



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

Site Location: 379 Cooper Street

File No.: D07-12-25-0027

Date of Application: March 7, 2025, deemed complete on August 8, 2025.

This SITE PLAN CONTROL application submitted by Jessica D'Aoust of Arcadis Professional Services (Canada) Inc., on behalf of 227663 Ontario Ltd., is APPROVED upon resolution of the conditions stated in this report

And the following plans are approved:

1. **Site Plan**, Drawing SP1, prepared by Woodman Architects and Associates Ltd, dated August 2024, revision 3 dated June 19, 2025.
2. **Elevation Drawings (titled Floor plans)**, Drawing A3, prepared by Woodman Architects and Associated Ltd., dated September 2023, revision 1 dated August 1, 2024.
3. **Lot Grading and Servicing Plan**, Drawing C101, prepared by Egis, dated January 17, 2025, revision 03 dated September 29, 2025.

And as detailed in the following report(s):

1. **Assessment of Adequacy of Public Services 379 Cooper Street**, prepared by Egis Canada, dated October 24, 2024, revised on August 8, 2025.
2. **McIntosh perry—379 Cooper Street Traffic Noise Study**, prepared by State of the Art Acoustik Inc., dated 2018-08-09.
3. **Phase One Environmental Site Assessment Update**, prepared by McIntosh perry, Dated June 1, 2021.

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

Requirements

1. The Owner shall submit a certificate of insurance in a form satisfactory to the City. The certificate of insurance must be issued in favor of the City of Ottawa in an amount not less than five million dollars per occurrence, must contain an endorsement naming the City as an additional insured and an unconditional thirty days notice of any material change or cancellation of the policy.

General Conditions

2. Execution of Letter of Undertaking

The Owner shall execute the City's standard Letter of Undertaking and satisfy the conditions contained within this Site Plan Approval Report. In the event the Owner fails to execute the required Letter of Undertaking, submit any required fees and/or securities within three (3) years, and attain permits, this approval shall lapse.

3. Development Charges

The Owner shall pay development charges to the City in accordance with the bylaws of the City.

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. 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.

Special Conditions

6. Zoning Conformity

The Owner acknowledges and agrees that prior to any building permit issuance, the development must demonstrate zoning compliance, and where any zoning deficiencies are being address via Minor Variance, all levels of appeals exhausted.

7. 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.

8. 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 the frontage of this site, located on Cooper Street, 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:
 - (ii) obtain a video inspection of the existing City Sewer System within the frontage of this site, located on Cooper Street to determine if the City Sewer System sustained any damages as a result of construction on the lands; and
 - (iii) assume all liability for any damages caused to the City Sewer System within the frontage of this site, located on Cooper Street and compensate the City for the full amount of any required repairs to the City Sewer System.

9. Waste Collection

The Owner acknowledges and agrees that the City will provide curb-side cart (and/or container) garbage, recycling, and organic waste collection for the residential units. The Owner acknowledges and agrees that it is recommended that the containers and carts be placed on a concrete floor where being stored.

10. Parkland Dedication

- a) The Owner acknowledges and agrees that the conveyance requirement to the City is 30.00 square metres.
- b) The Owner covenants and agrees that the conveyance requirement has been calculated at the rate set out below in accordance with the Parkland Dedication By-law, being By-law NO. 2022-280, as amended, for the net density increase in residential only:
 - i. 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.

CILP CALCULATION TABLE: Site and Proposal Details				sq m
Gross Land Area (GLA)		398.07		
(per GeoOttawa)				
	Existing	Proposed		
Dwelling units	10	13		
Net increase in dwelling units		3		
CILP Conveyance Requirement				
Conveyance Type	Rate	Max Res at 10%	Applicable Conveyance	
CILP/Res	1:1000	39.81%	30.00	
Conveyance Requirement		30.00		sq m

11. Cash-In-Lieu of Conveyance of Parkland

Prior to issuance of first occupancy permit, for residential occupancies, the Owner acknowledges and agrees to pay cash-in-lieu of conveyance of parkland as referenced in Schedule "B" herein. Pursuant to the City's Parkland Dedication By-law, being By-law No. 2022-280, as amended, 40% of said funds collected shall be directed to City wide funds (Account 830015), and 60% shall be directed to Ward 14 funds (Account 830303). Prior to building permit issuance, the Owner shall pay the parkland appraisal fee of \$850.00 plus H.S.T. of \$110.50, as referenced in Schedule "B" herein.

October 24, 2025

Date

Andrew McCreight
Manager, Development Review
Central, Planning, Development and
Building Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0027

SITE LOCATION

379 Cooper Street, and as shown on Document 1.

SYNOPSIS OF APPLICATION

The subject property is located within the Centretown West neighbourhood along the north side of Cooper Street, just east of Bank Street. The property is built up with a 3-storey, peaked roof, red-brick building with a single-storey addition to the rear and contains 10-residential dwelling units. The building is designated under Part V of the Ontario Heritage Act and is a contributing building within the Centretown heritage Conservation District.

