

June 17, 2019



City of Ottawa  
Planning and Development  
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110 Laurier Avenue West  
Ottawa, Ontario  
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Attn: Anne Wang  
Planner

**RE: Application for Site Plan Control for 2037 McGee Side Road  
Highland Park Funeral Home  
Hobin Project No. 1513**

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Dear Ms. Wang,

Please find enclosed an Application for Site Plan Control related to the proposed construction of a one-storey funeral home at the Highland Park Cemetery, 2037 McGee Side Road, owned by Pinecrest Remembrance Services Ltd.

The following supporting documentation is enclosed:

- 1 copy of the application form with Owner Authorization and Environmental Affidavit
- 4 copies of this cover letter/planning rationale
- 5 copies of the Plan of Survey (Farley, Smith & Denis Surveying Ltd.)
- 15 copies of the Architectural Context Plan and Site Plan (Hobin Architecture)
- 15 copies of the Landscape Plans and Details (L200, L201 & L202, Catherine H. Kirk)
- 3 copies of the Building Plans (A2.01 & A2.02, Hobin Architecture)
- 3 copies of the Building Elevations and Sections (A3.01, A3.02 & A4.01, Hobin Architecture)
- 7 copies of the Electrical Site Plan – Lighting and Power (E100, WSP) and a letter confirming that the proposed lighting meets the City's Standard (WSP)
- 15 copies of the Grading and Servicing Plan (including Erosion and Sediment Control notes) and Surface Works Plan (101063-PGS and 101063-SW, Novatech)
- 7 copies of the Stormwater Management Brief (Novatech)
- 7 copies of the Geotechnical Investigation (Gemtec)
- 7 Copies of the Hydrogeological Assessment and Comments / Update (Gemtec)
- 7 copies of the Phase One Environmental Site Assessment (Gemtec)

**Site Description**

The existing Highland Park Cemetery is located at 2037 McGee Side Road, on the north-east side of the Carp Road, approximately midway between Highway 417 and the Village of Carp.

The site has an area of 48.7 hectares (120 acres) and activities on the site were agricultural until the establishment of the cemetery in 1978, when the site was purchased by the Pinecrest Cemetery Company Ltd. The property is relatively flat and the surrounding



topography generally slopes gradually downwards towards the Carp River to the north/northeast of the property.

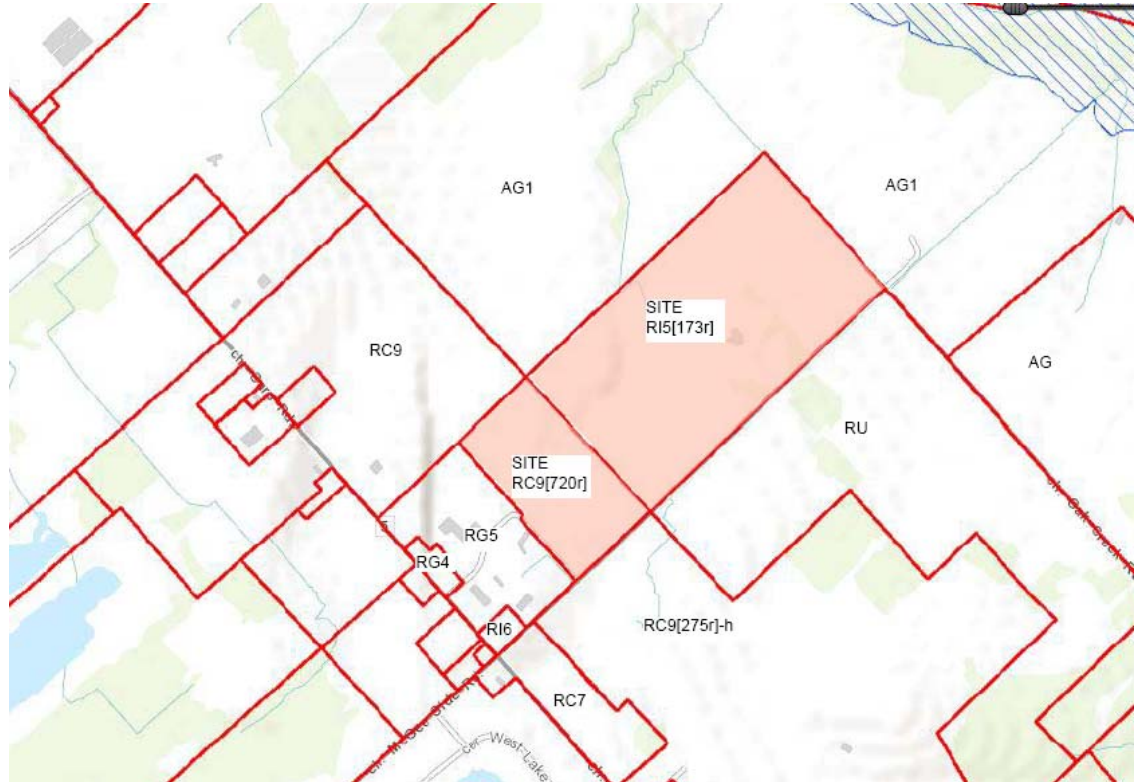
Hydro is the only utility that currently provides service to the site. The existing buildings are heated with a propane fired furnace and water is provided from an existing domestic well while waste is handled with an existing septic system. The existing structures include a one storey office/family room/maintenance room building with a basement, a storage building and a septic shed. All three structures are outside the area of the proposed development and no changes are proposed as part of this development.

