



**SITE PLAN CONTROL APPLICATION  
DELEGATED AUTHORITY REPORT  
PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

---

Site Location: 1540 & 1560 Star Top Road

File No.: D07-12-23-0107

Date of Application: August 9, 2023

---

This SITE PLAN CONTROL application submitted by Egis Canada Ltd., c/o Bridgette Alchawa, on behalf of 4457315 CANADA INC. c/o Joe Desjardins, is APPROVED as shown on the following plan(s):

1. **Proposed Elevations**, Drawings A200 & A201, prepared by Deimling Architecture & Interior Design, dated June 2023, revision 04 dated 30 SEPT 2024.
2. **Erosion & Sediment Control Plan**, prepared by McIntosh Perry, dated 2023.08.04, revision 6 dated 2024.10.07.
3. **Grading Plan**, Drawing GP, prepared by McIntosh Perry, 2023.08.04, revision 7 dated 2024.10.07.
4. **Landscape Plan**, Drawing L1, prepared by GJA Inc., dated 2023 07 01, revision 7 dated 2024 10 08.
5. **Proposed Site Plan**, Drawing SP-A01, prepared by Deimling Architecture & Interior Design, dated June 2023, revision 11 dated 30 SEPT 2024.
6. **Site Servicing Plan**, Drawing SS, prepared by McIntosh Perry, 2023.08.04, revision 5 dated 2024.10.07.

And as detailed in the following report(s):

1. **Servicing & Stormwater Management Report, Boone Plumbing – 1560 Star Top Road**, prepared by McIntosh Perry Consulting Engineers Ltd., dated October 7, 2024.
2. **Environmental Impact Study**, prepared by Muncaster Environmental Planning Inc., dated August 28, 2024.
3. **Geotechnical Investigation – Proposed Warehouse Development**, prepared by Paterson Group, dated July 21, 2023.

4. **Geotechnical Response to City Comments – Proposed Warehouse Development**, prepared by Paterson Group, dated October 13, 2023.
5. **Grading and Servicing Plan Review – Proposed Warehouse Development**, prepared by Paterson Group, dated October 11, 2023.
6. **1540/1560 Star Top Road Warehousing Development – Road Safety Review**, prepared by McIntosh Perry (Egis Group), August 14, 2024.
7. **Phase I – Environmental Site Assessment**, prepared by Paterson Group, dated June 7, 2023.
8. **Phase II – Environmental Site Assessment**, prepared by Paterson Group, dated October 15, 2023.
9. **Tree Conservation Report for 1540-1560 Star Top Road, Ottawa**, prepared by IFS Associates, dated April 30, 2024.

And subject to the following Requirements, General and Special Conditions:

## **GENERAL CONDITIONS**

### 1. **Lapsing of Approval**

The Owner shall enter into this Site Plan Control Agreement, including all standard and special conditions, financial and otherwise, as required by the City. In the event that the Owner fails to sign this Agreement and complete the conditions to be satisfied prior to the signing of this Agreement and have the corresponding building permit(s) issued within three (3) years of Site Plan approval, the approval shall lapse.

### 2. **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, Development and Building Services.

### 3. **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.

### 4. **Reinstatement of City Property**

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

5. **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, Development and Building Services.

6. **Extend Internal Walkway**

The Owner shall extend internal walkways beyond the limits of the subject lands to connect to existing or proposed public sidewalks, at the sole expense of the Owner, to the satisfaction of the General Manager, Planning, Development and Building Services.

7. **Completion of Works**

The Owner acknowledges and agrees that no new building will be occupied on the lands until all requirements with respect to completion of the Works as identified in this Agreement have been carried out and received Approval by the General Manager, Planning, Development and Building Services, including the installation of municipal numbering provided in a permanent location visible during both day and night and the installation of any street name sign on relevant streets. Notwithstanding the non-completion of the foregoing Works, occupancy of a lot or structure may otherwise be permitted, if in the sole opinion of the General Manager, Planning, Development and Building Services, the aforesaid Works are proceeding satisfactorily toward completion. The Owner shall obtain the prior consent of the General Manager, Planning, Development and Building Services for such occupancy in writing.

