



96 BILL LEATHEM DRIVE CHELLO Commercial Development

Design Brief

21 March 2024

PREPARED FOR: City of Ottawa
PREPARED BY: KWC ARCHITECTS INC



Contents

Preamble	3
1. Project Description	4
1.1. Design Intent.....	4
1.2. Project statistics.....	4
1.3. Rendering of Proposed Development.....	4
2. Summary to Applicable Design Policies	5
2.1. Official Plan.....	5
2.1.1. Property Zoning Information:	5
2.1.2. City of Ottawa Official Plan:.....	5
2.2. Response to Urban Design Directions provided at Pre-Consultation Meetings.....	5
3. Site, Context and Analysis.....	6
3.1. Photographs of existing site.....	6
3.1.1. View from Bill Leathem Drive looking South	6
3.1.2. View from Bill Leathem Drive looking North.....	6
3.1.3. View from 96 Bill Leathem Drive looking East	6
3.1.4. View of vacant 96 Bill Leathem Drive Site	7
3.2. Perspective Images.....	7
3.2.1 View from Across Street, looking South.....	7
3.2.2 View from Bill Leathem Drive Looking North-West	7
3.2.3 View from Bill Leathem Drive looking South East	7
3.2.4 View from Paragon Avenue Looking South.....	8
3.3 Protected View Corridors or Views of Interest	8
3.4 Built and Natural Heritage Assets on Site and Adjacent Area	8
3.5 Microclimate Conditions of the Site.....	8
3.6 Key uses, destinations, and spatial elements in the surrounding area such as focal	8
3.7 Urban pattern (streets/blocks)	8
3.8 Characteristics of Adjacent Streets and Public Realm	9
3.9 Mobility networks, such as transit stations, street networks, cycling facilities, pedestrian routes and connections and parking.....	9
3.10 Future and current development proposals on adjacent properties	9
3.11 Planned functions of the adjacent properties, such as the permitted building envelope under current zoning.....	9

4. Design Research.....	10
4.1. Parti diagrams, sketches and precedent images.....	10
4.1.1. Context Plan	10
4.2. Proposed Site Plan	11
4.3. Proposed Elevations	12
4.4. Alternative site plan options	12
4.5. Alternative massing options	12
4.6. Design Evolution.....	13
4.7. Massing of the proposed development in the existing context. Within current zoning permissions	13
4.8. Block Plan illustrating potential future development in the area in which the proposed site is situated	13
4.9. Built form transition between proposed development and the surrounding area.....	13
4.10. Response to abutting public realm conditions beyond the boundaries of the site	13
4.11. Street cross sections that show the building wall to building wall conditions of the adjacent streets	13
4.12. Approach to sustainable design as it relates to City’s high performance development standards or any other accredited system such as LEED	13
4.13. Approach to bird-safe design as it relates to the City’s Bird-Safe Design Guidelines.....	13
5. Appendices	15
5.1. Existing Site Context Plan.....	15
5.2. Comments from Preliminary Meeting with City of Ottawa	16

Preamble

KWC Architects Inc. (KWC) have been retained by the Chello Building Corporation to provide architectural services for the design of a new industrial development to accommodate light industrial use and related services. The site is a greenfield site located at 96 Bill Leathem Drive just north of Promenade Leikin Drive in an area characterized by light industrial buildings to the east and a combination of greenbelt and residential development to the south.

As architects, KWC are supported by owner engaged sub-consultant and specialist teams including: D+M (Structural); Morrison Hershfield (Civil); GJA Inc. (Landscape); Smith and Andersen (Mechanical & Electrical).

1. Project Description

1.1. Design Intent

The proposed development will consist of a 14,500 sqft (1347 sqm) 1 storey building with potential for a future mezzanine of approximately 4,531 sqft (421m²). The building would accommodate mixed office-type uses and low-impact light industrial uses and could potentially accommodate up to six (6) tenants. There will be 1 vehicular point of access with 18 parking spaces along the front with the balance of the parking spaces at the rear of the parking lot. The tenants at this time are not confirmed.

