

September 18, 2019

Corporation of the City of Ottawa  
Planning, Development and Construction Services  
110 Laurier Avenue West  
Ottawa, ON K1P 1J1

To Whom It May Concern:

**RE: Site Plan Control Application**  
**5536 Manotick Main Street, City of Ottawa**  
**Owner: 10724734 Canada Inc.**

ZanderPlan has been retained by 10724734 Canada Inc. (the Owner) to prepare a planning report to support a Site Plan Control application for the redevelopment of a commercial property on Main Street in the Village of Manotick, now part of the City of Ottawa. The Owner is proposing to redevelop this parcel with a two-storey commercial building.

#### **Site Location**

The property is situated in the central part of the Village of Manotick in proximity to the Mill Street – Main Street (Rideau Valley Drive) intersection. Its principal frontage is on the westerly side of Main Street, while the property also has frontage on Ann Street, which will serve as the vehicle entrance location for the new development (See Figure 1). The lot is legally described as Part Lot 25, Plan 18 North Gower, Lot 26, Plan 18 North Gower, Part Lot 34, Plan 18 North Gower, and Lot 35, Plan 18, North Gower, and is locally known as 5536 Manotick Main Street.



**Figure 1: Aerial Photo of Subject Property**

**Site Description – existing conditions**

The subject property consists of approximately 1,560 sq. m. (16,792 sq. ft.) of land with just over 28 m (92 ft.) of frontage on Main street at the front of the building and about 24 m (78.8 ft.) of frontage on Ann Street. The property is relatively flat and is currently developed with an older (not heritage) two storey building located close to the front lot line in the south-easterly corner of the property and occupying less than half of the lot (see Figure 2). The balance of the property is occupied by entrances to Main Street and Anne Street, an unstructured, paved parking area and some vegetated areas along the side lot lines with three or four mature trees and some shrubs (see Figure 3).



**Figure 2: Google Earth photo of the existing building from Manotick Main Street**



**Figure 3: Google Earth photo of the subject property from Ann Street**

### **Site description – proposed development**

The applicant is proposing to construct a two-storey commercial building with a footprint of 448 square metres and a total gross floor area over two floors of 719 square metres. The building would be setback about 3 m from Manotick Main Street and would feature porches on the front façade and parking to the rear. The new development would occupy most of the property frontage on Manotick Main Street save for a pedestrian access to the rear of the lot, requiring all future vehicular access to occur from Ann Street. The building has been designed to house two retail spaces on the ground floor, as well as a real estate office which will occupy the balance of the ground floor and all of the second floor space.

### **Surrounding neighbourhood**

The site is in the central core area of the Village of Manotick, which is a traditional downtown area with many building faces close to the street. The surrounding lands are occupied by a variety of commercial uses, many of which have parking areas in the rear yards. The property to the south is occupied by the Black Dog Bistro and is a designated heritage property, while the lands to the north are occupied by a mix of retail, office and restaurant uses. To the east, across Main Street, is a two storey building occupied by a personal care spa which appears to include upper storey residential use; other retail and office use buildings are also located on the opposite side of the street. To the west (rear) across Ann Street there is a metal clad, service commercial building, part of which is occupied for auto service use. The areas abutting the rear yard are similarly used for parking and delivery spaces.

