

Conseil des écoles publiques de l'Est de l'Ontario Leitrim Central Elementary School **3955 Kelly Farm Drive**

Zoning Confirmation Report

Site Plan Control Application

February 27, 2025

CA0039813.4669



Conseil des écoles publiques de l'Est de l'Ontario Leitrim Central Elementary School 3955 Kelly Farm Drive

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This Zoning Confirmation Report was prepared by WSP Canada Inc. ("WSP") for Architecture49 ("Client") on behalf of the Conseil des écoles publiques de l'Est de l'Ontario ("CEPEO") in accordance with the agreement between WSP and the Client. This Zoning Confirmation Report is based on information provided to WSP which has not been independently verified.

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This Standard Limitations statement is considered part of this Report.

1 Introduction

WSP was retained by Architecture49 ("A49") on behalf of the Conseil des écoles publiques de l'Est de l'Ontario ("CEPEO") to prepare a Zoning Confirmation Report in support of the Site Plan Control application for the lands municipally known as 3955 Kelly Farm Drive in the City of Ottawa. The requested Site Plan Control application would permit the development of a two-storey elementary school, Leitrim Central Elementary School.

This Zoning Confirmation Report has been prepared to provide a detailed review to determine compliance of the proposed development with the City of Ottawa Zoning By-Law 2008-250 (November 24, 2023 Consolidation). This review is based on the Site Plan prepared by Architecture49 (dated February 25, 2025).

The Zoning Confirmation Report is set up as follows:

- Section 2 includes the Zoning Confirmation Checklist, including Project Information and the Zoning Review, which provides a full review of the applicable zoning requirements and identifies any areas of non-compliance;
- Section 3 provides a Summary of Opinion based on the review of the proposed Site Plan prepared by Architecture49 (dated February 25, 2025); and
- Appendix A includes the Site Plan, prepared by Architecture49 (dated February 25, 2025).

2 Zoning Confirmation Checklist

2.1 Project Information

The site is municipally known as 3955 Kelly Farm Drive in the City of Ottawa and is part of the Barrett Lands Phase 1 Subdivision located in Ward 22 (Riverside South-Findlay Creek). The site is currently vacant and undeveloped. The site is rectangular in shape and has a frontage of approximately 172 metres (564.39 ft) along Kelly Farm Drive, a frontage of approximately 107 metres (351.83 ft) along Barrett Farm Drive, and an area of approximately 2.07 hectares (5.12 acres). The lands are legally described as 'Block 196, Registered Plan 4M-1640, City of Ottawa' per the Topographic Plan of Survey prepared by Callon Dietz Incorporated (September 24, 2024).

Figure 1-1 illustrates the site's location and approximate boundaries. The property at 3955 Kelly Farm Drive (shown in yellow in **Figure 1-1**) is subject to the Site Plan Control application.



Figure 1-1: Site Location

3955 Kelly Farm Drive | Zoning Confirmation Report Site Plan Control Application Leitrim Central Elementary School, Conseil des écoles publiques de l'est de l'Ontario WSP February 27, 2025 Page 2 The Project Information is summarized in Table 1-1.

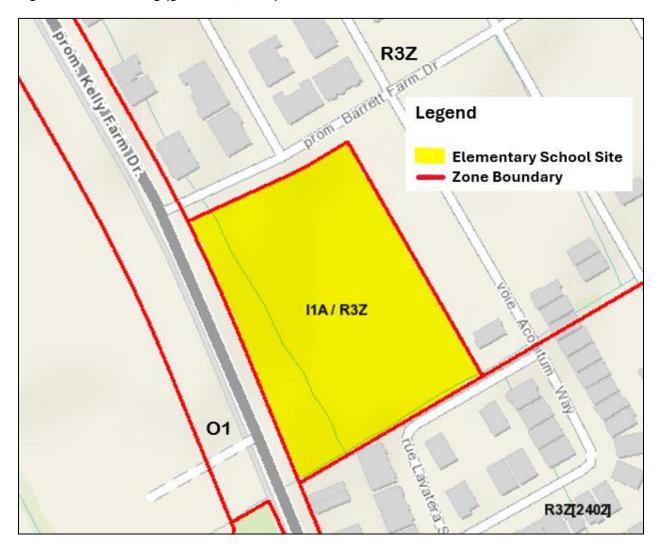
Project Information			
Review Date:	February 27, 2025	Official Plan Designation:	Suburban Transect, Neighbourhood
Municipal Address(es):	3955 Kelly Farm Drive	Legal Description:	Block 196, Registered Plan 4M-1640, City of Ottawa
Scope of Work:	A new French elementary school by the Conseil des écoles publiques de l'Est de l'Ontario and daycare, with a gross floor area of approximately 4,537.1 m ² (48,836.9 ft ²).		
Existing Zoning Code:	Minor Institutional Zone, I1A / Residential Third Density Subzone Z, R3Z	By-law Number:	2008-250
Schedule 1 / 1A Area:	Area C: Suburban / Area C: Suburban	Overlays Applicable:	Airport Vicinity Development Zone

