

2026-04-16



**MINOR VARIANCE APPLICATION
COMMENTS TO THE COMMITTEE OF ADJUSTMENT
PANEL 1**

PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT

Site Address: 396 Riverdale Avenue
Legal Description: Part of Lot 139, Registered Plan 118266
File No.: D08-02-26/A-00041
Report Date: April 16, 2026
Hearing Date: April 22, 2026
Planner: Dylan Geldart
Official Plan Designation: Inner Urban Transect, Neighborhood Designation
Zoning By-law 2008-250: R3P [487]
Zoning By-law 2026-50: N3B [487]

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 the requested minor variances meet the “four tests”.

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 may be required.
 - A Grading Plan, prepared by a relevant professional, is required for any proposal that requires a permit if the proposed works, including hard landscaping, are less than 1.2 metres from a property line.

- A Stormwater Management Plan may be required, if the building setback from the lot line is less than 1.2 m. as per New Zoning By-Law 201:
 - Exemptions, Stormwater Management: (4)(b) *an addition to a building or structure, in any zone, for which Site Plan Control approval is not required and where the addition is less than 55 square metres in size, and which is located more than 1.2 metres from all lot lines.*
- Existing grading and drainage patterns must not be altered.

Planning Forestry

Through pre-consultation, it was confirmed that no protected trees would be impacted by the proposed rear-yard addition.

Transportation Engineering

Riverdale Avenue along the site frontage is undergoing Road, Sewer, Water Renewal (Construction year, in 1-2 years). Construction coordination is required with the City of Ottawa infrastructure Project Manager. Contact William Robert Leach (WilliamRobert.Leach@ottawa.ca) to discuss construction plans and coordination.



Dylan Geldart
Planner I, Development Review All Wards
Planning, Development and Building
Services Department



Erin O'Connell
Planner III, Development Review All Wards
Planning, Development and Building
Services Department