

**MINOR ZONING BY-LAW AMENDMENT APPLICATION
DELEGATED AUTHORITY REPORT
MANAGER, DEVELOPMENT REVIEW**

Location of Minor Re-zoning: 1412 Stittsville Main Street

File No.: D02-02-24-0035

Date of Application: August 6, 2024

This MINOR ZONING BY-LAW AMENDMENT application, for the land zoned TM9 H(15) (Traditional Mainstreet, Subzone 9, Maximum Height of 15 metres), in Zoning By-law 2008-250, as shown on the attached Zoning Key Map, and submitted by Christine McCuaig, Q9 Planning + Design Inc., on behalf of Elite Living Developments Inc., is to permit a three-storey apartment building as detailed in the attached Supporting Documentation.

This application was processed as a minor re-zoning under the minor re-zoning category of modifications to performance regulations only.

This MINOR ZONING BY-LAW AMENDMENT IS RECOMMENDED TO BE APPROVED and the following action is required:

1. That the Zoning Map of Zoning By-law 2008-250 be amended to amend the zoning over 1412 Stittsville Main Street so that it reads TM9[xxx1] H(15); and
2. That an exception be added to Zoning By-law No. 2008-250 for this property with provisions similar in effect to the following:
 - a) Rezone the lands as shown in Document 1.
 - b) Add a new exception xxx1 to Section 239– Urban Exceptions with provisions similar in effect to the following:
 - i. In Column I, Exception Number, add the text “[xxx1]”
 - ii. In Column II, Applicable Zones add the text “TM9[xxx1] H(15)”
 - iii. In Column V, Provisions, add the text
 - Minimum parking rate: 0.8 spaces per unit

- Despite Subclause 107(1)(aa)(i), the maximum permitted width for a double traffic lane that leads to less than 20 parking spaces is 3.8 metres.

September 29, 2025

Date



Kersten Nitsche,
Manager (A), Development Review West
Planning, Development and Building Services
Department

Enclosures: Minor Re-zoning By-law Amendment Supporting Information
Document 1 - Location Map
Document 2 – Zoning Schedule

MINOR ZONING BY-LAW AMENDMENT APPLICATION SUPPORTING INFORMATION

File Number: D02-02-24-0035

SITE LOCATION

1412 Stittsville Main Street, and as shown on Document 1.

SYNOPSIS OF APPLICATION

Description of site and surroundings

The subject property is located along the west side of Stittsville Main Street between Warner Colpits Lane and Mulkin Street. The site is a vacant, rectangular parcel with an area of 1408.90 square metres, lot depth of 70.5 metres, and approximately 20 metres of frontage along Stittsville Main Street. Surrounding uses include a community centre and park to the east, a commercial plaza to the north, and residential to the south and east. Further north and south along Stittsville Main Street there are additional institutional uses and commercial uses within walking distance of the site.

Summary of proposed development

The proposed development includes a three-storey residential apartment building containing a total of 18 units. Outdoor amenity is provided at the rear of the proposed building. A total of 18 motor vehicle parking spaces and 18 bicycle parking spaces are provided. Vehicle parking is located at the rear of the property and is accessed from 3.8-metre driveway off Stittsville Main. The driveway has been designed with a landscaped passing lay-by to allow for vehicles travelling in opposite directions to use the access simultaneously.

Summary of requested Zoning By-law Amendment

The site is currently zoned TM9 H(15) (Traditional Mainstreet, Subzone 9, Maximum Height Limit of 15 metres). The Traditional Mainstreet zoning permits a broad range of uses including residential. The Zoning By-law Amendment seeks to add a new site-specific zoning exception to the site with provisions addressing the following:

- Reduce the minimum parking requirements to 0.8 spaces per dwelling unit, whereas the Zoning By-law requires 1.2 spaces per unit.
- Permit a maximum driveway width of 3.8 metres, whereas the Zoning By-law permits a maximum width of 3.6 metres for a double traffic lane that leads to less than 20 parking spaces.

Residential Units and Types

Dwelling Type	Number of Units
Apartment	18

DECISION AND RATIONALE

This application is approved for the following reasons:

- Staff have reviewed this proposal and have determined that it is consistent with the 2024 Provincial Planning Statement.
- The proposal conforms to the applicable provisions of the Official Plan and the Stittsville Main Street Secondary Plan, including policies specific to the Suburban Transect and Mainstreet Corridor designation in the Official Plan (Sections 5.4 and 6.2), as well as the Mainstreet designation in the Secondary Plan (Section 3.1).
- The proposal is consistent with the Stittsville Main Street Community Design Plan.
- Staff have no concerns with the proposed parking reduction as the Official Plan directs that minimum parking requirements may be reduced along Corridors to minimize and gradually reduce the total land area in the City consumed to provide surface parking (Policy 2(1) of the Section 4.1.4).
- Staff also have no concerns with the proposed increase to the maximum driveway width for a double traffic lane that leads to less than 20 parking spaces. The proposed driveway width and design has been reviewed by Transportation staff and there are no concerns with the functioning of the access/driveway. Further, staff are satisfied that the intent of the Official Plan to minimize and gradually reduce the total land area in the City consumed to provide surface parking (Policy 2(1) of the Section 4.1.4) and to support an evolution towards 15-minute neighbourhoods while also recognizing a suburban pattern of built form in the Suburban Transect (Section 5.4.1) is achieved through the provision of a narrower access than is typical of a double traffic lane in suburban areas; standard requirement is a minimum driveway width of 6 to 6.7 metres for a double traffic lane per Section 107 of the Zoning By-law.

RELATED APPLICATIONS

- D07-12-24-0167

CONSULTATION DETAILS

Councillor Glen Gower provides concurrence for delegated authority for this report.

Councillor Glen Gower indicated the following comments:

- I would really like to encourage a street level design that would allow for commercial in the future. “Live-Work Unit” potential. The Stittsville Main CDP encourages street level commercial/active use.
- The zoning changes are very minor – can they be dealt with under delegated authority instead of coming to committee?
- I assume Stittsville Main Street Public Realm Plan is being applied by the applicant and staff?
- The main resident concern is from the neighbours immediately south, with concerns about privacy. I have a couple requests that I’ll pass along to the applicant directly.

Response to Councillor Comments

Applicant has indicated that while commercial is not proposed currently, the ground floor design is not prohibitive of future alternative use with necessary renovations.

The associated Zoning By-law Amendment will be approved under staff-delegated authority. The file will not be going to Planning and Housing Committee.

Staff have reviewed the Stittsville Main Street Public Realm plan as part of the review of the application.

It is understood that the Applicant has met with Councillor Gower to discuss the concerns of the resident immediately south of the site.

Public Comments

Summary of Comments - Public

This application was subject to the [Public Notification and Consultation Policy requirements](#) for minor re-zoning amendment applications. Comments were received by three residents and concerns raised included the impacts of construction activities on residents of neighbouring properties, loss of privacy, and property maintenance.

Technical Agency/Public Body Comments

Summary of Comments –Technical

All technical agency correspondence was forwarded to the applicant, and the applicant was advised to contact technical agencies directly for additional information and requirements.

Advisory Committee Comments

N/A

APPLICATION PROCESS TIMELINE STATUS

This Minor Zoning By-law amendment application was not processed by the On Time Decision Date established for the processing of an application that has Manager Delegated Authority. With the applicant's concurrence, the application was put on hold following the formal review pending revisions to the requested zoning relief and supporting documentation by the applicant.

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Document 1 - Location Map

