

# Zoning Confirmation Report

## Terms of Reference

### 1. Description

The purpose of the Zoning Confirmation Report (ZCR) is to identify all zoning compliance issues, if any, at the outset of a *Planning Act* application.

### 2. When Required

- All zoning by-law amendment applications; and
- All site plan control applications.

### 3. Contents

The Zoning Confirmation Report comprises two components depending on the type of application submitted:

#### **Component 1 – Zoning Confirmation Report Checklist**

Is required for all Site Plan Control applications and all Zoning By-law amendment applications. The intent of the ZCR Checklist is to determine whether a proposal meets the requirements of the Zoning By-law or whether relief is required before the application can be deemed complete. The applicant is required to fill out the ZCR Checklist that forms part of this Terms of Reference.

- ZCR Checklist - Refer to Annex 1

#### **Component 2 – Zoning Confirmation Report Draft List of Requested Relief**

Is required for all Zoning By-law amendment applications only and consists of a draft list of requested relief from the Zoning By-law. The intent is for the applicant to ensure that the requested relief is comprehensive, specific and consistent with the rest of the Zoning By-law.

- ZCR Draft List of Requested Relief - Refer to Annex 2

NOTE: The requirements of the two ZCR components may be modified by staff on a case-by-case basis to suit the development.

### 4. Roles and Responsibilities / Qualifications

A Zoning Confirmation Report must be signed by the applicant or an authorized representative of the applicant.



## 5. Annex 1 - Zoning Confirmation Report Checklist

A. Project Information			
Review Date:	July 9, 2025	Official Plan designation:	Corridor - Minor
Municipal Address(es):	615 Mikinak Road	Legal Description:	Block 105 of Registered Plan 4M-1559
Scope of Work:	Site Plan Control and Condominium for residential development		
Existing Zoning Code:	R4UC[2311]	By-law Number:	2008-250
Schedule 1 / 1A Area:	Area X	Overlays Applicable <sup>1</sup> :	NA

<sup>1</sup> Mature Neighbourhoods Overlay, Floodplain Overlay, and/or Heritage Overlay.

B. Zoning Review			
For Zoning By-law Amendments, please use the proposed zone and subzone requirements, if different than existing.			
Proposed Zone/Subzone (Zoning By-law Amendments only):			
Zoning Provisions <sup>1</sup>	By-law Requirement or Applicable Section, Exception or Schedule Reference	Proposal	Compliant (Y/N)
Principal Land Use(s)			
Lot Width			
Lot Area			
Front Yard Set Back <sup>2</sup>	SEE APPENDED ZONING TABLES		
Corner Side Yard Setback			
Interior Side Yard Setback			
Rear Yard Setback			
Lot Coverage Floor Space Index (F.S.I.)			
Building Height <sup>3</sup>			
Accessory Buildings Section 55			

<b>Projections into Height Limit Section 64</b>			
<b>Projections into Required Yards Section 65</b>			
<b>Required Parking Spaces Section 101 and 103</b>			
<b>Visitor Parking spaces Section 102</b>			
<b>Size of Space Section 105 and 106</b>			
<b>Driveway Width Section 107</b>			
<b>Aisle Width Section 107</b>			
<b>Location of Parking Section 109</b>	<b>SEE APPENDED ZONING TABLES</b>		
<b>Refuse Collection Section 110</b>			
<b>Bicycle Parking Rates Section 111</b>			
<b>Amenity Space Section 137</b>			
<b>Other applicable relevant Provision(s)</b>			

<sup>1</sup> This template represents a small selection of applicable provisions. Please consider the lot's geography (i.e. corner/through lot, proximity to water, inside/outside Greenbelt) and proposed land use (i.e. drive through operation, outdoor commercial patio, Planned Unit Development, long semi) and consult the by-law to determine which other sections of the By-law must be met. This can be attached in a separate document.

<sup>2</sup> Note that different performance standards apply to low-rise residential development inside the Greenbelt. Please reference Section 144 for these standards, where applicable.

<sup>3</sup> This includes maximum building height, minimum building height and stepback provisions, where they exist

## E. Comments / Calculations



## 6. Annex 2 - Zoning Confirmation Report Draft List of Requested Relief from Zoning

As part of a Zoning By-law Amendment application, the applicant is required to identify all required relief from the Zoning By-law for the development that is the subject of the application. Below is an example of how the applicant should structure this component of the submission requirements for the Zoning Confirmation Report Draft List of Requested Relief.

- **The Draft List of Requested Relief from Zoning is a list of those items indicated as “not compliant” as identified through Component 1: Zoning Confirmation Report Checklist.** A template list is provided below, with examples.
- The list is required so that City staff can review the requested relief and determine if the application is complete and consistent. The onus is placed on the applicant to identify all needed relief for the proposed development.
- **A draft zoning schedule is required to be provided with Annex 2, if it is anticipated to be required.** A zoning schedule may be required when specific relief such as for height, setbacks, stepbacks or land uses need to be isolated to certain locations on the lot.

Draft List of Requested Relief from Zoning		
By-law Requirement or Applicable Section	Requirement	Proposed
Ex. Permitted land uses in GM2 (s. 188)	N/A	Museum <sup>1</sup>
Ex. Front yard setback (Table 187)	3 m	2.5 m
Ex. Parking Rate (s. 101)	20 spaces	12 spaces

<sup>1</sup> Only the non-compliant land use(s) needs to be listed in this column.