Until all requirements with respect to completion of the Works as identified in this Agreement have been carried out and received Approval by the General Manager, Planning, Development and Building Services, the Owner shall give notice to the City of a proposed conveyance of title to any building at least thirty (30) days prior to any such conveyance. No conveyance of title to any building shall be effective unless the Owner has complied with this provision.

Nothing in this clause shall be construed as prohibiting or preventing the approval of a consent for severance and conveyance for the purposes of obtaining financing.

8. **Development Charges**

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

9. **Designated Substances Survey**

Prior to demolition of any existing buildings located on the lands described in Schedule "A" herein, the Owner acknowledges and agrees to complete a designated substances survey and submit the findings and recommendations for the proper handling and disposal of waste as identified in said survey, to the satisfaction of the General Manager, Planning, Development and Building Services, and in accordance with Best Management Practices. The survey shall address, but not be limited to:

- (a) O.Reg. 278/05: Designated Substance - Asbestos on Construction Projects and in Buildings and Repair Operations under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1, as amended (O.Reg. 278/05);
- (b) Guideline – Lead on Construction Projects, prepared by the Ontario Ministry of Labour – Occupational Health and Safety Branch, published September 2004 and revised April 2011, as amended;
- (c) O.Reg. 213/91: Construction Projects under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1, as amended (O.Reg. 213/91);
- (d) Registration Guidance Manual for Generators of Liquid Industrial and Hazardous Waste, prepared by the Ontario Ministry of the Environment, Conservation and Parks, published April 1995 and revised January 2016, as amended, to be used in conjunction with R.R.O. 1990, Reg. 347: General-Waste Management under the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended (R.R.O. 1990, Reg. 347);
- (e) R.R.O. 1990, Reg. 362: Waste Management – PCB's under the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended (R.R.O. 1990, Reg. 362).

## **SPECIAL CONDITIONS**

### **10. 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, Development and Building Services, 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, Development and Building Services, 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 Development and Building Services, may order all Work in the project to be stopped, altered, retested or changed to the satisfaction of the General Manager, Planning, Development and Building Services.

## **Roads, Right-of-Way and Traffic**

### **Access**

#### **11. Private Approach Detail**

The Owner agrees that all private approaches, including temporary construction access to the subject lands, shall be designed and located in accordance with and shall comply with the City's Private Approach By-Law, being By-law No. 2003-447, as amended, and shall be subject to approval of the General Manager, Planning, Development and Building Services.

12. **Private Access**

The Owner acknowledges and agrees that all private accesses to Roads shall comply with the City's Private Approach By-Law being By-Law No. 2003-447 as amended, or as approved through the Site Plan control process.

**Engineering**

**Geotechnical Engineering and Soils**

13. **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 (the "Report"), referenced in Schedule "E" herein, are fully implemented. The Owner further acknowledges and agrees that it shall provide the General Manager, Planning, Development and Building Services 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, Development and Building Services.

14. **Geotechnical – Encroachments**

The Owner acknowledges and agree that the Geotechnical Investigation has recommended a method of shoring that may encroach onto the adjacent property. The Owner acknowledges and agrees that it shall be required to obtain the approval of the adjacent property owner prior to the installation of any encroachments.

**Civil Engineering**

15. **Spill Contingency and Pollution Prevention Plan**

The Owner shall, within six (6) months of signing this Agreement, develop and implement a spill contingency and pollution prevention plan, which plan, at a minimum, will include a set of written procedures describing how to prevent and/or mitigate the impacts of a spill within the area serviced by the Works:

- (a) the name, job title and location (address) of the Owner, person in charge, management or person(s) in control of the buildings;
- (b) the name, job title and 24-hour telephone number of the person(s) responsible for activating the spill contingency and pollution prevention plan;
- (c) a site plan drawn to scale showing the facility, nearby buildings, streets, catch basins and manholes, drainage patterns (including direction of flow in storm sewers), and receiving water course that could potentially be significantly impacted by a spill and any features which need to be taken into account in terms of potential impacts on access and response (including physical obstructions and location of response and clean-up equipment);

