

**TO BE HAND DELIVERED**

March 6, 2018

 City of Ottawa  
 Planning, Infrastructure and Economic Development  
 110 Laurier Avenue West, 4<sup>th</sup> Floor  
 Ottawa, Ontario  
 K1P 1J1

Attention: Steve Belan
**Re: 1298 Ogilvie, Site Plan Control & Zoning By-Law Amendment Applications**

Please find enclosed the following plans &amp; reports required for submission of applications for Site Plan Control and Zoning By-Law Amendment.

<b><u>Engineering – Plans &amp; Studies</u></b>	<b>ZBLA</b>	<b>SPC</b>	<b>Number of Copies</b>	
Transportation Impact Study	✓		7 hard	1 digital
Site Servicing Brief (SSB)	✓	✓	3 hard	1 digital
Storm Water Management Report / Brief (Included in SSB)				
Site Servicing Plan		✓	5 hard	1 digital
Grade Control and Drainage Plan		✓	5 hard	1 digital
Geotechnical Study / Slope Stability Study	✓	✓	3 hard	1 digital
Erosion and Sediment Control Plan / Brief		✓	3 hard	1 digital
Noise / Vibration Study		✓	3 hard	1 digital
<b><u>Planning / Design / Survey – Plans &amp; Studies</u></b>	<b>ZBLA</b>	<b>SPC</b>	<b>Number of Copies</b>	
Concept Plan Showing Proposed Land Uses and Landscaping (Refer to Landscape Plan)	✓		5 hard	1 digital
Survey Plan	✓	✓	5 hard	1 digital
Architectural Building Elevation Drawings (dimensioned)	✓	✓	5 hard	1 digital
Site Plan		✓	5 hard	1 digital
Landscape Plan		✓	5 hard	1 digital
Planning Rationale	✓	✓	3 hard	1 digital
<b><u>Environmental – Plans &amp; Studies</u></b>	<b>ZBLA</b>	<b>SPC</b>	<b>Number of Copies</b>	
Phase I Environmental Site Assessment	✓	✓	3 hard	1 digital
Environmental Impact Statement (EIS)	✓	✓	3 hard	1 digital
Tree Conservation Report (Included in EIS)	✓	✓	3 hard	1 digital



Also enclosed are two cheques—one in the amount of \$15,250.77, and another in the amount of \$30,332.79, and a disk containing digital versions of the above listed plans and reports.

Should you require anything further, please do not hesitate to contact the undersigned.

Best Regards,

A handwritten signature in blue ink, appearing to read "Fairouz Wahab", is written in a cursive style.

Fairouz Wahab  
Manager - Land Development

Encl.