**Comments: June 13, 2025**

**Responses: July 9, 2025**

Stantec Consulting Ltd. c/o Barrett Wagar  
Via email: barrett.wagar@stantec.com

**Subject: Feedback Form – Completeness Review  
Site Plan Control Application and Plan of Condominium Application  
615 Mikinak Road**

Please find below information regarding next steps as well as consolidated comments from the review of the studies and plans submitted in support of the above-noted pre-consultation.

### **Next Steps**

- A review of the materials submitted for the above-noted application has been undertaken and staff have identified **deficiencies** needing to be resolved before the application(s) can be formally “deemed complete”. In your next submission, please ensure that all deficiencies detailed herein are addressed.
- Staff are pleased to offer **preliminary review comments** (“comments”) for your consideration in the next submission(s). Responses to these comments may be included within your next submission(s) but are not required for Staff to deem the application(s) “complete”.

### **Planning**

- **Site Plan**, prepared by Korsiak, dated 06/05/2025
- **Landscape Plan**, prepared by Nak Design Strategies, dated May 5, 2025
- **Front Elevation ‘A’ and Rear Elevation ‘A’ (Wateride Block 105 – CRL)**, A-02, prepared by Q4 Architects Inc., dated 2025/04/11
- **Right Elevation ‘B’ and Left Elevation ‘B’ (Wateride Block 105 – LVH)**, Page 7, prepared by BIM Studio, dated 2025/04/24
- **Plan of Subdivision**, prepared by Annis, O’Sullivan, Vollebekk Ltd, dated 19/March/2026

- **Urban Design Brief**, prepared by Korsiak Urban Planning, dated May 2025
- **Zoning Confirmation Report**

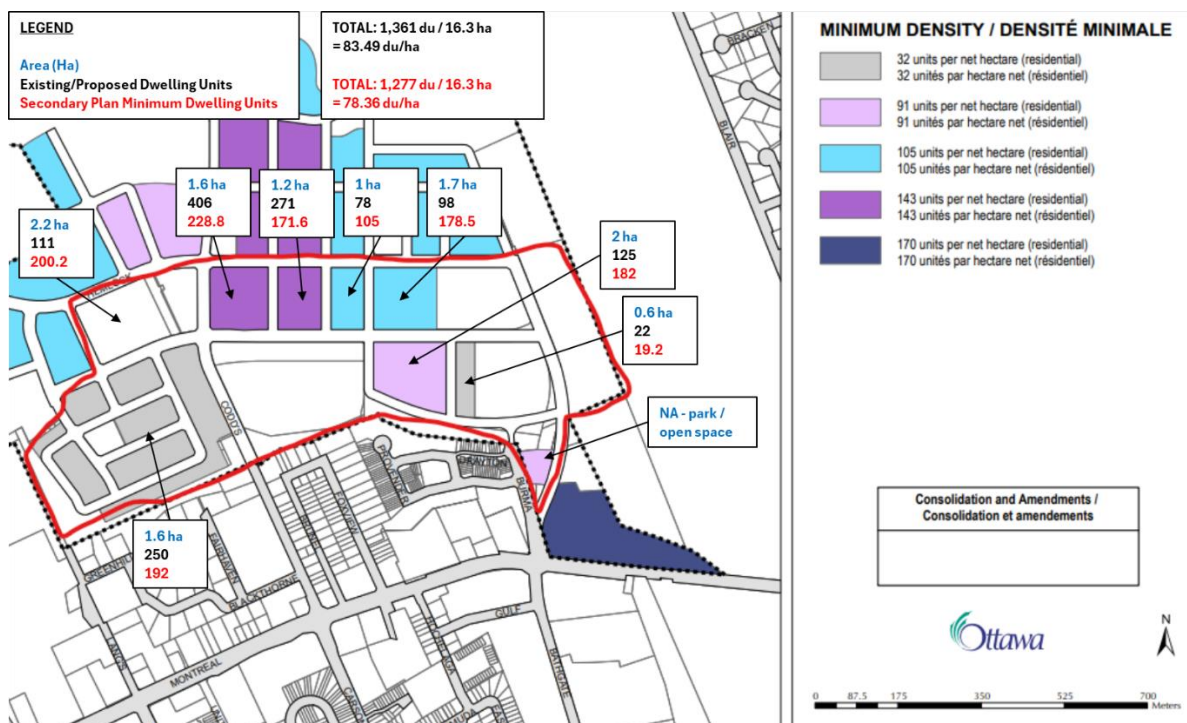
#### General Comments:

1. As per the Secondary Plan, a density of 91 units per hectare is contemplated on the subject lands, where the school board decides not to exercise its right to purchase a school block. Please provide rationale as to how the proposed development meets the densification targets of the policy framework, such as how Phase 1A achieves the density targets of the Secondary Plan. Zoning relief to permit the proposed development will need to demonstrate consistency with the policy framework.

