



**MINOR VARIANCE APPLICATION  
COMMENTS TO THE COMMITTEE OF ADJUSTMENT  
PANEL 3  
PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Address: 1035 Galaxie  
Legal Description: Lot 14, Registered Plan 50M-113  
File No.: D08-02-25/A-00093  
Report Date: April 16, 2026  
Hearing Date: April 21, 2026  
Planner: Elizabeth King  
Official Plan Designation: Rural Transect, Village, Natural Heritage Features Overlay  
Village of Vars Secondary Plan, Village Residential  
Zoning By-law 2008-250: V1E  
Zoning By-law 2026-50: V1E

**Committee of Adjustment**  
Received | Reçu le  
**2026-04-16**  
City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

**DEPARTMENT COMMENTS**

The Planning, Development and Building Services Department **has no concerns with** the application.

**DISCUSSION AND RATIONALE**

Staff have reviewed the subject minor variance application against the “four tests” as outlined in Section 45 (1) of the *Planning Act*, R.S.O. 1990 c. P.13, as amended. Staff are satisfied that the requested minor variance(s) meet(s) the “four tests”.

Staff note that since the adjournment of May 20, 2025, a Headwater Drainage Features Assessment and planting plan have been received and reviewed. Staff have no concerns with the Headwater Drainage Features Assessment and Fluvial Geomorphological Assessment was reviewed by South Nation Conservation (SNC) Authority.

**ADDITIONAL COMMENTS**

**Infrastructure Engineering**

- The Planning, Development and Building Services Department will do a complete review of grading and servicing during the building permit process.

- At the time of building permit application, a grading/servicing plan prepared by a Professional Engineer, Ontario Land surveyor or a Certified Engineering Technologist will be required.

### Planning Forestry

There are no concerns related to tree protection with this application provided that tree protection fencing is installed prior to construction in accordance with the TIR recommendations. Please note that the TIR has estimated tree locations; if any additional conflicts are identified through future plans or during construction, a revised TIR and tree permits will be required.

Through pre-consultation there were discussions about providing a tree planting plan to re-establish vegetation that was removed along the stream corridor and to re-establish trees removed from the Galaxie frontage to provide screening between the road and the proposed garages and parking area. The planting plan provided is sufficient for the stream corridor, but does not provide any screening from Galaxie Dr. It is strongly encouraged to update the planting plan with the location of the roadside ditch to determine whether the space between the ditch and the parking lot is sufficient for any size of tree planting to improve the streetscape.



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