Table 1-1: Project Information – 3955 Kell	v Farm Drive (Leitr	rim Central Elementary	/ School)
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2.2 Zoning Confirmation Checklist

The proposed elementary school and daycare is proposed to have frontage on Kelly Farm Drive and Barrett Farm Drive. Under the City of Ottawa Comprehensive Zoning By-law 2008-250 (November 4, 2023 Consolidation) the site is zoned **Minor Institutional Zone, Subzone I1A** (I1A), as shown in **Figure 2-2**.

Properties immediately adjacent to the site are zoned Residential Third Density Zone, Subzone Z (R3Z) to the north and east; Residential Third Density Zone, Subzone Z, Urban Exception 2402 (R3Z[2402]) to the South; and Parks and Open Space Zone (O1) to the west.





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2.2.1 Zoning Provisions

The general purpose of the I1 zone is to:

- "(1) permit a range of community uses, institutional accommodation and emergency service uses to locate in areas designated as General Urban Area or Central Area in the Official Plan; and
- (2) minimize the impact of these minor institutional uses located in close proximity to residential uses by ensuring that such uses are of a scale and intensity that is compatible with neighbourhood character."

The I1 Zone permits a variety of non-residential uses, including schools and day cares.

The City's Comprehensive Zoning By-Law defines a "**school**" as, "[having] the same meaning as in the Education Act, and includes any other place of primary, elementary, or secondary education which has a body of teachers and students on the premises, and that provides instruction in the primary, elementary or secondary courses of study authorized or approved by the Minister of Education for Ontario, and also includes adult education and English or French as a second language programs."

A "**day care**" is defined in the City's Zoning By-Law as, "a place providing temporary care for any individual for a continuous period not exceeding twenty-four hours, but does not include the services of a health care practitioner."

As such, the proposed CEPEO elementary school and day care are permitted uses for this site.

Table 2-2 provides a detailed zoning compliance analysis of how the proposed CEPEO elementary school development at 3955 Kelly Farm Drive meets the Zoning By-Law provisions for the I1A Zone. The review in **Table 2-2** is based on the Site Plan, prepared by Architecture49 (dated February 25, 2025). The Site Plan is included in **Appendix A** of this Report.

 Table 2-2: Zoning Compliance for Minor Institutional Zone, Subzone A (I1A) – 3955 Kelly Farm

 Drive

Zoning Provision	Requirement –	Calculation (if applicable)	Compliance (Yes or No)	
Zone Requirement – I1A Zone (Table 170A)				
Minimum lot width –	15 m	N/A	Yes – 113.94 m	
Sec. 170, Table 170A				
(a)				

Zoning Provision	Requirement –	Calculation (if applicable)	Compliance (Yes or No)
Minimum Lot Area –	400 m ²	N/A	Yes – 20,729 m ²
Sec. 170, Table 170A (b)			
Minimum Front Yard	7.5 m	N/A	Yes – 7.5 m
– Sec. 170, Table			
170A (c)			
Minimum Rear Yard –	7.5 m	N/A	Yes – 81.605 m
Sec. 170, Table 170A			
(d)			
Minimum Interior	7.5 m	N/A	Yes – 32.167 m
Side Yard – Sec. 170,			
Table 170A (e)			
Minimum Corner Side	4.5 m	N/A	Yes – 4.5 m
Yard – Sec. 170,			
Table 170A (f)			
Maximum Building	15.0 m	N/A	Yes – 8.7 m
Height – Sec. 170,			
Table 170A (g)			

2.2.2 Permitted Projections Above the Height Limit and Permitted Projections into Required Yards Provisions

The Zoning By-law contains provisions for permitted projections above the height limit and permitted projections into required yards, as set out in **Table 2-3.** There are no proposed projections in to required yards or above the permitted height limit.

