

114 Richmond Road, Ottawa

Planning Rationale
Zoning By-law Amendment and
Site Plan Control Applications
April 16, 2026



Prepared for Concorde Properties.

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1.0 Executive Summary

Fotenn Planning + Design (“Fotenn”) has been retained by Concorde Properties to prepare this Planning Rationale in support of a Minor Zoning By-law Amendment application for the property municipally known as 114 Richmond Road (“the subject property”) in the City of Ottawa.

The intent of this Planning Rationale is to assess the proposed development against the applicable policy and regulatory framework and determine whether it is appropriate for the subject property and compatible with existing adjacent developments and the surrounding community.

The applicant team intends to introduce a vibrant and modern development in the Westboro neighbourhood, providing critical intensification while managing potential adverse impacts.

In October 2025, the development team held a Pre-application consultation meeting with City Staff regarding a Zoning By-law Amendment and Site Plan applications for the proposed development at the subject property. The team presented a concept plan showing the same general design of the proposed development, comprised of several new low-rise buildings and the renovation of a portion of the existing heritage building as well as various semi-private amenities that are detailed later in this report.

1.1 Purpose of the Applications

The purpose of the Minor Zoning By-law Amendment and Site Plan Control applications are to facilitate the proposed development of the subject property. The proposed Minor Zoning By-law Amendment application aims to modify the subject property’s zoning from Mainstreet 1 - MS1 [2570] [1763] S256, S397, to MS1 [1763] effectively removing the schedules and modifying the exceptions to a single updated and comprehensive exception that will reflect the revised design.

The modified exception is proposed to ensure that the site-specific conditions and neighbourhood context are considered and respected in the Minor Zoning By-law Amendment (ZBLA) process, specifically regarding the respectful transition towards the established low-rise communities to the east and west of the subject property. The exception will control built form, setbacks, height, and the provisions of important public and private amenity space and ensure an adequate transition to protect the low-rise character of the neighbourhood. The rezoning is intended to implement the residential growth direction and design standards of the Official Plan.

In addition to the Minor Zoning By-law Amendment and Site Plan Control applications, the proposed development will also eventually be required to submit a Heritage Permit application to allow for the demolition of the western half of the existing and former Convent Building as well as the renovation of the remaining eastern portion into a series of offices and private amenity spaces.

2.0

Subject Property and Surrounding Context

2.1 Subject Property

The subject property is located within the Westboro Village community of Ottawa and has a total area of approximately 17,153.55 square metres, with approximately 9 metres and 15 metres of frontage along Leighton Terrace and Sharon Road respectfully. The subject address of 114 Richmond Road reflects the fact that the lands previously included an earlier phase of development adjacent to Richmond Road where a nine (9) storey mixed-use residential building has been constructed. That mixed-use residential building now exists on an independent lot that is separately and independently owned from the Subject Lands such that the Subject Lands no longer front onto Richmond Road.

In addition to the frontages on Leighton Terrace and Sharon Road, the subject property abuts the Byron Linear Pathway along its entire southern lot line. The lands are relatively flat with a gentle north to south (front to back) slope.

As noted, an existing heritage building remains in the northern portion of the site dating back to its origin in the 1860's. In the early 1900's the building was occupied by Sisters of Visitation of Holy Mary; a Cloistered order of Catholic Nuns who eventually converted the building and the entire property into a convent which existed until 2010 when it was sold to Ashcroft Homes. A condition of the redevelopment involved the preservation of a significant portion of the heritage building as well as a rectangular portion of land along the eastern property line where a tree lined, walking / amenity area was also to be preserved in order to accommodate a semi-public walkway between Leighton Terrace / Richmond Road and the Byron Linear Pathway.

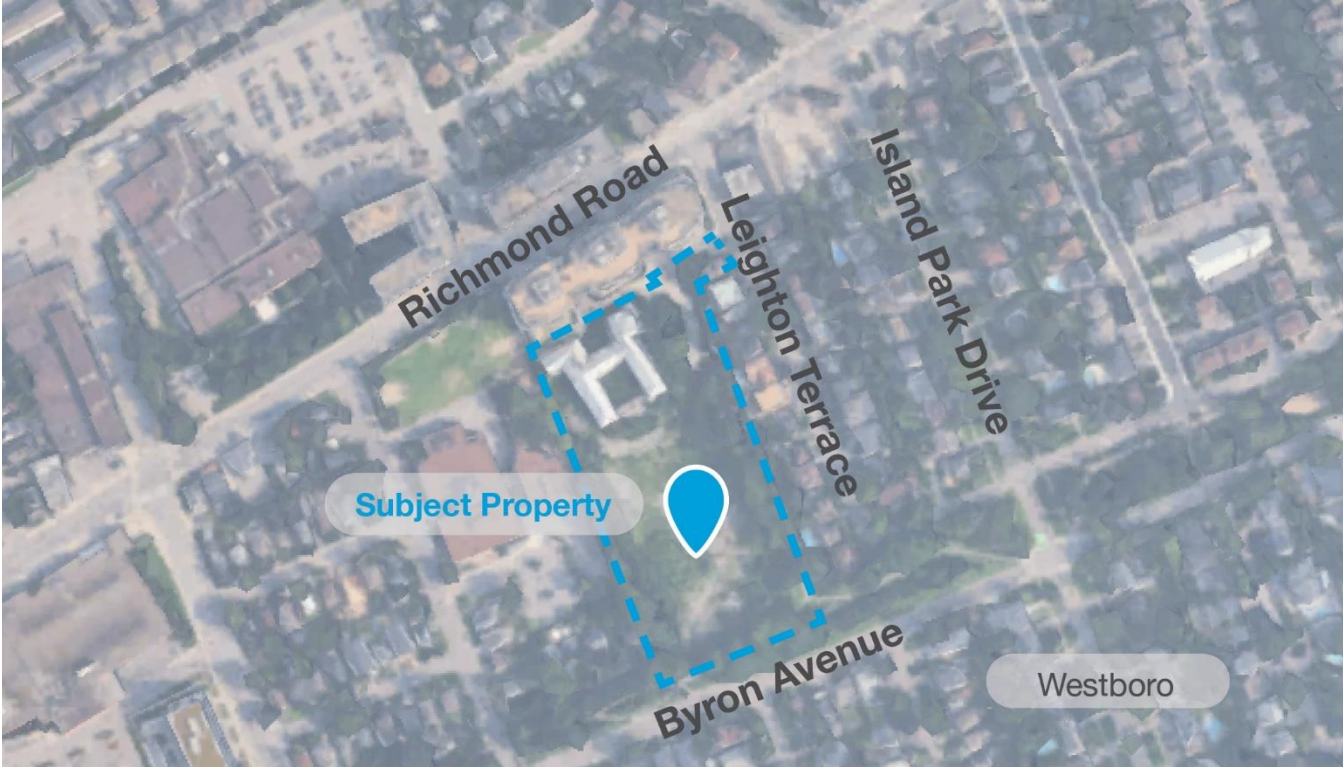


Figure 1: Aerial Image of the subject property

2.2 Surrounding Context

The following generally describes the land uses surrounding the subject property:

North: The lands immediately to the north of the subject property are occupied by a nine (9) storey mixed-use building beyond which is Richmond Road where a six (6) storey mixed-use building flanks its northern edge.

East: The lands immediately east of the subject property consist of single-family dwellings that line the east and west side of Leighton Terrace.

South: The lands immediately south of the subject property are occupied by the Byron Linear Pathway which is a linear public park that generally flanks the north side of Byron Avenue from Holland Avenue to the east to the terminus of Byron at Richmond Road in the west. Further south lie a series of single-family dwellings that front onto the south side of Byron Avenue.

West: The lands immediately west of the subject property are occupied by the Hilson Avenue Public Elementary School which along with other single-family dwellings are located on Hilson Avenue. Also abutting the west property line is one (1) of a string of four (4) single family dwellings that front onto the north side of Shannon Street which is a single-loaded, undersized public street that extends east from Hilson Avenue terminating at the subject property.



Figure 2: Photos of the subject property and surrounding context

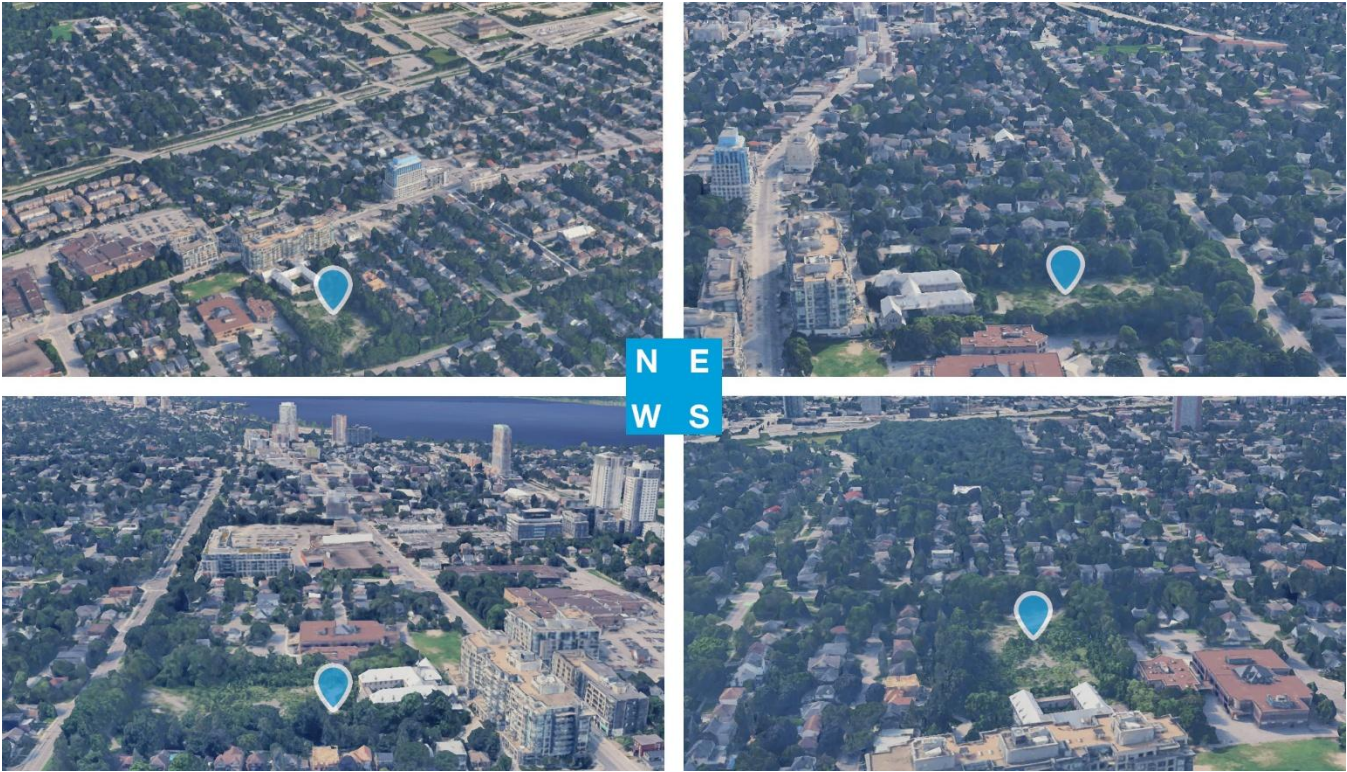


Figure 3: Aerial images of the island surrounding the subject property

2.3 Transportation Context

2.3.1 Transit Network

The subject property is approximately 620 m southwest of the Westboro Transit station which, as identified on Schedule C2 of the Official Plan (Figure 4 below), is planned and under construction to be a converted from a Bus Rapid Transit station to a Light Rail Transit Station in 2027. The subject property also has access to local bus services to the immediate north along both sides of Richmond Road.

