



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

Site Location: 250 Forestglade Crescent

File No.: D07-12-25-0046

Date of Application: April 09, 2025

This SITE PLAN CONTROL application submitted by Genessa Bates, Fotenn Planning + Design, on behalf of Joan Riggs, is APPROVED upon resolution of the conditions stated in this report

And the following plans are approved:

1. **Exterior Elevations – South & West**, A200, prepared by LGA architectural partners, dated 2025.02-.21, revision 2 dated 2025.04.04.
2. **Exterior Elevations – North & East**, A201, prepared by LGA architectural partners, dated 2025.02-.21, revision 2 dated 2025.04.04.
3. **Site Plan – Proposed**, A011, prepared by LGA Architectural partners, dated 02.21.2025, revision 6 dated 07.18.2025
4. **Landscape Plan**, L1.1, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
5. **Planting Plan**, L1.2, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
6. **Soil Volume Plan**, L1.3, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
7. **Children's Area Landscape Plan**, L1.4, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
8. **Landscape Details**, L2.1, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
9. **Landscape Details**, L2.2, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
10. **Landscape Details**, L2.3, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.

11. **Landscape Details**, L2.4, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
12. **Landscape Sections**, L2.5, prepared by Trophic Design, dated 25.02.14, revision 8 dated 25.07.18.
13. **Grading Plan**, C-2, prepared by D.B. Gray Engineering Inc., dated Feb 14-25, revision 7 dated Jul 18-25.
14. **Erosion & Sediment Control Plan**, C-3, prepared by D.B. Gray Engineering Inc., dated Feb 14-25, revision 7 dated Jul 18-25.
15. **Notes**, C-4, prepared by D.B. Gray Engineering Inc., dated Feb 21-25, revision 5 dated Jul 18-25.
16. **Details**, C-5, prepared by D.B. Gray Engineering Inc., dated Feb 21-25, revision 5 dated Jul 18-25.
17. **Pre-development Drainage Plan**, C-6, prepared by D.B. Gray Engineering Inc., dated Apr 4-25, revision 5 dated Jul 18-25.
18. **Post Development Drainage Plan**, C-7, prepared by D.B. Gray Engineering Inc., dated Feb 14-25, revision 7 Jul 18-25.

And as detailed in the following report(s):

1. **Noise Impact Feasibility Study Ottawa Inuit Women's Shelter 250 Forestglade Crescent Ottawa, Ontario**, prepared by J.E. Coulter Associates Limited, dated April 7, 2025.
2. **Tree Conservation Report V2.0 – 250 Forestglade Crescent**, prepared by Dendron Forestry Services dated May 10, 2025.
3. **Phase One Environmental Site Assessment 250 Forestglade Crescent, Ottawa, Ontario**, prepared by WPS Canada Inc., dated December 13, 2024.

And subject to the following General and Special Conditions:

General Conditions

1. Lapsing of Approval

The Owner shall enter into this Site Plan Control Agreement and/or Letter of Undertaking, 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/or Letter of Undertaking, 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. Update to Plans and Reports

The Owner acknowledges and agrees, prior to the preparation of the Site Plan

Agreement or issuance of a Commence Work Notification, to update the list of required plans and studies listed below to address the comments from the formal review letter dated **June 30, 2025**, to the satisfaction of the General Manager, Planning, Development and Building Services Department. The Owner further acknowledges and agrees that the submission may necessitate changes to the plans and reports approved herein. If necessary, the Owner further acknowledges and agrees to provide all revised plans and reports to the General Manager, Planning, Development and Building Services Department prior to preparation of the Site Plan Agreement or the issuance of a Commence Work Notification.

- i) Site Servicing Plan
- ii) Geotechnical Investigation Report
- iii) Site Servicing & Stormwater Management Report

3. 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.

4. 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.

5. 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.

6. 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.

7. Construct Sidewalks

The Owner shall design and construct sidewalk(s) within public rights-of-way or on other City owned lands to provide a pedestrian connection from or to the site as may be determined by the General Manager, Planning, Development and Building Services. Such sidewalk(s) shall be constructed to City Standards.

