

OFFICE USE ONLY

Application #:	Ward #:	File Lead:
		Application Received (dd/mm/yyyy):
Client Service Centre Staff:	Fee Received:	\$

**SITE PLAN CONTROL****APPLICATION FORM***Section 41 of the Planning Act, RSO 1990, as amended***Notice of Public Record**

All information and materials required in support of your application shall be made available to the public, as indicated by Section 1.0.1 of *The Planning Act*, R.S.O. 1990, C.P.13.

Municipal Freedom of Information and Protection Act

Personal information on this form is collected under the Authority of *The Planning Act* and will be used to process this application.

SECTION 1: BACKGROUND INFORMATION

Site Address or Location:	<i> Mandatory Field</i>
	807, 811, 817 and 825 Montreal Road

Have you pre-consulted with City Staff?

☒ Yes ☐ NoIf **yes**, please indicate the date of the pre-consultation.

23/03/2015

Have you pre-consulted with the Urban Design Review Panel?

☐ Yes ☒ NoIf **yes**, please indicate the date of the pre-consultation.**For any and all previously approved, and concurrent development application(s), please list application numbers:**

Application #'s:

*List application numbers here, separated by a comma.***Applicant/Agent Information:**

*Name:	Novatech		
*Mailing Address:	200-240 Michael Cowpland Drive, Ottawa, K2M 1P6		
*Telephone:	613.254.9643	*Email Address:	s.lahey@novatech-eng.com

Registered Property Owner Information:☐ Same as above

*Name:	2068358 Ontario Inc. o/a DARWIN GROUP OTTAWA		
*Mailing Address:	183 Michael Cowpland Drive, Ottawa, K2M 0M3		
*Telephone:	613.880.2274	*Email Address:	anthony@arkconstruction.ca

SITE DETAILS

Legal Description: *Lots 11 and 12 and Part of Lot 13 Registered Plan 486 City of Ottawa*

What is the land
currently used for?

Vacant

Lot frontage: m Lot depth: m Lot area: m²

OR Lot area: (irregular lot) 5,715 m²

Does the site have Full Municipal Services: ☒ Yes ☐ No

PROPOSAL DETAILS

*Type of development proposed (new buildings or additions, land use(s), number of unit(s), proposed tenure, etc.):

This application will facilitate the development of a nine storey office building with a lobby entrance located along the west side of the building. The ground floor will be occupied by two commercial units with separate entrances along Montreal Road. Two levels of underground parking are proposed with some surface parking being provided at the rear of the building.

What is your anticipated date for start of construction? Date (dd/mm/yyyy): 01/01/2016

Will the roadway be modified as a result of this proposal? ☒ Yes ☐ No

Development Information

- | | |
|--|-----------------------|
| 1. Indicate the gross floor area of all newly proposed buildings/additions. | 13,538 m ² |
| 2. Indicate the gross floor area of all existing buildings. | 0 m ² |
| 3. Indicate the combined number of parking spaces (existing and proposed). | 315 spaces |
| 4. What is the maximum building height proposed? | 32.3 m |
| 5. How many storeys are proposed? | 9 storeys |
| 6. Indicate the proposed lot coverage (total area of all building footprints divided by total lot area x 100%) | 13 % |
| 7. If applicable, indicate the percentage of landscaped area within all parking lots (area of landscaping within parking lots divided by parking lot area x 100%). | % |
| 8. Indicate the percentage of the total site that is occupied by vegetation and landscaping (total area of all landscaping and vegetation divided by lot area x 100%). | % |

COMMUNITY NOTIFICATION

Is this application subject to [public consultation](#)? ☒ Yes ☐ No

If Yes:

Have you contacted the Ward Councillor to explain this proposal? ☐ Yes ☒ No

Have you contacted the Registered Community Organization's representative(s) to explain this proposal? ☐ Yes ☒ No

If Yes, indicate the name of the Registered Community Organization(s):

Indicate the name of the Registered Community Organization(s) here

SECTION 2: APPLICATION TYPE AND FEES

For more information please review the [Criteria for Identifying Site Plan Control Application Types](#).

Please visit the City's website for additional information on [Site Plan Control](#).

Fees must be paid in full at the time of application submission.

Please select and fill in only one of the three options for fee payment below.

