

May 10, 2024

Wellings of Stittsville Inc.  
2962 Carp Road  
Ottawa ON K0A 1L0

**Attention:** Angela Mariani

Dear Angela Mariani:

**Re: 20 Cedarow Court – Wellings of Stittsville Phase 2 & 3**  
Ward 6 - Stittsville, Councillor Glen Gower  
**Conditional Commence Work Notification**  
**Registration of the Agreement within 90 days**

Please be advised that the City of Ottawa has reviewed the engineering designs for this site and presently finds the submission to be satisfactory to enable the conditional commencement of work in advance of the registration of the Agreement (conditional to the completion of revisions incorporating the Cedarow Court turning circle and any other plans that require modifications as a result, as well as the registration of the Site Plan Agreement within 90 days) as detailed in the approved plans and reports. In addition, please review the following conditions for proceeding with the required works:

List of Approved Drawings

1. **Notes and Legend Plan**, NL-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;
2. **Grading Plan**, GP-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;
3. **Site Servicing Plan**, SSP-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;
4. **Storm Drainage Plan**, SD-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;
5. **Sanitary Drainage Plan**, SA-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;
6. **Erosion and Sediment Control Plan**, EC/DS-1, prepared by Stantec, dated 19/09/05, revision 10 dated 23/09/01;

### Required Information Received

- A current irrevocable Letter of Credit in the amount of \$ 786,724.25, **with final Letter of Credit additional amount to be confirmed and collected with registration of the Site Plan Agreement.**
- A Certificate of Insurance for a minimum of \$ 5,000,000.00.

### Required Information for Permitting

- The owner shall make reference to the approved City of Ottawa plan number # 18190.
- A Water Permit will be required for the proposed water works associated with the proposed development. The owner shall pay the cost of materials supplied by the City of Ottawa estimated at \$11,500.00, exclusive of excavation, backfilling and reinstatement. The statement amount is adjustable upon the project's completion. The charges are in accordance with the Regulatory Code and are subject to revisions annually, effective April 1, 2014. Please contact the service desk at 613-580-2424 extension 22268, 951 Clyde Avenue. Please note that requests for connections greater than 5.5m in length must be made a minimum of seven (7) days in advance.
- The owner shall contact the Right of Way Permit Office to apply for all required permits that may be required. Please contact [ROW Permit Office@ottawa.ca](mailto:ROW_Permit_Office@ottawa.ca).
- The owner acknowledges and agrees that new storm sewers shall not be connected to the City's existing storm sewer system until such time as either:
  - (a)
    - a Certificate of Conformance has been received from a professional engineer certifying that all required Inlet Control Devices have been properly installed, and that the storm sewer system has also been installed in accordance with, both, the City-approved engineering drawings, and
    - the City's Sewer Design Guidelines (as amended), and
    - is free of any debris;
  - Or
  - (b) that a flow limiting orifice plate, designed by an engineer to the satisfaction of the City, has been installed at the storm water outlet prior to connecting upstream storm sewers, such orifice plate not to be removed until (a) has been satisfied.
- The owner acknowledges and agrees that new sanitary sewers shall be restricted from discharging into the City's existing sanitary sewer system until such time as a Certificate of Conformance has been received from a professional engineer currently licensed in Ontario certifying:
  - that the sanitary sewer system has been installed in accordance with the City-approved engineering drawings and City's Sewer Design Guidelines (as amended), and
  - is free of any debris.
- The owner acknowledges and agrees that the City's existing 762mm diameter watermain is to be protected during construction of the new sanitary sewer and

that Hydrovac excavation shall be required within 3.0m of the 762mm diameter watermain in accordance with the City-approved engineering drawings.

- The contractor shall provide details of protection of the existing 762mm diameter watermain prior to beginning excavation work and construction of the new sanitary sewer.
- The contractor shall make best efforts to ensure a 'tight' sanitary sewer system.
- The owner acknowledges and agrees that they shall erect Temporary Street Name Signs that are in accordance with schedule B of By-Law 2014-78. The owner shall also ensure that all street construction, servicing, and addressing are in accordance with City requirements for Emergency services and that all Standards and By-Laws are met prior to applying for any building permits.
- Please note, no clearing of vegetation shall occur between April 15 and August 15, unless a qualified biologist has determined that no bird nesting is occurring within 5 days prior to the clearing. A pre-clearing survey for active stick nests and cavity nests shall also be conducted between April 1 and April 15, in order to identify and protect early-nesting owls and raptors.
- Please note that the window of no in stream work commences March 15 and continues until June 30.
- The owner acknowledges and agrees that any civil modifications that are required to incorporate the Cedarow Court turn-around shall be provided to the City for review prior to commencing construction on the impacted portion of the site.

Please advise your engineer and contractor that they are permitted to commence the installation of the municipal services. The contractor is also reminded that they are required to contact the Planning, Real Estate and Economic Development Department, Inspections Branch in order to organize a pre-construction meeting and to ensure all applicable permits have been received prior to commencement of the works. Please contact Matthew Wilson, Supervisor, Development Inspections, PRED at 613-580-2424 ext. 33263, [matthew.wilson@ottawa.ca](mailto:matthew.wilson@ottawa.ca).

Additionally, the contractor and/or your engineer are reminded that they are required to contact the Sewer Use Program in order to arrange the proper agreements or approvals to allow for the discharge of water from construction dewatering activities to the City's sanitary or storm sewer system. Please contact the Sewer Use Duty Officer at 613-2424 ext. 23326 and/or [suppue@ottawa.ca](mailto:suppue@ottawa.ca).

If you have any questions, please contact the undersigned at 613-580-2424, Ext. 21746.

Sincerely,



Justin Armstrong, P.Eng,  
Senior Engineer - Infrastructure Applications

Development Review East  
Planning, Real Estate and Economic Development Department  
City of Ottawa

c.c.

- Samantha Gatchene, Planner, DR All Wards
- Kersten Nitsche, Manager, DR West
- Mike Giampa, Transportation Project Manager, DR Transportation Unit
- Matthew Wilson, Supervisor, Development Inspections, PRED
- Neill Antonypillai, Administrative Clerk, Right of Way Branch, PRED
- Joshua Good, Program Manager - Permit Approvals, Building Code Services, and to [PAB\\_DAP@ottawa.ca](mailto:PAB_DAP@ottawa.ca)
- [WaterPermits@ottawa.ca](mailto:WaterPermits@ottawa.ca)
- [water-booking@ottawa.ca](mailto:water-booking@ottawa.ca)
- [Hasnaa Zaknoun](#), Manager, Wastewater Collection Branch, IWSD
- Sean Gamble - Rural West District, ROW Approvals Officer, Right of Way Unit
- Paul Mantil - Suburban West, Area Manager Roads
- GIS & Data Services, PRED and to [gisanddataservices@ottawa.ca](mailto:gisanddataservices@ottawa.ca)
- [GeoInformation Centre](#)
- [Sewer Use Unit](#)
- [ROW Permit Office](#)
- Eva Walrond, Research and Forecasting Unit (include site plan drawings)
- Krista Tanaka, Program Manager, Road Safety & Traffic Investigations, Transportation Services Department
- [TMconstruction@ottawa.ca](mailto:TMconstruction@ottawa.ca), Traffic Management
- Barrie Forrester, Supervisor - Street Lighting Asset Management (include Geotechnical Report)
- [Fire Routes](#)
- [Planning Circulations](#)
- Peter Moroz, Stantec, [peter.moroz@stantec.com](mailto:peter.moroz@stantec.com)