8. **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.

9. **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.

10. **Update to Plans and Studies**

The Owner acknowledges and agrees, prior to registration of this Agreement or issuance of a Commence Work Notification, to update the **Site Servicing Plan, Geotechnical Investigation Report and Site Servicing & Stormwater Management Report** to address the comments from the formal review letter dated **June 30, 2025**, to the satisfaction of the General Manager, Planning, Development and Building Services Department. The Owner further acknowledges and agrees that the submission may necessitate changes to the plans and reports approved herein. If necessary, the Owner further acknowledges and agrees to provide all revised plans and reports to the General Manager, Planning, Development and Building Services Department prior to registration of this Agreement or the issuance of a Commence Work Notification.

Special Conditions

11. 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 Department, 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 Department, 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 Department, 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 Department.

12. Notice on Title – On-site Parking

The Owner acknowledges and agrees that a notice shall be registered on title to the subject lands, at the Owner's expense. The Owner further acknowledges and agrees that such notice on title, or the clauses as written directly below, shall be included in all agreements of purchase and sale and lease agreements to inform prospective purchasers and tenants of these matters. The notice on title shall include, but not be limited to, the following:

The Owner, or any subsequent owner of the whole or any part of the subject lands, acknowledges and agrees that all agreements of purchase and sale or lease agreements shall contain the following clauses, which shall be covenants running with the subject lands:

"The purchaser/lessee for themselves, their heirs, executors, administrators, successors and assigns, acknowledges being advised that the unit being sold/rented may not be provided with any on-site parking. Should the purchaser/lessee have a vehicle for which they wish to have parking, alternative and lawful arrangements may need to be made to address their parking needs at an alternate location and that such arrangements are solely the responsibility of the person seeking parking. The purchaser/lessee acknowledges that the availability and regulations governing on-street parking vary; that access to on-site street parking, including through residential on-street parking permits issued by the City of Ottawa, cannot be guaranteed now or in the future; and that the purchaser/lessee intending to rely on on-street parking for their vehicle or vehicles does so at their own risk."

"The purchaser/lessee covenants with the vendor/lessor that the above clauses, verbatim, shall be included in all subsequent agreements of purchase and sale and

lease agreements for the lands described herein, which covenant shall run with the said lands.”

13. 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.

14. Noise Control Attenuation Measures

The Owner acknowledges and agrees to implement the noise control attenuation measures recommended in the approved Noise Impact Study, referenced in Schedule “E” of this Agreement, as follows:

- (a) each unit is to be equipped with central air conditioning;
- (b) prior to the issuance of a building permit, a review of building components (windows, walls, doors) is required and must be designed to achieve indoor sound levels within the City’s and the Ministry of the Environment, Conservation and Parks’ noise criteria. A letter shall be prepared by a qualified professional and provided to the General Manager, Planning, Development and Building Services confirming the plans submitted for building permit issuance have incorporated any and all mitigation measures to achieve the required indoor sound levels;
- (c) upon completion of the development and prior to occupancy and/or final building inspection, a professional engineer, licensed in the Province of Ontario with expertise in the subject of acoustics related to land use planning, shall be retained to visit the lands, inspect the installed noise control measures and satisfy themselves that the installed recommended interior noise control measures comply with the measures in the Noise Impact Study referenced in Schedule “E” hereto. The professional engineer shall prepare, sign and stamp a letter to the General Manager, Planning, Development and Building Services (the “Certification Letter”) stating that they certify acoustical compliance with all requirements of the applicable conditions in this Agreement, to the satisfaction of the General Manager, Planning, Development and Building Services.