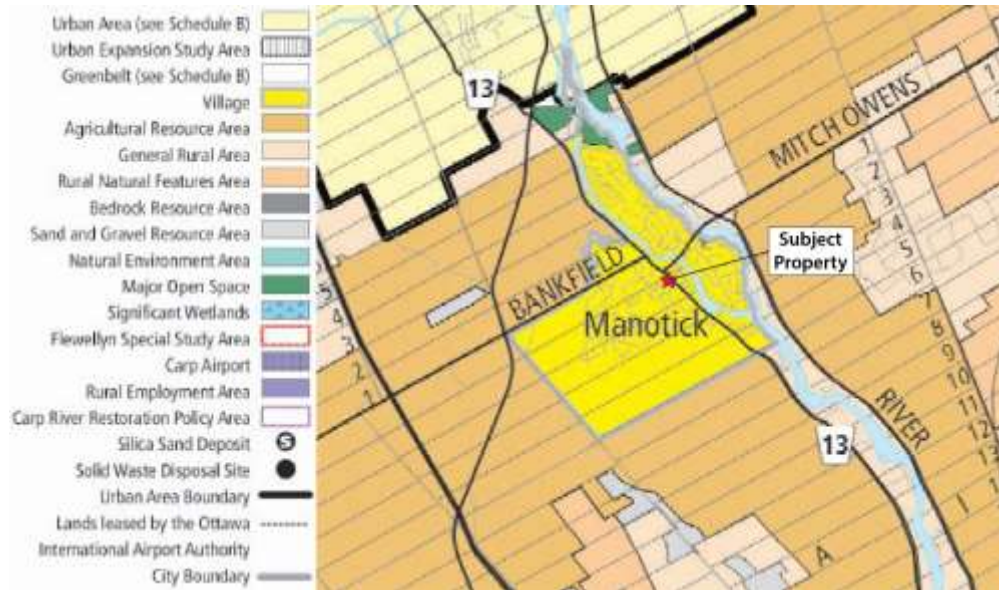
### **OFFICIAL PLAN CITY OF OTTAWA**

The subject property is designated as a Village Area encompassing Manotick on Schedule A of the Official Plan for the City of Ottawa, as shown in Figure 4 below. In accordance with Section 3.7.1 of the Plan, Villages function as the service centres for adjacent rural areas. Paragraph 1 of the Subsection specifies that a variety of land uses are to be permitted to provide for the daily needs of the rural community and are to remain rural in character and scale. Subsection 7 sets out the permitted land uses in the Villages and includes commercial service facilities of up to 10,000 sq. m. of gross leasable floor area which may be occupied by retail, restaurant, office and personal service establishments. The proposed redevelopment of 5536 Main Street is consistent with these general policies.

The Village of Manotick is subject to a Secondary Plan within Volume 2c of the Official Plan that was established by Amendment # 162 in March of 2016. The subject property is within the Village



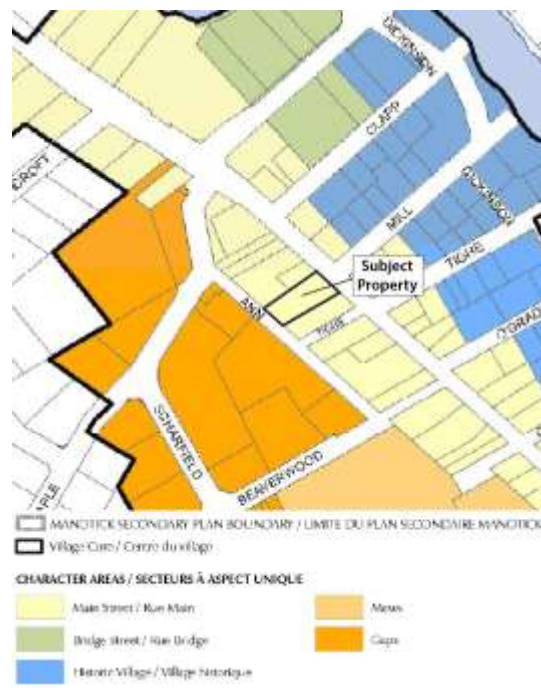
Core designation as established on Schedule A – Land Use of the Secondary Plan and is within the Main Street Character Area on Schedule B (see Figures 5 & 6).



**Figure 4 – City of Ottawa Official Plan Schedule A – Rural Policy Plan**



**Figure 5 –Manotick Secondary Plan**



**Figure 6 –Manotick Secondary Plan**

Subsection 1.2.1 of the Secondary Plan sets out the goals for the community vision and the following items are of particular relevance to the proposed project:

1. *Maintain and enhance Manotick's village character.*

The proposed redevelopment will be consistent with this objective as it will result in an improvement to the building inventory of the core area, which will be an aesthetic improvement over the existing structure and will be in character with the streetscape. The building will be located within close proximity of the street, while allowing space for appropriate landscaping and street furniture.

2. *Enhance and develop Manotick as a vibrant, walkable and cycle friendly community*

The project would conform with this objective as it will remove a vehicle entrance directly to Main Street and the building will be readily accessible from the street; a pedestrian connection to the rear will be retained. The project will contribute to the vibrancy of the core by setting the new building back from the street consistent with adjacent buildings, making the adjacent heritage building more visible and introducing a building that has a more engaging façade and is more in keeping with the built character of the Village core.

3. *Ensure that the Village Core is a focus of commercial and community activity.*

The commercial and office uses to be accommodated by the proposed building will meet this goal.