1.2. Project statistics

Regulation	Required	Provided	Compliance
Minimum Lot Area	3,000m ²	4,045m ²	Yes
Minimum Lot Width	50m	61.89m	Yes
Minimum Front Yard Setback	7.5m	16.9m	Yes
Minimum Rear Yard Setback	7.5m	15.7m	Yes
Minimum Interior Side Yard Setback	7.5m	7.5m	Yes
Maximum Lot Coverage	60%	35%	Yes
Maximum Building Height	22m	7.3m	Yes
Minimum Width Lands aped Area (Abutting Street)	3m	3m	Yes
Minimum Required Parking Spaces (Vehicle)	16 (9 office, 7 warehouse)	28	Yes
Minimum Required Parking Spaces (Bicycle)	7	7	Yes
Minimum Required Loading Spaces	1	4	Yes

1.3. Rendering of Proposed Development



2. Summary to Applicable Design Policies

2.1. Official Plan

2.1.1. Property Zoning Information:

2.1.1.1. *Legal Description:* Parts of Lots 17 and 18 Concession 1, RF part 18 on plan 4R9089, Lying East of Part 1, Plan 4R11133 Nepean

2.1.1.2. *Zoning:* IL[9] Light Industrial Zone, subzone 9 South Merivale Business Park. Proposed development will not be looking for relief from any requirements of the zoning by-law and will not require any minor variances

2.1.2. **City of Ottawa Official Plan:** The subject land is designated **Industrial and Logistics** pursuant to **Schedule B6, SubUrban (Southwest Transect) Policy Plan of the 2021 City of Ottawa Official Plan (the “Official Plan”)**. This designation corresponds to the manufacturing and warehousing activities within employment areas as defined by the Provincial Policy Statement. The purpose of such designation is to broaden the economic base of Ottawa to ensure that land within the urban boundary is available long-term for business and economic activity uses beyond federal, high-tech, health and education services, which will protect the economic well-being of the City of Ottawa. Both office and warehouse uses are permitted within this designation.

2.2. Response to Urban Design Directions provided at Pre-Consultation Meetings.

All comments received December 15, 2023 for Phase 3 Pre-Consultation meeting have been addressed in the revised Site Plan Control drawings dated 2024-03-21. Refer to Appendix 5.2 for copy of feedback received.

3. Site, Context and Analysis

3.1. Photographs of existing site

3.1.1. View from Bill Leathem Drive looking South



3.1.2. View from Bill Leathem Drive looking North



3.1.3. View from 96 Bill Leathem Drive looking East



3.1.4. View of vacant 96 Bill Leathem Drive Site



3.2 Perspective Images

3.2.1 View from Across Street, looking South



3.2.2 View from Bill Leathem Drive Looking North-West



3.2.3 View from Bill Leathem Drive looking South East



3.2.4 View from Paragon Avenue Looking South



3.3 Protected View Corridors or Views of Interest

Not Applicable: no Protected view corridors or views of interest noted.

3.4 Built and Natural Heritage Assets on Site and Adjacent Area

Not Applicable: no built or natural heritage assets noted on site or adjacent areas

3.5 Microclimate Conditions of the Site

No significant microclimate conditions were noted as a result of this proposed development.

3.6 Key uses, destinations, and spatial elements in the surrounding area such as focal

The immediate adjacent areas are low density industrial uses: Lumentum to the west and Enbridge to the north.

Kennedy-Craig Forest is located to the south-west of the site with multi-purpose pathways connecting the forest to residential area.

Farmland for Shouldice Farms is located to the north west of the site across Longfields Drive.

The main Royal Mounted Police building is located to the east of the site along Prom. Leikin Drive.

3.7 Urban pattern (streets/blocks)

The urban pattern for this area is a mix of:

- Residential with curvilinear streets to the south and south-east buffered by greenspace
- Light industrial to the north and west. Existing buildings vary from 2 to 4 stories. Much of the adjacent area zoned IL[9] is yet to be developed.
- Institutional (RCMP) to the east surrounded by large parking lots
- Farmland to the north and north west

3.8 Characteristics of Adjacent Streets and Public Realm

The area surrounding the site is zoned for light industrial and is largely undeveloped at this time. Undeveloped areas a mix of treed greenspaces and fields. There is an existing sidewalk on west side of Bill Leathem drive and transit stop at Paragon/Bill Leathem.