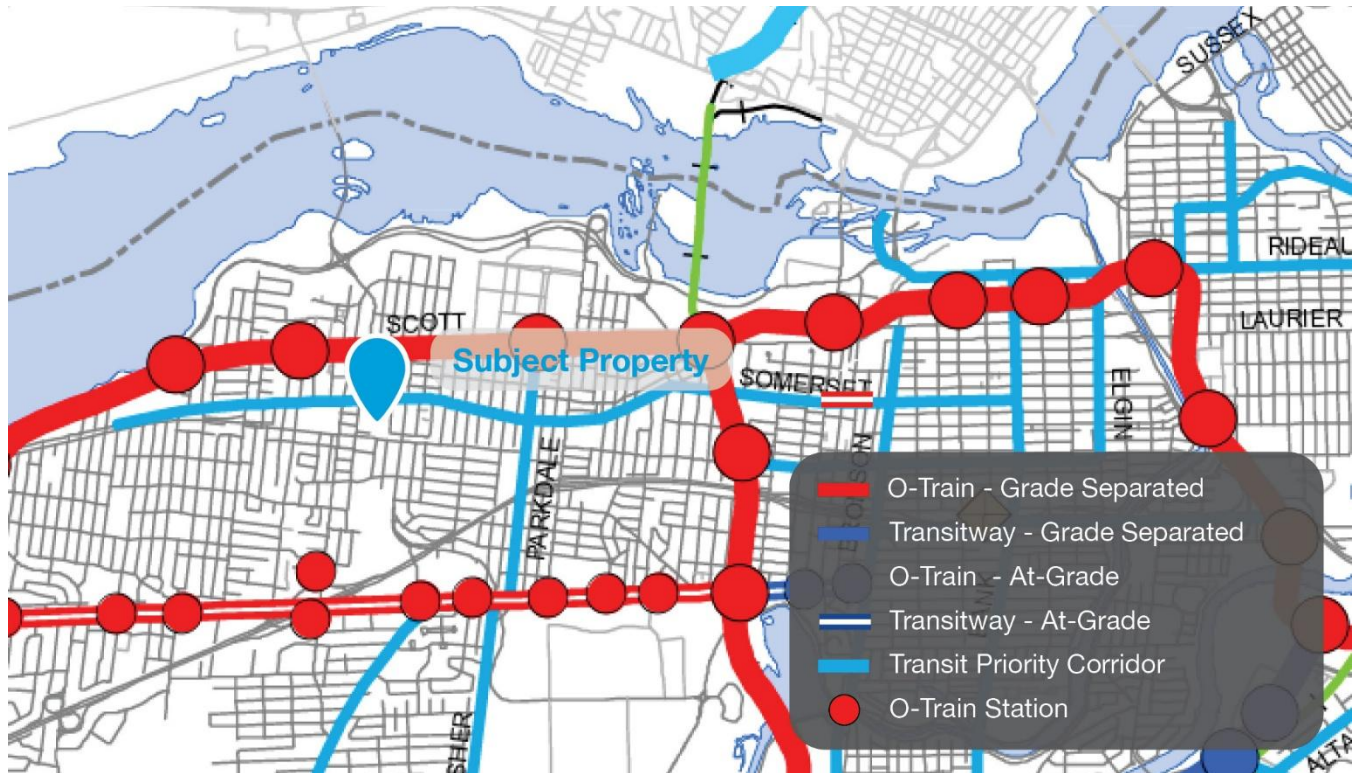


Figure 4: Transit network (Schedule C2 of the Official Plan)

2.3.2 Road Network

The subject property will be designed with vehicular access exclusively from its Leighton Terrace frontage in the northeast. Leighton Terrace connects to both Richmond Road to the north and Island Park Drive to the east. Richmond Road is an east-west, two (2) to four (4) lane, undivided arterial roadway connecting downtown Ottawa to the City’s westerly suburban areas. Island Park Drive is a major north-south federally owned roadway that provides direct access to both the Kichi Zibi Mikan Parkway to the north and the Highway 417 (Queensway) to the south, both of which provide easy access to downtown Ottawa.

This location supports efficient vehicular circulation and strong regional and local accessibility.



Figure 5: Urban road network (Schedule C4 of the Official Plan)

2.3.3 Active Transportation Network

The subject property also benefits from access and connectivity to the local active transportation network. Both Byron Avenue and Island Park Drive contain existing Multi-use Pathway facilities (dedicated bike lanes and pedestrian pathways) that connect into the broader City-wide Active Transportation Network. Richmond road north of the subject property is identified as a spine route which provides connectivity to multiple bicycle trails in the area.

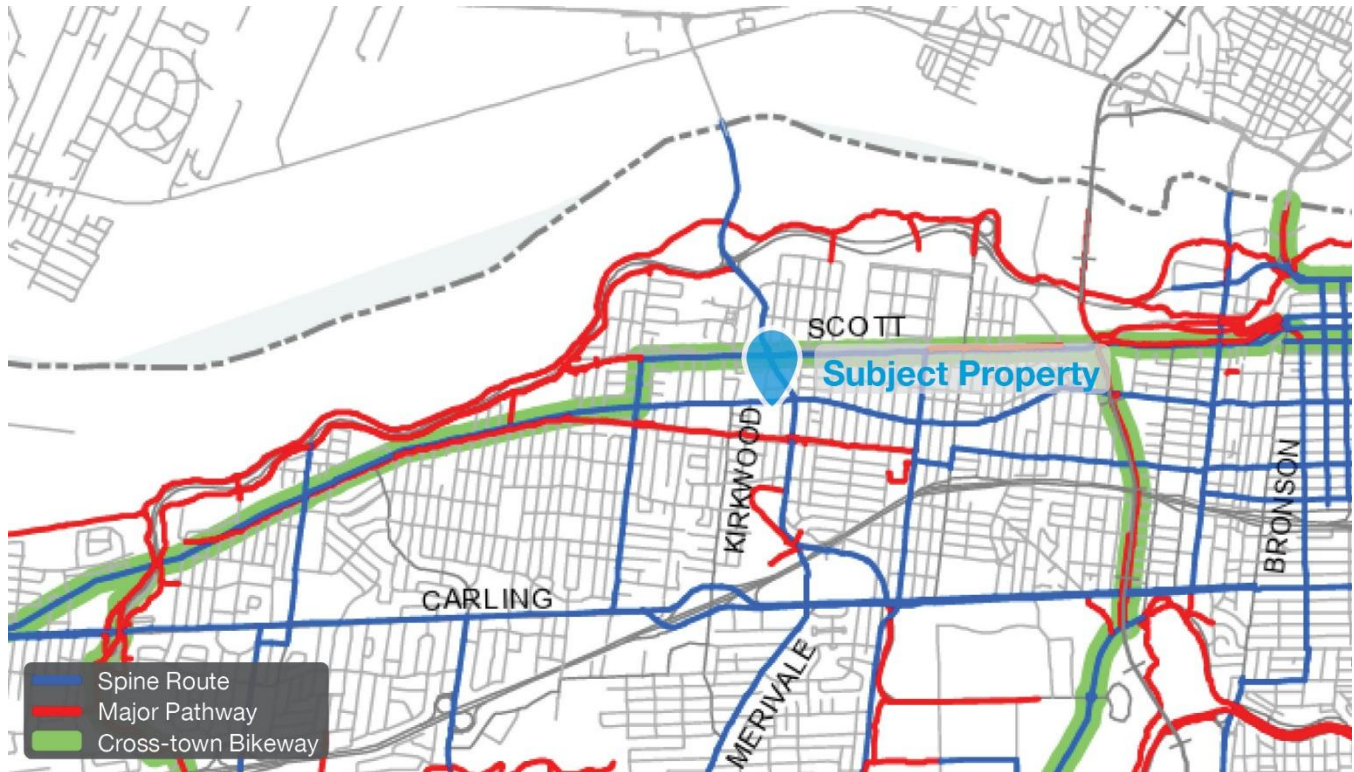


Figure 6: Active transportation network surrounding the subject properties (Transportation Master Plan – Map 1, Cycling Network)

2.3.4 Complete Community Features

The subject lands are also well served by amenities and services which are critical to a complete community. The following amenities exist within a 15-minute walk:

- / One (1) future LRT stop;
- / Multiple bus stops;
- / Multiple retail stores and restaurants;
- / One (1) food retail store;
- / Seven (7) parks; and
- / Three (3) Public elementary schools;

3.0 Proposed Development

3.1 Overview

The proposed development features six (6) back-to-back, stacked, three (3) storey townhouse buildings ranging from 18 to 24 units per building located generally in the southern portion of the subject lands. In the northern portion of the property, the existing heritage building is proposed to have its western half removed to accommodate a four (4) storey, 47-unit apartment building. The remaining heritage building is to be renovated to accommodate office and at-grade commercial uses.



Figure 7: Aerial rendering of the proposed development illustrating the new low-rise built form adjacent to the heritage building onsite.

The proposed development features an internal road that will accommodate three (3) surface parking spaces in the northeast corner while leading to below grade parking that will be located beneath the low-rise apartment building and the block of stacked townhouses that are situated in the western portion of the property. The renovated heritage building will retain its existing inner courtyard area as well as the aforementioned, tree-lined “Nun’s Walk” along the eastern edge of the property which will formally connect to the Byron Linear Pathway to the south.

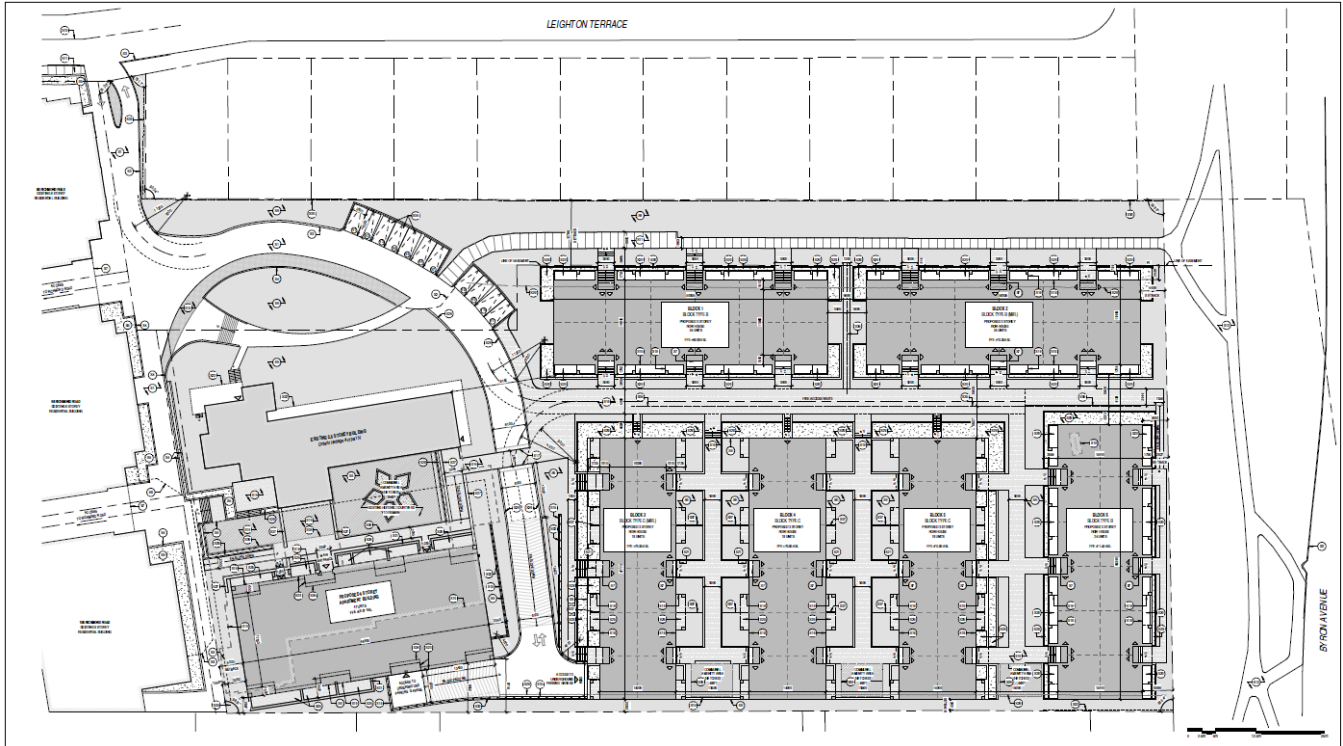


Figure 8: Excerpt of the Site Plan (Source: Project1 Studio)

In total, the proposed development is proposed to include 173 residential units with a total of 125 residential and 27 visitor parking spaces.

Existing and new trees are proposed within the development and the abutting property lines, establishing a continuous green ribbon within the development that will compliment the mature tree canopy that is planned for retention within the “Nun’s Walk”. Additional landscaping is proposed within the interior courtyard, contributing to a pleasant microclimate and pedestrian-friendly environment for residents and office tenants.

3.2 Unit Typology

The unit typology is broken down in the table below:

| Unit Type | Total Number of Units | Percentage of Total Units |
|-----------------------------|-----------------------|---------------------------|
| 1-Bedroom | 31 | 18% |
| 2-Bedroom < 80 sm | 2 | 1.2% |
| 2-Bedroom > 80 sm | 134 | 77% |
| 3-Bedroom | 6 | 3% |
| Total units | 173 | |

3.3 Materiality

The proposed buildings are designed in a contemporary urban aesthetic, one that seeks to harmonize with the remaining heritage building and the evolving architectural landscape of Westboro at large. The massing, articulation, and detailing reflect a modern sensibility while the materiality remains rooted in the local architectural vernacular. The buildings are not conceived as standalone objects, but rather as integrated elements of a larger, thoughtful urban composition.