**Response:** In the pre-consult feedback form the City stated the below:

*“Required density is 91 units per hectare. That said, we interpret the Secondary Plan density targets applying at a broader scale to the phase of the subdivision, typically supported by a Master Concept Plan. I would ask that you examine the whole of Phase 1 (boundaries identified in the following screen capture) to ensure that we are achieving the density envisioned for this phase of development.”*

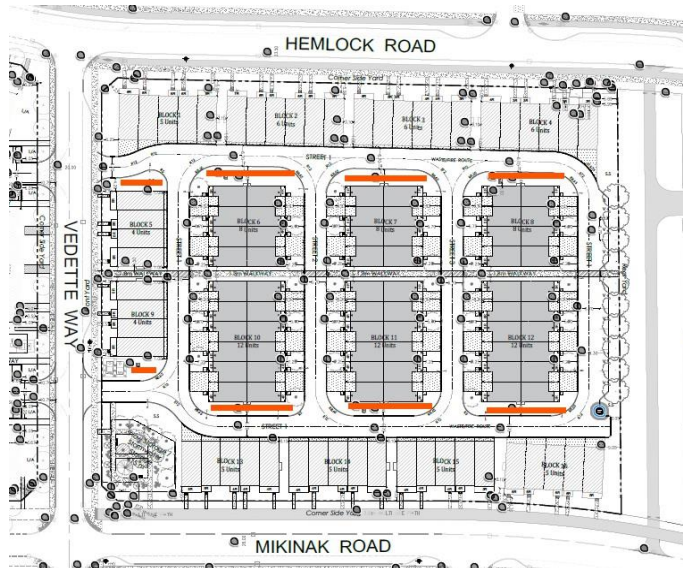
The below analysis reflects the area identified in the above City comment from the pre-consult. The existing/proposed density exceeds the minimum density requirement by 5 dwelling units per hectare, which equates to 84 total units over the area of the phase identified by the City in the screen capture).



2. Tree Planting: Staff recommend increased tree planning along interior and

boundary streets. In particular:

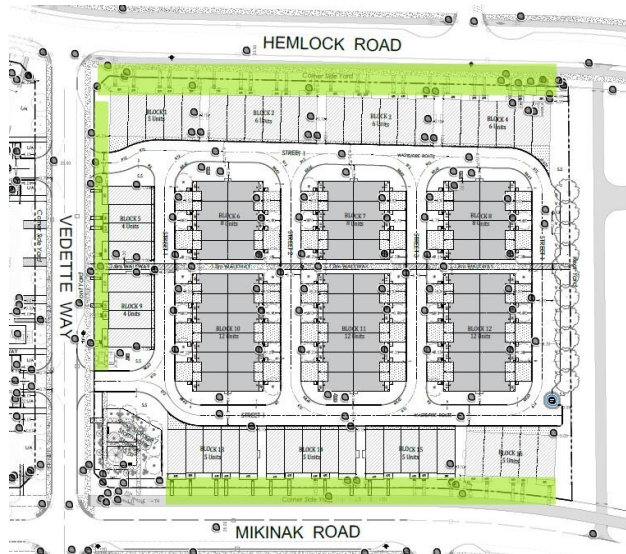
- a) Can the landscaped areas south of Blocks, 10, 11, and 12 and north of Blocks 6, 7, and 8 support the planting of new trees based on the recommendations of the Geotechnical Report's findings? Can a deep, lean, concrete foundation be implemented, in order to reduce the required setbacks from the trees to the foundation?



**Response:** With sensitive marine clay soils present on site, we are required to maintain 4.5m foundation offsets. With required 1.5m curb offsets, trees are unable to be installed adjacent to Block 6, 7, 8, 10, 11, 12. There are also underground servicing conflicts at all noted areas further limiting tree planting, regardless of the foundation design.

- b) No substantial tree planting is indicated along any of the boundary streets, being Hemlock Road, Vedette Way, and Mikinak Road.
  - i. Staff encourage planting street trees within the landscaped areas along all three boundary streets indicated above.





**Response:** Street trees along all boundary streets are existing, and part of streetscape works by Canada Lands Company (CLC). All existing trees in these areas will be reviewed against our landscape plans through detailed design and construction, and relocated as required.

c) See Forestry comments for further discussion on tree plantings.

**Response:** Noted.

3. Will a Part Lot Control application be submitted alongside the Common Element Condominium application to create the various parts which will form the POTLs and Common Elements?

**Response:** Yes.

4. The Plan of Condominium application will not be reviewed or processed until the application fee is paid. However, Staff will require the following materials, as per the City's Terms of Reference, to support the review of the Condo application:

- a) Draft Plan of Condominium
- b) A Plan of Survey
- c) Area Certificates
- d) Breakdown of parts/lots and their intended use.

**Response:** Noted, plans to be provided.

## Site Plan

Deficiencies:

5. As per the Terms of Reference please add the following to the Site Plan:

- a) Add a statement of where the property boundary information was derived from.

**Response:** Added – see General Note No. 5 on re-submitted site plan.

- b) Provide dimensions of all proposed buildings to confirm zoning compliance.

**Response:** Added – see Blocks 6, 10 and 13 on re-submitted site plan which capture all unit variations.

- c) Include the easement for the east-west underground pipe that is indicated in the Plan of Subdivision. This should also be included in the Landscape Plan (see comment below).

**Response:** Added – see re-submitted site plan.

- d) Please identify who prepared the Site Plan. Site Plans must be prepared by full Member of the Canadian Institute of Planners (MCIP) or Licensed Professional Engineer (Eng) or Licensed Architect or Landscape Architect.

**Response:** Added – see General Note No. 2 and Project Team on re-submitted site plan.

#### Comments:

6. Staff appreciate the implementation of a pedestrian pathway which provides a mid-block connection from Vedette Way to the City-Owned lands to the east. Staff highly encourage widening the landscaped area between the back-to-back townhouses to enhance functionality and create a more intentional and functional connection to the public park, which would allow for more programmable area, leisure space, and vegetative plantings.

**Response:** The pathway, as designed, is appropriately sized and designed to serve its function, which is a pedestrian mid-block connection primarily serving future residents of the block. The pathway is landscaped with vegetation and designated seating areas, and includes lighting and private way crossing indicators where appropriate.

