

Blueprint2build  
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Unit 1A-W  
Stouffville, ON  
L4A 2G5  
[www.blueprint2build.com](http://www.blueprint2build.com)

**Attention:** *Sergey Kiselyov*

Dear Mr. Kiselyov:

**Re:** Proposed Quick Service Restaurant and Service Station  
1622 Rogers Stevens Drive  
Ward 21 - Rideau-Goulbourn, Councillor Scott Moffatt  
**Commence Work Notification**  
**Registration of the Agreement**

Please be advised that the City of Ottawa has reviewed the engineering designs for this site and presently finds the submission to be satisfactory to enable the commencement of work as detailed in the Agreement, registered as Instrument No. **OC2123071**. In addition, please review the following conditions for proceeding with the required works:

List of Approved Drawings:

1. "Master Site Plan"; drawing no: SP00; project title: 1622 Roger Stevens Drive, Kars, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 2; dated: 2018-12-20.
2. "Site Plan"; drawing no: SP01; project title: 1622 Roger Stevens Drive, Kars, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 3; dated: 2018-12-20.
3. "Site Grading Plan"; drawing no: C01; project title: 1622 Roger Stevens Drive, City of Ottawa, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 3; dated: 2018-12-12.
4. "Site Servicing Plan"; drawing no: C02; project title: 1622 Roger Stevens Drive, City of Ottawa, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 3; dated: 2018-12-12.

5. "Notes and Details"; drawing no: C03; project title: 1622 Roger Stevens Drive, City of Ottawa, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 3; dated: 2019-02-14.
6. "Landscape Plan"; drawing no: L-01; project title: 1618, 1622 Rogers Stevens Drive; prepared by: Ruhland & Associates Ltd.; project no: 18-1577; dated: November 2016; rev no: 3; dated: 2018-12-18.
7. "BVR, Fire Route & Signage"; drawing no: BV01; project title: 1622 Roger Stevens Drive, Kars, Ontario; prepared by: Blue Print 2 Build; file no: 1804-176-00; rev no: 3; dated: 2018-12-20.

Required Information Received:

- The Ministry of Environment, Conservation and Parks, Environmental Compliance Approval for Stormwater Management Works, with the MECP issued certificate no. **0070-BEBJNA**.
- An original Letter of Credit in the amount of **\$198,652.40**, Letter of Credit No: BMT0594989OS.
- A bank draft in the amount of **\$12,396.22** for fees payable as indicated in Schedule B.
- A Certificate of Insurance for a minimum of **\$ 5,000,000.00**.

Required Information for Permitting:

- The owner shall make reference to the approved City of Ottawa plan number **17837**.
- The owner shall contact the City of Ottawa permit office to apply for all required permits that may be required. Please contact the service desk at 613-580-2424, extension 16000, 100 Constellation Crescent.
- The owner acknowledges and agrees that the City of Ottawa will not issue any building permits for the above site until such time as;
  - Preliminary Approval of the Works has been issued by the Inspections Unit, and
  - The Grading Plan and Composite Utility Plan are approved in writing by the Development Review Branch, and

Please advise your engineer and contractor that they are permitted to commence the installation of the municipal services. The contractor is also reminded that they are required to contact the Inspections Unit in order to organize a pre-construction meeting and to ensure all applicable permits have been received prior to commencement of the works; please contact Matthew Wilson, 613-580-2424 ext. 33263 and/or [matthew.wilson@ottawa.ca](mailto:matthew.wilson@ottawa.ca).

If you have any questions, please contact the undersigned at 613-580-2424, Ext 13698.

Sincerely,



Brian Morgan, C.E.T.  
Project Manager  
Development Review, Rural Branch  
Planning, Infrastructure and Economic Development Department  
City of Ottawa

cc:

- Sarah McCormick, Planner, DR Rural Branch
- Adam Brown, Manager, DR Rural Branch
- Mike Giampa, Ext. 23657, Transportation Project Manager, DR East Branch
- Matthew Wilson, Supervisor, Development Inspections, ROW, Heritage & Urban Services (incl. 3 hardcopies of plans & 1 hardcopy of MOECC ECA if required; 1 digital and 1 hardcopy of this letter) MC 04-14
- Arthur Melbourne - West District ROW Approvals Officer, Right of Way Approvals Unit (1 set of plans, include MOECC ECA) MC 26-61
- ISD Information Centre Unit (incl. electronic copy of approved reports and drawings) MC 26-61
- Sergey Kiselyov, P.Eng., Engineering Consultant, 14 Cardico Drive, Unit 1A-W, Stouffville, ON, L4A 2G5.
- ROW, via [email](#)
- Linda Carkner, Program Manager, Right of Way Unit MC 26-61
- Natalie Pulcine, Research and Forecasting Unit (1 digital copy of site plan drawings)
- Krista Tanaka, Program Manager, Road Safety & Traffic Investigations, Transportation Services Department, via email
- Barrie Forrester, Supervisor- Street Lighting Asset Management (1 set of plans)
- Kerry Vernick, Area Manager Roads, (1 digital copy of plans via email)
- Serge Labonte, Program Manager - Permit Approvals, Building Code Services, (Geotechnical Report for information only - one copy of this letter via email as well and digital copy of all geotechnical submissions if applicable)
- Jennifer Therkelsen, Co-ordinator- By-law Enforcement, emergency & Protective Services, via [email](#) .
- Roch Vaillancourt, GIS & Data Services Co-ordinator, GIS & Data Management Unit, PIEDD, MC 26-61.
- Scott Laberge, Wastewater Collection Program Manager, Wastewater Collection Branch, via email.
- Natasha Baird, Stormwater Infrastructure Operations Engineer, Stormwater Management Branch; Parks, Forestry and Stormwater Services.