☒ **Application for New Development**

- | | |
|---|-------------|
| <input checked="" type="radio"/> 1. Manager Approval, Public Consultation | \$20,289.98 |
| <input type="radio"/> 2. Two Stage Site Plan Process (Initial Fee) | \$12,826.00 |
| <input type="radio"/> 3. Manager Approval, No Public Consultation | \$6,304.98 |
| <input type="radio"/> 4. Staff Approval or Street Townhouse not Previously Approved through Subdivision Process | \$3,063.00 |
| <input type="radio"/> 5. Rural based, Small Scale, No Public Consultation | \$665.00 |

PLUS Initial Engineering Design Review and Inspection Fee (only if 1, 2, or 3 above is selected)

- | | |
|--|-------------|
| <input type="radio"/> Value of Infrastructure and Landscaping < \$50,000 | \$1,000.00 |
| <input checked="" type="radio"/> Value of Infrastructure and Landscaping \$50,000 to \$300,000 | \$5,000.00 |
| <input type="radio"/> Value of Infrastructure and Landscaping > \$300,000 | \$10,000.00 |

PLUS Initial Conservation Authority Fee (only if 1 or 2 above is selected)

- | | |
|---|----------|
| <input checked="" type="radio"/> Central Planning Area - Wards 7, 8, 9, 12, 13, 14, 15, 16, 17, 18. | \$95.00 |
| <input type="radio"/> Remainder of City | \$915.00 |

OR

☐ **Revision of an Existing Application**

- | | |
|--|-------------|
| <input type="radio"/> Manager Approval, Public Consultation. | \$19,140.77 |
| <input type="radio"/> Manager Approval, No Public Consultation | \$3,966.77 |
| <input type="radio"/> Staff Approval | \$3,063.00 |
| <input type="radio"/> Rural based, Small Scale, No Public Consultation | \$665.00 |

(Initial Engineering Design Review and Inspection fee and Initial Conservation Authority fee not applicable)

OR

☐ **Extension of an Existing Application**

- | | |
|--|------------|
| <input type="radio"/> Manager Approval, No Public Consultation (more than 12 months) | \$3,966.77 |
| <input type="radio"/> Staff Approval (less than 12 months) | \$3,063.00 |
| <input type="radio"/> Rural based, Small Scale, No Public Consultation | \$665.00 |

(Initial Engineering Design Review and Inspection fee and Initial Conservation Authority fee not applicable)

Are multiple Applications being submitted?

☐ Yes ☒ No

Each planning fee will be reduced by 10% if two or more planning applications are submitted at the same time and for the same lands. Committee of Adjustment, Conservation Authority, and Engineering Design Review and Inspection fees are not subject to this reduction. If "Yes" is checked, the fee will be adjusted accordingly.

Fees Total: **\$25,384.98**

SECTION 3: SUBMISSION REQUIREMENTS

Study and plan requirements are outlined for the applicant during [Pre-application Consultation](#). If your application is not subject to Pre-application Consultation (i.e. it does not require public consultation) you are strongly encouraged to contact the Planning and Growth Management Department to discuss study and plan submission requirements. If you fail to consult with staff, the City cannot guarantee the completeness or accuracy of your application submission, which may result in processing delays. A [help guide](#) can be viewed in order to prepare studies and plans, as well as gather information on general development considerations.

Standard Plans (mandatory submission requirements)

- ✓ Site Plan
 - ✓ Landscape Plan
 - ✓ Grade Control and Drainage Plan
 - ✓ Site Servicing Plan
 - ✓ Survey Plan (**2 copies**)
- 
- (**55 copies** if application is subject to public consultation, otherwise **35 copies**) *Landscaping and site servicing information may be combined on one plan.*

Potential Studies and Plans (may be required at submission or prior to final approval)

Engineering

- Community Transportation Study and/ or Transportation Impact Study / Brief (**12 copies**)
- Assessment of Adequacy of Public Service / Site Servicing Study (**6 copies**)
- Servicing Options Report (**5 copies**)
- Hydraulic Watermain Analysis (**3 copies**)
- Stormwater Management Report / Brief (**6 copies**)
- Composite Utility Plan (**2 copies**)
- Geotechnical Study / Slope Stability Study (**4 copies**)
- Groundwater Impact Study (**6 copies**)
- Wellhead Protection Plan (**6 copies**)
- Erosion and Sediment Control Plan (**8 copies**)
- Hydrogeological and Terrain Analysis (**5 copies**)
- Noise / Vibration Study (**3 copies**)
- Reasonable Use Study (**5 copies**)
- Roadway Modification Plan (**55 copies** if application is subject to public consultation, otherwise **35 copies**)
- Confederation Line Proximity Study (**9 copies**)

Planning / Design

- Planning Rationale including Design Statement and Integrated Environmental Review Statement (**4 copies**) *
- Architectural Elevation Drawings (dimensioned) (**3 copies**)
- Concept Plan showing Ultimate Use of Lands (**3 copies**)
- Plan Showing Parking Garage Layout (**2 copies**)
- Minimum Distance Separation (MDS) (**3 copies**)

* If the application falls within a design priority area and is subject to review by the Urban Design Review Panel, the planning rationale does not need to include a design statement or urban design analyses.