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
Permitted	Except in the case of buildings	N/A	N/A
projections	or structures located within the		
above the height	area shown on Schedules 11		
limit – Sec. 64	to 88 (Central Area Height		
	Schedules), the maximum		
	height limits do not apply to the		
	structures listed below or to		

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
	any other similar structures that may require a height in excess of maximum height limits in order to serve their intended purpose, unless otherwise specified in the by- law and provided these structures are erected only to such height or area as is necessary to accomplish the purpose they are to serve and that is necessary to operate effectively and safely: Mechanical and service equipment penthouse, elevator or stairway penthouse		
Chimney, chimney box and fireplace box, Sec. 65, Table 65(1)	1 m, but not closer than 0.6 m to a lot line	N/A	N/A
Eaves, eaves- troughs and gutters, Sec. 65, Table 65(2)	1 m, but not closer than 0.3 m to a lot line	N/A	N/A
Ornamental elements such as sills, belt courses, cornices, parapets and pilasters, Sec. 65, Table 65(3)	0.6 m, but not closer than 0.6 m to a lot line	N/A	N/A
Canopies and awnings, Sec. 65, Table 65(4)	(b) All other buildings including a low-rise apartment dwelling and mid-high-rise apartment dwelling:	N/A	N/A

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
	 i) a distance equal to ½ the depth of a front, rear or corner side yard but not closer than 0.6 m to a lot line, and ii) 1.8 m into an interior side yard, but not closer than 0.6 m to a side lot line 		
Fire escapes, open stairways, stoop, landing, steps and ramps – Sec. 65, Table 65(5)	 (b) Other features: i) where at or below the floor level of the first floor: 1. in the case of the interior side yard or rear yard: no limit, and ii) other cases: 1. In the case of any yard: 1.5m, but not closer than 1 m to a lot line 	N/A	N/A
Covered or uncovered balcony, porch, deck, platform, and verandah, with a maximum of two enclosed sides, excluding those covered by canopies and awnings, Sec. 65, Table 65(6)	 a) uncovered, unenclosed features such as decks or platforms where the walking surface is not higher than 0.6 m above adjacent grade: (i) in the interior side yard and rear yard: no limit (ii) in the front yard and corner side yard – the greater of 2 m or 50% of the required front yard or corner side yard, but no closer than 1m to a property line c) In all other cases: 2 metres, but no closer than 1 metre from any lot line. 	N/A	N/A

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
Bay window where window faces a lot line, Sec. 65, Table 65(7)	1 m, but not closer than 1.2 m from a lot line	N/A	N/A
Air conditioner condenser, heat pump or similar equipment, Sec. 65, Table 65(8)	III) For All Other Buildings (i.e., non-residential)(b) Other cases – no restriction.	N/A	N/A
Exit stairs – Sec. 161(13)(m)	Exit stairs providing required egress under the Building Code may project a maximum of 2.2 metres into the required rear yard.	N/A	N/A

2.2.3 Parking Provisions

The Zoning By-law contains provisions for parking, as set out in **Table 2-4.** The site is within Area C on Zoning By-law Schedule 1A, as illustrated in **Figure 2-3**.

For the purposes of applying the provisions of Section 103 - Maximum Limit on Number of Parking Spaces Near Rapid Transit Stations, the site is located in Area C: Suburban on Schedule 1 of the Zoning By-law, as illustrated in **Figure 2-4.** Applicable provisions are identified in **Table 204.** The site is not within 300 m of an existing rapid transit station in Schedule 2A or 2B.