The material palette plays a key role in expressing the design intent. Grey brick acts as a primary cladding material, chosen for its timelessness, and strong contextual relevance. It is a hallmark of Westboro's residential character, and its inclusion here helps the development sit comfortably within overall context.



Figure 9: Rendering of the proposed development, highlighting its materiality.

3.4 Massing

The height and scale of the proposed development represent a significant reduction from the as-of-right alternative within the schedules established by the previous Zoning By-law Amendment application where eight (8) and nine (9) storey building heights were permitted. Instead, the proposed massing is limited to three (3) storey buildings in the southern 2/3rds of the site and a single four (4) storey building to be located in the northwest corner.

The three (3) storey buildings in the southeast area are setback approximately 18 m beyond the fenced and tree-lined “Nun’s walk” such that any privacy and shadowing concerns on the existing low-rise residential will be entirely mitigated. Additionally, the remaining three (3) storey buildings in the southwest area have been oriented so that the end of the buildings, where building mass and window placement is minimal, are closest to the existing low-rise residential so as to also eliminate concerns regarding privacy and shadowing.

Finally, the location of the four (4) storey building in the northeast corner mitigates similar concerns as the building is in a very similar location as the western wing of the heritage building and this area does not abut any residential uses but rather an adjacent school yard with mature tree canopy. Figure 10 includes an aerial image that illustrates the extent of mature tree canopy within and adjacent to the subject lands which will naturally buffer the unlikely potential for privacy and overlook impacts from the proposed development.



Figure 10: Aerial view of the proposed development, facing northeast with adjacent school parking and tree line in foreground

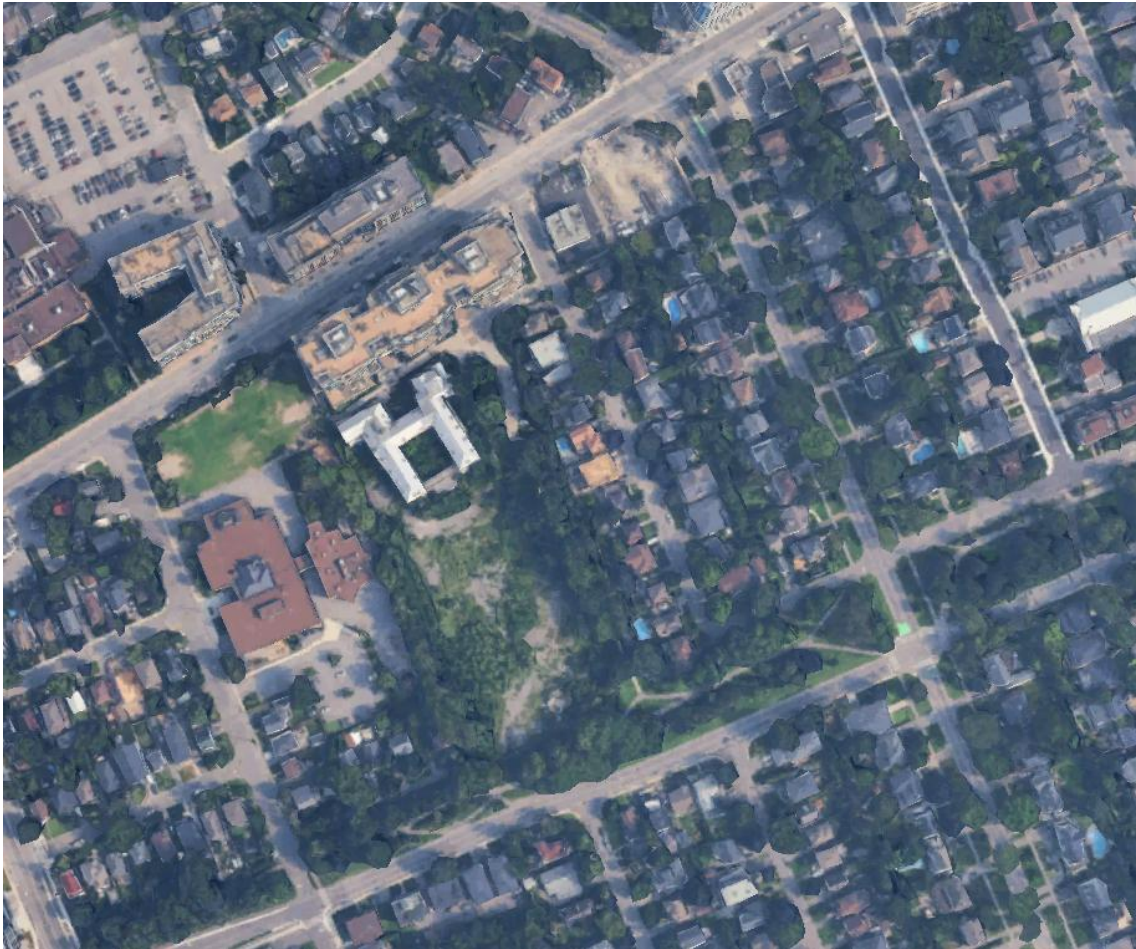


Figure 11: Aerial view of the subject property illustrating mature tree canopy on the east and west edges of the property.

4.0 Policy and Regulatory Review

4.1 Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS), issued under the authority of Section 3 of the Planning Act, provides policy direction on matters of provincial interest related to land use planning and development. The Planning Act requires that decisions affecting land use planning “be consistent with” such policy statements issued under the Act.

The PPS encourages planning authorities to permit and facilitate a range of housing options, including new development as well as residential intensification, to respond to current and future needs. The PPS also encourages efficient development patterns that optimize land use, resources, public investment, and public service facilities.

The proposed development is consistent with the following policies of the PPS:

- 2.1.4 To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:
- / maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and
 - / maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.
- 2.1.6 Planning authorities should support the achievement of complete communities by:
- / accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
 - / improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
 - / improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

The proposed development is consistent with Policy 2.1 of the PPS, as it is an intensification of the subject property, located in a built-up area of the city where services are readily available and with convenient access to public transit, nearby amenities, and employment opportunities. The proposed development seeks to create new housing options for a diversity of residents with a range of housing choices.

- 2.2.1 Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by permitting and facilitating:
- / all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 - / all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;

Promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

- 2.3.1 Land use patterns within settlement areas should be based on densities and a mix of land uses which:
- / efficiently use land and resources;
 - / optimize existing and planned infrastructure and public service facilities;
 - / support active transportation; and

/ are transit-supportive, as appropriate.

2.4.1 To support the achievement of complete communities, a range and mix of housing options, intensification and more mixed-use development, strategic growth areas should be planned:

- / to accommodate significant population and employment growth;
- / as focal areas for education, commercial, recreational, and cultural uses;
- / to accommodate and support the transit network and provide connection points for inter-and intra-regional transit; and,
- / to support affordable, accessible, and equitable housing.

The subject property is in a built-up settlement area with sufficient servicing and infrastructure. The subject property has access to existing and improving public transit, active transportation options, and a variety of nearby amenities and uses, thus helping to promote air quality, energy efficiency, and public health. The proposed development will occur in an existing community and add infill development to an existing neighbourhood.

The proposed development directs new housing development in a location where appropriate levels of infrastructure and public service facilities are readily available. The proposed development is compact in form, and its density will make efficient use of the subject property and support nearby public transit routes.

2.9.1 Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the impacts of a changing climate through approaches that:

- / support the achievement of compact, transit-supportive, and complete communities;
- / incorporate climate change considerations in planning for and the development of infrastructure, including stormwater management systems, and public service facilities;
- / support energy conservation and efficiency;
- / promote green infrastructure, low impact development, and active transportation, protect the environment and improve air quality; and
- / take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the impacts of a changing climate.

The proposed development intensifies the subject property with a compact and dense built form. Residents have modal choice to promote sustainable travel patterns in all weather conditions.

3.6.1 Planning for sewage and water services shall:

- / accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services and existing private communal sewage services and private communal water services;
- / ensure that these services are provided in a manner that:
 - can be sustained by the water resources upon which such services rely;
 - is feasible and financially viable over their life cycle;
 - protects human health and safety, and the natural environment, including the quality and quantity of water; and
 - aligns with comprehensive municipal planning for these services, where applicable.

- / promote water and energy conservation and efficiency;
- / integrate servicing and land use considerations at all stages of the planning process;
- / consider opportunities to allocate, and re-allocate, if necessary, the unused system capacity of municipal water services and municipal sewage services to support efficient use of these services to meet current and projected needs for increased housing supply.

3.6.8 Planning for stormwater management shall:

- / be integrated with planning for sewage and water services and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
- / minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;
- / minimize erosion and changes in water balance including through the use of green infrastructure;
- / mitigate risks to human health, safety, property and the environment;
- / maximize the extent and function of vegetative and pervious surfaces;
- / promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development; and
- / align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a watershed scale.

The subject property is in a built-up area with existing infrastructure and public service facilities. The proposed intensification of the subject property will help optimize the existing infrastructure, service facilities, and public transit. The proposed development will intensify lands in a built-up area and optimize the long-term availability and use of land and resources. The proposed development also contributes to the diversity of housing options in the surrounding area.

4.2 City of Ottawa Official Plan (2022, as amended)

The Official Plan for the City of Ottawa was approved November 4, 2022. The Plan provides a framework for development in the City until 2046, when it is expected that the City's population will surpass 1.4 million people. The Official Plan directs how the City will accommodate this growth over time and sets out the policies to guide the development and growth of the City.

4.2.1 Strategic Direction

The Official Plan proposes five (5) broad policy directions as the foundation to becoming the most liveable mid-sized city in North America over the next century.

1) Achieve, by the end of the planning period, more growth by intensification than by greenfield development.

Ottawa is projected to grow by 402,000 people by 2046, requiring 194,800 new households. The Official Plan assigns a 60 per cent share of future growth within Ottawa's existing built-up area by putting in place zoning and other mechanisms that avoid or delay further boundary expansions. The remainder of growth will take place through greenfield development in undeveloped greenfield lands and additional developable land assigned through urban boundary expansion.

As an infill development within the Inner Urban Transect, the proposed development advances the objective to achieve more growth through intensification than greenfield development.

2) By 2046, the majority of trip in the City will be made by sustainable transportation.

The mobility goal of the Official Plan is that by 2046, more than half of all trips will be made by sustainable transportation. 40 per cent of Ottawa's current greenhouse gas emissions are transportation related. Sustainable transportation options are fundamental to 15-minute neighbourhoods and vibrant communities. Achieving this goal relies on the City's investments in transit, particularly the construction of further stages of Light Rail Transit (LRT) and funding of other rapid transit initiatives.

The subject property is well-served by existing frequent transit routes along Richmond Road and will benefit from its proximity to the Westboro transit station which is slated to convert from bus to light rail rapid transit in 2027.

3) Improve our sophistication in urban and community design and put this knowledge to the service of good urbanism at all scales, from the largest to the very small.

A goal of the Official Plan is to contribute towards stronger, more inclusive and more vibrant neighbourhoods and Villages. The Official Plan introduces a transect approach to distinguish Ottawa's distinct neighbourhoods and rural Villages, resulting in policies that are better tailored to an area's context, age and function in the city. Policies associated with land use designations, including Hubs, Corridors, Neighbourhoods and Rural Villages are specific to the context of each transect.

The urban design and transition policies of the Official Plan support higher-density development on the subject property to optimize land use efficiency and promote a well-integrated built form.

4) Embed environmental, climate and health resiliency and energy into the framework of our planning policies.

The Official Plan contains policies to encourage the evolution of neighbourhoods into healthy, inclusive and walkable 15-minute neighbourhoods with a diverse mix of land uses. It also includes policies to help the City achieve its target of 100 per cent greenhouse gas emissions reduction by 2050, its target

of a 40 per cent urban forest canopy cover and to increase the City's resiliency to the effects of climate change.

The proposed redevelopment of the subject property supports the City's environmental objectives in the following ways:

- **Strengthening and contributing to a complete community;**
- **Supporting sustainable mobility options;**
- **Accommodating housing demand, reducing pressure for future land conversion;**
- **Proposing a more compact building format, which is correlated with lower operational energy use.**

5) Embed economic development into the framework of our planning policies.

In the Official Plan, an economic development lens is taken to policies throughout. While land use policies in the Official Plan alone do not ensure economic development, they provide a foundation for other City initiatives and programs to support economic development. In the Plan, flexible land use designations are adaptable to changing economic conditions, new industries and ways of doing business. The Official Plan also supports a broad geographic distribution of employment so that people have the choice to work closer to where they live.

The redevelopment supports this policy by introducing a mix of uses that will include office within the renovated portion of the heritage building, improving local activity and accessibility. In addition, the proposed intensification contributes to the City's broader goals of sustainability, livability, and long-term housing affordability.