3.9 Mobility networks, such as transit stations, street networks, cycling facilities, pedestrian routes and connections and parking

The site is located between Woodroffe Ave and Merivale Road, south of Fallowfield Rd and can be accessed from Prom. Leikin Drive to the south or Longfield's Drive to the north. Bill Leathem Drive is a single two-way bicycle-friendly road with a sidewalk on the west side. Public Transit bus routes 73/278/676 service the site with transit stops on either side of the road at Bill Leathem/Paragon. A multi-use path exists to the south of the site which connects Kennedy Craig Forest with the adjacent Southpointe residential area.

3.10 Future and current development proposals on adjacent properties

The properties in the immediate vicinity along Bill Leathem consist of 2 - 4 storey light industrial developments. Future development proposals are unknown at this time, however adjacent properties are zoned for light industrial.

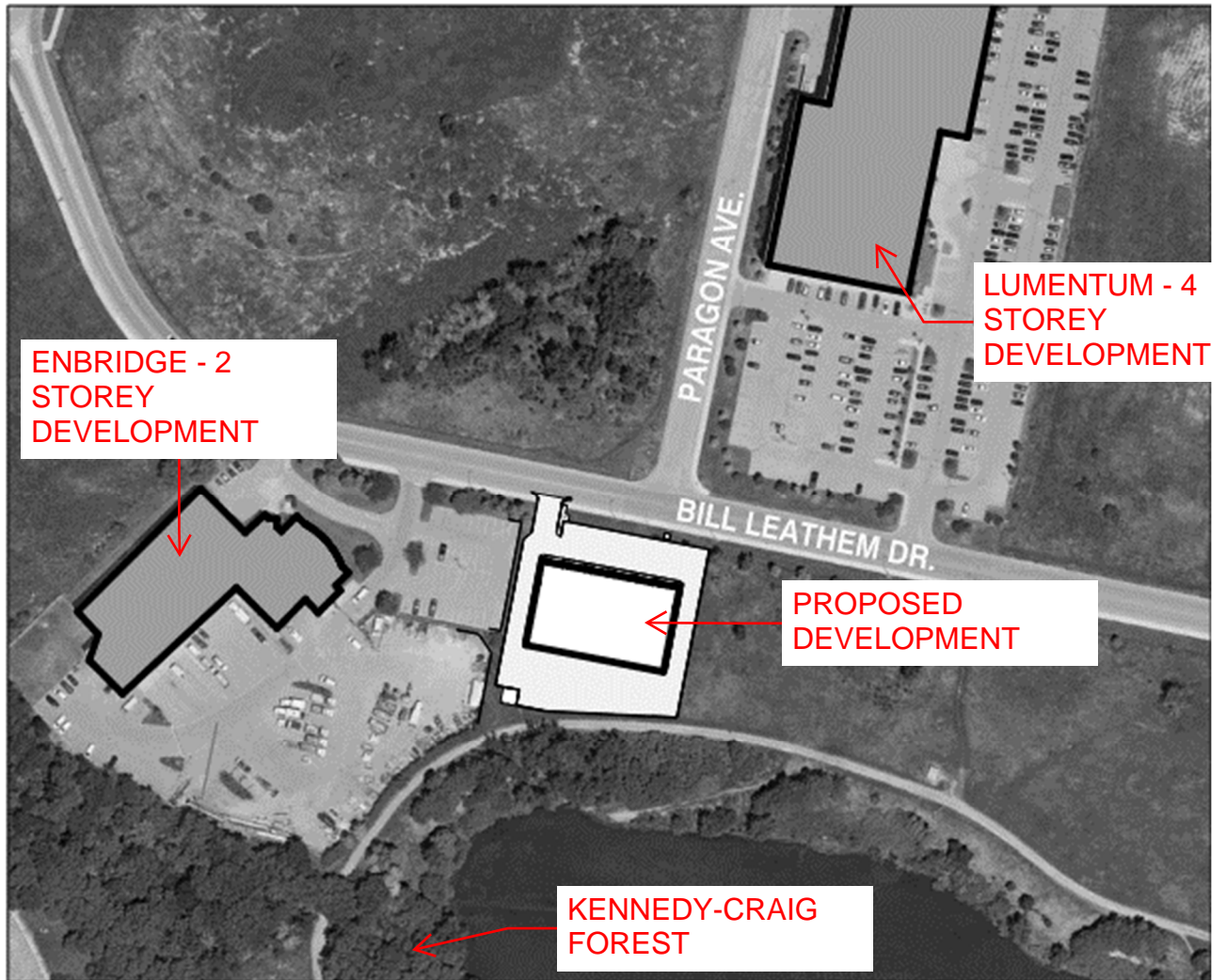
3.11 Planned functions of the adjacent properties, such as the permitted building envelope under current zoning

The adjacent properties are zoned IL[9] Light industrial. A large portion of the adjacent properties are undeveloped at this time.

