



File Number: D01-01-21-0019 / D02-02-21-0105

October 20, 2021

MHBC Planning  
200-540 Bingham Centre Drive, Kitchener, ON N2B 3X9  
*Via email*

Attention: Neal DeRuyter

Dear Mr. DeRuyter:

**RE: Official Plan and Zoning By-law Amendment Application  
4048 March Road**

Pursuant to subsection 22 (6.1) of the *Planning Act*, this letter is to advise that the above-noted Official Plan Amendment and Zoning By-law Amendment application submission, received by the City of Ottawa on **September 22<sup>nd</sup>, 2021**, has been reviewed and is deemed “incomplete” for the purposes of the *Planning Act*, the regulations to the *Planning Act*, and/or the City of Ottawa’s submission requirements. The following summarizes where the submission is deficient.

Information or Material required:

1. Plan of Survey signed by an Ontario Land Surveyor (OLS).
2. Revised Planning Rationale that includes:
  - a. The proposed public consultation strategy.
  - b. Images to and from the subject site.
  - c. A Draft Integrated Environmental Review to summarize supporting studies’ consideration of the environmental features and their recommendations’ potential implications on each other and the proposal.
  - d. Feedback from previous pre-consultations with City staff, technical agencies, members of the public, and/or City Councillors, if applicable.
3. The following documents must be stamped and sealed by a Professional Engineer currently licensed in the Province of Ontario:
  - a. Water Report Level 1 and 2 (Golder, July 2021)
  - b. Site Plan Drawings (Cavanagh, August 2021)
  - c. Blast Impact Analysis (Explotech, August 2021) This report is stamped by a P.Eng., but the stamp must be signed and dated.
4. Additional information on the proposed changes to drainage patterns and discharge to surface is required. It is acknowledged that the existing West Carleton Quarry’s water taking and discharge of water associated with quarry operations is regulated under a PTTW and ECA under the Ontario Water



Resources Act. The City is looking for information on any proposed changes to stormwater drainage, surface water features, and quantity/location of discharge of water from quarry operations (if applicable). This is being requested as per Policy 9 of Official Plan section 3.7.4.

- a. Please provide a plan(s) showing the existing and proposed stormwater drainage, surface water features, and water taking, and discharge associated with quarry operations.
  - b. Please provide a brief summarizing the existing and proposed information for: water diversion, stormwater drainage, water taking, storage and drainage facilities, and points of discharge to surface waters.
5. An Erosion and Sediment Control Plan is required to show the measures that will be implemented during construction activities where there is potential for loose material to be transported onto adjacent properties or into waterways (e.g., construction of the berm, any stripping of vegetation and soils, site rehabilitation, etc.). The ESC Plan may be combined with another plan. This is being requested as per Official Plan section 3.7.4 Policy 9, and section 4.7.3.
  6. Geotechnical investigation and design information is required for the proposed haul road(s) located on the proposed quarry expansion property. This is being requested as per Official Plan section 3.7.4. Policy 9 and section 4.8.3.
  7. Please provide correspondence with the Province agreeing to revision of the ANSI boundary on the proposed expansion area. City policies dictate that where Natural Environment Area Boundaries are based on Provincial Area of Natural and Scientific Interest, any changes in the boundaries must have the agreement of the Ministry of Natural Resources and Forestry.

This application will not be considered until the required information and materials are received. Please submit all required material to the Assigned Planner.

If you have any questions concerning the status of this application, please contact Cheryl McWilliams by telephone, at 613-580-2424, extension 30234 or by e-mail at [Cheryl.McWilliams@ottawa.ca](mailto:Cheryl.McWilliams@ottawa.ca).

Sincerely,

A handwritten signature in blue ink that reads "Cheryl McWilliams".

Cheryl McWilliams  
Planner III  
Development Review Rural

c.c Christine Reist, Infrastructure Approvals Project Manager  
Nick Stow  
Sami Rehman