15. Notice on Title – Noise Control Attenuation Measures

The Owner acknowledges and agrees that a notice shall be registered on title to the subject lands, at the Owner’s expense. The Owner further acknowledges and agrees that such notice on title, or the clauses as written directly below, shall be included in all agreements of purchase and sale and lease agreements to inform

prospective purchasers and tenants of these matters. The notice on title shall include, but not be limited to, the following:

The Owner, or any subsequent owner of the whole or any part of the subject lands, acknowledges and agrees that all agreements of purchase and sale or lease agreements shall contain the following clauses, which shall be covenants running with the subject lands:

Type D – Central Air Conditioning

“The purchaser/lessee for themselves, their heirs, executors, administrators, successors and assigns, acknowledges being advised that this dwelling unit has been supplied with a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the City of Ottawa’s and the Ministry of the Environment, Conservation and Parks’ noise criteria.”

Ending Paragraph

“The purchaser/lessee covenants with the vendor/lessor that the above clauses, verbatim, shall be included in all subsequent agreements of purchase and sale and lease agreements for the lands described herein, which covenant shall run with the said lands.”

16. 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 - Proposed Building and Parking Lot Development, 250 Forestglade Crescent (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.

17. Protection of City Sewers

- (a) Prior to the issuance of a building permit, the Owner shall, at its expense:
 - (i) obtain a video inspection of the City Sewer System within Forestglade Crescent between sanitary manhole MHSA32577 and MHSA32547 and between storm manhole MHST32511 and MHST32482 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 Forestglade Crescent between sanitary manhole MHSA32577 and MHSA32547 and between storm manhole MHST32511 and MHST32482 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 Forestglade Crescent between sanitary manhole MHSA32577 and MHSA32547 and between storm manhole MHST32511 and MHST32482 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 Site Servicing & Stormwater Management Report - 250 Forestglade Crescent - OAC Women Shelter, 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 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.

21. 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.

22. 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.

23. Exterior Elevations Drawings

The Owner acknowledges and agrees to construct the proposed building in accordance with the approved **Exterior Elevations – South & West** and **Exterior Elevations – North & East**, referenced in Schedule "E" herein. The Owner further acknowledges and agrees that any subsequent proposed changes to the approved plans shall be filed with the General Manager, Planning, Development and Building Services and agreed to by both the Owner and the City prior to the implementation of such changes. No amendment to this Agreement shall be required

24. 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.

25. Notice on Title – School Accommodation

The Owner acknowledges and agrees that a notice shall be registered on title to the subject lands, at the Owner's expense. The Owner further acknowledges and agrees that such notice on title, or the clauses as written directly below, shall be included in all agreements of purchase and sale and lease agreements to inform prospective purchasers and tenants of these matters. The notice on title shall include, but not be limited to, the following:

The Owner, or any subsequent owner of the whole or any part of the subject lands, acknowledges and agrees that all agreements of purchase and sale or lease agreements shall contain the following clauses, which shall be covenants running with the subject lands:

"The purchaser/lessee for themselves, their heirs, executors, administrators, successors and assigns, acknowledges being advised that the Ottawa-Carleton District School Board has pupil accommodation concerns for this dwelling unit. The purchaser/lessee agrees to inform prospective purchasers or tenants in all subsequent agreements of purchase and sale and lease agreements that school accommodation pressures exist in the Ottawa-Carleton District School Board, which are currently being addressed by the utilization of portable classrooms and/or by directing students to school outside their community."

"The purchaser/lessee covenants with the vendor/lessor that the above clauses, verbatim, shall be included in all subsequent agreements of purchase and sale and

lease agreements for the lands described herein, which covenant shall run with the said lands.”

26. Contribution Agreement

The owner acknowledges and agrees that the City shall secure site plan securities, as referenced in Schedule “B” hereto, through the withholding of funding from the City, the particulars of which will be outlined in a Contribution Agreement between the Owner and the City (the “Contribution Agreement”). The Contribution Agreement implementing the withholding provisions shall be provided to the satisfaction of the General Manager, Planning, Development & Building Dept., prior to the issuance of an occupancy permit. If the Contribution Agreement is not received at the time of the request for the issuance of an occupancy permit, the Owner acknowledges and agrees to submit securities at a rate of 100% of Total Estimated Cost of Works on public property and 50% of Total Estimated Cost of Works on private property and as indicated on Schedule “B” hereto.