4. Design Research

4.1. Parti diagrams, sketches and precedent images

4.1.1. Context Plan



BILL LEATHAM DRIVE

APPROXIMATE LOCATION OF EX. 750mm± CONC. STORM

APPROXIMATE LOCATION OF EX. 1200mm

N 79° 01' 25" W 61.89m

PROPOSED 1-STOREY OFFICE + WAREHOUSE
BUILDING AREA (OBC): 1325.8 m²
FFE = 90.50

UNIT 101 UNIT 102 UNIT 103 UNIT 104 UNIT 105 UNIT 106

Mechanical Room Electrical Room

GARBAGE STORAGE

CONC. STORM PIPE CL 140.45 (0.4% MIN)

PROPOSED HIGH RUCKE LINE

PROPOSED LOW RUCKE LINE

N 67° 10' 30" W 28.40m

N 83° 52' 20" E R=75.00 A=35.68 C=35.35

SCALE: 1 : 150

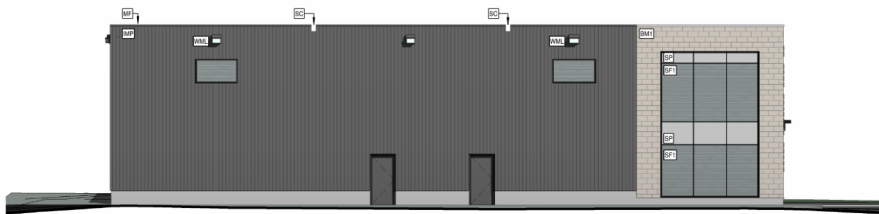
1 SITE PLAN
A010

0 1.5 3 4.5 6 7.5 9 10.5 12 13.5 METRES

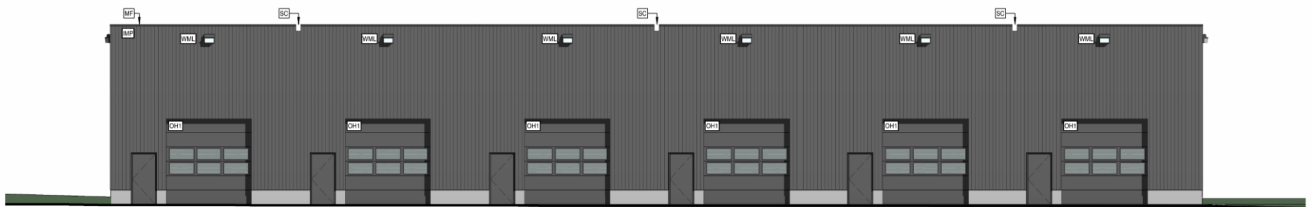
4.3. Proposed Elevations



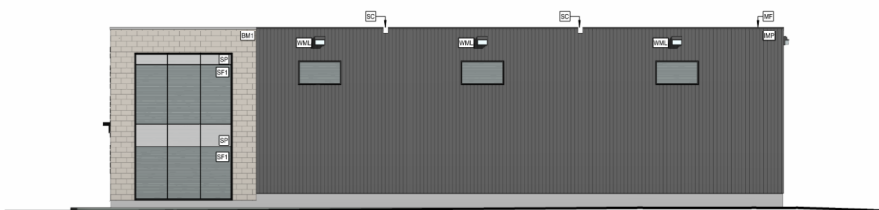
1 NORTH ELEVATION
A011 SCALE: 1 : 100



2 EAST ELEVATION
A011 SCALE: 1 : 100



3 SOUTH ELEVATION
A011 SCALE: 1 : 100



4 WEST ELEVATION
A011 SCALE: 1 : 100

4.4. Alternative site plan options

Not applicable

4.5. Alternative massing options

Not applicable

4.6. Design Evolution

Not applicable

4.7. Massing of the proposed development in the existing context. Within current zoning permissions

The massing of the proposed development is within current zoning parameters. The proposed development is a modestly scaled double-storey height building set within an industrial sector of the city situated along the south-western edge of the project site.

