



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

Site Location: 4011 Vaughan Side Road

File No.: D07-12-25-0026

Date of Application: March 6, 2025

This SITE PLAN CONTROL application submitted by Megan Lloyd and Andrew Horne, is APPROVED pursuant to conditions stated in this report.

And following plans are approved:

1. **Grading & Drainage Plan**, drawing C-2, revision 3, prepared by IN Engineering + Planning, dated Aug. 21, 2026
2. **Notes & Specifications**, drawing GA-0, revision 3, prepared by IN Engineering + Planning, dated Aug. 21, 2026
3. **Plan of Survey of Part Lot 21, Concession 11, Geographic Township of Huntley, City of Ottawa**, prepared by G.A. Smith, Ontario Land Surveyor, dated October 11, 2018.
4. **Site Plan**, drawing C-1, revision 3, prepared by IN Engineering + Planning, dated Aug. 21, 2026
5. **Site Servicing Sketch**, drawing C-3, revision 3, prepared by IN Engineering + Planning, dated Aug. 21, 2026

And as detailed in the following report(s):

1. **Hydrogeological Assessment and Terrain Analysis – Proposed Commercial Development – Site Plan Control Application – 4011 Vaughan Side Road**, PH1525-LET.01, prepared by Paterson Group Inc., dated November 21, 2025
2. **Stormwater Management Brief – 4011 Vaughan Side Road**, prepared by IN Engineering + Planning, dated August 11, 2026

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

General Conditions

1. 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.

Special Conditions

2. 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.

GENERAL CONDITIONS

3. Completion of Works

The Owner acknowledges and agrees that no new use will be established 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

4. Waste Collection

The Owner acknowledges and agrees that garbage, recycling, and organic waste collection in excess of the current allowance will not be provided by the City, and that the Owner shall make appropriate arrangements with a private contractor for garbage, recycling, and organic waste collection at the Owner's sole expense or, if applicable, enroll in the City's Yellow Bag Program for small businesses. The Owner shall consult a private contractor regarding any access requirements for garbage and/or recycling and organic waste collection.

LETTER OF UNDERTAKING INCLUSIONS

5. 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.

6. 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.

3 September 2026



Date

Adam Brown
Manager, Development Review Rural,
Planning, Development and Building
Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0026

SITE LOCATION

4011 Vaughan Side Road, and as shown on Document 1.

SYNOPSIS OF APPLICATION

The subject property occupies approximately 16 hectares at the northwest corner of Vaughan Side Road and Upper Dwyer Hill Road. Existing development on the property includes a detached dwelling and the accessory farm building proposed to be converted to an on-farm diversified use.

The dwelling and accessory farm building, associated driveways, a small surface parking area to the northeast of the accessory building, and a small, fenced garden area northeast of the dwelling occupy approximately 360 square metres in the middle of the parcel. Access to the property is via a single driveway located at the midpoint of the property's frontage along Vaughan Side Road. The balance of the property is vacant land, with approximately one third cultivated and operating as a vineyard. A line of mature trees runs north to south through the middle of the property.

Site Plan Control approval is required to establish an on-farm diversified use. The applicant is proposing to convert approximately 60 square metres of the existing 162-square-metre accessory building to a retail store and tasting room associated with the vineyard. A covered patio area adjacent to the building will offer outdoor seating associated with the retail store and tasting room. The balance of the building will continue to be used for wine production and storage.

A surface parking lot with 15 vehicle parking spaces, including one accessible parking space and one bicycle parking space, will be located northeast of the accessory building. A walkway and accessible pathway provide access from the parking lot to the building.

Water service to the accessory building will be provided via a connection to the existing well that also serves the detached dwelling. A new septic system for exclusive use by the on-farm diversified use is located immediately east of the accessory building. Stormwater management infrastructure consists of a 30.8-metre enhanced swale on the east side of the parking lot and a portion of the driveway, downhill from the accessory building and parking lot. Any overflow from the swale will continue eastward, downhill toward the vineyard area.

A planting mound within the swale will provide space for tree plantings, which will in turn provide screening for the parking lot. Proposed tree species include balsam fir, birch, and red and/or silver maple.

Related Applications

N/A

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposed development complies with applicable provisions of Zoning By-law 2008-250 and Zoning By-law 2026-50. In particular, the portion of the lot area occupied by the on-farm diversified use, including the accessory building, driveway, parking lot, walkway, and septic system occupy 1.46% of the total lot area.

PARKLAND DEDICATION

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

CONSULTATION DETAILS

Councillor's Comments

Councillor Clarke Kelly is aware of the application related to this report.

APPLICATION PROCESS TIMELINE STATUS

This Site Plan application was not processed by the On Time Decision Date. The Council approved timeline was not met due to the application being placed on hold to allow the applicant to make revisions to the supporting plans and reports.

Contact: Cass Sclauzero, 613-580-2424, ext. 27597, or cass.sclauzero@ottawa.ca

Document 1 – Location Map

