



**SITE PLAN CONTROL APPLICATION
DELEGATED AUTHORITY REPORT
PLANNING, REAL ESTATE AND ECONOMIC DEVELOPMENT DEPARTMENT**

Site Location: 100 Terence Matthews Crescent

File No.: D07-12-22-0148

Date of Application: October 20, 2022

This SITE PLAN CONTROL application submitted by Leila Emmrys, on behalf of POAP Inc., is APPROVED as shown on the following plan(s):

1. **Landscape Plan**, L1, prepared by Gino J. Aiello, dated September 2022, revision 5, dated February 1, 2023.
2. **Site Details**, A1.00A, prepared by DS Studio, dated January 16, 2023, revision 2, dated February 3, 2023.
3. **Site Grading, Drainage, Erosion and Sediment Control Plan**, C101, prepared by McIntosh Perry, dated October 7, 2022, revision 3, dated March 14, 2023.
4. **Site Plan**, A0.01, prepared by DS Studio, dated June 28th, 2022, revision 3, dated February 3, 2023.
5. **Site Servicing Plan**, C102, prepared by McIntosh Perry, dated October 7, 2022, revision 3, dated March 14, 2023.
6. **SPA Elevations**, SPA3.00, prepared by DS Studio, dated January 16, 2023, revision dated February 3, 2023.
7. **Survey**, job no. AC22700, prepared by Fairhall Moffatt & Woodland Limited, dated November 12, 2022.
8. **Roof Plan**, A2.03, prepared by DS Studio, dated January 16, 2023, revision 5, dated February 3, 2023.

And as detailed in the following report(s):

1. **Geotechnical Investigation Proposed Addition 100 Terence Matthews Crescent**, project 101873.001, prepared by Gemtec, dated October 6, 2022.
2. **Grading and Landscaping Plan Review**, file 101873.001, prepared by Gemtec, dated February 3, 2023.
3. **Phase I – Environmental Site Assessment**, report PE5865-1, prepared by Paterson Group, dated October 6, 2022.
4. **Servicing & Stormwater Management Report 100 Terence Matthews**, project no. CCO-23-0422, prepared by McIntosh Perry, dated October 7, 2022, revision 3, dated March 14, 2023.

5. **Tree Conservation Report for 100 Terence Matthews Crescent, Ottawa,** prepared by IFS Associated, dated January 13, 2023.

And subject to the following General and Special Conditions:

General Conditions

1. The Owner shall enter into a standard site development agreement consisting of the following conditions. In the event the Owner fails to enter into such agreement within one year, this approval shall lapse.

2. **Permits**

The Owner shall obtain such permits as may be required from municipal or provincial authorities and shall file copies thereof with the General Manager, Planning, Real Estate and Economic Development.

3. **Barrier Curbs**

The Owner acknowledges and agrees that the parking areas and entrances shall have barrier curbs and shall be constructed in accordance with the drawings of a design professional, such drawings to be approved by the General Manager, Planning, Real Estate and Economic Development.

4. **Water Supply For Fire Fighting**

The Owner shall provide adequate water supply for fire fighting for every building. Water supplies may be provided from a public water works system, automatic fire pumps, pressure tanks or gravity tanks.

5. **Reinstatement of City Property**

The Owner shall reinstate, at its expense and to the satisfaction of the General Manager, Planning, Real Estate and Economic Development, any property of the City, including, but not limited to, sidewalks, curbs and boulevards, which is damaged as a result of the subject development.

6. **Construction Fencing**

The Owner acknowledges and agrees to install construction fencing, at its expense, in such a location as may be determined by the General Manager, Planning, Real Estate and Economic Development.

7. **Construct Sidewalks**

The Owner shall design and construct sidewalk(s) within public rights-of-way or on other City owned lands to provide a pedestrian connection from or to the site as may be determined by the General Manager, Planning, Real Estate and Economic Development. Such sidewalk(s) shall be constructed to City Standards.

8. Development Charges

The Owner shall pay development charges to the City in accordance with the by-laws of the City.

Special Conditions

9. Geotechnical Investigation

The Owner acknowledges and agrees that it shall retain the services of a geotechnical engineer, licensed in the Province of Ontario, to ensure that the recommendations of the Geotechnical Investigation Report (the "Report"), referenced in Schedule "E" herein, are fully implemented. The Owner further acknowledges and agrees that it shall provide the General Manager, Planning, Real Estate and Economic Development with confirmation issued by the geotechnical engineer that the Owner has complied with all recommendations and provisions of the Report, prior to construction of the foundation and at the completion of the Works, which confirmation shall be to the satisfaction of the General Manager, Planning, Real Estate and Economic Development.