Adjacent buildings are of a larger scale including a 4-storey office building immediately to the north and a 2-storey office and light manufacturing building on the south side of the private roadway.

4.8. Block Plan illustrating potential future development in the area in which the proposed site is situated

Not applicable - No future development beyond the proposed development is anticipated.

4.9. Built form transition between proposed development and the surrounding area

Proposed transition between the surrounding area and the site will be a combination of asphalt with a landscape buffer and a direct connection to existing sidewalk along Bill Leathem Drive.

4.10. Response to abutting public realm conditions beyond the boundaries of the site

Access to site would be via Bill Leathem Drive

4.11. Street cross sections that show the building wall to building wall conditions of the adjacent streets

Refer to site plan

4.12. Approach to sustainable design as it relates to City's high performance development standards or any other accredited system such as LEED

Design adheres to SB-10 standards

4.13. Approach to bird-safe design as it relates to the City's Bird-Safe Design Guidelines

Building is two-storey height (under 16m) with no significant glazing, corner glass

or fly-through conditions. All glazing will incorporate bird-safe glass with frit as in accordance with City of Ottawa Bird-Safe Design Guidelines.

5. Appendices

5.1. Existing Site Context Plan



5.2. Comments from Preliminary Meeting with City of Ottawa dated December 15, 2023

December 15, 2023

John Mazzaello
CHELLO Building Corporation
Via email: john@prestigeottawa.com

**Subject: Phase 3 Pre-Consultation: Review Feedback
Proposed Zoning By-law Amendment & Site Plan Control – 96 Bill
Leathem Drive**

Please find below the information regarding next steps and consolidated comments from the review of the reports and plans submitted for the above-noted pre-consultation.

Next Steps

Staff reviewed the materials submitted for the above-noted pre-consultation and staff identified deficiencies that need to be resolved. Please proceed to complete an application form for another Phase 3 Pre-application Consultation and submit the necessary revised studies and/or plans to planningcirculations@ottawa.ca.

In your subsequent Phase 3 pre-application consultation submission, please ensure that all comments or issues detailed herein are addressed. A detailed cover letter stating how each issue has been addressed must be included with the submission materials. Please coordinate the numbering of your responses with the comment number(s) herein.

Consolidated Comments

The following comments are organized into two categories:

A. Comments to Deem the Application Complete

- The applicant needs to address these comments before staff can deem the application complete and accept the formal submission.

B. Other Comments

- The applicant can address these comments as part of the formal submission. However, staff strongly encourage applicants to address all comments to minimize conditions as part of site plan control approval.

Engineering Comments – Tyler Cassidy, Infrastructure Project Manager

A. Comments to Deem the Application Complete

List of Drawing(s):



Proposed Site Grading and Servicing Plan, drawing no. "G-1", prepared by T.L. Mak Engineering Consultants Ltd., Consultant's project # 822-125, dated June 2023, revision #5, dated October 26, 2023.

Comments:

- A1. Only one (1) storm sewer connection to the Bill Leathem right-of-way (ROW) is permitted. Consider grouping the building services into a common sewer before outletting to the ROW. The on-site storm sewer should use the existing 750 mm dia. storm sewer in the Bill Leathem ROW as the outlet.
- A2. Delineate the road cut area(s) on the plan and provide an area (m2) for each road cut. Ensure the road cut extends for an entire lane width per City of Ottawa road cut specifications.
- A3. A sanitary monitoring maintenance hole is required. A sampling port per S18.1 will not be permitted.
- A4. The existing curb-inlet catch basin that is proposed to be relocated, consider changing the frame and cover to a standard catch basin inlet and relocating the inlet to the opposite side of the curb so it is situated within the Bill Leathem roadway. Otherwise, show the proposed relocation on the plan. Refer to City Standards Drawings.
- A5. The Geotechnical Investigation Report for this application is recommending the use of clay seals in all service trenches. Show the locations of the clay seals on the servicing plan and update the notes to include clay seal details.
- A6. The portion of the private approach within the Bill Leathem ROW should be graded at a maximum 2% per the Private Approach By-Law.
- A7. Pipe crossing(s) should be identified on the plan and barrel-to-barrel separation distances between crossing pipes should be provided in table format.