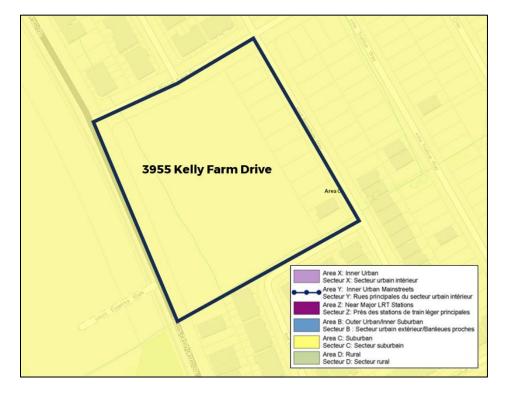


Figure 2-3: Schedule 1A – Areas for Minimum Parking Space Requirements, City of Ottawa Zoning By-law (via geoOttawa, 2025)

Figure 2-4: Schedule 1 – Boundaries of the Central, Inner Urban, Suburban and Rural Areas (Excerpt), City of Ottawa Zoning By-law (via geoOttawa, 2025)



3955 Kelly Farm Drive | Zoning Confirmation Report Site Plan Control Application Leitrim Central Elementary School, Conseil des écoles publiques de l'est de l'Ontario WSP February 27, 2025 Page 10 Table 2-4: Parking and Loading Space Provisions

Zoning Provis	ion	Requirement	Calculation (if applicable)	Compliance (Yes or No)
Schedule 1A		The Site is designated as Area C "Suburban" in Schedule 1A of City of Ottawa Zoning By-law No. 2008-250.	N/A	N/A
Schedule 2A a	nd 2B	The Subject Site is not within 300 metres of a rapid transit station in Schedule 2A or Schedule 2B.	N/A	N/A
Minimum Park Space Rates – 101, Table 101	Sec.	Area C, Schedule 1A: School, other – 1.5 per classroom (includes portables) Daycare: 2 per 100 m ² of gross floor area	15 classrooms X 1.5 = 23 2 per 100 m ² of daycare GFA (413 m ²) = 8 12 portables X 1.5 = 18 Total = 49 spaces	Yes – 53 spaces total (including 50 standard spaces, 3 barrier-free spaces)
Minimum visit parking space Sec. 102, Table	s –	None required for the proposed use.	N/A	Yes – 0, visitors may use the standard parking spaces
Dimension requirements for a motor vehicle	(a) Width	Minimum width of 2.6 m; maximum width of 3.1 m.	N/A	Yes – 2.6 m x 5.2 m
parking space – Sec. 106(1)	(b) Length	5.2 m	N/A	
Minimum Drive Width to Parki – Sec. 107(1)	•	(a) (i) three metres for a single traffic lane;	N/A	Yes – 6.7 m

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
	(ii) in the case of a parking lot, 6.0 metres for a double traffic lane		
Minimum Required Aisle Width – Table 107	Angle of parking (degrees): a) 0-40: 3.5 m b) 41-55: 4.3 m c) 56-70: 6.5 m d): 71-90: 6.7 m	N/A	Yes – 6.7 m
City of Ottawa Accessibility Design Standards – Section 3.1.3(f)	Minimum width of 3400 mm for "Type A" wide van accessible spaces Minimum width of 2400 mm for "Type B" standard parking spaces	N/A	Yes – Type A 3.4 m x 5.2 m Yes – Type B 2.4 m x 5.2 m
City of Ottawa Accessibility Design Standards – Section 3.1.3(g)	Provide an access aisle adjacent and parallel to each accessible parking space: 1500 mm wide (minimum; extend the full length of the space; clearly indicated by high colour contrast diagonal pavement markings; where two accessible parking spaces are provided adjacent to each other, they may share an access aisle; connect with adjacent accessible path of travel and centre curb ramp on access aisle	N/A	Yes – 1.5 m access, full length of space and meets design standards.
Outdoor loading and refuse collection areas within a	Requirements: 9 m from a lot line abutting a public street	N/A	Yes – greater than 9 m from lot line abutting a public street and

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
parking lot – Sec. 110(3)	3 m from any other lot line Screened from view by an opaque screen with a min. height of 2 m	(greater than 3 m from all other lot lines.
Landscaping Provisions for Parking Lots – Sec. 110	Minimum 15% of the parking lot must be provided as perimeter or interior landscape area comprised of: a) a landscaped buffer must be provided between the perimeter of the parking lot and a lot line in accordance with Table 110. A driveway may cross the landscaped buffer; and b) in addition to the landscaped buffer, interior landscaping may be provided including various landscaped is, landscaped medians, pedestrian pathways or public plazas to meet the minimum 15% requirement.	15% of parking lot area: = 0.15 x (1,248 m ²) = 187.2 m ²	Yes – 450 m ²
Minimum required width of a landscaped buffer of a parking lot – Sec. 110, Table 110	For a parking lot containing 100 or more parking spaces: (a) abutting a street: 3 m (b) not abutting a street: 3 m	N/A	Yes – 3.0 m
Minimum number of bicycle parking spaces – Sec. 111(2), Table 111A	(d) school: 1 per 100 m ² of GFA	4,537 m ² / 100 m ² = 45.4 spaces	Yes- 48 spaces