- Agrology and Soil Capability Study (5 copies)
- Cultural Heritage Impact Statement (**3 copies**)
- Archeological Resource Assessment (**3 copies**)
- Sun Shadow Study (**3 copies**)
- Urban Design Review Panel - [Submission Package](#)
- Street level visualization of the proposed development (.jpg or .pdf format) - Optional

Environmental

- Phase 1 Environmental Site Assessment (**5 copies**)
- Phase 2 Environmental Site Assessment (**5 copies**)
- Record of Site Condition (**4 copies**)
- Tree Conservation Report (**5 copies**)
- Mine Hazard Study / Abandoned Pit or Quarry Study (**4 copies**)
- Impact Assessment of Adjacent Waste Disposal / Former Landfill Site (**6 copies**)
- Assessment of Landform Features (**7 copies**)
- Mineral Resource Impact Assessment (**4 copies**)
- Environmental Impact Statement (**11 copies**)

If a Tree Conservation Report and Environmental Impact Statement are required, the Tree Conservation Report should be included within the Environmental Impact Statement

Technical Requirements

- All plans and drawings must be produced on A1-sized paper and folded to 21.6 cm x 27.9 cm (8½"x 11"). A scale of 1:200 is recommended for the Site and Landscape Plans.
- Note that many of the plans and studies collected with this application must be signed, sealed and dated by a qualified engineer, architect, surveyor, planner or designated specialist. The City will not review a plan or study if it is missing this information.
- Electronic copies of all required studies, site plan and landscape plan must be supplied on a Compact Disk (CD is preferred to DVD) in Adobe .pdf format. Ensure that the CD(s) accompanies your application submission. These documents will be made publicly available on the City's [Development Application Search Tool](#) if the application is subject to public notification.
- The applicant will be requested to submit two A1-sized Mylar copies of each plan just prior to final approval.

Legal Requirements

- All signatures requested through this document must be hand-written.

Financial Requirements

- When an application requires public notice, a large black and white sign describing the proposal is posted on the subject property. The fee for this service is included as part of the application cost (\$565). However, additional signage, if required will be invoiced to the applicant at a cost of \$282.50 per sign.
- Additional fees may be required throughout the development review process, including, but not limited to, parkland dedication, peer review of technical reports, Conservation Authority fees, agreements and associated fees and applicable securities.

SECTION 4: DECLARATIONS

Authorization by the Owner allowing the Applicant to submit the Application

The Registered Property Owner must complete this section to authorize an Applicant to act on his or her behalf, and declare that the information provided within this application is accurate and true.

If the application is to be signed by an Applicant on behalf of the Owner, the following authorization must be completed or the owner must submit a letter of authorization. Declarations included within this section must contain original signatures and seals.


I, Anthony Nicolini

am the owner of the land that is subject of this application and I authorize

Novatech

to make this application on my behalf.

Date (dd/mm/yyyy): 12/08/2015


Signature of Owner

Consent - Development Application Client Satisfaction Survey - Optional

I, Anthony Nicolini consent to the City of Ottawa conducting a Client Satisfaction Survey by

☐ mailing to me a paper questionnaire at the following address:

Add your mailing paper questionnaire address

☐ e-mailing me an electronic questionnaire at

Add your e-mail address

The purpose of this voluntary survey is to measure my level of satisfaction with the development application process and assist the City of Ottawa to improve services. The survey is anonymous. My name will not appear on the questionnaire nor will my responses be linked to my identity. The survey will take approximately 15-20 minutes to complete and be mailed to me after the development application process is complete

Signature

Date

Affidavit or Sworn Declaration that the Information is Accurate

The person carrying out the application (Registered Property Owner or Applicant) must complete the sworn declarations in this section:

I, Samantha Lahey

, of the City of

Ottawa

solemnly declare that all of

the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

SWORN (or Declared) BEFORE ME

At _____,

This _____ day of _____, _____

Commissioner of Oaths

Signature of Applicant or Owner

SECTION 5: ENVIRONMENTAL SITE ASSESSMENT

Part 1: Statement of the Site Owner Concerning Environmental Site Assessment (ESA)

The Owner / Applicant must complete Section A, regardless of whether a Phase 1 ESA has been completed for the site.

Where an ESA is required, the Owner or Applicant and the Consultant responsible for preparing the study, must complete both Sections A and B below.