With the available 1.5m between pathway and buildings, space for planting is limited, and we anticipate planting will have difficulty surviving. We have updated the landscape plan to include more robust shrub planting adjacent to each bench, which will help support pedestrian interest through the site, as well as enhance the user experience at each bench location.

An amenity space not required by zoning is provided at the southwest corner of the site to provide programmable space. The site is proximate to multiple public parks.

- e) The landscape plan shows the proposed pathway extending all the way to the existing north-south pathway to the east, but it is not shown on the Site Plan. Please include this detail on the site plan to provide for consistency amongst the submission materials.

**Response:** Added – see re-submitted site plan.

7. Please confirm if there are any planned bicycle parking spaces. If there are, please ensure that this area is compliant with Section 111 of the Zoning By-law (2008-250).

**Response:** No communal bicycle parking is proposed nor required by zoning.

8. Are any easements being contemplated on the subject lands?

**Response:** Mattamy is open to considering a public access easement over the mid-block connection for pedestrian access. It is expected an easement will be required and provided over private roadways for such services as fire, emergency vehicles, garbage collection, etc.

## Elevations

### Deficiencies:

9. As per the Terms of Reference please add the following to the Elevations:

- a) Add a legend.

**Response:** Added for rear lane townhouse elevations. To be added in subsequent submission for the back-to-back townhouse elevations.

- b) Please indicate all surface materials in the legend.

**Response:** Added for rear lane townhouse elevations. To be added in subsequent submission for the back-to-back townhouse elevations.

- c) Indicate existing grade.

**Response:** We have a design grade on the elevation marked by a solid black line and the labels “Grade” (rear lane townhouses) and “Avg Grade” (back-to-back townhouses), as these blocks are still generic and not related to any specific block.

- d) The top of pitched roof is not dimensioned. Indicate the overall height of all buildings.

- i. “Building Height” is defined in the Zoning By-law as the vertical distance between the average grade at the base of a main wall of the building and

- a) the highest point of the roof surface, if a flat roof,

- b) the deck line, if a mansard roof,

- c) the midpoint between the ridge of a hip, gable, shed, or gambrel roof, and the eaves of the building, excluding the eaves of any projections, or

d) the highest point of the building or structure in all other cases

**Response:** Top of pitched roof is dimensioned in the re-submitted elevations.

e) Please identify who prepared the Elevation drawings as these must be prepared by full an Architect registered with OAA (Ontario Association of Architects), or a qualified professional with a BCIN license, depending on the type of building proposed.

**Response:** Back-to-back townhouse elevations signed by a qualified professional with a BCIN license, and the requirement for the rear lane townhouse elevations will be addressed in a subsequent submission.

Comments:

10. On the VH Elevations, “Front Elevation B” is cut off, and only shows the bottom half of the elevation. Please resolve.

**Response:** We acknowledge the issue with the incomplete elevation. This has been addressed, and a revised drawing showing the full “Front Elevation B” will be included in a subsequent submission.

11. Are there opportunities on the VH Elevations to provide improved glazing or entrances on the sides of the buildings, to provide for the appearance of a frontage on the side yard conditions?

**Response:** We will review side yard conditions to identify opportunities for increased glazing and architectural articulation where feasible. However, we do not consider it viable to introduce side entrances on this particular product type. Our Village Home series has been carefully designed to provide affordable housing options that optimize value for the homeowner. While we understand the community benefit of wrapped porches, in this context, the side yards in question face the rear lane garages of adjacent townhouse blocks rather than the front elevations of Village Homes. As such, we must balance design considerations with the affordability goals that are critical to this offering.

12. Staff’s preference is to include porches, entrances, and glazing along the ends of blocks which face the public realm, being streets or pathways.

**Response:** We support the principle of animating block ends facing the public realm and will explore opportunities to enhance these elevations through glazing and architectural detailing. That said, we have determined that incorporating side entrances or enlarged porches on the Village Homes is not feasible within the affordability parameters of this product line. To support the broader community appeal, we have instead provided enhanced side yard porches on the Rear Lane Townhomes located along the outer perimeter of the block, where these side yards offer more desirable outlooks and direct pedestrian interaction, resulting in a more meaningful benefit to both the homeowners and the surrounding streetscape.

13. Enhanced selection of the materiality along these side facing elevations can help improve the interface of the townhouse blocks with the surrounding pedestrian realm.

**Response:** We agree that material treatment can play an important role in reinforcing the pedestrian experience. We will refine the side elevation treatments by incorporating varied material selections, accent details, and/or changes in texture to enhance visual interest where side walls are visible to the public realm.

We appreciate your continued collaboration and are committed to ensuring a high-quality design that balances livability, community character, and housing attainability. Please let us know if further discussion would be helpful.

## Landscape Plan

### Deficiencies:

14. As per the Terms of Reference please add the following to the Landscape Plan:

- a) Add a bar scale.

**Response:** A bar scale has been added to the landscape plan.

- b) Include the easement for the east-west underground pipe that is indicated in the Plan of Subdivision.

**Response:** The landscape plan now includes the noted servicing easement.

### Comments:

15. The street labels are not located on the streets. Please revise.

**Response:** The landscape plan now includes all required street names.

16. In addition to the Site Plan comment, Staff are seeking a wider pedestrian path through the site, please also provide for the planting of flowers and shrubs adjacent along this mid-block connection.