27. Contribution Agreement Securities

Subject to Condition 27 above, the Owner acknowledges and agrees that the required security as indicated in Schedule “B”, in the amount \$50,000, hereto will be secured by the withholding of milestone payments in the Contribution Agreement and that said milestone payments will continue to be withheld until all site Works, including but not limited to, sanitary sewers, storm sewers, stormwater management Works, watermain Works, landscaping Works and road Works, have been completed to the satisfaction of the General Manager, Planning, Development & Building Dept.

July 30, 2025

Date



Solé Soyak
Planner II, Development Review All
Wards, Planning, Development and
Building Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0046

SITE LOCATION

250 Forestglade Crescent, and as shown on Document 1.

SYNOPSIS OF APPLICATION

The subject site is located at the northeast corner of Forestglade Crescent and Blohm Drive, is currently vacant and has an area of 0.23 hectares. Low-rise residential uses surround the site. A multi-use pathway abuts the site immediately to the north and continues west. Surrounding features include the Greenbelt to the south, an elementary school and two parks northwest of the site and several industrial uses further east along Hawthorne Avenue.

The proposed development is a two-and-a-half-storey residential care facility consisting of 13 units (eight studio-connected units with one- to two-bed capacity, four one-bedroom accessible units with three or four-bed capacity and one studio unit with one- to two-bed capacity) for a total of 30 beds and associated uses such as administrative facilities, service spaces, and amenities. The proposed development will have a gross floor area of 1,619.60 sq. m. The ground floor includes a communal kitchen, living space, offices, washrooms, and programming space. Ten surface parking spaces are proposed, with access from Forestglade Crescent. A garbage enclosure area and a bicycle parking space for nine spaces are proposed to be located in the rear yard. Outdoor amenities include a Children's play area located north of the site, adjacent to the multi-use pathway, a gazebo, and a sacred fire pit.

The shelter's main entrance will face the rear yard and will be accessed through Forestglade Crescent with secondary exits on Forestglade and Blohm. The building's façade will consist of a combination of brick, cement, and metal panels, including a round glass silo with a perforated metal dome. The proposed sloped metal roof and dormers complement the existing characteristics of the neighbourhood. The site also proposes a gazebo, constructed from curved plywood, located north of the site, fronting Blohm Drive.

The site will connect to the existing sanitary, storm and water services present on Forestglade Crescent. The site proposes a swale abutting the multi-use pathway.

Related Applications

N/A

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposal conforms to the applicable Official Plan policies, including the direction to address the needs of households with low-income levels and other vulnerable groups by enabling the provision of housing options other than traditional dwelling units in any zone where residential uses are permitted. Furthermore, the Official Plan directs that the City will permit emergency shelters and transitional shelters as a permitted use in all urban designations and zones, as transitional shelters and transitional supportive housing are a key component of the housing continuum (4.2.3.1 and 2).
- The proposal is in compliance with all zoning provisions including the provisions of the R3L[3025] H(12) (Residential Third Density, Subzone L, Urban Exception 3025, Maximum Height 12 metres)
- The report includes conditions of approval to ensure the proposed development is constructed in conformity with City policies and guidelines.
- The proposed development represents good planning under the current policy framework.

PARKLAND DEDICATION

Parkland dedication, in accordance with By-law 2022-280, is not applicable to this development.

CONSULTATION DETAILS

Councillor Jessica Bradley was aware of the application related to this report. Councillor.

Public Comments

This application was not subject to public circulation under the Public Notification and Consultation Policy. There were public comments received online and staff considered these comments.

Technical Agency/Public Body Comments

N/A

Advisory Committee Comments

N/A

APPLICATION PROCESS TIMELINE STATUS

This Site Plan application was processed by the On Time Decision Date. The Council approved timeline **has been met.**

Contact: Solé Soyak Tel: 613-315-1597 or e-mail: Sole.Soyak@ottawa.ca

Document 1 – Location Map

