



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

Site Location: 2458 Cleroux Crescent

File No.: D07-12-22-0144

Date of Application: October 11, 2022

This SITE PLAN CONTROL application submitted by HP Urban / Stirling Group, on behalf of 11784005 Canada Inc., is APPROVED pursuant to conditions stated in this report

And the following plans are approved:

1. **Site Plan**, Dwg. No. A-001, prepared by Susan D. Smith, dated Oct, 2025, Revision 01 dated 22 July 2026.
2. **Elevations**, Dwg. No. A-201, prepared by Susan D. Smith, dated Oct, 2025, Revision 01 dated 22 July 2026.
3. **Elevations**, Dwg. No. A-202, prepared by Susan D. Smith, dated Oct, 2025, Revision 01 dated 22 July 2026.
4. **Tree Conservation Report & Landscape Plan**, Dwg. No. L.1, prepared by James B. Lennox & Associates Inc. Landscape Architects, dated March 2022, Revision #9 dated 08/11/2026.
5. **Services & Grading Plan**, 2458 Cleroux Cres., Dwg. No. W-01 prepared by Arch-Nova Design Inc., dated May 2026, Revision #5 dated May 2026.
6. **Erosion & Sediment Control Plan**, 2458 Cleroux Crescent, Dwg. No. W-02, prepared by Arch-Nova Design Inc., dated February 2026, Revision #3 dated Feb 2026.

And as detailed in the following report(s):

1. 2458 Cleroux Crescent, Assessment of Adequacy of Public Services & Stormwater Management Report, prepared by Arch-Nova Design Inc., dated May 2023, Revision May 2026.
2. Geotechnical Investigation, prepared by Paterson Group Inc., dated April 1, 2022.
3. Geotechnical Responses to City Comments Memorandum, prepared by Paterson Group Inc., dated June 12, 2026.
4. Geotechnical Design Summary Details memorandum, prepared by Paterson Group Inc., dated July 20, 2023.

5. Geotechnical Responses to City Comments memorandum, prepared by Paterson Group Inc., dated July 20, 2023.
6. Addendum to Tree Conservation Report, prepared by Dendron Forestry Services, dated November 22, 2023.
7. Phase 1 – Environmental Site Assessment, 2458 Cleroux Crescent, prepared by Paterson Group Inc., dated March 8, 2022.

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

1. Lapsing of Approval

The Owner shall enter into this 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 Letter of Undertaking, complete the conditions to be satisfied prior to the signing of this Letter of Undertaking, 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. 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.

5. **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.

6. **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.

7. **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.

8. **Development Charges**

The Owner shall pay development charges to the City in accordance with the by-laws of the City.

9. **Demolition Permit**

The Owner acknowledges and agrees to obtain a Demolition Permit for the dwelling/building currently located on the property, and to remove said dwelling/building. A Demolition Permit shall not be issued prior to the payment of

any applicable fees and securities, and any other requirements to the satisfaction of the General Manager, Planning, Development and Building Services.

The Owner acknowledges and agrees that, in the event that there is a dwelling/building on the site that is being removed and if a building permit is not issued by April 20, 2027, landscaping shall be implemented across the entire property. The landscaping includes, but is not limited to, the removal of any asphalt, gravel, etc. (including access driveways), the installation of soft landscaping and/or other plant materials, as well as the installation of a fence along the perimeter of the property. These works shall be implemented to the satisfaction of the General Manager, Planning, Development and Building Services.

Special Conditions

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.

11. Private Access Detail

The Owner acknowledges and agrees that all private approaches serving the proposed development shall be designed and constructed, at the sole expense of the Owner, in accordance with the City's "Curb Return Entrances – Uncontrolled Intersections" Plan, Drawing No. SC7.1, dated March 2007 and revised March 2021, and the Owner shall comply with the City's Private Approach By-law, being No. 2003-447, as amended.

Geotechnical Engineering and Soils

12. Slope Stability

The Owner shall have a Professional Structural Engineer and a Soils Engineer, licensed in the Province of Ontario to inspect and confirm the constructed retaining walls and slopes have been constructed in accordance with the approved Geotechnical Investigation and Geotechnical InvestigationGeotechnical Response to City Comments Memo.

13. **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 (the "Report") 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.

14. **Geotechnical – Encroachments**

The Owner acknowledges and agree that the Geotechnical Investigation has recommended a method of shoring that may encroach onto the adjacent property. The Owner acknowledges and agrees that it shall be required to obtain the approval of the adjacent property owner prior to the installation of any encroachments.

15. **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 Cleroux Crescent 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 Cleroux Crescent 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 Cleroux Crescent and compensate the City for the full amount of any required repairs to the City Sewer System.

16. **Stormwater Management Memorandum**

Prior to registration of this Agreement, the Owner acknowledges and agrees to provide the General Manager, Planning, Development and Building Services, with a memorandum prepared by a Professional Engineer, licensed in the Province of Ontario, confirming that the designed roof-top scuppers and associated spill point elevations will be set equivalent to the top of the control weir of the approved roof drain elevation(s). The Owner further acknowledges and agrees that said memorandum shall be to the satisfaction of the General Manager, Planning, Development and Building Services, and all associated costs shall be the Owner's responsibility.