- (d) steps to be taken to report, contain, clean up and dispose of contaminants following a spill;
- (e) a listing of telephone numbers for local clean-up companies who may be called upon to assist in responding to spills, local emergency responders including health institution(s), and the Ministry of the Environment, Conservation and Parks Spills Action Centre;
- (f) Materials Safety Data Sheets (MSDS) for each hazardous material which may be transported or stored in the said building;
- (g) the means (internal corporate procedures) by which the spill contingency and pollution prevention plan is activated;
- (h) a description of the spill response training provided to employees assigned to work in the said building, the date(s) on which the training was provided and by whom;
- (i) an inventory of response and clean-up equipment available to implement the spill contingency and pollution prevention plan, location and date of maintenance/replacement if warranted; and
- (j) the dates on which the spill contingency and pollution prevention plan was prepared and subsequently, amended.

The Owner covenants and agrees to maintain the spill contingency and pollution prevention plan up to date through revisions undertaken from time to time as required by changes to the general operations of the site. The Owner further covenants and agrees to retain a copy of the spill contingency and pollution prevention plan in a conspicuous, readily accessible location on-site such that it can be used as a reference by employees assigned to work in the said building. The Owner further covenants and agrees that it will make available, for inspection and copying by City personnel, the spill contingency and pollution prevention plan.

16. **Re-Grading and Maintenance of Ditch**

The Owner acknowledges and agrees it shall be responsible for various grading and maintenance measures along Star Top Road, which include the following:

- (a) Re-grade the shoulders of the ditch within the road allowance(s) of Star Top Road abutting the subject lands, to the satisfaction of the General Manager, Planning, Development and Building Services Department;
- (b) Obtain utility clearances prior to the re-grading of any ditch;
- (c) Obtain approval from the City's Roads Services Branch of the Public Works Department if the grade of any ditch bottom is to change; and
- (d) Maintain a grass cover within the road allowance(s) of Star Top Road abutting the subject lands, to the satisfaction of the General Manager, Planning, Development and Building Services Department.

17. **Protection of City Sewers**

- (a) Prior to the issuance of a building permit, the Owner shall, at its expense:
  - (i) obtain a legal survey acceptable to the General Manager, Planning, Development and Building Services and the City's Surveyor, showing the existing City Sewer System within Star Top Road and the location of the proposed building and its footings in relation to the City Sewer System;
  - (ii) obtain a video inspection of the City Sewer System within Star Top Road prior to any construction to determine the condition of the existing City Sewer System prior to construction on the lands and to provide said video inspection to the General Manager, Planning, Development and Building Services.
- (b) Upon completion of construction on the lands, the Owner shall, at its expense and to the satisfaction of the General Manager, Planning, Development and Building Services:
  - (i) obtain a video inspection of the existing City Sewer System within Star Top Road to determine if the City Sewer System sustained any damages as a result of construction on the lands; and
  - (ii) assume all liability for any damages caused to the City Sewer System within Star Top Road and compensate the City for the full amount of any required repairs to the City Sewer System.

18. **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, Development and Building Services 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.

19. **Inlet Control Devices (ICDs)**

The Owner acknowledges and agrees to install and maintain in good working order the required in-ground stormwater inlet control devices, as recommended in the approved Servicing & 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.

20. **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, Development and Building Services confirming the plans submitted for building permit issuance have incorporated any and all requirements of the Fire Underwriters Survey, 2020, or as amended, to achieve the low construction coefficient used within the proposed building design.

**Contamination**

21. **Off-Site Contamination Management Agreement**

The Owner acknowledges and agrees that where contamination emanating from the site and impacting the City's rights-of-way is discovered during the course of the Works, the Owner shall notify the Manager, Realty Services immediately in writing and agrees to enter into an Off-Site Management Agreement with the City to address the contamination in the rights-of-way. The Owner shall be responsible for all associated costs with the Off-Site Management Agreement, which agreement shall be to the satisfaction of the General Manager, Planning, Development and Building Services.

**Private Systems**

22. **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.