4.2.2 Cross Cutting Issues

The Official Plan establishes a number of cross-cutting issues. Some of the City's policy goals require implementation policies that span multiple themes and fall under a number of other City policies, plans, by-laws and practices. Six cross cutting issues have been identified that are essential to the achievement of a liveable city, which are implemented through the policies in multiple sections of the Official Plan:

- / Intensification
- / Economic Development
- / Energy and Climate Change
- / Healthy and Inclusive Communities
- / Gender Equity
- / Culture

Section 2.2.1, Intensification and Diversifying Housing Options, provides policy direction for intensification within the City of Ottawa. It is identified that residential growth be directed towards Hubs, Corridors and surrounding Neighbourhoods where daily and weekly needs can be accessed within a short walk.

Section 2.2.2, Economic Development, provides policy direction for economic growth and development. The intention is to support Ottawa's economic growth by attracting talent, focusing on employment in strategic areas, integrating land uses, supporting key sectors like education and health, and protecting spaces for business, logistics, and rural development.

Section 2.2.3, Energy and Climate Change, provides policy direction for the mitigation and adaptation to climate change. The Official Plan aims to achieve the development of a compact and connected city where higher density development is encouraged in areas close to transit and within walking distance of a wide range

of services. A compact urban built form with a mix of land uses and housing options is encouraged, to ensure both energy efficiency and sustainable patterns of development over the long term. Further, a shift from the reliance of personal automobiles to active and zero emission transportation modes such as public transit, walking and cycling is favoured.

Section 2.2.4, Healthy and Inclusive Communities, provides policy direction to promote healthy, inclusive, and resilient communities by encouraging 15-minute neighbourhoods, accessible design for all ages, and sustainable development. It recognizes that the built environment plays a key role in addressing public health challenges, supporting well-being, and building resilience to climate and social stressors.

Section 2.2.5, Gender Equity, provides policy direction to embed gender and racial equity into all aspects of planning by recognizing how intersecting identities affect access to housing, mobility, and amenities. It aims to eliminate systemic barriers through inclusive engagement and tools that assess equity at every stage of the planning process, improving quality of life for all residents.

Section 2.2.6, Culture, provides policy direction integrating culture into land use planning to foster identity, inclusion, and well-being. It supports creating cultural spaces, promoting the arts in placemaking, reinforcing local identity through design, and growing the creative economy to enhance livability and attract talent.

4.2.3 Growth Management Framework

Section 3 of the Official Plan establishes policies to support intensification. Ottawa's population is projected to grow by 40 per cent between 2018 and 2046 with 51% of that growth targeted to occur through intensification within the built-up areas of the City. This overall intensification target is anticipated to be achieved through a gradual increase in intensification over the life of the Official Plan (stepping from 40% in 2018 up to 60% by 2046).

Section 3.2, Policy 3 states that the vast majority of residential intensification shall focus within 15-minute neighbourhoods, which are comprised of Hubs, Corridors and lands within the Neighbourhood designations.

Section 3.2, Policy 8 states that intensification should occur in a variety of dwelling unit floorspace sizes to provide housing choices. Dwelling sizes are categorized into two broad categories, with a range of floorspaces occurring within each category:

- a) Small-household dwellings are units with up to two bedrooms and are typically within apartment-built forms; and
- b) Large-household dwellings are units with three or more bedrooms or an equivalent floor area and are typically within ground-oriented built forms.

Table 3b of the Official Plan

| Neighbourhood and Residential Density and Large Dwelling Targets | | |
|---|--|---|
| | Target Residential Density Range for Intensification, Dwellings per Net Hectare | Minimum Proportion of Large-household Dwellings within Intensification |
| Inner Urban Transect | 60-80 | Within the Neighbourhood designation: Existing lots with a frontage generally 15 metres or wider: Target of 50 per cent for Low-rise buildings |

The proposed development of 173 units on 1.71 hectares translates into a density of approximately 102 units per hectare which exceeds the target neighbourhood density noted above. 140 (81%) of the 173 units are proposed as larger units (3 bed or greater than 80 SM), however the frontage of the subject lands does not technically obligate the development to provide any large-household dwellings.

4.2.4 Transect and Land Use Designation

Schedule A of the Official Plan divides the City into six (6) concentric policy areas called Transects. Each Transect represents a different gradation in the type and evolution of built environment and planned function of the lands within it, from most urban to rural. The subject property is located within the **Inner Urban Transect** as seen below (Figure 12).

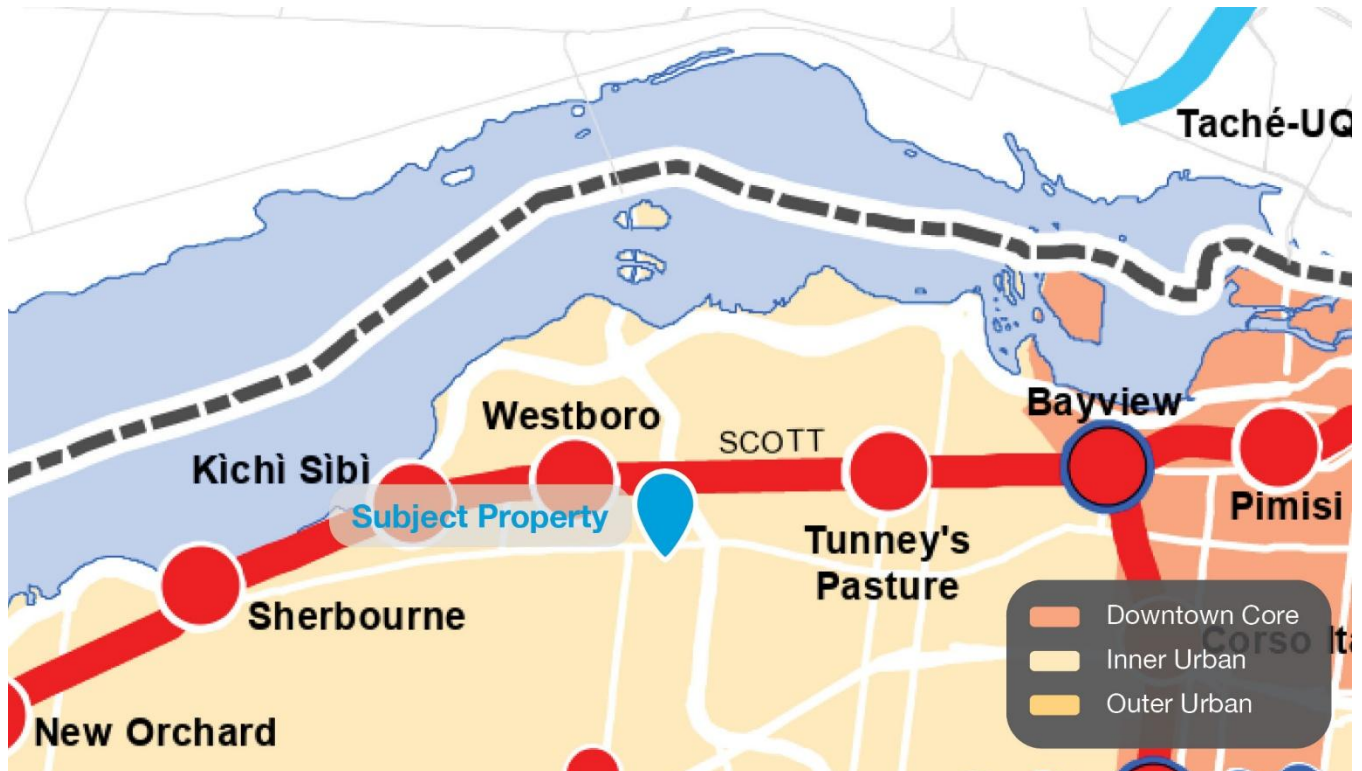


Figure 12: Schedule A

The Inner Urban Transect includes the pre-World War II neighbourhoods that immediately surround the Downtown Core, and the earliest post-World War II areas directly adjacent to them.

Section 5.2.1 Policy 1 states the Inner Urban Transect's built form and site design includes both urban and suburban characteristics as described in Table 6. Its intended pattern is urban.

Section 5.2.1 Policy 2 states in the Inner Urban Transect, the City shall support the development of large parcels and superblocks into fully urban districts and integrated neighbourhood centres, including:

- a) Intensification or redevelopment of old shopping centres;
- b) Encouraging mid-20th century tower-in-the-park sites to infill underused lands on their sites so as to connect with and frame the surrounding streets, increase housing choice and integrate existing towers with the physical and social fabric of abutting neighbourhoods; and
- c) Requiring that the development of such parcels introduce permanent and high-quality public pedestrian networks within the site through easements and public streets, and to orient new buildings to such networks and to public streets.

Section 5.2.1 Policy 3 states The Inner Urban Transect is generally planned for mid- to high-density development, subject to:

- a) Proximity and access to frequent street transit or rapid transit;
- b) Limits on building heights and massing, as per the underlying functional designation, and the separation of tower elements, established through secondary plans or area-specific policy, the functional designations and urban design policies in Subsection 4.6, or as a result of the application of heritage conservation policies in Subsection 4.5; and
- c) Resolution of any constraints in water, sewer and stormwater capacity.

Section 5.2.1 Policy 4 states the Inner Urban Transect shall continue to develop as a mixed-use environment, where:

- a) Hubs and a network of Mainstreets and Minor Corridors provide residents with a full range of services within a walking distance from home, in order to support the growth of 15-minute neighbourhoods;
- b) Small, locally oriented services may be appropriately located within Neighbourhoods;
- c) Existing and new cultural assets are supported, including those that support music and nightlife;
- d) Larger employment uses are directed to Hubs and Corridors; and
- e) Increases in existing residential densities are supported to sustain the full range of services noted in Policy a).

The proposed development will contribute to a meaningful increase in residential density within the neighbourhood, making more efficient use of existing land and infrastructure. By introducing additional housing units in a built-up area, the development supports intensification objectives.

The increase in density also reinforces the viability and function of a 15-minute neighbourhood. With a greater concentration of residents, there is increased demand to sustain a diverse range of nearby amenities, including retail, services, parks, and community facilities.

Section 5.2.1 Policy 5 states the Inner Urban area is planned for mid- to high-density, urban development forms where either no onsite parking is provided, or where parking is arranged on a common parking area, lot or parking garage accessed by a common driveway. The following policies apply to private approaches:

- a) The privatization of curb space through increasing private approaches, whereby an on-site private parking space for one or two landowners precludes the use of curb space for street parking and other purposes for all users:
 - i) Is generally discouraged; and
 - ii) May be prohibited on small or narrow lots, or where such private approaches are proposed to serve a small number of parking spaces.
- b) Maintaining or enhancing unbroken curb space for short-term, visitor and permit-zone street parking and other common purposes, and front yard space for trees and intensive landscaping, is given priority over private approaches; and
- c) Further to the above, development applications may be required to
 - i) Reduce the number and/or width of private approaches on a site;
 - ii) Re-use existing private approaches; or
 - iii) Relocate and/or combine existing private approaches with no net increase in number or width.
- d) In the case of completely new areas or neighbourhoods developed by Plan of Subdivision, each city block shall be planned to minimize the number of vehicular private approaches and combine or share accesses to the greatest extent possible.

Section 5.2.1 Policy 2 states the transportation network for the Inner Urban Transect shall:

- a) Prioritize walking cycling and transit; and
- b) Accommodate motor vehicle access and movement provided doing so does not erode the public realm nor undermine the priority of pedestrians, cyclists and transit users.

Section 5.2.1 Policy 3 states motor vehicle parking in the Inner Urban Transect shall be managed as follows:

- a) Motor vehicle parking may only be required for large-scale developments, and only to the extent needed to offset sudden large increases in parking demand;
- b) No parking shall be required as a condition of development within Hubs;
- c) Surface parking within 300 metre radius or 400 metres walking distance, whichever is greatest, of an existing or planned rapid transit station, shall be limited to a very small amount of spaces only for short-term drop-off and pick-up, or delivery vehicles; shall not be located between the building and the sidewalk; and shall be accessed and egressed by the narrowest possible driveway; and
- d) Where new development is proposed to include parking as an accessory use, such parking:
 - i) Shall be hidden from view of the public realm by being located behind or within the principal building, or underground;
 - ii) Shall be accessed by driveways that minimize the impact on the public realm and on both City owned trees and privately-owned distinctive trees, and result in no net increase in vehicular private approaches; and
 - iii) May be prohibited on small lots or where parking cannot reasonably be accommodated in a manner consistent with the intent of this Plan.