**Response:** See response to site plan comment 6.

17. How will the functionality of the parkette, and tree survival, be impacted by utilizing these lands as snow storage?

**Response:** The landscape design for the amenity space is focused inwards to distinctly separate the functional aspects of the site, such as snow clearing and vehicular traffic, and the human-scale amenities provided within the urban green space. The design incorporates an armour stone perimeter wall to delineate available snow storage space while protecting the interior garden and seating space. The three (3) trees shown outside of the armour stone wall have been shifted south to further separate from the proposed snow storage space.

## Zoning Confirmation Report

### Deficiencies:

18. Please identify who prepared the Zoning Confirmation Report. This report must be signed by the applicant or an authorized representative of the applicant.

**Response:** Zoning Confirmation Report (ZCR) was prepared by Stantec Consulting Ltd., and has been updated to identify this.

### Comments:

19. Please see Building Code Service comments as it related to zoning review.

**Response:** Noted.

### Other

20. High Performance Development Standard (HPDS):

- a) The High Performance Development Standard (HPDS) is a collection of voluntary and required standards that raise the performance of new building projects to achieve sustainable and resilient design. The HPDS was passed by Council on April 13, 2022.
- b) At this time, the HPDS is not in effect and Council has referred the 2023 HPDS Update Report back to staff with direction to bring forward an updated report to Committee with recommendations for revised phasing timelines, resource requirements and associated amendments to the Site Plan Control By-law by no later than Q1 2024.
- c) Subdivision applications will be subject to the HPDS. Please refer to the HPDS information attached and [ottawa.ca/HPDS](http://ottawa.ca/HPDS) for more information.

**Response:** Noted.

21. Community Benefit Change (CBC):

- a) The former Section 37 regime has been replaced with a “Community Benefits Charge”, By-law No. 2022-307, of 4% of the land value. This charge will be required for ALL buildings that are 5 or more storeys and 10 or more units and will be required at the time of building permit through the Site Plan Control application process. Questions can be directed to [Ranbir.Singh@ottawa.ca](mailto:Ranbir.Singh@ottawa.ca).

**Response:** Noted.

Feel free to contact Jack Smith, Nastassia Pratt, and Jean-Charles Renaud (Planners), Development Review Central, for follow-up questions.

## Zoning – Building Code Services



22. Staff have identified the following zoning deficiencies in review of the Site Plan:

- a) The minimum 1.8 m wall setback to a private way is not being met. Proposed is 1.0 m.

**Response:** Noted. This is reflected in the originally submitted ZCR as a deficiency to be subject to a minor variance application for zoning relief.

- b) The minimum setback to a garage from the private way of 5.2 m is not being met. Proposed is 1.0 m.

**Response:** Noted. This is reflected in the originally submitted ZCR as a deficiency to be subject to a minor variance application for zoning relief.

- c) The max building height of 10 m for the back-to-back towns is being exceeded.

**Response:** Noted. This is reflected in the originally submitted ZCR as a deficiency to be subject to a minor variance application for zoning relief.

- d) R4 Minimum requirement for 30% landscaping. It is unclear what the percentage is. On one zoning matrix it indicates 26%. IF this is the case then a variance would be required.

**Response:** It is unclear where the reference to 26% comes from. Sec. 139(1) requires a minimum of 40% landscaping in the front and corner side yards. The originally submitted ZCR identifies this requirement.

- e) Of note, they have flagged an item about screening and balconies, but these are not within 1.5 m of the “side” lot line, so I don’t think this requirement would apply to this development.

**Response:** This was identified in an abundance of caution since the intent will be that each of the units within the planned unit development will eventually be parcelized. Once that occurs second floor balconies associated with certain rear lane townhome units may (see next paragraph) require a 1.5 m opaque screen where within 1.5 m of an interior side lot line of a residential-zoned lot – see below sketch showing noted area in red.

The noted balconies are not for amenity use given their limited projection, and will function as “Juliette Balconies”. These are being provided to comply with the Ontario Building Code as “waiting” or “refuge” areas in the event of fire until such time that fire services arrive. Please re-confirm a minor variance is not required for these once the dwelling units are parcelized.



- f) Porch projections and walkway widths cannot be confirmed as they weren't dimensioned on the site plan but can be addressed at the time of building permit review.

**Response:** Added – see re-submitted site plan showing dimensions for largest projections and those nearest adjacent lot lines.

Feel free to contact Cairine Thomas, Zoning Plans Examiner, for follow-up questions.

### **Urban Design**

Comments:

23. The interface between the park and development should be improved. Would it be possible to remove the fence to explore additional connections from the site to the park as well as opportunities for additional tree planting and landscaping?

**Response:** The fence is understood to be City-owned and so we defer the comment back to the City for internal coordination. From Mattamy's perspective they are agreeable if the City wishes to remove the fence.

24. Tree planting throughout the site needs to be bolstered.

**Response:** Trees have been placed where available space allows, as servicing offsets, foundation/curb offsets, and snow storage requirements prevent additional tree planting. The existing Street Trees (by CLC) have been more clearly identified.

25. Can the corner plaza design be enhanced to consider possible desire lines in the future?





**Response:** The suggested desire lines were considered through our design process. With no internal site plan sidewalk connections, the efficiencies of aligning circulation with the noted desire lines do not appear relevant. The intent of the design was to provide a moment of refuge for the public and disrupt cut-through pedestrian traffic. While through circulation is still provided, more direct lines would jeopardize the 'refuge' concept, and put the focus on the movement through the space.

26. Staff have concerns that the current mid-block walkway will look and feel like a utility corridor. Please provide further details.