Proposed Erosion and Sediment Control Plan, drawing no. "ESC-1", prepared by T.L. Mak Engineering Consultants Ltd., Consultant's project # 822-125, dated June 2023, revision #1, dated October 26, 2023.

Comments:

- A8. Silt sacs should be placed on all storm sewer maintenance hole and catch basin openings during construction. Update the legend as required.
- A9. A mud mat is required at the construction site access to protect the public realm.

Proposed Site Stormwater Management Plan, drawing no. "SWM-1", prepared by T.L. Mak Engineering Consultants Ltd., Consultant's project # 822-125, dated June 2023, revision #4, dated October 26, 2023.

Comments:

A10. No comment.

List of Report(s):

Storm Drainage Report, Proposed Two Storey Commercial Warehouse and Office, 96 Bill Leathem Drive, prepared by T.L. Mak Engineering Consultants Ltd., Consultant's report # R-822-125, dated September, 2023.

Comments:

A10. A Storm Sewer Design sheet is required as part of this application.

A11. Table 4: Whenever underground storage is proposed and the required volume is being calculated, the Q allowable should be halved to account for varying levels of head in the storage chamber, affecting the release rate throughout the storm duration.

Geotechnical Investigation, Proposed Warehouse Building, prepared by Paterson Group, Consultant's report # PG6668, dated June 1, 2023.

Comments:

A12. Provide geotechnical sign-off on the proposed grading plan.

A13. Schedule C15 – “Environmental Constraints” of the City of Ottawa Official Plan identifies that the slopes of the Longfields-Davidson SWMF (renamed as the Clarke Bellinger SWM Facility) are classified as “unstable slopes”. The geotechnical investigation should identify the geotechnical limit of development (hazard lands) and confirm the proposed site plan layout meets the minimum setback requirements from the unstable slope.

B. Other Comments

List of Drawing(s):

Proposed Site Grading and Servicing Plan, drawing no. “G-1”, prepared by T.L. Mak Engineering Consultants Ltd., Consultant's project # 822-125, dated June 2023, revision #5, dated October 26, 2023.

Comments:

B1. The note for the proposed depressed curb & sidewalk at the private approach should refer to City Standards Drawings. All works within the ROW shall be constructed to City Standards and shall be accompanied with a measurement (m, m2, etc.)

B2. Identify the fire route and snow storage location(s) on the plan.

Storm Drainage Area Plan, drawing no. “D-1”, prepared by T.L. Mak Engineering Consultants Ltd., Consultant's project # 822-125, dated June 2023, revision #1, dated October 26, 2023.

Comments:

- B3. Drainage Area IDs should be unique (there are two Drainage Area 4s).
- B4. The drainage area for the parking surface should be divided into two (2) areas, one for each pipe-reach. See attached mark-up of the Storm Drainage Area Plan.

List of Report(s):

Serviceability Report, Proposed Two Storey Commercial Warehouse and Office, 96 Bill Leathem Drive, prepared by T.L. Mak Engineering Consultants Ltd., Consultant's file # R-822-125A, dated September 2023.

Comments:

- B5. Add a brief section to the report discussing MECP ECA requirements.
- B6. Update the Erosion and Sediment Control section to reflect the changes requested above.

Storm Drainage Report, Proposed Two Storey Commercial Warehouse and Office, 96 Bill Leathem Drive, prepared by T.L. Mak Engineering Consultants Ltd., Consultant's report # R-822-125, dated September 2023.

Comments:

- B7. Tables 1-6 at the back of the report should identify the area (ha), runoff coefficient, and drainage area ID for the dataset.
- B8. Table 4: Why is the required storage volume being doubled?

