

December 12, 2018

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

**Attention: Marika Atfield, Planner I, Planning Services**

Dear Ms. Atfield:

**Reference: 1795 Montreal Road  
Site Plan Control Application  
Response to Comments  
Our File No.: 116151**

---

The following letter has been prepared in response to comments received from Evode Rwagasore dated November 22<sup>nd</sup>, 2018 on the Site Plan Control application for 1795 Montreal Road. This letter addresses all comments received on the Site Plan Control Application Resubmission package provided to the City of Ottawa on October 29<sup>th</sup>, 2018.

The following documents are provided for review and approval:

- Site Plan (SP-1, Rev 03) prepared by Christopher Simmonds Architect, dated November 30<sup>th</sup>, 2018;
- General Plan of Services (116151-GP, Rev 5) prepared by Novatech, dated December 4<sup>th</sup>, 2018;
- Grading Plan (116151-GR, Rev 5) prepared by Novatech, dated December 4<sup>th</sup>, 2018;
- Landscape Plan (116151-L1, Rev 4) prepared by Novatech, dated December 4<sup>th</sup>, 2018.

Zoning By-law Amendment application number D02-02-18-0027 has been removed from all plans. The Site Plan Control application number D07-12-18-0047 and Drawing Number 17618 is included in the bottom right corner on all plans.

### **Comments from Evode Rwagasore – Planner I**

#### Site Plan

7. Please provide details of garbage enclosure exterior material.

*“Not addressed. Please show details on Site Plan.”*

A Waste Bin Enclosure Elevation has been added to drawing SP-1.

8. Please show snow storage location, on site plan, if stored on site.

*“Please delineate snow storage location (away from trees)”*

Snow storage location is now shown away from all proposed trees on drawing SP-1.

9. Please provide details on the fencing.

*"Cannot find where details of fencing are located ("SK01")."*

A Retaining Wall Fence Elevation has been added to drawing SP-1.

12. Please provide the Property Identification Number (PIN) or legal description of property.

*"Addressed. Please address this additional comment: Site Plan requires a note stating where the property boundary information was derived from."*

Notes on the sources of property boundary information have been added to the General Notes section on drawing SP-1.

### **Comments from Mark Young – Urban Design**

16. Please provide a detail for the garbage enclosure.

*"Still not clear as to where these details are located? Is this the metal box shown on the East Elevation – Office? A separate detail should be provided."*

A Waste Bin Enclosure Elevation has been added to drawing SP-1.

17. Please provide additional street trees across site frontage. Trees can be located in R.O.W. if spacing is from overhead wire is a concern. Perhaps larger species could be considered if they are located in the R.O.W.

*"Please see attached. Given that larger trees are not possible, we would still like to see additional small trees provided across the frontage. These could be planted 2 m from the back edge of the sidewalk, and would not be in the way of operations etc."*

Please note that there is a gas line buried in the ROW and running parallel to the street; another lateral runs under the road as well, not far from the driveway. To the west of the driveway, the distance between the sidewalk and the gas line is insufficient to fit additional trees in the ROW. To the east end of the site plan, there is more room between the gas line and the sidewalk; there is just enough clearance from the gas line to fit some trees if they are 1.5m from the sidewalk. Two trees have been added in the ROW on the east side, with a spacing of 8m that is consistent with the other trees that had already been proposed on private property. As discussed previously, all of these trees are small due to the constraints of the overhead wires.

### **Comments from William Curry - Engineering**

21. *"List of drawings*

***Site Plan, SP-1,** prepared by Christopher Simmonds Architect, revision 2 dated October 24, 2018."*

A1. *"The Survey plan shows the existing from the center line of the roadway to the existing property line to be 15,27 metres. Although you have provided the widening but you have not illustrated it."*

*You need to show on the Site Plan from the center line of the roadway a dimension to the new property line. The Dimension should be 18.75 meters."*

All plans have been revised to show the required road widening of 18.75 metres from the centreline of Montreal Road.

*"Road Widening Condition: (info)*

*In accordance with the current City of Ottawa Official Plan, the City of Ottawa has a widening requirement across the Montreal Road frontage measuring 37.5 meters. Subject to equal widening: 18.75 metres from the existing centerline of pavement. The exact widening must be determined by a legal survey (reference plan). The owner shall provide a reference plan for registration, indicating the widening. Such reference plan must be tied to the Horizontal Control Network in accordance with the municipal requirements and guidelines for referencing legal surveys and will be submitted to the City of Ottawa for review prior to its deposit in the Registry Office. The widening must be conveyed to the City of Ottawa prior to construction on the site or on the city road. The conveyance will be at no cost to the City of Ottawa."*

A Reference Plan of the Subject Property that shows a part for the required road widening has been approved by Bill Harper with the Right-of-way Heritage and Urban Design Services Department. The Reference Plan will be registered with the Lands Registry Office.

A2. *"Remove snow storage from the plan or delineate it correctly. You currently also show it on top of proposed trees. Not ideal.*

*Snow Storage Condition: (info)*

*Any portion of the subject property which is intended to be used for permanent or temporary snow storage shall be as shown on the approved site plan or as otherwise approved by the General Manager, Planning and Growth Management Branch and shall not interfere with approved grading and drainage patterns or servicing. Snow storage areas shall be setback from property lines, foundations, fencing or landscaping a minimum of 1.5 metres. Snow storage areas shall not occupy driveways, aisles, required parking spaces or any portion of a road allowance."*

Snow storage location is now shown away from all proposed trees on drawing SP-1.

#### **Comments from Mark Richardson - Forestry**

26. A permit is required prior to any tree removal.

*"Prepared to approve the October 26 version of this plan."*

Acknowledged

#### **Comments from Kerry Reid - Environmental**

##### **Zoning By-law Amendment**

*"While native and not cultivars are still preferred, there is a low probability of those species selected escaping, the site is not adjacent to natural heritage features and given their rationale for the species selected, therefore no further comments."*

Acknowledged

**WASTE COLLECTION SERVICES**

41. *"The location would not be serviced by the City for garbage or recycling. They will need to be on private service."*

Acknowledged

**OTTAWA FIRE SERVICES**

42. *"The servicing plan mentions a private hydrant and sprinklers, but I cannot find either on the site plan. Would request that a site plan showing these locations including a fire route be provided."*

The location of the private hydrant has been added to drawing SP-1. The hydrant is located on private property west of the driveway accessing the Subject Property.

**NOTE: Parkland**

*"Cash-in-Lieu of Parkland is payable at the commercial rate of 2% on the site plan area."*

Noted

Yours truly,

**NOVATECH**

*Ryan Poulton*  
Ryan Poulton, M.PL.  
Planner