**Response:** See response to site plan comment 6.

27. Please explore the potential for sidewalk connections through the site.

**Response:** This was explored and the preferred option was to proceed with a mid block connection. Pedestrian safety as part of a shared roadway has been considered. Vehicle traffic within the site will be limited to residents and visitors, and the short length of private roadway segments, coupled with curvilinear geometry near the private approaches, will help encourage low vehicle speeds.

Feel free to contact Nader Kadri, Urban Design, for follow-up questions.

## **Engineering**

### **List of Plans Reviewed:**

- Notes and Legends Plan NL-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Existing Conditions Plan EX-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.

- Site Servicing Plan SSP-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Grading Plan GP-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Site Servicing Plan SSP-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Erosion Control Plan and Detail Sheet EC/DS-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Detail Sheet DS-2 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Stormwater Drainage Plan SD-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Sanitary Drainage Plan SA-1 (Rev.01) dated April 04 2025, prepared by Stantec Consulting Ltd.
- Site Plan A (Rev.02) dated May 06 2025, prepared by Korsiak Urban Planning

List of Studies Reviewed:

- Phase One Environmental Site Assessment dated March 2015, prepared by DST Consulting Engineers Inc.
- Phase Two Environmental Site Assessment Update and Soil Remediation – RSC 6 dated February 2016, prepared by DST Consulting Engineers Inc.
- Geotechnical Investigation PG7353-1 (Rev.01) dated April 30 2025, prepared by Paterson Group.
- Groundwater Impact Assessment PH5061-REP.01 dated May 02 2025, prepared by Paterson Group.
- Detailed Traffic Noise Study GWE25-055 -Traffic Noise dated April 30 2025, prepared by Gradient Wind Engineering Inc.
- Site Servicing and Stormwater Management Report dated May 06 2025, prepared by Stantec Consulting Ltd.

Deficiencies:

28. The Phase One Environmental Site Assessment dated March 2015, prepared by DST Consulting Engineers Inc. is 10 years old and needs to be updated as per O.Reg. 153/04. The update shall discuss activities on site since the time of the RSC filing in 2016 to assess whether there are any new areas of potential

environmental concern (APECs) that would require further investigation.

**Response:** See the submitted letter prepared by Paterson on July 8, 2025, which states: Given that an RSC was filed in February of 2016, and our recent observations have not identified any site activities or concerns, it is our opinion that no PCAs have occurred since the filing of the RSC that would result in any risk to the subject property. In conclusion, a Phase II ESA is not required for the subject property at this time.

29. Site Servicing Plan SSP-1 shall detail the SAN, STM and WTR main material types (as they vary depending on size).

**Response:** SAN, STM, and WTR main material types added to the detail.

30. Site Servicing and Stormwater Management Report Appendix A.3 Hydraulic Boundary Conditions shall be revised to include the Boundary Condition location pdf attachment that was provided with the City's confirmation email on April 10, 2025.

**Response:** The Boundary Conditions location pdf was included in Appendix A.3.

Comments:

31. Notes and Legends Plan NL-1, Storm and Sanitary Sewer Note 16:

*"SEWERS WITH LESS THAN 1.5m COVER TO BE INSULATED IN ACCORDANCE WITH CITY STANDARD S35."*

The minimum cover for SAN and STM sewers is 2.0 meters, otherwise insulation as per City details is required.

**Response:** Notes were amended.

32. PCSWMM and all other applicable models will need to be submitted for review by City staff prior to formal approval.

**Response:** Noted.

Feel free to contact Infrastructure Project Manager Brett Hughes, B.Eng. at [brett.hughes@ottawa.ca](mailto:brett.hughes@ottawa.ca), and if required, Shawn Wessel, A.Sc.T., rcji, at [shawn.wessel@ottawa.ca](mailto:shawn.wessel@ottawa.ca), for follow-up questions.

### **Environmental Engineering**

Environmental Remediation Unit (ERU) will provide comment as part of the formal circulation.

### **Transportation**

Deficiencies:

33. No deficiencies

**Response:** Noted.

The consultant has submitted the preliminary Construction Management Plan and Transportation Impact Study (TIA)

Comments:

34. Ensure that the development proposal complies with the Right-of-Way protection requirements of the Official Plan's Schedule C16.

**Response:** No boundary streets are included in OP Schedule C16, and the road network within Wateridge is relatively new as part of subdivision approvals sought by Canada Lands Company.

35. Review the alignment of the Private accesses –with the accesses on the west side of Vedette Way, and any turning movement conflicts.

**Response:** Please see Sections 2.4 and 4.1.2 of the TIA.

36. The consultant should review the sight distance to the accesses and any obstructions that may hinder the view of the driver.

**Response:** Please see Section 2.4 of the TIA.

37. Minimum lane width for fire trucks is 6.0 metres.

**Response:** Please see Section 4.1.2 of the TIA.

38. 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 <https://ottawa.ca/en/living-ottawa/laws-licences-and-permits/laws/law-z/private-approach-law-no-2003-447> or as approved through the Site Plan control process.

**Response:** Noted.

39. The Owner shall be required to enter into maintenance and liability agreement for all pavers, plant and landscaping material placed in the City right-of-way and the Owner shall assume all maintenance and replacement responsibilities in perpetuity.

**Response:** Noted.

40. Bicycle parking spaces are required as per Section 111 of the Ottawa Comprehensive Zoning By-law. Bicycle parking spaces should be in safe, secure places near main entrances and preferably protected from the weather.