23. **Private Storm Sewer Connection to City Sewer System**

The Owner acknowledges and agrees that any new storm sewers to be installed as part of this development shall not be connected to the City's existing storm sewer system until such time as either:

- (a) a certificate of conformance and As-built Drawings have been received from a Professional Engineer, licensed in the Province of Ontario, certifying that all required inlet control devices have been properly installed to City Standards or Specifications, and that the storm sewer system has been installed in accordance with the approved engineering drawings for site development and City Sewer Design Guidelines. The inlet control devices shall be free of any debris; or



- (b) a flow limiting orifice plate, designed by a Professional Engineer licensed in the Province of Ontario and to the satisfaction of the City, has been installed at the storm water outlet prior to connecting any upstream storm sewers. Such orifice plate shall not be removed until subsection (a) above has been satisfied and approved by the General Manager, Planning, Development and Building Services.

## **Site Lighting**

### **24. Site Lighting Certificate**

- (a) In addition to the requirements contained in Clause 19 of Schedule “C” hereto, the Owner acknowledges and agrees, prior to the issuance of a building permit, to provide the City with a certificate from an acceptable professional engineer, licensed in the Province of Ontario, which certificate shall state that the exterior site lighting has been designed to meet the following criteria:
  - (i) it must be designed using only fixtures that meet the criteria for full cut-off (sharp cut-off) classification, as recognized by the Illuminating Engineering Society of North America (IESNA or IES); and
  - (ii) it must result in minimal light spillage onto adjacent properties. As a guideline, 0.5 fc is normally the maximum allowable spillage.
- (b) The Owner acknowledges and agrees that, upon completion of the lighting Works and prior to the City releasing any associated securities, the Owner shall provide certification satisfactory to the General Manager, Planning, Development and Building Services, from a Professional Engineer, licensed in the Province of Ontario, that the site lighting has been constructed in accordance with the Owner’s approved design plan.

## **Planning and Other**

### **Planning and Design**

#### **25. Maintenance and Liability Agreement for Landscaping**

The Owner acknowledges and agrees it shall be required to enter into a Maintenance and Liability Agreement with the City, for those elements which are to be located in the City’s Star Top Road right-of-way, as shown on the approved Landscape Plan referenced in Schedule “E” herein, including all plant and landscaping material (except municipal trees). The Maintenance and Liability Agreement shall be registered on title, at the Owner’s expense, immediately after the registration of this Agreement. The Owner shall assume all maintenance and replacement responsibilities in perpetuity.

#### **26. Snow Storage - Setback**

In addition to the provisions set out in Clause 17 of Schedule “C” to this Agreement, the Owner acknowledges and agrees that no snow storage will occur within the

fifteen (15 m) metre setback from the top bank of the watercourse, pursuant to the City's Zoning By-Law 2008-250, as amended.

## **Waste Collections**

### **27. 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.

## **Trees**

### **28. Replacement Trees in City's Right-of-Way**

Prior to registration of this Agreement, the Owner acknowledges and agrees it shall pay the sum of \$2,530.06 provided by Planning Forestry to the City as compensation for the removal of Tree # 1, bur oak, located within the City's right-of-way along Star Top Road. Upon receipt of compensation, the General Manager, Planning Development and Building Services or their designate will provide the Owner with written approval, at which time the Owner may make arrangements with a contractor to remove Tree #1 at the Owner's expense.

## **Parks**

### **29. Parkland Dedication**

- (a) The Owner acknowledges and agrees that the conveyance requirement to the City is 557.86 square metres.
- (b) The Owner covenants and agrees that the conveyance requirement has been calculated at the rate set out below in accordance with the Parkland Dedication By-law, being By-law No. 2022-280, as amended:
  - (i) For conveyance of parkland, cash-in-lieu of conveyance parkland, or combination thereof:
    - i. 2% of the gross land area (commercial & industrial uses).

### **30. Cash-In-Lieu of Conveyance of Parkland**

Prior to registration of the Site Plan Agreement, the Owner acknowledges and agrees to pay cash-in-lieu of conveyance of parkland 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 11 funds. The Owner shall also pay the parkland appraisal fee of \$820.00 plus H.S.T. of \$106.60, as referenced in Schedule "B" herein.