4. *Address local parking and traffic issues in the Village Core.*

All required vehicle and bicycle parking to meet the needs of the proposed uses will be accommodated on the subject property in conformity with the City's Zoning By-law.

7. *Improve connectivity that provides ways for residents and visitors to easily travel throughout the Village.*

The project contributes to this goal by removing a vehicle entrance from Main Street, enhancing the walkability of the streetscape and maintaining pedestrian access to the rear parking area with a connecting walkway.

Section 2.0 of the Secondary Plan speak to land uses, noting that a wide range of land uses are permitted in the Village. Building design and streetscape are of particular importance to the Village, as the policies note that "design review will focus on achieving streetscape improvements and high design standards for both public and private sector development projects." Section 2.2.3 of the Secondary Plan notes that "development adjacent to or within 35 metres of a

designated building will require a Cultural Heritage Impact Statement” to be completed. As there is a designated heritage property in close proximity to the subject property, this study has been completed and is described in greater detail later in this Report.

The general policies for the Village Core are set out in Sections 2.1 and 2.2 of the Secondary Plan. They specify that: a broad range of uses are to be permitted; development in the Main Street character area will be limited to a height of three storeys and subject to design review; and a will be required for development adjacent to designated heritage buildings. The proposed development is within the height restriction and has been architecturally designed to be consistent with the character of existing development.

The Design Guidelines for the Village Core are stipulated in subsection 2.2.6. The project will be consistent with the guidelines, specifically:

1. *New buildings will be designed to be pedestrian-oriented which may include providing entrances and clear windows facing the street.*

The project will meet this requirement as it is relatively low profile at two stories high, has entrances oriented to the street and includes porches and landscape elements along the frontage that will be welcoming to the pedestrian community; a pedestrian linkage to the rear yard is also included.

3. *During development review, the City will encourage owners with property on Manotick Main Street ... that have secondary access on Ann Street to close their driveway access on Manotick Main Street. The resulting space could accommodate outdoor amenity areas, such as patios, that will support pedestrian activity and contribute to street animation.*

The project is implementing this provision by removing the driveway access to Manotick Main Street and adding a pedestrian linkage to the rear yard. Landscaping elements will also improve this profile.

4. *New development and additions should be of their own time and reflect existing heritage and rural character by using design elements, colours and materials inspired by buildings in the Village, such as clay brick, stone, wood or high quality modern materials.*

The form and scale of the proposed building is comparable to other buildings on the street. The project will include brick cladding materials and fenestration that is reflective of the character of the Main Street building inventory (also see the Cultural Heritage Impact Statement).

5. *Building walls visible to the public should be articulated and designed in a way that does not create a blank wall facing the public realm.*

The building has been designed in compliance with this objective with an increased setback, articulated walls and porches.

8. *Longer buildings should have articulated facades that break up the mass of the building and complement the small storefronts of existing businesses.*

The project is implementing this provision through the building design, roofline, windows and porch on the street front (also see the Cultural Heritage Impact Statement).

The landscape and streetscape design provisions also encourage attractive spaces and amenity areas, soft landscaping, screening of parking areas, and tree planting where possible. A Landscape Plan has been prepared by James B. Lennox & Associates Inc, which includes a variety of landscape features at the streetscape such as concrete pavers and clusters of shrubs and ornamental grasses. These enhancements, coupled with the setback of the new building, will create a more attractive outdoor space at the front of the building. Other landscaping elements have been included on the balance of the site and will be described in greater detail below.

Section 3 of the Secondary Plan speaks to sidewalks and pathways. The development proposal includes the redevelopment of an existing lot, and there are therefore limited opportunities to create new public spaces or linkages. However, there will be improvements made through the removal of the driveway access to Manotick Main Street which will reduce pedestrian/vehicle conflicts on the sidewalk, and a pedestrian linkage to the rear yard will be established. All vehicle parking on the site will now be accessed from Ann Street at the rear of the lot, with all required parking being accommodated on the site.

Section 5.0 of the Secondary Plan speaks to servicing. The policies note that public water and wastewater is only available in some parts of the Village. The subject property does have the benefit of being serviced by public water and wastewater services and the new building will be connected this way.

Overall, the proposal represents the redevelopment of an existing commercial lot in the Manotick Village area. The design of the site and the new building have been carefully considered to ensure compatibility with abutting structures as well as the streetscape, with pedestrian linkages, enhanced landscaping features, and parking in the rear yard.