If you have any questions, please contact Tyler Cassidy, P.Eng., Infrastructure Project Manager at tyler.cassidy@ottawa.ca

Planning Comments – Kelby Lodoen Unseth, Planner II

List of Plans and Studies Reviewed:

- ☐ **Site Plan**, A010, prepared by KWC Architects Inc., dated October 31, 2023.
- ☐ **Landscape Plan**, L1, prepared by Gino J. Aiello, dated November 1, 2023.
- ☐ **96 Bill Leathem Drive – Proposed Office/Warehouse Development Environmental Impact Study and Tree Conservation Report**, prepared by Muncaster Environmental Planning Inc., dated May 12, 2023.
- ☐ **Phase 1 Environmental Site Assessment, 96 Bill Leathem Road**, Report PE6093-1, Prepared by Paterson Group, dated May 30, 2023.

- **Combined Planning Rationale and Design Brief**, prepared by Chello Building Corporation, dated October 24, 2023.

A. Comments to Deem the Application Complete

- A14. Revise the outdoor refuse collection area to comply with Section 110. The site plan needs to be zoning compliant prior to accepting the formal submission.
- A15. Update the Planning Rationale to include the required Urban Design Brief as per the Terms of Reference. Please also note that the submitted Planning Rationale references the City's old Official Plan (2003) and the Nepean South Secondary Plan, which are no longer in effect.
- A16. As per the Environmental Planning comments below, the site plan needs illustrate the limits of development (i.e. minimum required setback).

B. Other Comments:

- B9. Consider removing the parallel parking spaces along the rear property line as this will provide additional opportunities for tree/shrub planting to screen the property from the adjacent multi-use pathway.

Environment Planning Comments – Sami Rehman, Planner II

- **Landscape Plan**, L1, prepared by Gino J. Aiello, dated November 1, 2023.
- **96 Bill Leatham Drive – Proposed Office/Warehouse Development Environmental Impact Study and Tree Conservation Report**, prepared by Muncaster Environmental Planning Inc., dated May 12, 2023.

A. Comments to Deem the Application Complete

- A17. The primary concern with the EIS/TCR is that the limits of development (i.e. minimum required setback) have not been addressed as prescribed by OP Section 4.9.3. The proposal needs to demonstrate a comparative analysis illustrating the four tests of the policy (i.e. hazard lands, floodplain, 15m from top of stable slope and 30 from channel bank). While the EIS may not generate all these tests, it should include a figure delineating and comparing all these tests. The minimum required setback will mark the limits of development and no site alteration will be permitted within the setbacks. Please elaborate and revise.
- A18. The landscape plan includes some species that are not native. Given the proximity of the subject property to the natural features and surface water feature, as well as prescribed in the EIS, please replace the following



species with locally appropriate native species: Calamagrostis acutifolia “overdam” (Feather Reed Grass), Gernaium macrorrhizum (Bigroot Geranium) and Geranium psilostemon “Gerwat” (Rozanne Geranium). Please revise.

B. Other Comments:

- B10. In the landscape plan, staff would like to see additional planting of locally appropriate native vegetation (trees, shrubs, and plants) along the rear property boundary. This will soften the interface with the natural features and surface water feature and provide aesthetically pleasing screening. If the setbacks (limits of development) provide more room at the rear of the property for landscaping, then include more locally appropriate vegetation (trees, shrubs, and plants). Please revise.

If you have any questions, please contact Sami Rehman, Planner II at sami.rehman@ottawa.ca

Transportation Comments – Mike Giampa, Transportation Project Manager

A. Comments to Deem the Application Complete

No comments.

B. Other Comments:

- B11. Ensure that the sidewalk is continuous and depressed through the private approach.

If you have any questions, please contact Mike Giampa, Transportation Project Manager at mike.giampa@ottawa.ca

Urban Design Comments – Christopher Moise, Planner II

List of Plans and Studies Reviewed:

- ☐ **Site Plan**, A010, prepared by KWC Architects Inc., dated October 31, 2023.
- ☐ **Landscape Plan**, L1, prepared by Gino J. Aiello, dated November 1, 2023.
- ☐ **Combined Planning Rationale and Design Brief**, prepared by Chello Building Corporation, dated October 24, 2023.

A. Comments to Deem Application Complete

A19. Update the Urban Design Brief to have a section which addresses these pre-application consultation comments.