## **Agencies**

### **RVCA**

#### **31. Rideau Valley Conservation Authority**

The Owner acknowledges and agrees to obtain any required approvals and/or permits from the Rideau Valley Conservation Authority prior to the commencement of site works. The Owner acknowledges and agrees to file copies of such approvals and/or permits with the General Manager, Planning, Development and Building Services.

### **Bell Canada**

#### **32. Bell Canada Condition of Approval**

The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

### **Ministry of Transportation**

#### **33. Basic Commercial Building and Land Use Permit**

The Owner agrees to obtain a Basic Commercial Building and Land Use Permit. The Owner/consultant can apply online at [www.hcms.gov.on.ca](http://www.hcms.gov.on.ca)

### **Enbridge**

#### **34. Existing Piping Facilities**

The Owner agrees to contact Enbridge Gas Customer Service at 1-877-362-7434 prior to any site construction activities to determine if existing piping facilities need to be relocated or abandoned.



November 13, 2024

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Sevigny  
Manager, Development Review East,  
Planning, Development and Building  
Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

## **SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION**

---

**File Number:** D07-12-23-0107

### **SITE LOCATION**

1540 & 1560 Star Top Road, and as shown on Document 1. The property is located on the west side of Star Top Road, south of Algoma Road and north of Innes Road.

### **SYNOPSIS OF APPLICATION**

The applicant is proposing to construct a warehouse building for Boone Plumbing and Heating Supply Inc. The warehouse will have gross floor area of 8,369 square metres, including office areas of 508 square metres on both the ground floor and mezzanine. The exterior of the site is to be redeveloped with a new asphalt parking lot, outdoor fenced storage yard, perimeter soft landscaping and extensive tree planting.

The property is an irregular, T-shaped parcel of land with approximately 70 metres of frontage along Star Top Road. The South Cyrville Municipal Drain runs parallel to the north lot line, separated from the subject property by a narrow, City-owned parcel of land.

The site is mostly surfaced in gravel and hard-packed dirt, with a formal asphalt parking area along the northerly and part of the westerly lot lines. The interior of the site consists of a large, legally non-conforming outdoor storage area containing bays of landscaping materials and various groupings of storage and shipping containers. A small, one-storey building near the site entrance at Star Top Road is currently leased for an office use and is to remain. Five buildings in the interior of the site are to be demolished.

The property is surrounded by other light industrial uses, including existing warehouses owned and operated by Boone Plumbing to the north at 1282 Algoma Road and 1500 Star Top Road. The subject property is linked to 1282 Algoma Road via two internal connections over the South Cyrville Municipal Drain at the northwest and northeast corners of the site. Both connections are to remain in place following the redevelopment.

Most of the surrounding properties contain large warehouse and/or low-rise office buildings with asphalt surface parking. Star Top Road is a local road with a rural cross-section and at present the City has no plans to urbanize the road.

The new warehouse building is to be situated in the southwest portion of the site, occupying approximately one third of the site area. The main entrance is located at the northeast corner of the building near the parking areas, with 20 loading bays and additional staff entrances along the easterly façade. Most of the building will be occupied by the plumbing and heating warehouse, with 508 square metres of office area on the main floor and an additional 508 square metre office area in the mezzanine.

Vehicular access to the site will be via the two existing private approaches off Star Top Road. The reconfigured parking lot will contain a total of 107 parking spaces abutting and adjacent to the north and easterly interior lot lines. Nine bicycle parking spaces are

proposed for the northeast corner of the site; however, staff recommend relocating the bicycle parking closer to the main entrance of the building given that trucks travelling north through the site to 1282 Algoma Road may damage or be damaged by the bicycle racks and concrete curbs delineating the bicycle parking area.

A waste enclosure area will be situated at the northwest corner of the building adjacent to the westerly lot line. Although outdoor storage is not a permitted use in the Light Industrial Zone, the applicant confirmed with staff that they have legal non-complying rights to their existing outdoor storage. The redevelopment proposes to reduce the outdoor storage to a fenced area of approximately 2,900 square metres north of the building. The applicant has identified this area for potential future expansion of the building, which would be subject to a future Site Plan Control approval.