Section 5.2.1 Policy 1 states Neighbourhoods located in the Inner Urban area and within a short walking distance of Hubs and Corridors shall accommodate residential growth to meet the Growth Management Framework as outlined in Subsection 3.2, Table 3b. The Zoning By-law shall implement the density thresholds in a manner which adheres to the built form requirements as described in Subsection 5.6.1, as applicable and that:

- a) Allows and supports a wide variety of housing types with a focus on missing-middle housing, which may include new housing types that are currently not contemplated in this Plan;
- b) The application of Zoning By-law development standards to be applied as one lot for zoning purposes to support missing middle housing;
- c) Provides for a low-rise built form, by requiring in Zoning a minimum built height of 2 storeys, generally permitting 3 storeys, and where appropriate, will allow a built height of up to 4 storeys to permit higher-density low-rise residential development;
- d) Provides an emphasis on regulating the maximum built form envelope that frames the public right of way rather than unit count or lot configuration; and
- e) In appropriate locations, to support the production of missing middle housing, lower-density typologies may be prohibited.

The subject site's Neighbourhood designation supports the three (3) to four (4) storey proposed height while the close proximity to a Mainstreet Corridor encourages the use of active transportation and public transit by providing convenient, safe, and direct access to key destinations. This transit-supportive location reduces reliance on private automobiles and promotes walking, cycling, and transit use as viable and attractive modes of travel for residents, employees, and visitors.

Motor vehicle access to the site is designed to function efficiently while minimizing potential conflicts with pedestrians, cyclists, and transit users. Access points are limited and strategically located to reduce

curb cuts and interruptions along the streetscape, thereby preserving pedestrian continuity and safety. This approach also minimizes visual and functional impacts on the public realm and supports a high-quality streetscape.

The subject property is designated Neighbourhood and Evolving Neighbourhood overlay as seen below (Figure 13).

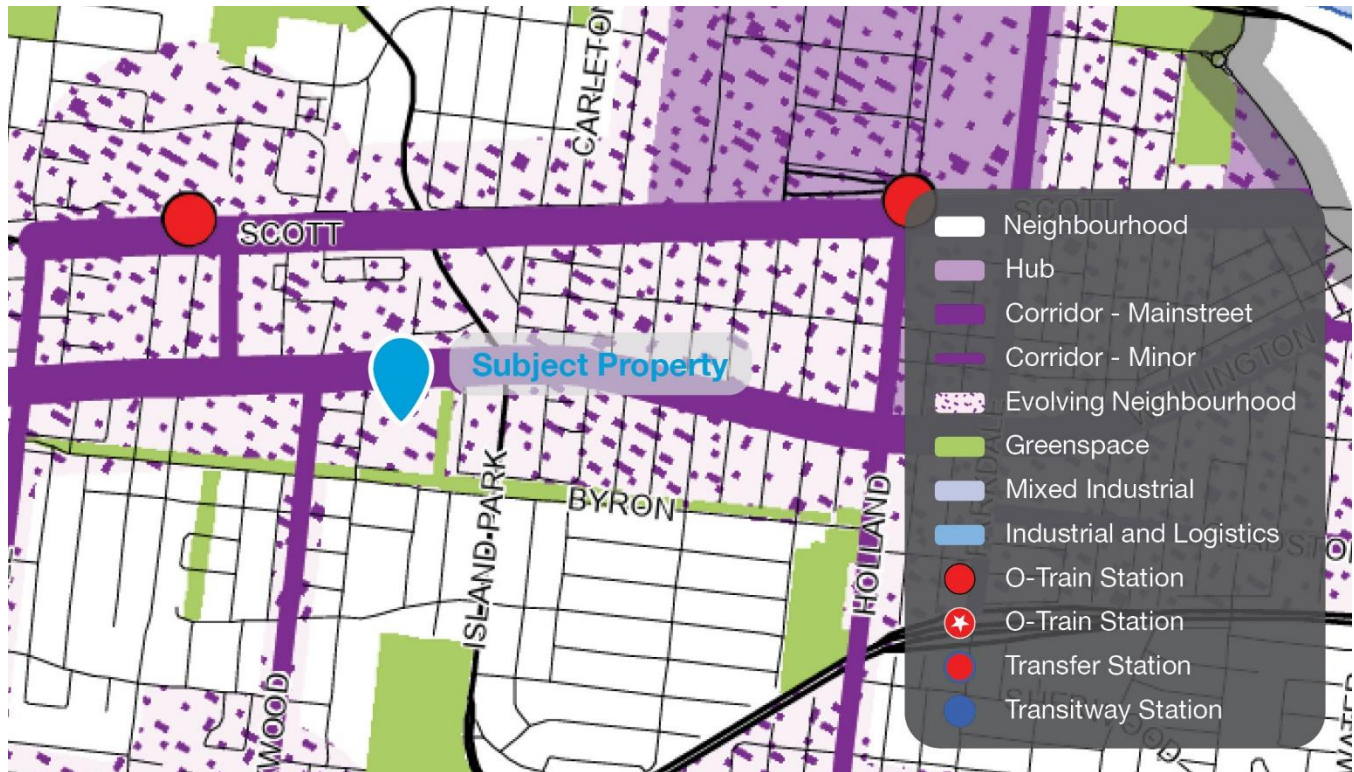


Figure 13: Schedule B5 - Suburban (West) Transect

Neighbourhoods are contiguous urban areas that constitute the heart of communities. It is the intent of this Plan that they, along with hubs and corridors, permit a mix of building forms and densities.

Section 6.3.1 Policy 2 states permitted building heights in Neighbourhoods shall be Low-rise, except:

- a) Where existing zoning or secondary plans allow for greater building heights; or
- b) In areas already characterized by taller buildings within the Neighbourhood designation.

Section 6.3.1 Policy 4 states The Zoning By-law and approvals under the Planning Act shall allow a range of residential and nonresidential built forms within the Neighbourhood designation, including:

- / Generally, a full range of Low-rise housing options sufficient to meet or exceed the goals of Table 2 and Table 3b;
- / Housing options with the predominant new building form being missing middle housing, which meet the intent of Subsection 6.3.2, Policy 1);
- / In appropriate locations including near rapid-transit stations, zoning may prohibit lower-density housing forms.
- / The Zoning By-law will distribute permitted densities in the Neighbourhood by:

- a) Allowing higher densities and permitted heights, including predominantly apartment and shared accommodation forms, in areas closer to, but not limited to, rapid-transit stations, Corridors and major neighbourhood amenities;
- b) Allowing lower densities and predominantly ground-oriented dwelling forms further away from rapid-transit stations, Corridors and major neighbourhood amenities; and
- c) Provide for a gradation and transition in permitted densities and mix of housing types between the areas described in a) and b).

The proposed development is characterized by a low-rise built form, which is consistent with and supportive of the applicable policy framework governing development within the area and the specific location which is beyond 600 m from rapid transit. By maintaining a scale that is compatible with the surrounding context, the proposal respects the existing neighbourhood character while aligning with the policy direction that encourages sensitive and context-appropriate intensification.

At the same time, the development represents a thoughtful form of intensification on the subject property, making more efficient use of underutilized land without introducing undue impacts associated with larger-scale forms. This approach strikes an appropriate balance between accommodating growth and maintaining the established built environment.

Section 6.3.1 Policy 1 states The Zoning By-law and approvals under the Planning Act will allow innovative buildings forms, including in the missing middle housing category, in order to strengthen, guide towards or seed conditions for 15minute neighbourhoods. Innovative building forms include, but are not limited to: adaptive reuse of existing buildings into a variety of new uses; development of existing shopping centres; co-location of housing above City facilities including those facilities on land dedicated by parkland (libraries and recreation centres) as per Subsection 4.4.6, Policy 3), City-owned or other; development of a single lot or a consolidation of lots to produce missing middle housing; and by providing air-rights for housing above City infrastructure and facilities, including transit facilities.

The proposed development includes the adaptive re-use of the existing convent building currently located on the subject property, representing a sustainable and context-sensitive approach to redevelopment. By retaining and repurposing the structure, the proposal conserves the embodied energy of the existing building and reduces the need for demolition and new material consumption, thereby minimizing environmental impacts associated with construction.

Section 6.3.1 Policy 2 states The City will establish form-based regulation through the Zoning By-law, Site Plan Control and other regulatory tools as appropriate, consistent with Transect direction. Such form-based regulations may include requirements for articulation, height, setbacks, massing, floor area, roofline, materiality and landscaped areas having regard for:

- a) Local context and character of existing development;
- b) Appropriate interfaces with the public realm, including features that occupy both public and private land such as trees;
- c) Appropriate interfaces between residential buildings, including provision of reasonable and appropriate soft landscaping and screening to support livability;
- d) Proximity to Hubs, Corridors and rapid-transit stations;
- e) Transition in building form to and from abutting designations;
- f) The intended density to be accommodated within the permitted building envelope; and
- g) The provisions of Subsection 4.2 Policy 1(d).

Section 6.3.1 Policy 4 states the Zoning By-law may establish separate standards as appropriate for development on interior lots, corner lots, through lots and whole block lots, in order to produce coherent and predictable built form and site development outcomes that contribute to well-designed blocks and street lines.

Section 6.3.1 Policy 7 states sites that are underutilized or convert from non-residential uses, for example golf courses, school sites or churches, may convert to residential, provided all of the following are met:

- a) The proposed development includes the majority of its site as low-rise missing middle housing typologies;
- b) The intent of the growth management requirements of Section 3 are met;
- c) The proposed development includes an affordable housing component meeting Subsection 4.2 and provides a non-residential component in order to contribute to 15-minute neighbourhoods, preferably an underserved non-residential component such as community infrastructure or local retail and commercial services and
- d) Industrial or commercial sites, such as shopping centre redevelopments, which are located within the Neighbourhood designation do not fall under this policy and must rely on the direction of Subsection 3.2, Policy 6).

The proposed development will convert the land use of the subject property from institutional to commercial and residential, representing a transition toward a use that more directly supports the City's housing objectives. While the existing institutional use has historically served a specific and limited segment of the population, its conversion to commercial and residential will enable the site to accommodate a broader range of residents and contribute more actively to meeting current housing demand. The design and location of the proposed buildings are intended to blend sensitively into the existing built context while preserving and augmenting the existing mature tree canopy that exists near the east, west, and south property lines.

Section 5.6 of the Official Plan includes several categories of overlays which apply to compliment the underlying designations found in Section 4. These overlays provide additional policy direction to allow certain types of activities and provide built form guidance in evolving areas.

Section 5.6.1 details the Evolving Neighbourhood Overlay which is applied to areas of the Neighbourhood Designation in close proximity to Hubs and Corridors to signal a gradual evolution over time that will see a change in character to support intensification, including guidance for a change in character from suburban to urban to allow new built forms and more diverse functions of land.

Section 5.6.1.1 states these areas are proximate to the boundaries of Hubs and Corridors as shown in the B-series of schedules of this Plan. The Evolving Neighborhood Overlay will be applied generally to the properties that have a lot line along a Minor Corridor; lands 150 meters from the boundary of a Hub or Mainstreet designation; and to lands within a 400-metre radius of a rapid transit station. The Overlay is intended to provide opportunities that allow the City to reach the goals of its Growth Management Framework for intensification through the Zoning By-law, by providing:

- a) Guidance for a gradual change in character based on proximity to Hubs and Corridors,
- b) Allowance for new building forms and typologies, such as missing middle housing;
- c) Direction to built form and site design that support an evolution towards more urban built form patterns and applicable transportation mode share goals; and
- d) Direction to govern the evaluation of development.

Section 5.6.1.2 outlines that where an Evolving Neighborhood Overlay is applied:

- a) The Zoning By-law shall provide development standards for the built form and buildable envelope consistent with the planned characteristics of the overlay area, which may differ from the existing characteristics of the area to which the overlay applies; and

b) The Zoning By-law shall include minimum-density requirements as identified in Table 3a, and permissions to meet or exceed the density targets of Table 3b.

Section 5.6.1.6 states Zoning By-law development standards and development on lands with an Evolving Neighborhood Overlay should generally include built form and site design attributes that meet most of the urban characteristics described in Table 6 in Section 5.

As noted the proposed development is going to slightly exceed the density targets of Table 3b providing missing middle housing and new built form on the lands that represents an evolution to more urban built form that will effectively serve as an ideal transition from the nine (9) storey mid-rise building adjacent to Richmond Road and the single detached dwellings that exist to the east, west, and south of the subject property. The proposed development will comfortably advance the urban characteristics in Table 6 of Section 5 which seeks higher lot coverage, reduced front yards and minimal side yards, building entrances that connect to the public realm, and limited and concealed parking.

4.2.5 Support the Shift Towards Sustainable Modes of Transportation

Section 4.1.4 of the Official Plan supports the shift towards sustainable modes of transportation by permitting reductions in the minimum parking requirements within proximity to transit.