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
	(e) day care: 1 per 250 m ² of GFA	413.2 m ² /250 m ² = 1.65 spaces = ~48 spaces	
Bicycle parking space location – Sec. 111 (3)	Must be located on the same lot as the use or building for which it is provided.	N/A	Yes – Bicycle parking located on the same lot as the proposed school and daycare.
Bicycle parking space location – Sec. 111 (4)	Must be located in order to provide convenient access to main entrances or well-used areas.	N/A	Yes – Bicycle parking located near front entrance of building.
Bicycle parking spaces location in landscaped area – Sec. 111 (7)	Max. of 50% or 15 spaces, whichever is greater.	50% x 50 spaces = 25 spaces	Yes – Bicycle parking is not located in the landscaped area.
Minimum bicycle parking space dimensions – Sec. 111 (8), Table 111B	(a) Horizontal: Width: 0.6 m Length: 1.8 m	N/A	Yes – 0.6 m x 1.8 m
Minimum bicycle parking aisle width - Sec. 111 (9)	A bicycle parking space must have access from aisle having a min. width of 1.5 m	N/A	Yes – 1.55 m
Minimum number of vehicle loading spaces required – Sec. 113, Table 113A	 (a) School: (2000- 4999 m² GFA): 1 space d) All other non- 	School: 4,128.6 $m^2 = 1$ space Daycare: 413.2 $m^2 = 0$	Yes – 4 spaces
Minimum width of driveway accessing	residential uses (350-999 m ²): 0 spaces (i) – Single traffic lane – 3.5 m	spaces N/A	Yes – 5.0 m
loading space – Sec. 113, Table 113B(a)			

Zoning Provision	Requirement	Calculation (if applicable)	Compliance (Yes or No)
Minimum width of	For a standard space:	N/A	Yes – 5.0 m for
aisle accessing	(i) 45 degrees or less: 5		45 degrees or
loading space, by angle of loading space – Sec. 113,	m		less
Table 113B(b) Minimum width of	Standard Space: 3 m	N/A	Yes – 3.5 m
loading space – Sec. 113, Table 113B(c)			
Minimum length of loading space – Sec. 113, Table 113B(b)	(ii) Other cases: 7 m	N/A	Yes – 9.0 m

3 Summary of Opinion

Based on our review of the proposed Site Plan, prepared by Architecture49 (dated February 25, 2025) against the relevant zoning provisions of the City of Ottawa Comprehensive Zoning Bylaw 2008-250 (November 24, 2023 Consolidation), it is our professional opinion that the proposed development comprised of the CEPEO Leitrim French elementary school and daycare at 3955 Kelly Farm Drive is zoning-compliant.

Please feel free to contact Jill MacDonald at <u>Jill.MacDonald@wsp.com</u> or (613) 690-3936 if you have any questions or require additional information.