**Response:** No minimum bicycle parking is required for the proposed townhouse

dwelling units. Each unit contains a garage and future residents will be able to utilize indoor parking. Please see Section 4.2 of the TIA.

41. Please provide a sketch of your proposed bike path connection to the MUP.

**Response:** No bike path is proposed. A mid-block pedestrian connection is proposed which connects to the Vedette Way sidewalk to the west and the City Asset Management land to the east. It is in the public interest for the City to support a connection between the easterly terminus of the mid-block connection and the north-south pathway within the City Asset Management land, which appears to be a span of approximately 7 metres. It is noted Mattamy is open to considering a public access easement over the proposed mid-block pedestrian connection.

Feel free to contact Wally Dubyk, Transportation Project Manager, for follow-up questions.

### **Traffic Management - Construction**

Comments:

42. We require the following information:

Checklist:

1. Will construction require the temporary detour of a bus route?

**Response:** Only one lane of Vedette Way is anticipated to be closed for installation.

2. Will this work block a bike lane?

**Response:** We anticipate that one lane of Vedette Wat will be closed for watermain installation, but traffic will be able to circulate with traffic control.

3. Will this work block a sidewalk?

**Response:** East sidewalk of Vedette Way will be blocked during water connection.

4. Will this work require a lane of traffic to be closed?

**Response:** Yes, one lane of Vedette Way will be closed during watermain connection

5. Will this work require road closure?

**Response:** Full road closure not anticipated.

Feel free to contact Ron Darraugh, Transportation Management Construction Specialist, for follow-up questions.

## **ROW Utilities**

### Comments:

43. Work in the municipal right-of-way must comply with City of Ottawa By-laws, including but not limited to, the Road Activity By-law, as amended.

**Response: Noted.**

44. The proponent shall obtain such permits/approvals as may be required from government and regulatory authorities.

**Response: Noted.**

45. City of Ottawa standards and specifications must be followed. For proposed cross-sections not conforming to the standard sections, a deviation must be sought. This process is managed by Standards and Quality Management. The City of Ottawa's *Standard Tender Documents for Unit Price Contracts*, as well as other standards and guidelines, are available free of charge by contacting [standardssection@ottawa.ca](mailto:standardssection@ottawa.ca). Questions and comments may also be directed to that mailbox.

**Response: Noted.**

46. Unless otherwise agreed upon by the affected asset/utility owner(s), maintain the minimum standard clearances between utilities and municipal assets. The UCC Clearance Matrix can be found here: [utilities\\_clearance\\_matrix\\_en.pdf](#). For proposed clearances that do not satisfy the Matrix, the proponent should coordinate an alternate solution directly with the utility/asset owner.

**Response: Noted.**

47. The Central Registry shall be used for all base plans where available. As-built information may also be available. The Central Registry can be reached at [GeoInformation@ottawa.ca](mailto:GeoInformation@ottawa.ca). It remains the responsibility of the proponent to verify the accuracy of site conditions. This may include, but is not limited to, design locates, surveys, as-builts, etc.

**Response: Noted.**

48. A ROW utility circulation is required for proposed road modifications within an existing right-of-way.

**Response: Noted.**

49. A ROW utility circulation is required for proposed watermain and/or sewer extensions within an existing right-of-way.

**Response: Noted.**

50. A ROW utility circulation is required for proposed soil/silva cells and permanent landscaping features within an existing right-of-way.

**Response: Noted.**

51. Excluding service laterals/connections and works described as Category A in the *Guidelines for Utility Circulation Exemption*, third-party utility owners shall request Municipal Consent prior to applying for a Road Cut permit to install their infrastructure within an existing ROW. Utilities must apply directly to our office to obtain Municipal Consent.

**Response: Noted.**

52. The proponent shall be responsible for requesting and coordinating any utility/infrastructure relocations/removals, as necessary.

**Response: Noted.**

53. The installation of any structure (including shoring systems), structure footing, geo-membrane or perforated pipe encroaching into the existing ROW is subject to additional review, Municipal Consent, and/or other approvals as may be deemed necessary upon review of such a request. For more information, visit: Municipal consent and utility circulations | City of Ottawa

**Response: Noted.**

54. For site development, any excavations or shoring systems encroaching into the ROW must be reviewed by ROW Utilities and Approvals prior to construction as these works may be subject to Municipal Consent, Road Cut Permit(s), and other permits/agreements. Please be advised that applications related to shoring system encroachments typically require more time to complete. Additional Info: Municipal consent and utility circulations | City of Ottawa

**Response: Noted.**

55. Coordinate accordingly with any planned and/or ongoing utility projects and Capital projects affected by the proposed development. For more details, please visit the City of Ottawa website: Planned Construction and Infrastructure Projects.

**Response: Noted.**

Please contact Stuart Ferguson, Right-of-Ways Approvals Officer, for follow-up questions.

### **Forestry**

- **Site Servicing Plan**, prepared by Stantec, dated 2025/04/04
- **Site Plan**, prepared by Korsiak, dated 06/05/2025

- **Construction Management Plan**, prepared by Stantec, dated 2025/04/04
- **Landscape Plan**, prepared by Nak Design Strategies, dated May 5, 2025
- **Geotechnical Investigation**, prepared by Paterson Group, dated April 30, 2025
- **Grading Plan**, prepared by Stantec, dated 25.04.04
- **Technical Memorandum**, SUBJECT: Tree Survey at Wateridge Block 105, prepared by Kilgour and Associates, dated 2025-05-02

### Deficiencies:

#### Tree Conservation Report

56. Confirm ownership of the 46 trees surrounding the subject site.

- a. City trees, no matter their size, are protected. If City owned, design the site with least impact to existing trees. Prioritize retention of healthy trees (OP Section 4.8.2, policy 3a,3d).