Section 4.1.4, Policy 2 states that the City shall manage the supply of parking to minimize and to gradually reduce the total land area in the City consumed to provide surface parking. Minimum parking requirements may be reduced or eliminated, and maximum parking limits may be introduced, in all the following locations

- a) Hubs and Corridors;
- b) Within a 600-metre radius or 800 metre walking distance, whichever is greatest, to existing or planned rapid transit stations;
- c) Within a 300-metre radius or 400 metre walking distance, whichever is greatest, to existing or planned street transit stops along a Transit Priority Corridor or a Frequent Street Transit route;
- d) Other areas determined by Council.

The proposed development provides significant residential intensification of a long vacant institutional site within the Inner Urban Transect designation. It includes reduced residential vehicle parking, ample bicycle parking, has decent access to the local active and rapid transportation networks, and benefits from the current and planned public transit improvements. Together, these features support a modal split that prioritizes active and public transportation, helping to reduce reliance on personal vehicles.

4.2.6 Housing

Adequate, safe, and affordable housing makes Ottawa a good place to live and do business. Housing that meets needs across ages, incomes and backgrounds and supports accessibility needs is a key requirement for health and well-being as well as attracting and retaining highly skilled labour and new businesses.

Market-based housing refers to homes that are bought and sold by private owners, as well as new housing built by developers. As Ottawa grows and its population becomes more diverse, a wider range of housing types will be needed, including options of varying sizes and forms, some of which may be new or uncommon in the city today.

The Official Plan strives to facilitate a diversity of housing options for both private ownership and rental. The City will promote a range of affordable and market-rate housing by providing a toolkit of planning incentives and direct supports that allows for a greater number of units within the permitted built form envelope; and application

processing priority and consider new policies or development application requirements through a housing- and mobility- affordability lens.

Section 4.2.1, Policy 1 states that a diverse range of flexible and context- sensitive housing options in all areas of the city shall be provided through the Zoning By-law, by:

- a) Primarily regulating the density, built form, height, massing and design of residential development, rather than regulating through restrictions on building typology;
- b) Promoting diversity in unit sizes, densities and tenure options within neighbourhoods including diversity in bedroom count availability;
- c) Permitting a range of housing options across all neighbourhoods to provide the widest possible range of price, occupancy arrangements and tenure;
- d) Establishing development standards for residential uses, appropriately balancing the value to the public interest of new policies or development application requirements against the impacts to housing affordability; and
- e) The City shall maintain, at all times, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate intensification and land in draft approved and registered plans.

Section 4.2.1, Policy 2 states that the City shall support the production of a missing middle housing range of mid-density, low-rise multi-unit housing, in order to support the evolution of healthy walkable 15-minute neighbourhoods by:

- a) Allowing housing forms which are denser, small-scale, of generally three or more units per lot in appropriate locations, with lot configurations that depart from the traditional lot division and put the emphasis on the built form and the public realm, as-of-right within the Zoning By-law;
- b) Allowing housing forms of eight or more units in appropriate locations as-of-right within the Zoning By-law; and
- c) In appropriate locations allowing missing middle housing forms while prohibiting lower-density typologies near rapid-transit stations within the Zoning By-law.

The proposed development provides for a diverse range of housing options, tailored to the current and future needs of the population, by providing a dense residential development that includes a diversity of unit sizes. Furthermore, the proposed development introduces an important missing middle housing typology, in the form of low-rise apartment / stacked townhouse dwellings which include a high percentage of larger, family-oriented units which create a smooth transition between the adjacent mid-rise and single-detached built form while maximizing land use efficiency.

4.2.7 Cultural Heritage

Section 4.5.2 details the policies related to the management of built and cultural heritage resources through the development process. **According to Section 4.5.2.1** When reviewing development applications affecting lands and properties on, or adjacent to a designated property, the City will ensure that the proposal is compatible by respecting and conserving the cultural heritage value and attributes of the heritage property, streetscape or Heritage Conservation District as defined by the associated designation bylaw or Heritage Conservation District Plan and having regard for the Standards and Guidelines for the Conservation of Historic Places in Canada.

Section 4.5.2.2 requires that development or an application under the Ontario Heritage Act on or within land within 30 m of a protected heritage property be accompanied by a Heritage Impact Assessment.

Section 4.5.2.3 states that the Heritage designation is, in part, intended to ensure contextually appropriate development and is not intended to discourage intensification or limit housing choice. Elements of the built form, including height, scale and massing, of such development shall ensure that the defined cultural heritage value and attributes of the property or HCD will be conserved, while balancing the intensification objectives outlined throughout this Plan.

Section 4.5.3.2 states that the City may work with faith groups in order to find approaches to the adaptive re-use of their places of worship that shall preserve and honour their cultural heritage value in changing urban, suburban or rural environments.

The subject property is designated under Section 29 of the Ontario Heritage Act and in response to section 4.5.2 of the Official Plan a Heritage Impact Assessment was provided by Heritage Studio in support of the proposed development with particular focus on the proposed renovation of the former Convent Building and significant grounds.

The HIA recognizes the impact of removing a significant portion of the existing building but notes that the extent and cost of repair of the full building, as analyzed by John G. Cooke, an independent expert in heritage restoration, is an unrealistic burden to a private developer as evidenced by the 15 years of vacancy and continued decline since the first phase of redevelopment. The HIA notes that the proposed renovation presents an immediate opportunity to conserve a meaningful and illustrative portion of the former monastery. It also notes “the placement, scale, and massing of the proposed residential development have been carefully arranged so that the retained convent wings and the Gothic Revival house remain the primary focal points in key views into and through the site”.



Figure 14: at grade view of the proposed development illustrating the integration of new buildings with the renovation of the heritage building.

The reinterpretation of the courtyard space is also considered “a defining spatial characteristic of the monastery complex, represents a meaningful and evocative design response”.

“Overall, while the proposed demolition will result in a significant adverse impact, the rehabilitation and adaptive reuse of the retained convent wings and Gothic Revival house, together with the implementation of mitigation measures, will ensure that a meaningful and representative portion of the site’s cultural heritage value is conserved.”

HIA concludes that the proposal:

- **Complies to the extent possible with Policy 4.6.1 of the Provincial Planning Statement;**
- **Supports Policy 4.5.2 (3) of the Official Plan;**
- **Achieves Standard 11 of Parks Canada’s Standards and Guidelines for the Conservation of Historic Places in Canada; and**
- **Achieves Guiding Principle Number 7 of the Ministry’s Eight Guiding Principles in the Conservation of Historic Properties**

4.2.8 Urban Design

Urban design plays an important role in supporting the City’s objectives such as building healthy 15-minute neighbourhoods, growing the urban tree canopy and developing resilience to climate change. New developments should be designed to make healthier, more environmentally sustainable living accessible for people of all ages, genders and social statuses.

Section 4.6 of the Official Plan outlines the City’s urban design objectives. The proposed redevelopment of the subject property adheres to the following urban design policies required by the Official Plan:

- / Demonstrate that the intent of applicable Council-approved plans and design guidelines are met (**Section 4.6.5, Policy 1**);
- / Responds to context, transect area policies, frames the adjacent street, provides an appropriate setback, and has clearly visible main entrances from public sidewalks (**Section 4.6.5, Policy 2**); and
- / Minimize conflict between vehicles and pedestrians and limit interruptions along sidewalks. Preferentially locate parking below grade and screen any surface parking from the public realm (**Section 4.6.5, Policy 3**).

The low-rise development proposed provides an appropriate and sensitive transition to the surrounding residential uses located to the east and south of the subject property. By maintaining a building height and massing that is consistent with the existing neighbourhood context, the development mitigates potential impacts related to overlook, shadowing, and loss of privacy. This graduated approach to built form helps ensure compatibility with adjacent properties and reinforces the established character of the area, while still accommodating a modest level of intensification.

In addition to its contextual fit, the site design has been carefully organized to minimize potential conflicts between vehicles and pedestrians. Vehicular access points, drive aisles, and parking areas are configured to be clear and legible, reducing the likelihood of conflict points and improving overall safety. At the same time, pedestrian movement is prioritized through the inclusion of dedicated walkways that are separated, where possible, from vehicular routes.



Figure 15: At grade rendering of the proposed development illustrating the high-quality integrate pedestrian infrastructure which provides connectivity throughout the subject site.

The proposed design successfully frames and animates the Byron Pathway and the “Nun’s Walk” pedestrian areas which are main public interaction opportunities with the proposed development. The draft Design Guidelines for Low Rise Infill Housing have been considered in the design and are analyzed in detail later in this report.

In summary, it is our professional opinion that the proposed development aligns with the policies and objectives of the City of Ottawa Official Plan. The proposed low-rise buildings provide appropriate transition to adjacent low-rise dwellings and surrounding uses. The proposal represents a logical and context-sensitive form of intensification.

4.3 Richmond Road / Westboro Secondary Plan

The subject lands are located with the Richmond Road / Westboro Secondary Plan which serves as a guide to long-term design and development and a framework for change and intensification in the Westboro neighbourhood. The Unifying Vision and guiding principles for development focus on retaining and increasing useable greenspace, increasing recreational amenities, prioritizing active transportation, and ensuring that new development is compatible relative to the scale and character of the existing neighbourhood.

The northern half of the subject lands are located within **Planning Area Sector 4** (East Village) on Schedule A of the Secondary Plan (**Figure 16**). The Sector speaks to the importance of preserving and enhancing the active transportation and green functions of Richmond Road and the Byron Linear Park. The balance of Sector 4 policies focus on Richmond Road and Scott Street site which do not apply to the Subject Lands.

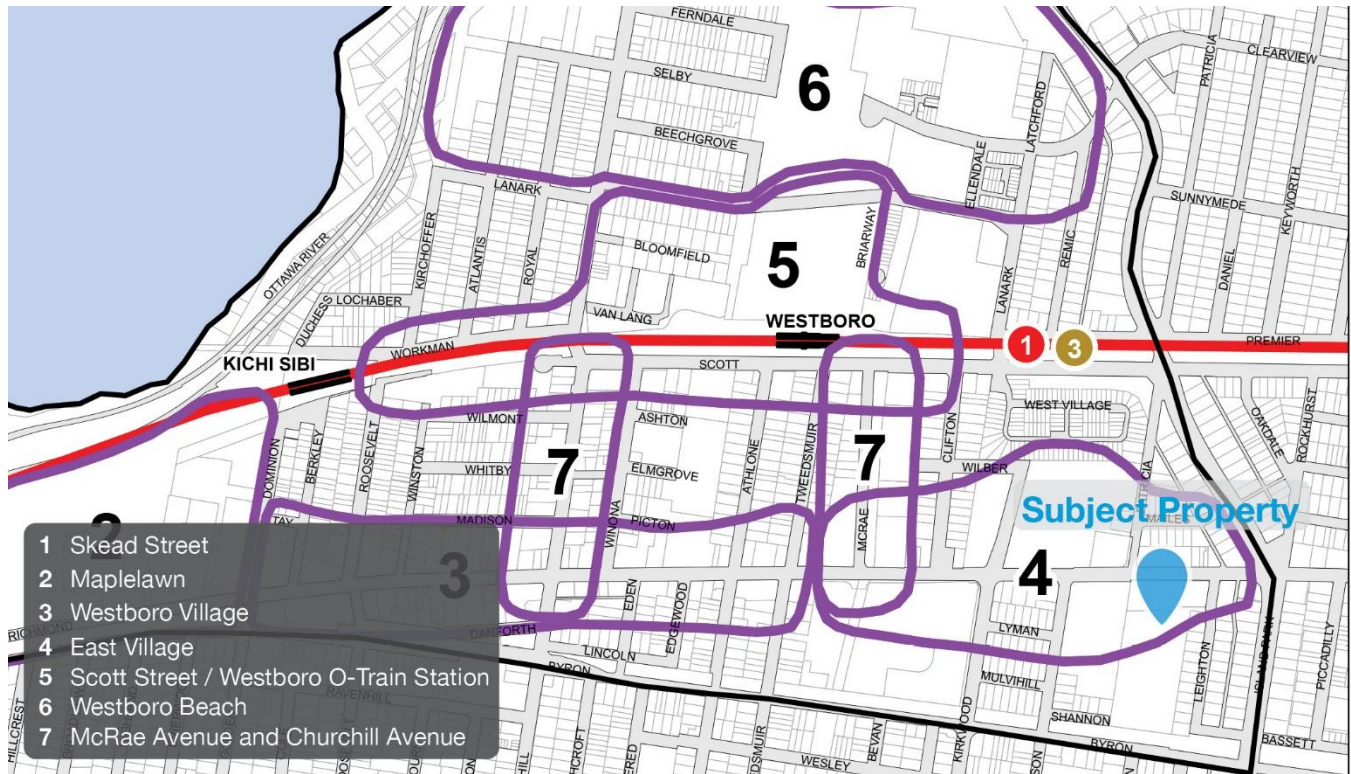


Figure 16: Richmond Road / Westboro Secondary Plan Schedule A

Section 5 of the Secondary Plan deals with land uses and maximum building heights. The policies that apply to Sector 4 encourage the evolution of the East Village to a Mainstreet Corridor character as an extension to Westboro Village and a link to the West Wellington traditional mainstreet east of Island Park Drive. The applicable policies are summarized as follows:

- a) Maintain maximum building heights at four storeys where lots are less than 45 metres in depth and abut low-rise neighbourhoods, and generally up to six storeys, depending on lot depth and the application of built form policies in Section 4.6 of the Official Plan; and
- d) Encourage the retention and adaptive re-use of the Soeurs de la Visitation convent at 114 Richmond Road

Finally, **Section 6** deals with heritage and simply states the support for the preservation and adaptive reuse of heritage buildings within the planning area in keeping with the heritage policies contained in Section 4.5 of the Official Plan.

