



File No. D07-12-18-0103

April 11, 2019

Blueprint2build  
14 Cardico Drive  
Witchurch-Stouffville ON, L0H 1G0

Dear: Mr. Flemming, P.ENG.

**Subject: Site Plan Control Application  
1618 and 1622 Roger Stevens Drive**

The City has approved the Site Plan Control application received on June 29, 2018, 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 April 11, 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 Sarah McCormick by telephone at 613-580-2424, extension 24487 or by e-mail at [Sarah.McCormick@ottawa.ca](mailto:Sarah.McCormick@ottawa.ca).

Sincerely,



Sarah McCormick  
Planner II  
Development Review

c.c. Councillor Scott Moffatt  
Damien Whittaker, Senior Engineer, 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  
Tina Carrier, 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  
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(no attachments)  
Invecta Development Corporation (Jasspreet Toor), [smehat@rogers.com](mailto:smehat@rogers.com)  
Rideau Valley Conservation Authority, attn: Eric Lalande, [eric.lalande@rvca.ca](mailto:eric.lalande@rvca.ca)