10. Stormwater Management Memorandum

Prior to registration of this Agreement, the Owner acknowledges and agrees to provide the General Manager, Planning, Real Estate and Economic Development, with a memorandum prepared by a Professional Engineer, licensed in the Province of Ontario, confirming that the designed roof-top scuppers and associated spill point elevations will be set equivalent to the top of the control weir of the approved roof drain elevation(s). The Owner further acknowledges and agrees that said memorandum shall be to the satisfaction of the General Manager, Planning, Real Estate and Economic Development, and all associated costs shall be the Owner's responsibility.

11. Inlet Control Devices (ICDs)

The Owner acknowledges and agrees to install and maintain in good working order the required roof-top and in-ground stormwater inlet control devices, as recommended in the approved Servicing and Stormwater Management Report, referenced in Schedule "E" herein. The Owner further acknowledges and agrees it shall assume all maintenance and replacement responsibilities in perpetuity. The Owner shall keep all records of inspection and maintenance in perpetuity, and shall provide said records to the City upon its request.

12. Professional Engineering Inspection

The Owner shall have competent Professional Engineering inspection personnel on-site during the period of construction, to supervise the Works, and the General Manager, Planning, Real Estate and Economic Development, shall have the right at all times to inspect the installation of the Works. The Owner acknowledges and agrees that should it be found in the sole opinion of the General Manager, Planning, Real Estate and Economic Development, that such personnel are not on-site or are incompetent in the performance of their duties, or that the said Works are not being

carried out in accordance with the approved plans or specifications and in accordance with good engineering practice, then the General Manager, Planning, Real Estate and Economic Development, may order all Work in the project to be stopped, altered, retested or changed to the satisfaction of the General Manager, Planning, Real Estate and Economic Development.

13. Stormwater Works Certification

Upon completion of all stormwater management Works, the Owner acknowledges and agrees to retain the services of a Professional Engineer, licensed in the Province of Ontario, to ensure that all measures have been implemented in conformity with the approved Plans and Reports, referenced in Schedule "E" herein. The Owner further acknowledges and agrees to provide the General Manager, Planning, Real Estate and Economic Development with certificates of compliance issued by a Professional Engineer, licensed in the Province of Ontario, confirming that all recommendations and provisions have been implemented in accordance with the approved Plans and Reports referenced in Schedule "E" herein.

14. Water Demand for Fire Fighting

The Owner acknowledges and agrees that the City's boundary conditions were provided for the subject development site setting out the available municipal water supply. The Owner further acknowledges and agrees that prior to building permit issuance, a letter shall be prepared by a qualified Building Code professional, licensed in the Province of Ontario, and provided to the General Manager, Planning, Real Estate and Economic Development confirming the plans submitted for building permit issuance have incorporated any and all requirements of the Water Supply for Public Fire Protection: A Guide to Recommended Practice in Canada, prepared by Fire Underwriter's Survey, dated 2020, or as amended, to achieve the low construction coefficient used within the proposed building design.

15. Water Plant

The Owner acknowledges and agrees that the water plant within the lands is a private watermain. The Owner further acknowledges and agrees that the private watermain and appurtenances thereto are to be maintained by the Owner at its own expense, in perpetuity. The Owner performing maintenance on critical infrastructure, such as private watermains and private fire hydrants, shall maintain adequate records as proof of having done so in accordance with applicable regulations, and that the records shall be retained for review by the City and or the Ottawa Fire Services when requested.

16. Tree Permit

The Owner acknowledges and agrees to abide by the City's Tree Protection Bylaw, being By-Law No. 2020-340, as amended and that any trees to be removed shall be removed in accordance with an approved Tree Permit and the Tree Conservation Report referenced in Schedule "E" hereto.