The development proposes to add landscaped buffers with sod and tree plantings to the perimeter of the entire site, excluding the private approaches along Star Top Road and the interior connections to 1282 Algoma Road. The landscaped buffers vary in width from approximately 1 metre at the northernmost portion of the site parallel to the South Cyrville Municipal Drain, to 7.5 metres along the full length of the southerly and westerly lot lines. The streetscape within the property limits will be improved with formalized landscaped areas also consisting of sod and tree plantings, to be delineated with barrier curbs. Plantings include a variety of deciduous and coniferous tree and shrub species, with riparian plantings in proximity to the municipal drain.

The proposed building is a slab-on-grade, pre-engineered structure approximately 10 metres in height, with a low-pitched roof and minimal ornamental features or projections. The exterior will be clad in vertical insulated sheet metal, with the north elevation featuring glass curtain wall glazing. Exterior commercial signage will be mounted to the building above the entrances at the northeast corner of the building.

Water runoff from the site currently drains to a ditch along the westerly lot line that outlets to the South Cyrville Municipal Drain, and east to a ditch running along Star Top Road. Redevelopment of the site includes installation of catch basins throughout the property which will connect to an on-site storm sewer system. The system will collect storm flows and restrict runoff leaving the site as it outlets to the existing ditch along Star Top Road. The system will also capture runoff from the new asphalt parking lot, storing the runoff in surface ponding areas. Runoff from the building will be captured by a dry retention area before outletting to the ditch along the westerly lot line and then north to the South Cyrville Municipal Drain.

### **Related Applications**

N/A

### **DECISION AND RATIONALE**

This application is approved for the following reasons:

- The proposed development conforms with applicable Official Plan policy.

- Upon completion of minor revisions to the site plan to address minimum loading space requirements, the proposed development will conform with applicable Zoning By-law policies.
- The proposed development constitutes good planning in that it will result in significant overall improvement of the site with respect to site conditions, built form, land use, pedestrian and vehicular movement, stormwater management, and landscaping and tree cover.

## **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 and is based on the valuation of 2% of the gross land area, or 557.86 square metres.

## **CONSULTATION DETAILS**

### **Councillor's Comments**

Councillor Tim Tierney 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. Public comments were received online.

#### Summary of public comments and responses

The Wateridge Village Community Association noted no concerns with the application.

### **Technical Agency/Public Body Comments**

#### Summary of Comments –Technical

Comments were received by the Rideau Valley Conservation Authority, Bell Canada, Enbridge Gas Inc., Hydro Ottawa, Ministry of Transportation, and TELUS.

#### Response to Comments –Technical

Comments and conditions received by the technical agencies have been noted and communicated to the applicant.

### **Advisory Committee Comments**

#### Summary of Comments – Advisory Committees

The Accessibility Advisory Committee posed several questions regarding pedestrian safety on-site and within the building, and recommended that curb returns be added to

private approaches.