## **PROVINCIAL POLICY STATEMENT**

The *Provincial Policy Statement (PPS, 2014)*, issued under the authority of Section 3 of the *Planning Act*, provides policy direction on matters of Provincial interest related to land use planning and development and provides for appropriate development while protecting resources of Provincial interest. Planning decisions made in Ontario are required to be consistent with the policies in the PPS. A number of policies should be considered with regard to the proposed development.

The Provincial vision for the planning system is set out in Part IV of the PPS. It recognizes that urban and settlement areas should be the focus for development. It notes that efficient development patterns optimize the use of land and public infrastructure and that such patterns promote a mix of housing, employment, and recreation spaces.

Section 1 of Part V of the PPS deals with Building Strong Healthy Communities and encourages “healthy, liveable and safe communities” and through a variety of means, including “efficient development and land use patterns”, a range and mix of land uses, protection for the environment and the public, and access to available services and infrastructure. Settlement areas are the target for development, and full municipal services are preferred. There are no public health and safety concerns as a result of the redevelopment of this lot, and no additional land consumption or servicing costs. The new building will be serviced with municipal sanitary and water service

Section 1.3 of the PPS speaks to Employment, noting that opportunities for economic development should be encouraged, and that “an appropriate mix and range of employment and institutional uses to meet long-term needs” should be provided. The proposed use will contribute to a “diversified economic base” in an established settlement area on full municipal services by bringing renewed commercial space.

Section 2 of the PPS speaks to the Wise Use and Management of Resources, and in particular to natural heritage, water, agriculture, minerals and petroleum, mineral aggregate resources, and cultural heritage and archaeology. No natural heritage features or functions have been identified on or in proximity to the site. In addition, there are no known mineral, petroleum or aggregate resources on or in proximity to the site, nor any features of archaeological significance. The site is not considered to have prime agricultural land and there are no resource impacts anticipated from the proposed development given that the site is within an established settlement area. A heritage building has been identified on the abutting property. The design of the new building on the subject property has been considered in this context; a Cultural Heritage Impact Statement has also been prepared and will be discussed in greater detail below.

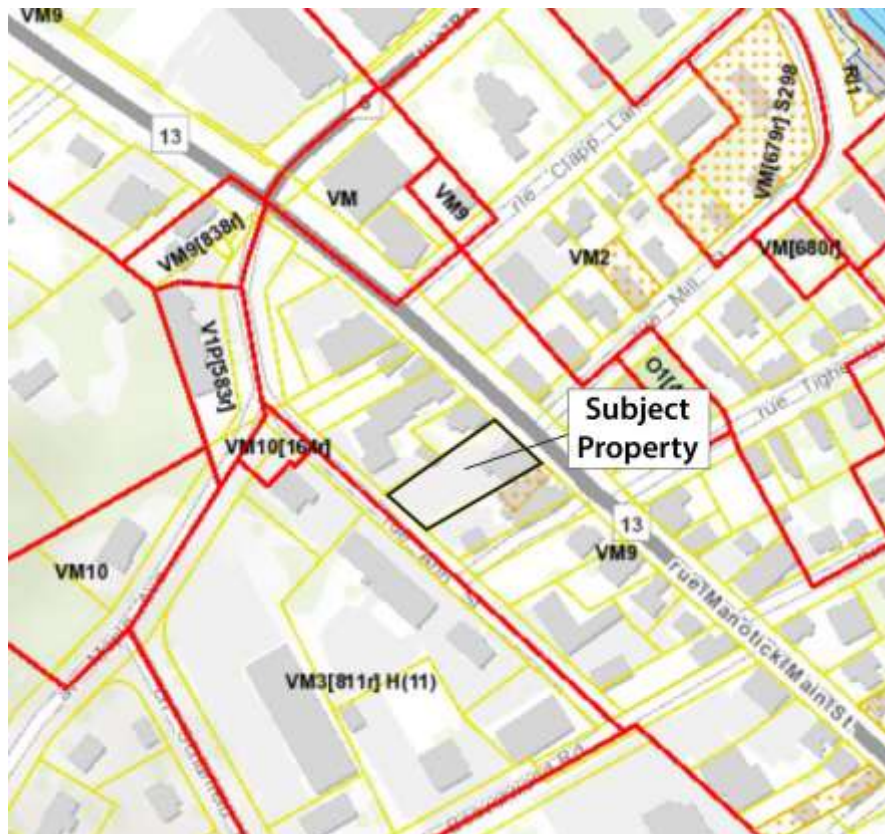


Section 3 of the PPS speaks to Protecting Public Health and Safety. There are no natural hazards nor any human-made hazards that have been identified on or in proximity to the site.