17. Tree Protection

The Owner acknowledges and agrees that all trees to be retained, as shown on the approved Landscape Plan and identified in the Tree Conservation Report, referenced in Schedule "E" herein, shall be protected in accordance with the City's required tree protection measures. At a minimum, the following tree protection measures shall be applied during all on-site works:

- (a) Erect a fence at the critical root zone (CRZ) of trees, defined as ten (10 cm) centimetres from the trunk for every centimetre of trunk DBH (i.e., $CRZ = DBH \times 10cm$);
- (b) Tunnel or bore when digging within the CRZ of a tree;
- (c) Do not place any material or equipment within the CRZ of the tree;
- (d) Do not attach any signs, notices or posters to any tree;
- (e) Do not raise or lower the existing grade within the CRZ without the approval of the General Manager, Planning, Real Estate and Economic Development;
- (f) Do not damage the root system, trunk or branches of any tree; and
- (g) Ensure that exhaust fumes from all equipment are not directed towards any tree's canopy.

18. Snow Storage – no interference with servicing

In addition to the requirements of Clause 17 of Schedule "C" of this Agreement, the Owner further acknowledges and agrees that any portion of the subject lands which is intended to be used for snow storage shall not interfere with the servicing of the subject lands.

19. Waste Collection

The Owner acknowledges and agrees that garbage, recycling, and organic waste collection will not be provided by the City and it shall make appropriate arrangements with a private contractor for garbage, recycling, and organic waste collection at the Owner's sole expense. The Owner shall consult a private contractor regarding any access requirements for garbage and/or recycling and organic waste collection.

20. Cash-in-Lieu of Parkland

Upon execution of this Agreement, the Owner shall pay cash-in-lieu of parkland in the amount of \$4,484 as referenced in Schedule "B" herein. The Owner shall also pay the parkland appraisal fee of \$500.00 plus H.S.T. of \$65.00, as referenced in Schedule "B" herein. Pursuant to the City's Parkland Dedication By-law, being By-law No. 2022-280, as amended, 40% of said funds collected shall be directed to City wide funds, and 60% shall be directed to Ward 23 funds.

April 21, 2023

Date



Molly Smith
Planner II, Development Review, West
Planning, Real Estate and Economic
Development Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-22-0148

SITE LOCATION

The site is municipally known as 100 Terence Matthews Crescent, and as shown on Document 1. It is located northwest of the intersection of Eagleson Road and Michael Cowpland Drive, along the north side of Terence Matthews.

SYNOPSIS OF APPLICATION

The site is an irregular rectangular parcel that is approximately 1.33 acres in size and has approximately 45 metres of frontage along Terence Matthews Crescent. It is currently occupied by a 1-storey office building and associated parking, both of which are located toward the front lot line leaving a portion of the site vacant next to the existing office building. The site is located within a business park and is surrounded by other office and business park industrial uses. There is also a multi-use pathway that runs along the western lot line.

The development proposal includes a new office addition of 958 square metres of GFA to the north side of the existing office building. The new additional will provide an additional bike parking area and a new pathway connection to the Trans Canada trail multi-use pathway to the west of the site. Additional trees, vegetation and outdoor seating is proposed. The existing surface parking lot will accommodate the proposed extension, the current site access will remain the same and a new building entrance to the office addition is proposed.

Related Applications

D07-12-19-0031

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposal conforms to the policies set out in the Official Plan.
- Conditions of approval have been included in this report in order to ensure the proposed development is constructed in conformity with City policies and guidelines.
- The proposal is in conformity with the Zoning By-law.

- This proposal represents an appropriate site design under the current policy framework and represents good planning.

PARKLAND DEDICATION

Parkland dedication, in accordance with By-law 2022-280, is being satisfied within this approval through the taking of cash-in-lieu of parkland as detailed in the above conditions.

CONSULTATION DETAILS

Councillor's Comments

Select Councillor was aware of the application related to this report. Councillor has concurred with the proposed conditions of approval.

Public Comments

This application was subject to public circulation under the Public Notification and Consultation Policy. There was no public comment received online.

Technical Agency/Public Body Comments

N/A

Advisory Committee Comments

N/A




APPLICATION PROCESS TIMELINE STATUS

This Site Plan application was not processed by the On Time Decision Date due to the complexity of issues needing to be resolved.

Contact: Molly Smith Tel: 613-580-2424, ext. 25910 or e-mail: molly.smith@ottawa.ca

Document 1 – Location Map



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|---|-----------|---|---|
|  | | LOCATION MAP / PLAN DE LOCALISATION SITE PLAN / PLAN D'EMPLACEMENT | |
| D07-12-22-0148 | 22-1028-D | | |
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| REVISION / RÉVISION - 2022 / 10 / 24 | |  100 crois. Terence Matthews Crescent |  |