The front yard consists of soft-landscaping and a drive aisle along the westerly interior side yard with an easement over a portion of the lands providing vehicle access to the rear of 379 and 381 Cooper Street. The backyard consists of a mix of soft and hard landscaping and gravel.

The frontage along Cooper Street contains a mix of soft and hard landscaping including gravel. The façade includes a deck that provides access to the ground floor entrance of the building and a sunken porch that extends the full width of the building.

The Site Plan Revision application proposes to add an additional three-dwelling units to the basement of the building to provide a total of 13-residential dwelling units on site. In addition, the development proposes to introduce a sunken porch to the building frontage, reinstating the second-floor balcony on the heritage facade, providing secure bicycle parking in the rear yard, and implementing landscape improvements to front and rear yards of the property. The development does not propose a new addition.

The projections within the front yard include retaining and repair of the existing front deck and stairs, reinstating the second-floor balcony above the building entrance, and adding a sunken porch that will provide additional amenity to building residents while also allowing light access to basement units.

Improvements to the heritage façade include retaining and repairing the existing brickwork, reinstating the balcony, beam and rail features and decorative trim. Existing soft landscaping within the front yard will be enhanced by providing grass and shrubbery that will act as screening of the sunken porch.

Landscape improvements to the rear yard are also provided and include grassed areas, paved pedestrian pathways which provide access to the bicycle parking located in the rear yard, garbage storage and rear entrances to the building. A new Japanese Lilac Tree is also proposed in the soft landscaped area of the rear yard.

A right-of-way easement over part of the westerly drive aisle will be maintained with the westerly neighbour.

Residential Units and Types

Dwelling Type	Number of Units
Apartment	13

Related Applications

The following applications are related to this proposed development:

- Ontario Heritage Act Application (D09-04-24-0046)
- Minor Variance Application (D08-02-23/A-00141)

DECISION AND RATIONALE

This application is approved for the following reasons:

- The subject site meets the intent of the Hub designation located within the Downtown Core Transect as it provides density in an existing area that is served by neighbourhood amenities and transit to support the creation of 15-minute neighbourhoods.
- The subject property is located within the Northern Character Area of the Centretown Community Design Plan. The proposal meets the policy intent as it retains and improves a heritage building that contributes to the area's heritage character, and through adaptive re-use introduces additional housing units, façade and landscaping improvements to further enhance and reinforce the areas heritage character.
- The property is designated Local Neighbourhood and within the Centretown North Character Area of the Central and East Downtown Core Secondary Plan which anticipates a range of building heights with an emphasis on respecting heritage character areas of Heritage Conservation Districts, and ensuring that heritage buildings are retaining, rehabilitated and re-used to accommodate residential growth through intensification.
- The building is a contributing building within the Centretown Heritage Conservation District and represents good adaptive reuse of single detached housing into multiple dwelling units and the proposed improvements improves the buildings connection with the street.

- The application noted that zoning relief will be required from the provisions of Section 60 (4) - Heritage Overlay to address projections into the front yard, Section 137(11) for minimum Amenity Area and 137(11) Column IV for soft landscaping requirement of provided Amenity Area, and Section 160—Permitted Projection requirements of Section 160(4) will be required. The applicant is required to address these deficiencies prior to any permit issuance.
- The approval of the Site Plan Control Application is conditional upon satisfaction of above noted conditions and the applicant achieving conformity with the Zoning By-law with all levels of appeals exhausted.
- The proposed development meets the policy intent by intensifying within the city's Downtown Core in an area that is accessible by neighbourhood amenities and transit while also preserving and improving a heritage asset through improvements to the building exterior and landscaping within the front and rear yards. The improvements help establish a connection of the building with others on the street while also allowing for more housing within the area. The proposal represents good planning.

PARKLAND DEDICATION

Parkland dedication, in accordance with By-law 2022-280, is being satisfied within this approval through the taking of cash-in-lieu of parkland as detailed in the above conditions.

CONSULTATION DETAILS

Councillor's Comments

Councillor Ariel Troster was aware of the application related to this report and had no comments.

Public Comments

This application was not subject to public circulation under the Public Notification and Consultation Policy. There was no public comment received online.

Technical Agency/Public Body Comments

Summary of Comments –Technical

The detailed technical agency submissions were provided the applicant for awareness and follow up as required.

- Ottawa-Carlton District School Board: requested notice to prospective purchasers that school accommodation pressures exist which are being accommodated through the use of portable classrooms and/or directing students to schools outside their community.

- Hydro Ottawa (local distribution): there is existing underground medium voltage infrastructure on the south side of the property along Cooper Street. Additionally, there is underground secondary voltage infrastructure supplying the property coming from Cooper Street. There is existing overhead medium-voltage infrastructure on the southside of the property along Cooper Street. Additional instructions were provided to the applicant.

APPLICATION PROCESS TIMELINE STATUS

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

Contact: Haris Khan Tel: 613-580-2424, ext. 70718 or e-mail: haris.khan@ottawa.ca

Document 1 – Location Map