Yours truly,

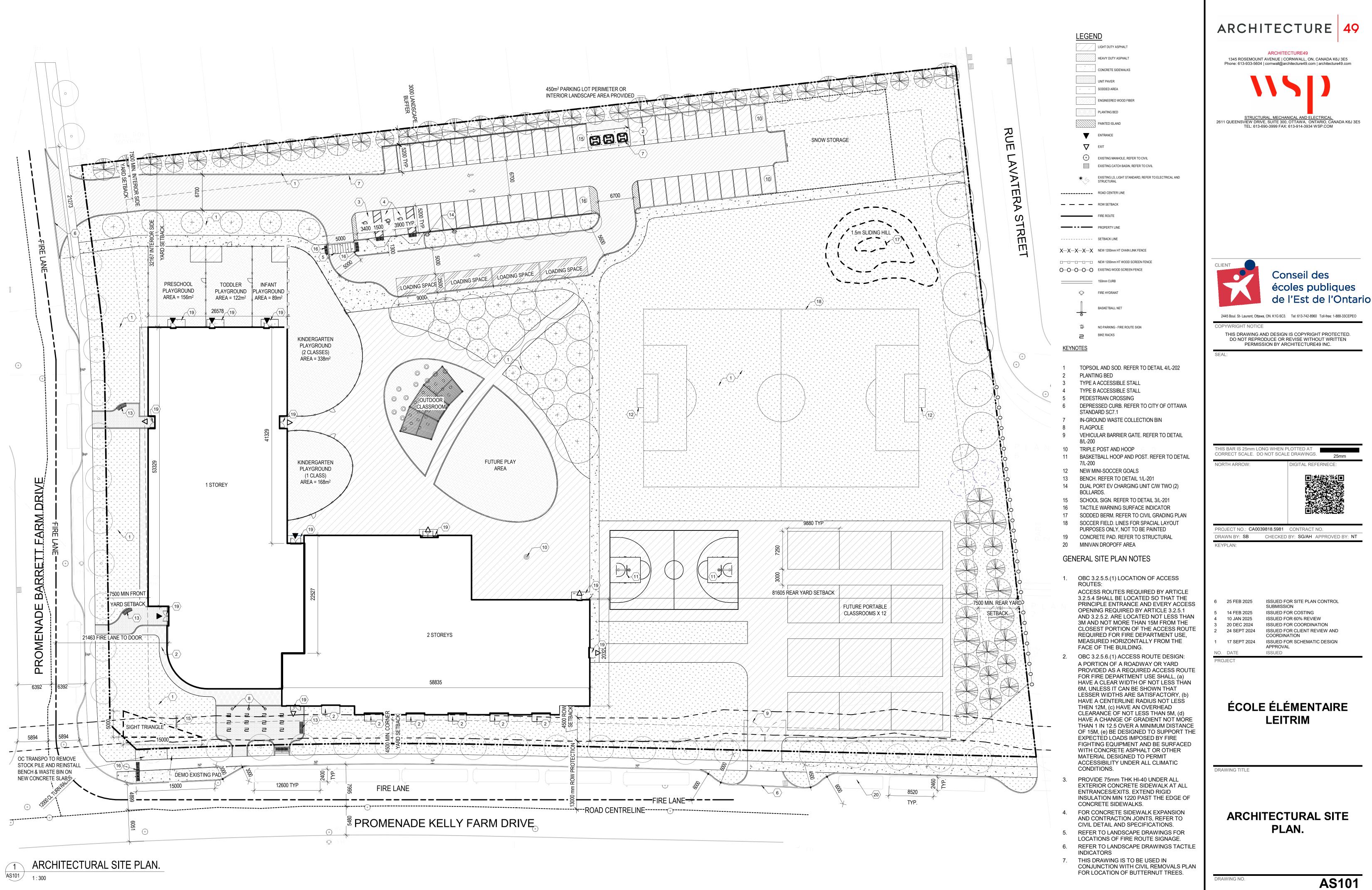
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ARCHITECTURAL SITE