While the applicability of the Secondary Plan policies are not extensive, the proposal respects the envisioned maximum heights, respects the priorities for Richmond Road and the Byron pathway, and seeks to retain and re-use a significant portion of the convent to include uses which will allow the new and existing residential community to enjoy and re-animate the heritage assets of the property.

4.4 New Urban Design Guidelines for Low-Rise Infill Housing Draft Two

The City of Ottawa is in the process of developing new comprehensive Urban Design Guidelines for Low-rise Infill Housing. Draft Two of the Guidelines is currently available and applicable sections of the Guidelines are below. While low-rise development policies apply citywide, they primarily target areas within the Official Plan neighbourhood designation.

The following guidelines relate to, and are addressed by, the proposed development:

1.0 Site Organization

1.1 Building Placement

- / Guideline 4: Avoid garage-dominant frontages and long blank walls on principal elevations. Where these conditions are not typical in the existing or planned context.
- / Guideline 5: On deep lots where units rely primarily on side-facing windows for daylight and ventilation, consider providing increased side yard separation beyond minimums to improve access to light and air and reduce overlook to neighbouring yards and windows. Use step-backs, upper-storey setbacks, and window placement to further limit impacts.
- / Guideline 6: Preserve continuous planting zones and support long term canopy along street edges and shared outdoor spaces.

The proposed development design involves structured underground parking such that the prominent public frontages are those of animated pedestrian-oriented frontages. Although the subject lands are deep, the design focuses on multiple buildings that are oriented and located to maximize daylight and ventilation while eliminating risks of overlook. The proposal will endeavour to preserve the existing mature trees along the Byron Linear pathway and the “nun’s walk” along the eastern portion of the property. Any impacted trees will be replaced to ensure long-term continuous tree canopy in these important public spaces.

1.2 Pedestrian Access

- / Guideline 1: Provide a primary entrance facing the public street.
- / Guideline 2: Make entrances easy to find and reach from the sidewalk with direct routes, lighting, and weather protection where appropriate.
- / Guideline 6: Use durable walking surfaces and pedestrian-scale lighting to support safe access in all seasons.
- / Guideline 7: Define pedestrian routes to entrances with legible materials that read as walking space, such as concrete or unit pavers, and avoid asphalt for front-yard walkways.

The development is designed as low-rise built form which will exhibit primary entrances facing the main public interface being the Byron Pathway and the “Nun’s Walk along the eastern property limit. Defined, safe, and legible pedestrian routes and connections are planned throughout the development.

1.3 Bicycles and Vehicles

- / Guideline 2: Avoid placing resident bicycle storage in front yards and limit visitor bicycle parking at the street to small, well-integrated locations near entrances.
- / Guideline 3: Limit front yard parking and maintain a planted street edge where front access is unavoidable.
- / Guideline 6: Avoid parking layouts that raise entrances above grade.
- / Guideline 7: Limit surface parking. Where larger areas are necessary, break them into smaller courts with landscaped islands, canopy trees, and screening.

The vast majority of bike and vehicular parking will be provided below grade so as to maximize landscape and pedestrian spaces at grade.

4.5 Bird-Safe Design Guidelines

Ottawa's Bird-Safe Design Guidelines are intended to be used during the planning stage of private or public development projects to minimize the potential risks to birds.

However, on an individual basis, large buildings (whether low, mid or high-rise) tend to have higher per-structure kill rates than houses due to their greater surface area and, frequently, their more extensive use of glass and lighting. Targeted mitigation in such buildings can substantially reduce bird deaths and can be readily achieved for new buildings through the site plan control process.

The proposal responds positively to the following guidelines:

- **Guideline 1** - The subject lands are not adjacent to any known natural area or along migratory corridor.
- **Guideline 2a** - There is no monolithic glass.
- **Guideline 2b** - There is extensive cladding material variation.
- **Guideline 3a** - There are no 'mirror mazes'.
- **Guideline 3b** - There are no glass corners.
- **Guideline 4a & 4b** - There are no antennas or towers.
- **Guideline 4c** - There will be no uplighting.
- **Guideline 4d** - There are no area wells or grates.
- **Guideline 4e** - All vents and piping will be capped.
- **Guideline 5b** - Linear landscape features do not abut doors.
- **Guideline 5c** - Plants that attract birds will be avoided.
- **Guideline 5d** - There is no landscaping planned for rooftops.
- **Guideline 5f** - There are no water features planned.
- **Guideline 6a** - There will be no uplighting.
- **Guideline 6b, 6c, 6d, 6e, 6f** - All fixtures will be compliant and fully cut off.

4.6 City of Ottawa Comprehensive Zoning By-law

On March 11, 2026, the City of Ottawa passed a new Comprehensive Zoning By-law. It is anticipated that portions of the new Zoning By-law will be subject to appeal thereby delaying the transition from the prior Zoning By-law to the new. During this period, the City of Ottawa will seek to apply the most restrictive provisions of the two (2) Zoning By-laws. The table below summarizes the most restrictive of the two (2) zoning by-laws that apply to the proposed development at this time and identifies the provisions for which it does not comply.

The subject property is currently split zoned. Under the former City of Ottawa Zoning By-law, the northernmost segment is zoned Traditional Mainstreet Zone, Urban Exception 2570, Schedule 397 and Schedule 428 TM[2570]S397, S428. The middle segment is zoned Traditional Mainstreet, Urban Exception 1763, Schedule 256 TM[1763]S256. The southernmost segment is zoned Residential Fifth Density Zone, Urban Exception 1763, Schedule 256 R5B[1763]S256.



Figure 17: Former zoning of the subject property and surrounding area (Source: GeoOttawa annotated by Fotenn Planning + Design)

Under the new City of Ottawa Zoning By-law, the northern portion of the subject property is zoned MS1 – Mainstreet Subzone 1, Urban Exception 2570, Schedule 397 and the southern portion is zoned Residential MS1 – Mainstreet Subzone 1, Urban Exception 1763, Schedule 256.

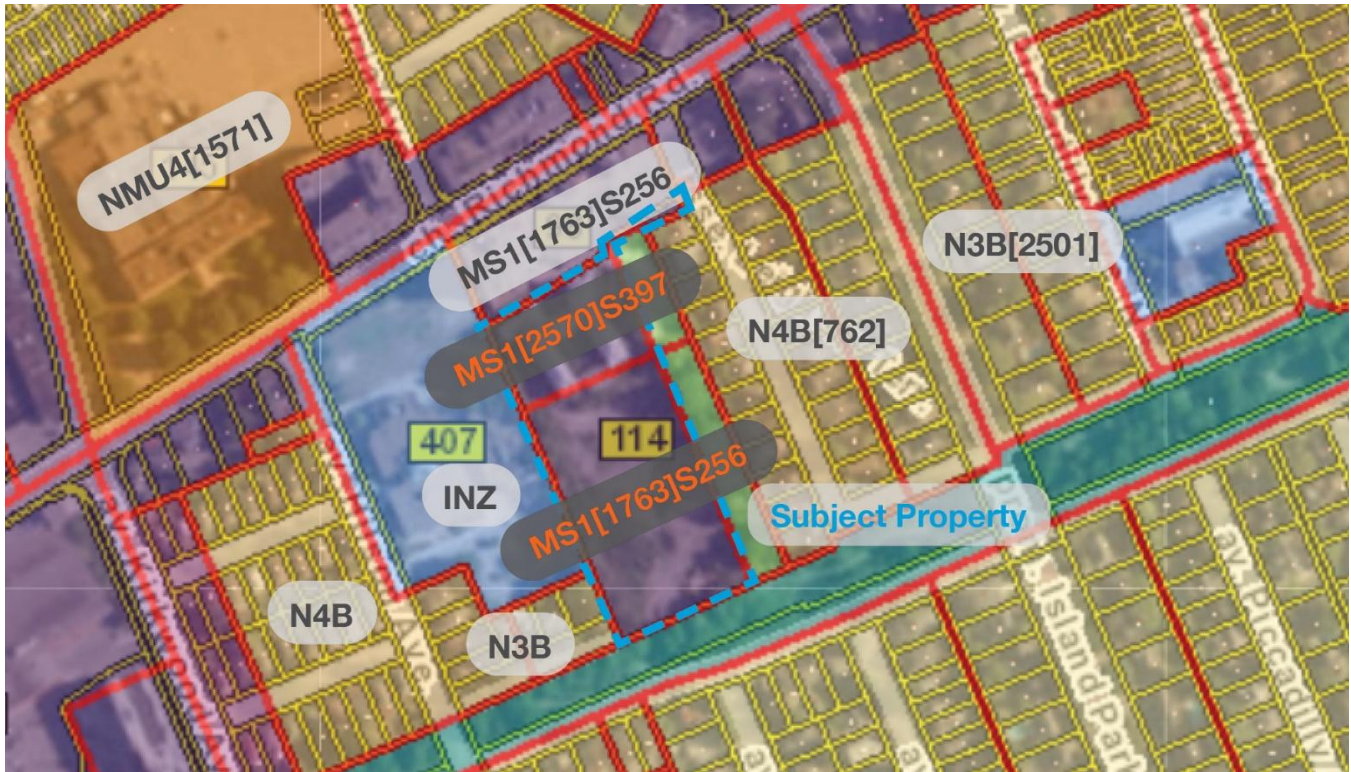


Figure 18: New zoning of the subject property and surrounding area (Source: GeoOttawa annotated by Fotenn Planning + Design)

The following table summarizes the proposed development’s compliance with the applicable zoning. Areas of non-compliance are noted with an “N”.

| 114 Richmond Road | | | |
|---|---|---|------------|
| New Zoning – MS1 [2570] [1763] S256, S397 Former Zoning – TM & R5B [2570] [1763] S256, S397 | | | |
| Area B – Inner Urban Transect / Visitor Parking | | | |
| Zoning Mechanism | Requirement | Provided | Compliance |
| Active Entrances <i>S. 904 (4) (b) (c)</i> <i>Exception 1763</i> | Wall within 4.5 m of Front or Exterior Lot Line (Leighton or Shannon) must have one active entrance | N – Shannon wall is the end of a stacked townhouse | N |
| | 40% of ground floor wall within 4.5 m and facing Front or Exterior Lot Line (Leighton or Shannon) must have a min 40% glazing or resident entrances | N - Shannon wall is the end of a stacked townhouse | N |
| | All ground floor units with windows facing the rear (south) or interior (north, east and west) must have their | End units on Stacked Towns do not have principal entrances facing | N |

| | | | |
|--|--|---|---|
| | principal entrance facing the same lot line | lot lines but have windows. | |
| Site Layout and Landscaping <i>S. 904 (5) (7) (8)</i> | Where a front or Exterior (Leighton or Shannon) Yard is > 1m it must contain soft landscaping | Exterior Yards exceed 1 m and have soft landscaping | Y |
| | A soft landscape buffer of 1 m (if 1.5 m screen) or 3 m must abut lot lines that abut N zones | East and West Lot Line abutting N zone will have a screen and 1.5 m buffer | Y |
| | Where parking spaces abut N zones a 1.5 m screen is required | Spaces off main drive are screened by existing fencing | Y |
| | 1 private approach unless > 45 m of frontage | 1 at Leighton, 0 at Shannon | Y |
| <i>S. 163 (9) (Old Zoning)</i> | Min. 30% of Landscaped Area for R5 zoned area $0.3 * 6350m^2 = 1905 SM$ | ~ 3150 SM | Y |
| Min. Lot Area <i>S. 904, Table 904 R5B (old Zoning)</i> | No min. 540 SM (Stacked Towns) | ~6350 SM in R5 zone | Y |
| Min. Lot Width <i>S. 904, Table 904 R5B (Old Zoning)</i> | No min. 18 m | 15 m (Shannon frontage but preexisting) | N |
| Yard Setbacks <i>Schedules 256, 397</i> | Heritage Building (north and west) 6 m (west lot line) 3 m (south lot line) 18- 20 m (east lot line) | Setbacks do not meet schedules West 2m East 12.8m South 2.9m | N |
| Max. Building Height <i>Schedules 256, 397</i> | Heritage Building (north and west) 0 m (within 6m of west lot line, within 3 m of south lot line, and within 20 m of east lot line) | Buildings are proposed where a portion of the heritage building exists and within 6 m of west lot and 3 m of south lot line | N |
| Min. Building Height <i>S. 904, Table 904</i> | 6 m | All Buildings > 6 m | Y |
| Vertically Attached Dwelling Units <i>S. 702 (7)</i> | Max. 8 units in a single row | Max. 6 units per floor provided in a row | Y |
| Amenity Area Provisions <i>S. 137 (Old Zoning)</i> | Total Area (6 m ² per dwelling unit): $173 * 6 = 1038 SM$ | 2029 SM | Y |
| | Communal Area (half of the required total): 519 SM | 531 SM | Y |

