



File No. D07-12-19-0002

August 6, 2019

Fernando Matos
2277 Prospect Avenue
Ottawa, ON

BY EMAIL: fernando@ottawacarletonconstruction.ca

Dear Fernando:

**Subject: Site Plan Control Application
384 Frank Street**

The City has approved the Site Plan Control application received on January 9, 2019, 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 31, 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.

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 Jenny Kluke by telephone at 613-580-2424, extension 27184 or by e-mail at Jenny.Kluke@ottawa.ca.

Sincerely,



Jenny Kluke
Planner
Development Review, Central

Enclosures

c.c. Councillor Catherine McKenney
John Wu, Infrastructure Approvals Project Manager
Wally Dubyk, Transportation Project Manager
Matthew.Wilson@ottawa.ca, Development Inspections
John.Buck2@ottawa.ca, Building Inspections
Tina.Carrier@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, By-Law Enforcement
Wendy.Hickson@ottawa.ca, Development Agreement Officer
Joumana Tannouri, Securities Administrator, Finance Department
Jake.Lefebvre@mpac.ca, Account Manager, MPAC
OttawaScene Canada Signs, 1565 Chatelain Avenue, Ottawa, ON K1Z 8B5
municipalplanning@enbridge.com