



File No. D07-12-18-0109

March 19, 2019

Urbandale Corporation  
2193 Arch Street  
Ottawa, Ontario  
K1G 1H5

Attention: Christa Jones  
Land Development Coordinator

Dear: Christa Jones:

**Subject: Site Plan Control Application  
4791 Bank Street**

The City has approved the Site Plan Control application received on July 13, 2018 Received by Client Service Centre, subject to Owner of the subject lands entering into a Site Plan Agreement.

It is important to note that this Site Plan Control Approval will lapse if certain requirements are not fulfilled by March 19, 2020. Specific details of the requirements will be provided to you once it has been indicated that the Owner is prepared to enter into an agreement with the City. These requirements may include, but are not limited to the following:

- Site Plan Agreement is signed.
- Security in the form of a Letter of Credit – in the City's standard format and wording, certified cheque or bank draft is provided.
- Certificate of Liability Insurance provided.
- Any required fees are paid

Please note that the documents referred to above, if not submitted in the City's required format(s), will be returned, resulting in a delay issuing a building permit and/or a commence work order.

The Owner of the subject lands is required to enter into a Site Plan Agreement with the City. Please arrange for legal representation as soon as possible to review this Site Plan Approval and the title to the subject lands. Please note that the City will require that all Agreement(s) entered into with the City shall require postponement(s) of any encumbrance(s) on title at the time of registration of the Agreement(s) with the City on

the subject lands, and any lands to be conveyed to the City as a condition of Site Plan Approval are required to be conveyed free and clear of any encumbrance(s) on title.

Also enclosed is a copy of the approved plan(s). We will retain the original site plan(s).

If you have any questions or concerns, please contact Max Walker by telephone at 613-580-2424, extension 23947 or by e-mail at [max.walker@ottawa.ca](mailto:max.walker@ottawa.ca).

Sincerely,



Max Walker  
Planner I  
Development Review

Enclosure: Delegated Authority Report.

- c.c. Councillor George Darouze - Osgoode  
Adam Baker, Infrastructure Approvals Project Manager, PIED (include 1 set of approved/signed mylars)  
[Matthew.Wilson@ottawa.ca](mailto:Matthew.Wilson@ottawa.ca), Development Inspections  
[Matthew.Hayley@ottawa.ca](mailto:Matthew.Hayley@ottawa.ca), Environmental Planner  
[John.Buck@ottawa.ca](mailto:John.Buck@ottawa.ca), Building Inspections  
[Matthew.Brozincevic@ottawa.ca](mailto:Matthew.Brozincevic@ottawa.ca), Program Manager - Permit Approvals (include all final/consolidated approved Geotechnical and/or Slope Stability studies)  
[Mike.Levasseur@ottawa.ca](mailto:Mike.Levasseur@ottawa.ca), Zoning Plan Examiner  
Addressing And Signs  
Joseph Langiano, Right of Way Agreements Coordinator  
[Jake.Gravelle@ottawa.ca](mailto:Jake.Gravelle@ottawa.ca), By-Law Enforcement  
[Wendy.Hickson@ottawa.ca](mailto:Wendy.Hickson@ottawa.ca), Development Agreement Officer  
[Joumana.Tannouri@ottawa.ca](mailto:Joumana.Tannouri@ottawa.ca), Finance  
Carole Legault, Co-ordinator, Accessibility Advisory Committee (no plans)  
[Jake.Lefebvre@mpac.ca](mailto:Jake.Lefebvre@mpac.ca), Account Manager, MPAC  
OttawaScene Canada Signs, 1565 Chatelain Avenue, Ottawa, ON K1Z 8B5  
(no attachments)  
Mark Richardson, Forester, [Mark.richardson@ottawa.ca](mailto:Mark.richardson@ottawa.ca)