| | | | |
|--|---|--|---|
| | Layout of Communal Area: Aggregated into areas up to 54 m ² , and where more than one aggregated area is provided, at least one must be a minimum of 54 m ² | Several communal areas with one above 54m ² | Y |
| Planned Unit Development S. 703 | Min. building separation – 1.2 m | ➤ 1.2 m | Y |
| | Min. Setback from private way – 1.8 m | ➤ 1.8 m | Y |
| | Min. garage entrance setback from private way – 5.2 m | ➤ 5.2 m | Y |
| | Min. width of private way – 6 m | / 6 m | Y |
| | Min. soft landscape area is 25% (may include walkways) | ➤ 25% | Y |
| S. 703 (6) / S. 802 (10) | Min. landscape area of Exterior Side Yard that is < 8.25 m = 30% | ➤ 30% including driveway | Y |
| S. 131 (5) (Old Zoning) | Max. area of office (ancillary) use < 150 sm | Office GFA = > 150 sm | N |
| S. 131 (6) (Old Zoning) | When ancillary uses in a building used only for ancillary uses the building must not exceed 11 m height | Office / Heritage Building < 11 m | Y |
| Min. Required Vehicle Parking Spaces S. 101, Table 101, S. 102 Area Y, Schedule 1A (Old Zoning) | Apartment Dwelling, Low Rise or Stacked Town (0.5 per dwelling unit): 173 x 0.5 = 87 spaces | Residential: 125 Ratio: 0.35 per unit | Y |
| | Office (1 per 100 m ² of gross floor area): approx. 4 spaces | Office: 0 spaces | N |
| | Visitor (0.1 per dwelling unit) after the first 12 = 16 spaces | Visitor: 27 spaces | Y |
| Min. Driveway Width S. 607 & 608 | 6 m | 6 m | Y |
| Min. Aisle Width S. 607 & 608 | 6 m | 6 m | Y |
| Min. Parking Space Dimensions S. 106 (1) (Old Zoning) | Length: 5.2 m Width: 2.6 m | Length: 5.2 m Width: 2.6 m | Y |
| | Up to 40% of required parking spaces may be 4.6 m by 2.4 m | Reduced width: 5.2m x 2.4m (3 spaces) | |
| Min. Required Loading Spaces S. 610 (6) | 1 space required for offices exceeding 4,000 sm | Office use is < 4,000 SM | Y |

| | | | |
|---|--|-------------------------------|-----|
| Min. Required Bicycle Parking Spaces <i>S. 111, Table 111 (Old Zoning)</i> | Residential (0.5 per dwelling unit): 87 spaces Office (1 per 250 m ² of GFA): approx. 4 spaces | Total: 138 spaces | Y |
| Min. Required End of Trip Facilities <i>S. 613 (16)</i> | 1 per 20 spaces (unless provided as part of on-site employee fitness centre) | Total: 1 facility | Y |
| Min. Bicycle Parking Space Dimensions <i>S. 111, Table 111B (Old Zoning)</i> | Horizontal: 1.8 m X 0.6 m Vertical: 1.5 m X 0.5 m | Stacked: 1.8 m by 0.6 m | N |
| Min. Bicycle Parking Space Aisle Width <i>S. 613 (13)</i> | 1.5 m | 1.5 m | Yes |
| Max. Provision of Vertical Bicycle Parking Spaces <i>S. 111 (11) (Old Zoning)</i> | A max. of 50% of the required bicycle parking spaces may be vertical spaces | Only stacked spaces provided. | Yes |

4.7 Parkland Dedication By-law

In accordance with the Parkland Dedication By-law No. 2022-280, the applicant may provide either parkland or cash-in-lieu of parkland. No new parks are proposed as part of this application which is appropriate for this context as the proposed development seeks to optimize the redevelopment potential of the former institutional site within a context that has an abundance of proximate existing parkland. Cash-in-lieu contributions allow the City to enhance and expand existing parkland resources in the surrounding community, where they are most needed and can be more effectively integrated.

It is our understanding that some cash in lieu of parkland may have been paid by the previous owner. Additionally, the proposal involves the provision of the “Nun’s Walk” as a public pedestrian connection from the Byron pathway which may be better suited in public ownership. Ultimately, the owner and the City will need to reach agreement as to the need to provide additional cash-in-lieu of parkland.

5.0

Proposed Zoning By-law Amendment

Supported by the overarching direction of the Official Plan (2022) and the Richmond Road / Westboro Secondary Plan, the proposed Minor Zoning By-law Amendment recommends amending the zoning provisions on the entire subject property by removing the existing schedules and exceptions and replacing them with a new exception that reflects the proposed development plan. Importantly, the proposed development adheres to the general intent of the overarching zoning framework under the MS1 - Mainstreet Exception 1 Zone in the City's New Zoning By-law.

As discussed above, during the anticipated appeal period of the new Zoning By-law, development is required to adhere to the more restrictive of both the former and the new Zoning By-law. While these applicable provisions have been identified in the zoning table above, by the time the subject Zoning By-law Amendment application is to be approved, it is anticipated that appeals to the new Zoning will have been sufficiently scoped such that only the new Zoning will apply to the proposed development. Based on this expectation, the following site-specific provisions of the New Zoning By-law only are identified for a site-specific exception and discussed below:

Active Entrances *S. 904 (4) (b) (c) / Exception 1763.*

The nature of subject property and the proposed development is such that the external lot lines, referenced for the provision of primary entrances and glazing, are the limited frontages onto Leighton and Shannon where there is limited opportunity for any building to actively interact with the public realm. Instead, the proposed development has been designed to provide these regulated elements toward the Byron Linear Pathway and the Nun's walk where public pedestrian traffic will exist. As such is it recommended that these edges of the development be targeted for these provisions.

Yard Setbacks and Maximum Height *Schedules 256, 397*

The former mid-rise (8-9 storeys) development proposal triggered the need to create schedules to regulate the height and setbacks of the future buildings. The use of such schedules is common when dealing with taller building typologies where transition and impact mitigation relative to adjacent properties and the public realm is a more significant concern. For low-rise residential such as the proposed development, it is more common and acceptable to instead rely on the setback and height provisions of the underlying MS1 (Table 904) and PUD zoning requirement and modify as needed through the site-specific exception. In this case, the following table details the applicable provisions and how the proposal responds:

| Provision | Requirement | Provided |
|--|---|----------------------|
| Min. Front / Exterior Yard No front / Leighton and Shannon | 15 m or less = No Min. | Both < 15 m |
| Min. Interior Side Yard East and West | Abutting N zones | Res. building = 1.2m |
| | | Others = 3 m |
| Min. Rear Yard South opposite Richmond Rd. | 7.5 m | 4.5 - 5.6m |
| Max. Height | Within 25 m of N1-4 lot line = angular plan 15 m high from lot line | All 10 – 14 m |
| | 30 m | |

In light of the above, once the existing exception provisions and the schedules from the previous development are removed, the proposed development is expected to only require relief from the specific wording of the Active Entrance provisions of Section 904 4 (b) and (c) and the Minimum Rear Yard requirement of the MS-1 Zone.

As such, the Minor Zoning By-law Amendment Application is appropriate as it promotes the ongoing transformation of the area to a more vibrant mixed-use character and provides appropriately scaled Low-rise buildings that are compatible with the surrounding area and planned context, while achieving a high standard of urban design. Moreover, the proposed amendments are largely consistent with the applicable provisions of the underlying zoning as the proposed development deviates away from the previous exceptions and schedules which related to a much larger scale of development.

6.0 Supporting Studies

6.1 Geotechnical Study

This study was prepared by Paterson Group which concluded that the subject site has a variety of clay and glacial till deposits which overlay bedrock at depths beginning at 0.5 to 0.8 m. From a geotechnical perspective, the subject site is considered suitable for the proposed residential development. It is recommended that the proposed buildings be founded on conventional spread footings bearing on the undisturbed compact brown silty sand, firm to stiff brown to grey silty clay or on compact to very dense glacial till.

6.2 Traffic Review Memo

The Traffic Review Memo was prepared by CGH Transportation and concludes that the site plan revision is anticipated to result in a reduction in the previously approved site-generated trips from the last development concept and can therefore be fully supported without the need for additional analysis.

6.3 Environmental Noise Control Study

This study was prepared by Paterson Group and is supportive of the proposed development provided any deeds of sale include warning clauses for future owners that note that the provision of central air conditioning allows for the building's doors and windows to remain closed to mitigate any nuisance generated by surrounding noise sources. It also supports the location and orientation of the proposed renovation and construction of the low-rise apartment building so as to successfully mitigate noise impacts upon the outdoor courtyard space south of the heritage building.

6.4 Tree Conservation Report

IFS Associates were retained to provide a Tree Conservation Report (TCR) in support of the proposed development. While the TCR identifies that the vast majority of trees along the Byron Pathway and west property line interfaces will be preserved, it has identified risk of tree loss associated with the trees that align the east side of the "Nun's Walk" due to their proximity and the required development grade differential. The TCR recommends air or hydro excavation near these trees to carefully expose roots to allow them to be cleanly cut and sealed as this will facilitate healing and mitigate against tree loss. The owner of the proposed development invites further discussions with City staff, IFS, and the Project One Studio to explore ideas that will allow the development to proceed in a manner that increases the opportunity to preserve these trees.

6.5 Site Servicing and Stormwater Management Report

This report was prepared by Stantec Consulting Ltd. and confirms that the proposed servicing and stormwater management design for the development follows the recommendations and guidelines provided by the City of Ottawa, the Conservation Authority, and the Ministry of the Environment. This report addresses access to water, sanitary and storm servicing for the site, ensuring that existing services have adequate capacity and will adequately service the proposed development.

6.6 Phase One Environmental Site Assessment

Paterson Group also prepared the Phase I ESA and concluded that a Phase II ESA will not be required based on the historical research of the lands which concluded no potential environmental concerns.

7.0

Public Engagement Strategy

In partnership with the City of Ottawa, all public engagement activities will comply with *Planning Act* requirements, including circulation of notices and the Statutory Public Meeting. The following Public Engagement steps and activities have already been undertaken in preparation of this application submission or will be undertaken in the following months after the application has been submitted.

- / Pre-Application Consultation Meeting with the City of Ottawa - A pre-application consultation meeting was held with City staff and the consultant team on October 21, 2025
- / Notification of Ward Councillor, Councillor Jeff Leiper – The Ward Councillor has been made aware only through informal discussions in lieu of an official meeting planned immediately following submission of the applications.
- / Optional Public Meeting – Subject to input from the local Councillor and Community Association the owner is open to holding a public meeting to discuss the proposal.
- / Statutory Public Meeting – This is not required for a Minor Zoning By-law Amendment

8.0 Conclusion

It is our professional planning opinion that the proposed Minor Zoning By-law Amendment and Site Plan Control Applications represent good planning and are in the public interest for the following reasons:

- / The proposed development is consistent with the intent of the Provincial Planning Statement (2024), proposing the intensification of an underutilized property within the built-up area, where existing infrastructure and public service facilities are available;
- / The proposed development conforms to the City of Ottawa Official Plan policies regarding growth management and the land use policies for the Neighbourhood designation;
- / The proposed development conforms to urban design objectives and compatibility criteria established in Section 4.6 of the Official Plan;
- / The proposed development conforms to the Richmond Road / Westboro Secondary plan policies including those applicable to the designation;
- / The City of Ottawa's Draft Urban Design Guidelines for Low Rise Development and Bird Safe Guidelines objectives are met by the proposed development;
- / All supporting plans and studies confirm that the development can be supported; and
- / The proposed development complies with the general intent of the Zoning By-law, subject to the proposed site-specific Minor Zoning By-law Amendment.

Sincerely,



Mark Ouesely,
Planner



Brian Casagrande, MCIP, RPP
Partner