

July 25, 2019

P H Robinson Consulting
c/o Paul Robinson
100 Palomino Drive
Ottawa, ON K2M 1N3
probinson@probinsonconsulting.com

Dear Paul Robinson:

**Subject: Site Plan Control Application
99-103 Pinhey Street**

The City has approved the Site Plan Control application received on September 14, 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 July 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 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 Jeff Leiper
Richard Buchanan, Infrastructure Approvals Project Manager
Wally Dubyk, Transportation Project Manager
Matthew.Wilson@ottawa.ca, Development Inspections
Mark.Richardson@ottawa.ca, Forester
Linda.Carkner@ottawa.ca, Right of Way
Terri.Hunt@ottawa.ca, Program Manager - Permit Approvals (include all final/consolidated approved Geotechnical and/or Slope Stability studies)
Mike Levasseur, Zoning Plan Examiner
Addressing and Signs
Joseph Langiano, Right of Way Agreements Coordinator
Jake.Gravelle@ottawa.ca, By-Law Enforcement
Wendy.Hickson@ottawa.ca, Development Agreement Officer
Joumana Tannouri, Securities Administrator, Finance Department
Jake.Lefebvre@mpac.ca, Account Manager, MPAC
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