



File No. D07-12-18-0118

May 31, 2019

Momentum Planning and Communications  
1165 Greenlawn Crescent  
Ottawa, ON K2C 1Z4

Attention: Dennis Jacobs  
Principal Planner

Dear: Mr. Jacobs:

**Subject: Site Plan Control Application  
20 Mark Avenue**

The City has approved the Site Plan Control application received on August 1, 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 May 28, 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 Andrew McCreight by telephone at 613-580-2424, extension 22568 or by e-mail at [Andrew.McCreight@ottawa.ca](mailto:Andrew.McCreight@ottawa.ca).

Sincerely,



Andrew McCreight  
Planner II  
Development Review, Central

Enclosures(7)

- Site Plan and Statistics
- Landscape Plan
- Building Elevations A201
- Building Elevations A202
- Site Servicing
- Site Grading – Drainage – Erosion Control
- Delegated Authority Report

c.c. Councillor Mathieu Fleury - Rideau-Vanier  
Richard Buchanan, Infrastructure Approvals Project Manager, PIED  
[Matthew.Wilson@ottawa.ca](mailto:Matthew.Wilson@ottawa.ca), Development Inspections  
Mark Richardson, Forester, [Mark.richardson@ottawa.ca](mailto:Mark.richardson@ottawa.ca)  
Linda.Carkner@ottawa.ca, Right of Way  
John.Buck2@ottawa.ca, Building Inspections  
Terri.Hunt@ottawa.ca, Program Manager - Permit Approvals (include all  
final/consolidated approved Geotechnical and/or Slope Stability studies)  
Eric.deGagne@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)  
Manor Park Management Inc. c/o Anand Aggarwal, 231 Brittany Drive, Suite D,  
Ottawa, ON K2C 1Z4

Rideau Valley Conservation Authority, attn: Jamie Bachelor, 3889 Rideau Valley Drive, PO Box 599, Manotick ON K4M 1A5

Rogers Communications Canada Inc. 475 Richmond Road, Ottawa, ON, K2A 3Y8

Enbridge Gas Distribution, 500 Consumers Road, North York, ON, M2J 1P8

Hydro Ottawa Limited, 3025 Albion Road North, PO Box 8700, Ottawa, ON K1G 3S4