**Response:** They are City owned trees planted by CLC. Site design has consideration for these trees and the intent is to minimize impact to them.

#### Landscape Plan

57. Show the geotechnical planting setback.

**Response:** The 4.5m planting setback has been added to the landscape plan.

#### Comments:

58. When will the location of existing trees along Hemlock Road, Vedette Way, and Mikinak Road be determined? Replacement planting will need to be accounted for on the LP if retention is not possible.

**Response:** This will be determined prior to site plan approval depending on comments received. Replacement planting will be accounted for on the landscape plan if retention is not possible.

59. Can services be located under driveways to maximize soft landscaped space for tree planting. This will also lead to less tree impacts if repairs to services are needed in the future.

**Response:** Service laterals are not impacting tree planting. Tree planting opportunity has been maximized in the re-submitted landscape plan – see responses to Comment 2.

60. Can the geotechnical report address whether larger canopy trees can be planted



along the park because they are separated from building foundations by a road?

**Response:** As noted in the geotechnical report, the required foundation offset for Large Trees is equal to the mature height. With the available space of 19.13m from Blocks 8 and 12, we have revised and confirmed that the mature heights of the noted species are 18m.

61. Is there space for tree planting between the MUP and the road?

**Response:** This is a subdivision comment and is not applicable to this site plan application. Further, these areas consist of an LID drainage swale (Mikinak) and a narrow grassed boulevard (<1m).

Feel free to contact Hayley Murray, Planning Forester, for follow-up questions.

### **Parks and Facility Planning Services**

Comments:

62. Thank you for providing information on the requested gross land area (21,675 sq. m.) and number of proposed residential units (111 units).

**Response:** Site area is approximately 21,760 m<sup>2</sup> as noted on the site plan.

63. The Draft Plan of Subdivision anticipated this site to be a school block and thus, parkland dedication was not taken at the time of registration. PFP is unaware of any agreement between the Owner and Applicant on the provision of parkland elsewhere in this, or future phases to satisfy parkland requirements for this site.

**Response:** Through a January 30, 2025, pre-consultation meeting with Mattamy, Canada Lands Company (CLC), City DR staff (including Nastassia Pratt and John Bernier), and Phil Castro (with City PFP at the time) it was confirmed that the City would not seek any parkland requirement on this site and that parkland was being tracked by PFP on a per subdivision phase basis, so any existing or newly created under-dedication would be required to be satisfied by CLC through the approval of their next subdivision phase within Wateridge.

### **Preliminary Parkland Dedication Calculation:**

64. The amount of required parkland conveyance is to be calculated as per the City of Ottawa Parkland Dedication By-law No.2022-280 (or as amended):

For conveyance of parkland (residential > 18 units/net ha):

- i. one hectare per 600 net residential units but shall not exceed a maximum of 10% of the gross land area where less than or equal to five hectares.

For cash-in-lieu of conveyance of parkland (residential > 18 units/net ha):

- i. one hectare per 1,000 net residential units but shall not exceed a maximum of 10% of the gross land area where less than or equal to five hectares.

Parkland conveyance calculations based on information provided/identified in the application, is calculated to be 1,850.37 m<sup>2</sup> in accordance with the unit numbers.

Units	Conveyance per unit (1/600)	Total Conveyance
111	16.67 sq. m	1,850.37 sq. m

Please note, if the proposed unit count or land use changes, then the parkland dedication requirement will be re-evaluated accordingly

**Response:** NA - see response to comment 63.

#### **Form of Parkland Dedication:**

65. PFP is requesting land conveyance for parkland dedication in accordance with the Parkland Dedication By-law (as amended).

**Response:** NA - see response to comment 63.

66. The proposed park block is to provide the full required parkland conveyance.

**Response:** NA - see response to comment 63.

#### **Shape & Location of Park Block:**

67. A continuous sidewalk is required along all park street frontages.

**Response:** NA - see response to comment 63.

68. The park block shall be dedicated as one, contiguous parcel.

**Response:** NA - see response to comment 63.

69. The park block shall be rectangular-based.

**Response:** NA - see response to comment 63.

70. PFP is open to discussing an appropriate location for the proposed parkland and invite the applicant to review our Park Development Manual for further direction.

**Response:** NA - see response to comment 63.

71. Of special note, PFP is also open to discussing an alternate location for the required parkland within other lands also owned by the applicant within the Wateridge development area.

**Response:** NA - see response to comment 63.

72. Ideal locations for parkland include expanding space already dedicated to such in adjacent phases.



**Response:** NA - see response to comment 63.

Feel free to contact Ryan Paliga, Parks Planner, for follow-up questions.

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

Yours Truly,

Jack Smith Planner II



Encl. Application Not Deemed Complete

c.c. Nastassia Pratt (Planner) JC Renaud (Planner)  
Wally Dubyk (Transportation)  
Ron Darraugh (Transportation Management) Shawn Wessel (Infrastructure Project Manager) Brett Hughes (Infrastructure Project Manager) Nader Kadri (Urban Design)  
Ryan Paliga (Parks) Hayley Murray (Forestry)  
Simon Deiaco (Housing Solutions and Investment Services) Stuart Ferguson, (Right-of-Way Approvals)  
Andre Laplante (Waste Collection Services)