17. **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. 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.

18. **Inlet Control Devices (ICDs)**

The Owner acknowledges and agrees to install and maintain in good working order the required roof-top stormwater inlet control devices, as recommended in the approved Assessment of Adequacy of Public Services and Stormwater Management Report.. 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.

Parks

19. **Parkland Dedication**

- (a) The Owner acknowledges and agrees that the conveyance requirement to the City is 139.10 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 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.

Conveyance Requirement Table

Gross Land Area	1,391 square metres
Net gain in residential units	22 units

Development Type	Calculation	Conveyance Requirement (sq. m.)
Residential > 18 units/net hectare	22 units at 1ha/1000 du (10 m ² per unit, not to exceed 10 % of lot area)	139.1 m ²
Convert Conveyance Requirement to land value	Land Value (\$ per m ²) x 139.1 m ²	647.02\$ per square metre = \$90,000.48

20. **Cash-In-Lieu of Conveyance of Parkland**

- a) Prior to issuance of first occupancy permit, if building permit is obtained on or before April 7, 2027, otherwise at time of building permit, 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, and 60% shall be directed to Ward 2 funds (Account 830291).
- b) Prior to issuance of building permit, the Owner shall pay the parkland appraisal fee of \$880.00 plus H.S.T. of \$114.40, as referenced in Schedule “B” herein.

All of the above shall be to the satisfaction of the General Manager, Planning, Development Building Services.

Site Lighting

21. **Site Lighting Certificate**

- (a) 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.

22. **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.

23. **Permits**

The Owner shall obtain such permits as may be required from municipal or provincial authorities and shall file copies thereof with the General Manager, Planning, Development and Building Services.

24. **Works on City Road Allowances**

Any Works required to be done by the Owner on City road allowances shall be according to the specifications and by-laws of the City. The Owner, or its contractor, shall be required to obtain all the necessary permits for road cuts prior to the disruption of the City road allowance and it is further understood and agreed that the aforementioned cuts shall be reinstated to the satisfaction of the Director, Infrastructure Services.

25. **Video Examination**

Video examination of storm and sanitary sewers 200mm or larger in diameter shall be required by the General Manager, Planning, Development and Building Services, at the Owner's expense, before final Acceptance or Approval of the Works.

26. **Testing**

The Owner may be required by the City to perform qualitative and quantitative testing, at the Owner's expense, of any materials which have been or are proposed to be used in the construction of any of the Works required by this Agreement to determine whether they are in conformity with applicable standards as determined by the General Manager, Planning, Development and Building Services.

27. **Provision of As-Built Drawings**

The Owner shall supply to the General Manager, Planning, Development and Building Services, one set of mylar or plastic film as-constructed road, grading and service drawings including the location of all Works, certified under seal by a Professional Engineer, licensed in the Province of Ontario, for City records upon Acceptance and Approval of the Works. Furthermore, the Owner shall provide the As-built Drawings and the attribute data for the Works in a form that is compatible with the City's computerized systems.

August 20, 2026

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: D07-12-22-0144

SITE LOCATION

2458 Cleroux Crescent

SYNOPSIS OF APPLICATION

The subject site, 2458 Cleroux Crescent, is an irregularly shaped parcel which currently contains a single-detached dwelling with two vinyl sheds. The site is on the west side of Cleroux Crescent in Blackburn Hamlet. The neighbourhood consists of low-rise residential developments with a mix of single, two, and three-storey buildings. The eastern portion of Cleroux Crescent predominately features single-detached dwellings, while the western portion has more variety in housing types and scale.

The proposed redevelopment of the site consists of a 4-storey, residential rental apartment building. In total the project will contain 23 residential units (including a mix of one-bedroom and two-bedroom units). A total of 30 underground parking spaces are proposed, 25 are dedicated for resident use and 5 are provided for visitor parking. Additionally, the proposal provides 12 exterior bicycle parking spaces.

Residential Units and Types

Dwelling Type	Number of Units
Apartment	23

Related Applications

Minor Variance File No. D08-02-24/A-00181

DECISION AND RATIONALE

This application is approved for the following reasons:

- The Site Plan application is consistent with the Official Plan's Outer Urban Transect policy area and Neighbourhood designation. The development will integrate into the existing community and provide additional housing options in Blackburn Hamlet.

- Minor Variance application D08-02-24/A-00181 has been approved by Committee of Adjustment, with all levels of appeal exhausted.
- The proposal conforms to Zoning By-law 2008-250, as amended by Minor Variance application D08-02-24/A-00181. The development is eligible for the transition clauses of By-law 2026-50.
- Planning staff believe 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 Laura Dudas is 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 no public comment received online.

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 change in ownership mid Site Plan Control review process.

Contact: Shoma Murshid Tel: 613-580-2424, ext. 15430 or e-mail: Shoma.Murshid@ottawa.ca

Document 1 – Location Map

