



File No. D07-12-18-0125

June 20, 2019

HP Urban Inc,  
c/o Peter Hume  
2405P St. Laurent Boulevard  
Ottawa, ON K1G 5B4

Sent via email to [peter.hume@hurban.ca](mailto:peter.hume@hurban.ca)

Dear Mr. Hume:

**Subject: Site Plan Control Application  
180 Metcalfe Street**

The City has approved the Site Plan Control application received on August 17, 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 June 14, 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 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 Kimberley Baldwin by telephone at 613-580-2424, extension 23032 or by e-mail at Kimberley.Baldwin@ottawa.ca.

Sincerely,



Kimberley Baldwin  
Planner II  
Development Review, Central

c.c. Councillor Catherine McKenney  
Shawn Wessel, Infrastructure Approvals Project Manager  
Wally Dubyk, Transportation Project Manager  
Lesley Collins, Heritage Planner  
Matthew.Wilson@ottawa.ca, Development Inspections  
Sami Rehman, Environmental Planner  
Mark.Richardson@ottawa.ca, Forester  
Linda.Carkner@ottawa.ca, Right of Way  
Pauline.Prevoist@ottawa.ca, Circulation Clerk - Design Review  
John.Buck2@ottawa.ca, Building Inspections  
Patrick.Kennedy@ottawa.ca, Program Manager - Permit Approvals (include all final/consolidated approved Geotechnical and/or Slope Stability studies)  
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, Development Agreement Officer  
Joumana Tannouri, Securities Administrator, Finance Department  
Carole Legault, Co-ordinator, Accessibility Advisory Committee  
[Jake.Lefebvre@mpac.ca](mailto:Jake.Lefebvre@mpac.ca), Account Manager, MPAC  
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Fotenn, c/o Bria Aird, Planning Consultant, [aird@fotenn.com](mailto:aird@fotenn.com)  
RLA Architecture, c/o Jolly Shan, Architect, [jshan@rlaarchitecture.ca](mailto:jshan@rlaarchitecture.ca)  
Enbridge Gas Distribution c/o Alic Coleman [municipalplanning@enbridge.com](mailto:municipalplanning@enbridge.com)  
Ottawa Catholic School Board c/o Cindy Macmillan [cindy.macmillan@ocsb.ca](mailto:cindy.macmillan@ocsb.ca)  
Zayo c/o Ian Fleming [utility.circulation@zayo.com](mailto:utility.circulation@zayo.com)  
Bell c/o Meaghan Palynchuk [Meaghan.palynchuk@bell.com](mailto:Meaghan.palynchuk@bell.com)  
Rideau Valley Conservation Authority c/o Eric Lalande [Eric.Lalande@rvca.ca](mailto:Eric.Lalande@rvca.ca)  
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Hydro Ottawa c/o Scott Ritchie [scottritchi@hydroottawa.com](mailto:scottritchi@hydroottawa.com)