### Response to Comments – Advisory Committees

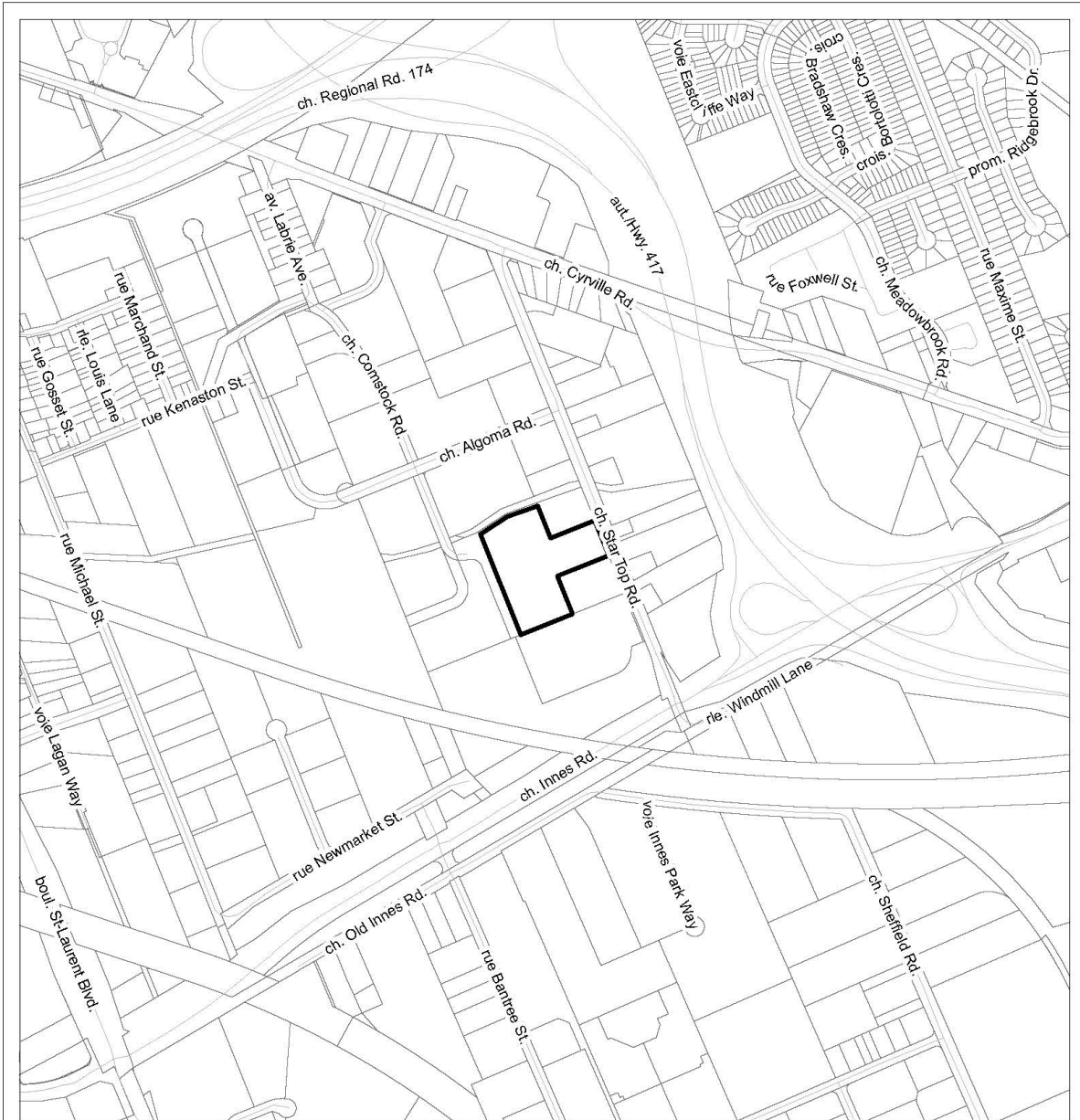
Foot traffic through the exterior of the site will be limited to staff and customers travelling between the designated parking area and building, which are located near one another. No raised or painted sidewalks are shown on the site plan. Staff recommend that the bicycle parking area be relocated closer to the building entrance.

### **APPLICATION PROCESS TIMELINE STATUS**

This Site Plan application was not processed by the On Time Decision Date due to the applicant's decision to address outstanding City comments prior to approval.

**Contact:** Cass Sclauzero Tel: 613-580-2424, ext. 27597 or e-mail:  
cass.sclauzero@ottawa.ca

# Document 1 – Location Map



	
D07-12-23-0107	24-0161-D
I:\CO\2024\Site\StarTop_1540_1560	
<small>©Parcel data is owned by Terranet Enterprises Inc. and its suppliers. All rights reserved. May not be produced without permission. THIS IS NOT A PLAN OF SURVEY.</small>	
<small>©Les données de parcelles appartiennent à Terranet Enterprises Inc. et à ses fournisseurs. Tous droits réservés. Ne peut être reproduit sans autorisation. CE CI N'EST PAS UN PLAN D'ARPENTAGE.</small>	
REVISION / RÉVISION - 2024 / 11 / 13	

LOCATION MAP / PLAN DE LOCALISATION  
SITE PLAN / PLAN D'EMPLACEMENT

 **1540, 1560 ch. Star Top Road**



NOT TO SCALE