Section A:

☐ I acknowledge that the City of Ottawa is not responsible for the identification and / or remediation of contaminated sites. I also agree, whether in (or as a result of) any action or proceeding for environmental clean-up of any damage or otherwise related to the site or any other lands impacted by the site, that I will not make any claim whatsoever against the City of Ottawa, its respective directors, officers, employees, or agents, or any of the foregoing, for or in respect of any loss, damage, injury or costs.

Section B:

This is to certify that as the Owner / Applicant of the site, I have hired:

as the principal consultant to undertake a Phase 1 Environmental Assessment. I have undertaken reasonable inquiry into the previous ownership and uses of the property and to the best of my knowledge I have provided to the principal consultant, information relevant to the principal consultant's investigation of the environmental condition of the site. I agree to provide copies of the said Phase 1 Environmental Site Assessment on request.

Name:

Address:

Signature of Applicant or Owner

Date (dd/mm/yyyy):

SECTION 5: ENVIRONMENTAL SITE ASSESSMENT (continued)

Part 2: Affidavit of Principal Consultant Concerning Environmental Site Assessment

I, Mark D'Arcy, of the City of Ottawa

MAKE OATH AND SAY AS FOLLOWS:

☒ I am a qualified person as defined by Ontario Regulation 153/04, as amended

I am the Associate, of Paterson Group Inc.

and have personal knowledge of the matters set out below.

I, Paterson Group Inc., was retained or employed as the principal environmental consultant to undertake or supervise the Phase 1 Environmental Site Assessment of the site located at 807-825 Montreal Road, Ottawa

The assessment activities at the site have been completed in accordance with Ontario Regulation 153/04, as amended.

☐ I am employed or retained by the Owner/Applicant, or the company operating on the site in another capacity.

☒ I am not employed or retained by the Owner/Applicant, or the company operating on the site in another capacity.

Findings of the said Phase 1 Environmental Site Assessment are that:

☒ There **are no** issues of actual or potential environmental concern with respect to soil and / or groundwater quality or potentially contaminating activities as defined by O. Reg 153/04 as amended and a Phase 2 Environmental Site Assessment will not be required; or

☐ There **are** issues of actual or potential environmental concern with respect to soil and / or groundwater quality and/or potentially contaminating activities as defined by O. Reg 153/04 as amended, and a Phase 2 Environmental Site Assessment is required to investigate the identified issues.

SWORN (Or Declared) BEFORE ME

At the Ottawa Office City, of Luigi Savone OTTAWA,

In the City of Ottawa Province of Ontario,

This 13 day of August, 2015

Geraldine Teresa Gauthier, a Commissioner,
etc., Province of Ontario, for Luigi Savone,
Barrister and Solicitor.
Expires December 27, 2015

Geraldine Gauthier
Commissioner of Oaths

[Signature]
Signature of Consultant

Address of consultant: 154 Colonnade Road South, Nepean, Ontario, K2E 7J5

Telephone # of consultant: (613) 226-7381

SITE PLAN APPROVAL GREEN CHECKLIST

Name of File Lead:

Checklist Completion Date(dd/mm/yyyy):

Site Address or Location:

1.

Does the project proponent intend to seek LEED certification for this project?

☒ Yes ☐ No ☐ Unknown

If yes, which level of LEED certification is the project intended or designed to meet:

☒ Certified ☐ Silver ☐ Gold ☐ Platinum

Will this project be seeking certification under another third-party green building rating system? (e.g. Green Globes, Passive House, etc.)

☒ Yes
☐ No
☐ Unknown

If yes, which system and level of certification?

2.

Will this project include renewable energy facilities and pursue a FIT or MicroFIT contract under the Ontario Power Authority's Feed-in Tariff program?

☒ Yes ☐ No ☐ Unknown

3.

Please indicate which of the following features the project is designed to incorporate:
(check all that apply)

- | | | |
|---|---|--|
| <input type="checkbox"/> Graywater reuse for non-potable water fixtures | <input type="checkbox"/> Geothermal (ground-source) heat pump | <input type="checkbox"/> Permeable paving surfaces in all or part of the parking or loading area |
| <input type="checkbox"/> Rainwater capture for non-potable water fixtures | <input type="checkbox"/> Air-source heat pump | <input type="checkbox"/> Bicycle parking in excess of the minimum required by the Zoning By-law |
| <input type="checkbox"/> Green roof | <input type="checkbox"/> Solar hot water heater(s) | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Cool roof | <input type="checkbox"/> Indoor bicycle lockers | |

4.

Please describe any other features of this project that are designed to reduce the project's environmental impact relative to comparable projects: