



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

Site Location: 3290 Findlay Creek and 465 Trident Mews

File No.: D07-12-25-0164

Date of Application: December 12, 2025

This SITE PLAN CONTROL application submitted by Conseil des Écoles catholiques de langue française du Centre-Est (Luc Poulin), on behalf of Conseil des Écoles catholiques de langue française du Centre-Est, is APPROVED pursuant to conditions of the conditions stated in this report

And the following plans are approved:

1. Site Plan, Drawing No. A001, prepared by Edward J. Cuhaci & Associates Architects Inc., dated 2025/06/02, revision 3 dated 2026/02/11.
2. Site Details, Drawing No. A002, prepared by Edward J. Cuhaci & Associates Architects Inc., dated 2025/12/05, revision 1 dated 2026/02/11.
3. Site Details, Drawing No. A003, prepared by Edward J. Cuhaci & Associates Architects Inc., dated 2025/12/05, revision 1 dated 2026/02/11.
4. Site Details, Drawing No. A004, prepared by Edward J. Cuhaci & Associates Architects Inc., dated 2025/12/01, revision 1 dated 2026/02/11.
5. Elevations, Drawing No. A200, prepared by Edward J. Cuhaci & Associates Architects Inc., dated 2025/12/05, revision 1 dated 2026/02/11.
6. Landscape Plan, Drawing No. L.1, prepared by James B. Lennox & Associates Inc. dated 12/08/2025, revision 2 dated 02/10/2026.
7. Notes and Legend, CECCE Leitrim Elementary School, Drawing No. C01, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.
8. Details, CECCE Leitrim Elementary School, Drawing No. C02, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.
9. Removal Plan, CECCE Leitrim Elementary School, Drawing No. C03, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.
10. Grading Plan, CECCE Leitrim Elementary School, Drawing No. C04, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.
11. Servicing Plan, CECCE Leitrim Elementary School, Drawing No. C05, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.
12. Erosion & Sediment Control Plan, CECCE Leitrim Elementary School, Drawing No. C06, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.

13. Post-Drainage Area Plan, CECCE Leitrim Elementary School, Drawing No. C07, prepared by WSP, dated 2025-12-05, revision 2 dated 2026-02-11.

And as detailed in the following report(s):

1. Ecole Elementaire Catholique, 465 Placette Trident Mews, Ottawa, ON - Servicing and Stormwater Management Report, prepared by WSP Canada Inc., dated December 5, 2025, revised February 11, 2026.
2. Geotechnical Investigation - New Leitrim French Catholic Elementary School - 3290 Findlay Creek Drive, Ottawa, ON, prepared by EXP Services Inc., dated December 4, 2025, revised February 9, 2026.
3. Phase One Environmental Site Assessment - 465 Trident Mews, Ottawa, ON, prepared by EXP Services Inc., dated July 17, 2025, revised July 17, 2025.
4. New Leitrim Catholic Elementary School, prepared by Parsons, dated February 2026.
5. Noise Impact Assessment École Élémentaire Catholique - Leitrim (2025LTR115), prepared by WSP, dated September 29, 2025.

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

General Conditions

1. Lapsing of Approval

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

2. Barrier Curbs

The Owner acknowledges and agrees that the parking areas and entrances shall have barrier curbs and shall be constructed in accordance with the drawings of a design professional, such drawings to be approved by the General Manager, Planning, Development and Building Services.

3. Water Supply for Fire Fighting

The Owner shall provide adequate water supply for fire fighting for every building. Water supplies may be provided from a public water works system, automatic fire pumps, pressure tanks or gravity tanks.

4. Reinstatement of City Property

The Owner shall reinstate, at its expense and to the satisfaction of the General Manager, Planning, Development and Building Services, any property of the City,

including, but not limited to, sidewalks, curbs and boulevards, which is damaged as a result of the subject development.

5. **Construction Fencing**

The Owner acknowledges and agrees to install construction fencing, at its expense, in such a location as may be determined by the General Manager, Planning, Development and Building Services.

6. **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.

7. **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.

8. **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.

Special Conditions

9. Waste Collections

The Owner acknowledges and agrees that garbage and organic waste collection will not be provided by the City and it shall make appropriate arrangements with a private contractor for garbage 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.

10. Professional Engineering Inspection

The Owner shall have competent Professional Engineering inspection personnel on-site during the period of construction, to supervise the Works, and the General Manager, Planning, Development and Building Services 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.

Geotechnical Engineering and Soils

11. 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 - New Leitrim French Catholic Elementary School - 3290 Findlay Creek Drive, Ottawa, ON (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.

Civil Engineering

12. 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.