B. Other Comments:

The following urban design comments are being provided again as they have not been addressed in the design, nor has a response to them been offered:

- B12. Consider a gate and pathway on the south end of the site to connect the development to the multi-use pathway and Clark Bellinger environmental facility. This would facilitate employees' ability to access the MUP and the facility to enjoy on their breaks or potentially to commute to work by bicycle.
- B13. Shift the parking spaces and the garbage enclosure north and away from the south edge of the site and provide a landscape buffer in this location. Visual impacts on the multi-use pathway and Clark Bellinger environmental facility should be minimized.

If you have any questions, please contact Christopher Moise, Planner II at Christopher.moise@ottawa.ca

Planning Forestry – Mark Richardson, Forester

List of Studies and Plans Reviewed:

- ☐ **Landscape Plan, L1**, prepared by Gino J. Aiello, dated November 1, 2023.
- ☐ **96 Bill Leathem Drive – Proposed Office/Warehouse Development Environmental Impact Study and Tree Conservation Report**, prepared by Muncaster Environmental Planning Inc., dated May 12, 2023.

Comments to Deem Application Complete

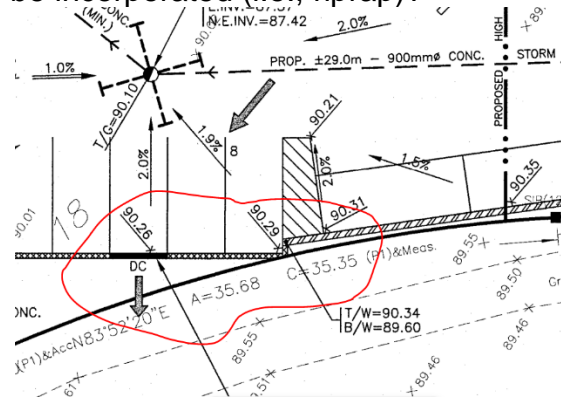
A20. The tree information supplied meets all city requirements. Note that a tree permit is required and can be made available when appropriate.

If you have any questions, please contact Mark Richardson, Forester at mark.richardson@ottawa.ca

Corporate Real Estate Office (CREO) – Simon Deiaco, Planner III

Comments to Deem the Application Complete

B14. In the design of the major overland flow route, can additional mitigation measures be incorporated (i.e., riprap)?



- B15. Please be advised that this proposal is adjacent to or in proximity to City land (non-right of way lands). Should this development require temporary or permanent interest in City land, CREO may require the developer to enter into an agreement to formalize such use at market value in accordance with CREO policy. This interest includes, but is not limited to, temporary or permanent access agreements across City lands, temporary staging areas, the installation of permanent infrastructure to the benefit of the development such as sewers, water, gas, pathways, Limiting Distance Agreements, the expansion of storm water management ponds to the benefit of the development. Note that several months may be required in order to formalize such agreements and conversations should be initiated early in the development process.

For temporary interests, please contact Paul Kerluke, Program Manager,
Leasing Unit, CREO: paul.kerluke@ottawa.ca (Leases, Licenses and
consent to enter agreements)

For permanent interests, please contact Dhaneshwar Neermul, Program Manager, Disposal Unit, CREO: Dhaneshwar.neermul@ottawa.ca (purchase and sale agreements, disposal licenses (acknowledges the benefit to the developer leveraging City lands, (i.e. expansion of existing storm water ponds and utilities).

Traffic Management Construction - Adrianna Lawlor, Specialist

B. Other Comments:

B16. Traffic Management has been coordinating with the developer and should there be any need within the Right-Of-Way the contractor is asked to reach out proactively (minimum 15 days) to review all traffic control plans and to discuss the potential traffic impacts of the project.

Additionally, if the proposed work will interfere with pedestrian access to/from a transit stop, the contractor must contact traffic management so OC Transpo can be coordinated with at least 10 working days prior to starting construction to arrange for the temporary relocation of the affected transit stop(s) as may be required.

The sidewalk on the south side of Bill Leathem must be maintained at all times. Should there be a need to close the sidewalk a pedestrian management plan must be approved. A 1.5m facility must be provided as a pedestrian detour would not be feasible.

Should there be any questions on the above, please do not hesitate to contact myself or the contact identified for the above areas / disciplines.

Regards,

Kelby Lodoen Unseth
Planner II
Development Review, South

c.c. Tyler Cassidy
Siobhan Kelly
Mike Giampa
Christopher Moise
Sami Rehman
Mark Richardson
Simon Deiaco
Adrianna Lawlor

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