Overall, the proposal to construct a new commercial building on the subject property, within the urban boundary with access to servicing is consistent with the Provincial Policy Statement, 2014.

## **ZONING BY-LAW**

The subject property is zoned Village Mixed Use subzone 9 (VM9) in the City's Zoning By-law 2008-250, as shown on the geoOttawa Online mapping (See Figure 7). The uses permitted and Zone provisions for the VM9 zone are described at Section 229 of the By-law, and include a wide variety of commercial uses as well as institutional and residential land uses. Protection of the historic character of the Village is important, along with recognizing this as an important commercial and business area. The proposed development conforms with the permitted uses and includes none of the uses prohibited in the VM9 zone under part 9 of Section 230.



**Figure 7 – City of Ottawa Zoning By-Law 2008-250 Schedule A**

The zoning provisions for the VM Zone are set out in Part 2 of Section 229. The proposed redevelopment has been designed to comply with or exceed the minimum zone standards and no variance or relief from the zoning By-law is required.

The property currently has an unstructured parking area. The new parking area has been designed to provide twenty parking spaces. Based on the proposed mix of office and retail floor space, Part 4 of the By-law would require twenty parking spaces. The proposed design will therefore meet this requirement.

The Landscaping provisions for Parking Lots (Section 110) specify a 3 m buffer between a parking area and a street. The current parking lot is non-complying with that provision. The proposed development and revised parking area will accommodate a 3 metre landscaped buffer between the parking area and Ann Street at the rear of the property.

#### **SITE PLAN CONTROL – SUPPORTING STUDIES**

This planning review has been prepared to address the elements of the Site Plan Control application process for the City of Ottawa. A complete set of drawings and all supportive documentation, including the site plan, servicing plans, reports and building elevations are being submitted to the City together with this document as part of a complete application. Specific recommendations from the supporting studies and reports can be implemented through the site plan agreement.

#### **CULTURAL HERITAGE IMPACT STATEMENT**

Contentworks Inc was retained to complete a Cultural Heritage Impact Statement (CHIS) for the property, to assess the impacts of the proposed development on the adjacent heritage property at 5528 Manotick Main Street. The heritage building, referred to as the Canada Goose Shop, has a heritage designation in the City of Ottawa via By-law 100-84, for the following reasons:

- 1. The boom-town front represents an architectural style that was fashionable for commercial buildings in western Canada at the turn of the century and of which there are few examples in Ontario.*
- 2. The building is an important part of the early twentieth century streetscape which make the central core of Manotick increasingly attractive to residents and visitors alike.*
- 3. The many businesses which have been located on this site make it of particular historical significance.*

Contentworks report considers the potential impacts of the new building on the subject property, on the abutting heritage property, as required by Section 2.2(3) of the Manotick Secondary Plan. The Statement of Significance for the abutting property indicates the following: “the most

distinctive architectural feature of the Canada Goose Shop is the false or boom-town front of vertical and diagonal beaded siding which disguises the simple gable roof line of this storey and a half building.” In designing a building and a site that complements the abutting heritage property, the Contentworks report notes that the design and massing complement the historic buildings in the area. The report concludes that *“the proposed project will be a positive development in the Village Core of Manotick. The building will help create a more continuous commercial streetscape, provide a suitable neighbour for the heritage property at 5538 Manotick Main Street, and contribute to a more lively pedestrian environment along the street.”*

## **SERVICING AND STORMWATER MANAGEMENT REPORT**

Kollaard Associates was retained to prepare a Servicing and Stormwater Management Report and associated plans to support the re-development of the subject property. The design was developed following a pre-consultation with City and Conservation Authority staff. On-site stormwater storage will be used, along with 80% TSS treatment per RVCA’s requirements and best management practices. The majority of the stormwater currently sheet flows to Ann Street, with the front of the building flowing towards Manotick Main Street. Upon redevelopment, swales, an underground storage tank and other onsite measures will be used to better control the stormwater quantity, while a Continuous Deflective System will be used to manage stormwater quality.

The existing building is currently connected to an onsite septic system, which will be decommissioned as part of the redevelopment. The new building will be connected to the City’s sanitary sewer system as well as the City’s water system. Fire hydrants have been identified nearby to meet the fire protection needs of the property along with an automatic sprinkler system. Erosion and Sediment Control measures were included in the Kollaard report, to be implemented at the construction stage.