13. **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 Ecole Elementaire Catholique, 465 Placette Trident Mews, Ottawa, ON - Servicing and Stormwater Management Report, referenced in Schedule “E” herein. The Owner further acknowledges and agrees it shall assume all maintenance and replacement responsibilities in perpetuity. The Owner shall keep all records of inspection and maintenance in perpetuity, and shall provide said records to the City upon its request.

14. **Water Demand for Fire Fighting**

The Owner acknowledges and agrees that the City’s boundary conditions were provided for the subject development site setting out the available municipal water supply. The Owner further acknowledges and agrees that prior to building permit issuance, a letter shall be prepared by a qualified Building Code professional, licensed in the Province of Ontario, and provided to the General Manager, Planning, Development and Building Services confirming the plans submitted for building permit issuance have incorporated any and all requirements of the Fire Underwriters Survey, 2020, or as amended, to achieve the low construction coefficient used within the proposed building design.

Private Systems

15. **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

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.

16. Roadway Modifications – Delayed Process

The Owner acknowledges and agrees that the road modification detailed design review and acceptance by the City is required for the road modification works associated with the proposed Site Plan, to the satisfaction of the General Manager, Planning, Development and Building Services.

The Owner agrees to pay the separate process fee of \$3,466.00 (plus HST) at the time of registration of this Site Plan Agreement. The Owner acknowledges and agrees that the Owner may be subject to other additional fees and agreement addendum due to the delayed road modification detailed design process. The Owner agrees to submit required drawings for the aforementioned road modification detailed design. Further, the Owner agrees to be responsible for all costs associated with the public roadway modifications and provide required securities to the City, all to the satisfaction of the General Manager, Planning, Development and Building Services.

The Owner acknowledges and agrees that the required roadway modifications, must be complete prior to the Owner requesting or allowing occupancy of the building.

17. Noise Control Attenuation Measures

The Owner covenants and agrees that it shall retain the services of a professional engineer licensed in the Province of Ontario to ensure that the recommendations of the Noise Impact Assessment, 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 professional engineer that the Owner has complied with all recommendations and provisions of the Noise Impact Assessment, prior to building occupancy, which confirmation shall be to the satisfaction of the General Manager, Planning, Development and Building Services.

April 27, 2026

Date



Geraldine Wildman
Manager, Development Review South,
Planning, Development and Building
Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0164

SITE LOCATION

465 Trident Mews and 3290 Findlay Creek Drive, and as shown on Document 1.

SYNOPSIS OF APPLICATION

This is a site plan application report for the development of a two-storey elementary school for Conseil des Écoles catholiques de langue française du Centre-Est (CECCE) in Findlay Creek.

The 2.25-hectare vacant area is located on the southwest corner of Trident Mews and Findlay Creek Drive, south of Ottawa. The subject site comprises of two parcels of land, 465 Trident Mews and 3290 Findlay Creek Drive and is currently owned by CECCE. The lot frontage is Trident Mews and is 112 metres wide. There are existing residential uses directly to the south, west, east and north. To the northwest, there is a vacant mixed-use zoned parcel.

A two-storey school, with daycare and a gross floor area of approximately 2,290.5 square metres is being proposed. The proposed building height for the two storey edifice is eleven metres. Eighteen classrooms and 302.6 square metres of daycare are proposed within this building. Forty-seven parking spaces are being provided at-grade, including one barrier free space. Forty-two bicycle parking spaces and one loading space are also being provided on-site.

Proposed sidewalk and road modifications (File No. RMA-2026-TPD-011) to accommodate driver and bus laybys on Findlay Creek Drive and Trident Mews are part of this new CECCE Elementary School development at 3290 Findlay Creek Drive.

Related Applications

N/A

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposal is in conformity with the designation of Neighbourhood within the Suburban Transect policy area of the Official Plan.
- The proposal is in conformity with R4Z/I1A of Zoning By-law 2008-250.
- The proposal is in conformity with INZ/N4B of Zoning By-law 2026-50.
- Servicing and infrastructure are adequate for the proposed development.
- The proposed site design represents good planning.

PARKLAND DEDICATION

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

ROAD MODIFICATIONS

There are road modifications associated with this site plan control application (File No. RMA-2026-TPD-011).

CONSULTATION DETAILS

Councillor's Comments

Councillor Steve Desroches was aware of the application related to this report.

Public Comments

This application was subject to public circulation under the Public Notification and Consultation Policy. There was one public comment received online.

Safe Wings, an organization working to reduce bird deaths from collisions with glass, wrote in expressing concerns that the two-storey building with corner windows did not propose bird-safe glazing.

Technical Agency/Public Body Comments

N/A.

Advisory Committee Comments

N/A.

APPLICATION PROCESS TIMELINE STATUS

This Site Plan application was not processed by the On Time Decision Date. The Council

approved timeline has not been met due to the complexity of issues associated with transportation and ownership turnover from developer to school board.

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