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	SITE AND PA	ARKING INFO	RMATION	
SITE DESCRIPTION	BUILDING AREA		FIRE ACCESS REQUIREMENTS	CHILD OCCUPANCY REQUIREMENTS
TYPE OF BUILDING OR USE: SCHOOL (GROUP A-2 OCCUPANCY) LEGAL DESCRIPTION: BLOCK, REGISTERED PLAN 4M-1640 MUNICIPAL ADDRESS: 3955 KELLY FARM DRIVE PARCEL IDENTIFICATION NUMBER: 04328-4888(LT) EASEMENTS: SUBJECT TO EASEMENT IN GROSS AS IN OC2168913	FIRST FLOOR = $3,002.3 \text{ m}^2$ (EXCLUDING DAYCARE) <u>DAYCARE = 413.2 m^2</u> TOTAL BUILDING FOOTPRINT = $3,415.5\text{m}^2$ <u>+ SECOND FLOOR = $1,121.6 \text{ m}^2$</u> TOTAL AREA = $4,537.1 \text{ m}^2$		FIRE TRUCK ACCESS ROUTE IS FROM MUNICIPAL COPE DRIVE AND SHALL CONFORM TO OBC 2012 - 3.2.5.4, 3.2.5.5 AND 3.2.5.6	$\frac{\text{PER ONT CHILD CARE LICENSING MANUAL}}{\text{REQ. OUTDOOR PLAY AREA / CHILD = 5.6m^2}} \\ \text{PROVIDED OUTDOOR PLAY AREA / CHILD:} \\ - \text{PRESCHOOL = 24 X 5.6 = 134.4m^2 / 156m^2 PROVIDED} \\ - \text{TODDLERS = 15 X 5.6 = 84m^2 / 122m^2 PROVIDED} \\ - \text{INFANTS = 15 X 5.6 = 84m^2 / 86m^2 PROVIDED} \\ - \text{KINDERGARTEN = 90 X 5.6 = 504m^2 / 506m^2 PROVIDED} \\ \end{array}$
ZONING	REQUIREMENT (I1A)	PROPOSED	PARKING PROVISIONS	
ZONING = 11A/R3Z - MINOR INSTITUTIONAL ZONE, SUBZONE A / RESIDENTIAL THIRD DENSITY, SUBZONE Z			MINIMUM REQUIRED PARKING FOR NEW	15 CLASSROOMS X 1.5 = 23 2 PER 100m ² OF DAYCARE GROSS FLOOR AREA (413m ²) = 8 12 DORTARI ES X 1.5 = 18
MINIMUM LOT AREA: SEC. 170, TABLE 170A (b)	400m ²	20, 729m ²	ELEMENTARY SCHOOL: SEC. 101, TABLE 101, N81	12 PORTABLES X 1.5 = 18 PARKING REQ. = 49 / PARKING PROVIDED = 50
MINIMUM LOT WIDTH: SEC. 170, TABLE 170A (a)	15.0m	± 113.94m	MINIMUM NUMBER OF BARRIER-FREE	BARRIER-FREE PARKING SPACES REQ . = 2 (1 TYPE 1 & 1 TYPE 2) BARRIER-FREE PARKING SPACES PROVIDED = 3 (1 TYPE 1 AND 2 TYPE 2) TOTAL SITE PARKING PROVIDED = 53
MINIMUM FRONT YARD: SEC. 170, TABLE 170A (c)	7.5m	7.5m	PARKING SPACES: BY-LAW NO. 2017-301, SECTION 111	
MINIMUM REAR YARD: SEC. 170, TABLE 170A (d)	7.5m	± 81.605m	MINIMUM REQ. WIDTH OF A LANDSCAPED	REQ.= 3m PROVIDED= 3m
MINIMUM INTERIOR SIDE YARD: SEC. 170, TABLE 170A (e)	7.5m	± 32.167m	BUFFER FOR PARKING LOT: SEC. 110, TABLE 110(a)	
MINIMUM CORNER SIDE YARD: SEC. 170, TABLE 170A (f)	4.5m	4.5m	MINIMUM REQUIRED PERIMETER OR INTERIOR LANDSCAPE AREA WITHIN	PARKING AREA = 1248m ² REQ. = 15% AREA OF PARKING = 187.2m ² PROVIDED = 450m²
MINIMUM LANDSCAPED OPEN SPACE	NO REQUIREMENT	5.3% WITH PARKING LOT	PARKING LOT (SEC. 110)	
MAXIMUM LOT COVERAGE	NO REQUIREMENT	12.8% LOT COVERAGE		
PERCENTAGE OF TOTAL SITE OCCUPIED BY VEGETATION AND LANDSCAPING	NO REQUIREMENT	77% SITE OCCUPIED	MINIMUM NUMBER OF BICYCLE PARKING SPACES: SEC. 111, TABLE 111A (d)	SCHOOL: 1 PER 100m ² OF GFA OFFICE: 4537 /100 = 45.4 ROUNDED TO 46 DAY CARE: 1 PER 250m ² OF GFA = 360 /250 = 1.44 ROUNDED TO 2 TOTAL: 48
MAXIMUM BUILDING HEIGHT: SEC. 170, TABLE 170A (g)	15.0m	8.7m	BICYCLE PARKING DIMENSIONS: SEC. 111, TABLE 11B	HORIZONTAL: 0.6m by 1.8m