## **GEOTECHNICAL INVESTIGATION**

A Geotechnical Investigation was also completed by Kollaard Associates, “to identify the subsurface conditions at the site based on a limited number of boreholes.” Kollaard considered soil and geology mapping for the area and drilled three boreholes on the site; they took samples from the boreholes and evaluated the material, finding asphaltic concrete, fill, silty clay and bedrock. The report includes specific recommendations for the foundation design, footings and excavation work, and also considers the impacts on adjacent properties. The report also provides recommendations for the excavation for site servicing and for the redevelopment of the parking area. It is noted that a geotechnical engineer should be on site during construction to monitor the work.

## **TREE CONSERVATION REPORT**

A Tree Conservation Report was prepared by Geofirma Engineering Ltd. “to identify trees to be retained and protected under future development scenarios and, where feasible, identify opportunities to offset the loss of trees that cannot be retained or to contribute to the City’s forest cover targets.” The report notes that several trees are located on the property, a summary of which is included in the report. Two trees were identified as being distinctive trees per the City’s policies, due to their DBH (diameter at breast height) being greater than 50 cm, while two trees are considered not retainable due to their location. The report recommends the following: “opportunities exist along the south and southwest property line to offset the loss of tree #1 and tree #2 which are not retainable under the current redevelopment concept. Offsetting efforts should focus on the use of native, non-invasive species with the exception of ash, elm and Manitoba maples.” The report also includes some mitigation measures which can be incorporated into a site plan agreement.

## **ENVIRONMENTAL SITE ASSESSMENT (ESA)**

CM3 Environmental Inc. was retained to completed an Environmental Site Assessment for the property. The purpose of the study was “to confirm or refute the presence of soil and/or groundwater contamination at the site.” Work included a series of bore holes and monitoring wells installed on the property, and the analysis of soil and water samples. Details of the procedures and the results are included in the report. The consultant reached the following conclusions:

- Visual and/or olfactory evidence of obvious contamination was not noted in the soils during the environmental drilling of four boreholes completed as monitoring wells;
- Soil analytical results showed that all five samples submitted for laboratory analysis were in compliance with the applicable MOECC Table 7 Standards for concentrations of VOCs, PHCs, PAHs and metals;
- The depth to groundwater was measured between 1.38 m to 2.25 m below grade;
- Groundwater analytical results showed that concentrations of cis-1,2 Dichloroethylene and Trichloroethylene exceeded the MOECC Table 7 SCS in samples MW1 and MW2. Tetrachloroethylene was also present in sample MW2 above the MOECC Table 7 SCS. The remaining samples and analysed parameters submitted for laboratory analysis were in compliance with the applicable MOECC standards;
- Soil vapour analysis indicated that the two samples submitted for analysis met the MOECC AAQC for available parameters.



## **PROJECT SUMMARY**

The applicant is proposing the redevelopment of a property in the commercial core of the Village of Manotick. The proposed building is a net improvement to the site. It will be set back from the street in a manner consistent with adjacent development and will improve visual access to a heritage building and will be connected to municipal services. It will improve the impact of the on-site development by replacing a tired, older, non-heritage building with a contemporary structure that is more sympathetic to the heritage character of both the adjacent, designated heritage site and the village core as a whole. The design of the redevelopment will achieve goals of the secondary plan for the Village by eliminating a vehicle entry onto Main Street and improving the pedestrian ambiance of the street. It will provide an improved side yard set back and eliminate an encroachment. The project will provide a safer, well designed parking area with improved storm-water management components and an improved entrance design. Overall the redevelopment proposed is a net improvement in-line with the design guidelines and goals of the Manotick Secondary Plan.

## **SUMMARY**

The proposed development has been designed to comply with the provisions of the Village Mixed Use subzone 9 (VM9) Zone and the parking standards of Zoning By-law 2008-250. The office and retail uses to be accommodate by the proposed redevelopment are permitted, and indeed encouraged under the Secondary Plan for the Village of Manotick. The project has been designed to comply with or implement the applicable design guidelines. The revitalized site would be a net improvement in terms of a design that respects the character and heritage of the village core and the condition of the site in general.

Should you require any additional information in order to process this application, please don't hesitate to contact the undersigned.

With sincere regards:



Tracy Zander, M.Pl, MCIP, RPP