (one 8.5x11 copy and one 11x17 copy)
- Severance Sketch for 324 Duncairn Avenue (one 8.5x11 copy and one 11x17 copy)
- Parcel Abstract for 324 Duncairn Avenue (one copy)
- Solicitor's Letter Regarding the Retained Lands for 324 Duncairn Avenue (one copy)
- Tree Information Report (one copy)

Should you have any questions regarding these applications, please do not hesitate to contact me.

Yours truly,

NOVATECH



Simran Soor, MCIP, RPP
Project Planner | Planning & Development