### Context

The site currently falls under two different zones under the City of Ottawa Zoning By-law – the western quarter is zoned RC9 [720r] while the remaining portion is zoned R15 [173r]. A cemetery is a permitted use in the R15 Zone and the funeral home is permitted under Exception 173r. A funeral home is permitted in the RC9 Zone under Exception 720r. The proposed building falls within the portion zoned R15[173r].

The City of Ottawa Official Plan, as adopted in 2003, and the Carp Road Corridor Study which followed it, revised the westerly portion of the site from General Rural to Carp Road Corridor Rural Employment but left the eastern portion of the site as General Rural Area. The area on which the new funeral home is to be sited falls with the area designated as Agricultural Resource Area in Schedule 1 of the Community Design Plan.

Land use surrounding the site is predominantly agricultural with commercial and industrial development concentrated to the west along Carp Road, John Cavanaugh Drive and the west end of McGee Side Road. This is consistent with the current zoning and use of the adjacent lands as per the diagrams below and on the following page.



ZONING INFORMATION DIAGRAM



#### *EXISTING USES DIAGRAM*

Two single family homes and a few small farm buildings are located on the lands on the south side of McGee Side Road and a large single family home is located at the corner of McGee Side Road and Oak Creek Road. Both of these roads dead end beyond this intersection (Oak Creek road is a single lane gravel road to the north of McGee Side Road).

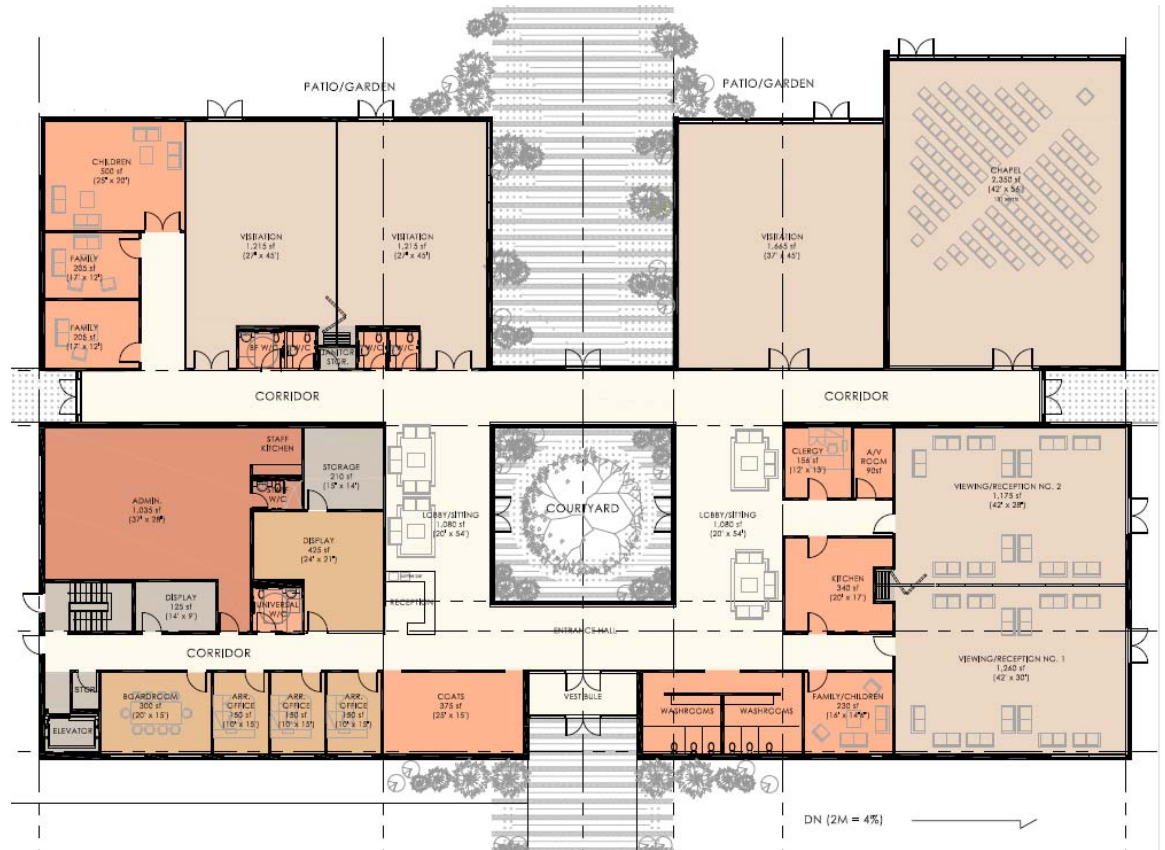
A portion of the cemetery site that is not currently being used for cemetery purposes is leased out to a local farmer for cash crop farming.

The existing cemetery is situated well back from the Carp Road, with access off of McGee Side Road only. It currently acts as a buffer between the commercial and industrial uses along the Carp Road and the agricultural and residential uses further away from the main road. While a funeral home may not have been considered as a prime employment zone use, it will offer employment opportunities to the community and has the potential to draw in a wide range of people to the area.

#### **Proposed Development:**

The owner is proposing to build a new one storey funeral home (1019 sq. m. footprint, 661 sq. m. per the Zoning Bylaw), with a partial basement (400 sq. m. footprint, 41.5 sq. m. per the Zoning Bylaw) near the centre of the site. The building will consist of assembly, office, washroom and storage spaces and will include embalming services in the basement. Cremation services will continue to be done at the owner's existing Pinecrest facility. A second phase of approx. 900 sq. m. will be considered in the future (in 5-10 years), based on increased demand for services. The expansion would include additional meeting and visitation spaces along with a chapel and additional washrooms. The floor plan on the following page shows the proposed layout when the second phase is added.





*PROPOSED PLAN WITH PHASE 2 (Area above the Corridor)*

The building, and related parking, will be located in an open area within the existing loop road that is accessed off the main entrance road into the site. The new building will comply with the required setbacks, building height and parking requirements prescribed in the Zoning Bylaw. Existing trees along the sides of the roads will be retained and are integrated into the parking areas. The area around the building will be extensively landscaped, providing outdoor amenity space connected to the assembly spaces within the building. A landscaped courtyard, which is partially enclosed by the building in the first phase, will become a fully enclosed central courtyard when the second phase is completed.

A vehicle ramp at one end of the building will provide access to the basement level, where receiving, storage and mechanical spaces are located, as well as to four staff parking spaces. Six accessible parking spaces are provided and they are designed to meet the AODA Design of Public Spaces Standards.

The building will be served by a new well and a new septic system. Water treatment will be provided to address issues identified in the Hydrogeological Assessment. Emergency power will be provided by a propane generator and water for emergency use by the fire department will be stored in a below grade enclosure with a pump house with a fire department connection located above.

The exterior treatment of the building will consist of stone, vertical wood siding and metal roofing. In keeping in context with the surrounding rural setting the colour palette will feature natural tones. Punched window openings in the wood siding will be combined with larger window wall elements at the assembly spaces, creating a connection between the interior rooms and the patios and garden spaces on the exterior.



*FRONT VIEW OF BUILDING*

**Schedule:**

The project is expected to move to a building permit application in early August 2019 with construction expected to start in late Fall or early Spring, pending approval of the Site Plan Control Application.

**Summary:**

The proposed funeral home will provide services in an area that is currently underserved. The setting of the building within the existing cemetery respects the rural nature of the surrounding area while providing employment opportunities in a service industry that will not negatively impact the surrounding community. The development meets all of the existing zoning requirements and we feel that it is an appropriate use for the site.

I trust that you will find this information to be complete. Please feel free to contact me if you have any questions. I can be reached by email at [bbonell@hobinarc.com](mailto:bbonell@hobinarc.com) or by phone at (613) 238-7200 ext. 109.

Sincerely,

A handwritten signature in black ink that reads "Bryan Bonell".

Bryan Bonell  
B.Arch, OAA, MRAIC