

OFFICE USE ONLY

Application #: \_\_\_\_\_ Ward #: \_\_\_\_\_ File Lead: \_\_\_\_\_

Application Received (dd/mm/yyyy): \_\_\_\_\_

Client Service Centre Staff: \_\_\_\_\_ Fee Received: \$

Provide a copy of the completed form and payment receipt to [planningcirculations@ottawa.ca](mailto:planningcirculations@ottawa.ca)



# ZONING BY-LAW AMENDMENT / LIFTING HOLDING BY-LAW / LIFTING INTERIM CONTROL BY-LAW

## APPLICATION FORM

Section 34, 36 and 38 of the Planning Act, RSO 1990, as amended  
(O.Reg. 545/06)

- \*Please select which type you are applying for :
- Zoning By-law Amendment ( section 34 )
  - Lifting Holding By-law ( section 36 )
  - Lifting Interim Control By-law ( section 38 )

### Notice of Public Record

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

### Municipal Freedom of Information and Protection Act

Personal information on this form is collected under the authority the Planning Act, RSO 1990, c. P. 13 and will be used to process this application. Questions about this collection may be directed by mail to Manager, Business and Technical Support Services, Planning, Development and Building Services Department, 110 Laurier Avenue West, Ottawa, K1P 1J1, or by phone at (613) 580-2424, ext. 52815.

## SECTION 1: BACKGROUND INFORMATION

*\* Mandatory Field*

\*Site Address or Location: 2080 Walkley Road, Ottawa On, K1G 3G7

Have you pre-consulted with City Staff?  Yes  No

If **yes**, please indicate the date of the pre-consultation. 27/03/2026

Have you pre-consulted with the Urban Design Review Panel?  Yes  No

If **yes**, please indicate the date of the pre-consultation.

**For any and all previously approved, and concurrent development application(s), please list application numbers:**

Application #'s: N/A

**Applicant/Agent Information:**

Company name:

\*Contact name:

\*Mailing Address:

\*Telephone:  \*Email Address:

**Registered Property Owner Information:**  Same as above

\*Name:

\*Mailing Address:

\*Telephone:  \*Email Address:

**SITE DETAILS**

Legal Description:

What is the land currently used for?

Lot frontage:  m      Lot depth:  m      Lot area: \_\_\_\_\_ m<sup>2</sup>

**OR** Lot area: (irregular lot)  m<sup>2</sup>

Does the site have Full Municipal Services:  Yes  No

PROPOSAL DETAILS

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

Only internal work proposed on existing building to fit-up space for Medical Facility" use.

Zoning Information

How is the property currently zoned? Mixed Industrial Zone (IM) in Zoning By-law (2026-50).

(Zoning can be obtained by searching by property using geoOttawa, and applying the Zoning By-law (Consolidated) layer).

Why is the amendment needed (to permit a new land use, increase height allowances, reduce yard setbacks, etc.) ? If requesting changes to the Zoning, please indicate what the zoning is to be changed too.

To amend By-law section 1003(2)(a) to permit medical facility use (conditional use in zbl 2026-50) to occupy up to 3000m2 of GFA

Development Information

- 1. Indicate the gross floor area of all newly proposed buildings/additions. [ ] m²
2. Indicate the gross floor area of all existing buildings. 9,057.4 m²
3. Indicate the combined number of parking spaces (existing and proposed). 120 spaces
4. What is the maximum building height proposed? [ ] m
5. How many storeys are proposed? [ ] storeys
6. Indicate the proposed lot coverage (total area of all building footprints divided by total lot area x 100%). [ ] %
7. If applicable, indicate the percentage of landscaped area within all parking lots (area of landscaping within parking lots divided by parking lot area x 100%). [ ] %
8. Indicate the percentage of the total site that is occupied by vegetation and landscaping (total area of all landscaping and vegetation divided by lot area x 100%). [ ] %
9. Does the application include affordable units that will require an agreement registered on title, in order to benefit from the Affordable Housing Community Improvement Plan (TIEG) and/or Exemptions and discounts from municipal development-related charges [ ] Yes [x] No

For additional information on either of these benefits, please contact affordablehousingunit@ottawa.ca.

**COMMUNITY NOTIFICATION**

Is this application subject to public consultation?

Yes  No

If Yes:

Have you contacted the Ward Councillor to explain this proposal?

Yes  No

Have you contacted the Registered Community Organization's representative(s) to explain this proposal?

Yes  No

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

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

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Have you consulted with neighbouring property owners?

Yes  No

If Yes, give details of how (flyers, local meetings, mail, etc..)

SECTION 2: APPLICATION TYPE AND FEES

Please don't hesitate to visit the Zoning By-law Amendment website for more information.

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

**Planning Fees**

- |                                                                                                      |             |
|------------------------------------------------------------------------------------------------------|-------------|
| <input type="radio"/> 1. Zoning By-law Amendment (Major)                                             | \$36,372.84 |
| <input checked="" type="radio"/> 2. Zoning By-law Amendment (Minor) / Lifting Interim Control By-law | \$19,272.84 |
| <input type="radio"/> 3. Lifting Holding By-law                                                      | \$12,450.00 |
| <input type="radio"/> 4. Zoning By-law Amendment Related to Severance of Surplus Farm Dwelling       | \$8,045.29  |

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

- |                                                                                         |          |
|-----------------------------------------------------------------------------------------|----------|
| <input type="radio"/> Central Planning Area - Wards 7, 8, 9, 12, 13, 14, 15, 16, 17, 18 | \$130.00 |
| <input checked="" type="radio"/> Remainder of City                                      | \$435.00 |

Fees Total: \$19,707.84

## SECTION 3: SUBMISSION REQUIREMENTS

### Standard Plans (mandatory submission requirements)

Study and plan requirements are outlined for the applicant during Pre-Consultation. Pre-Consultation is encouraged for all major and minor Zoning By-law Amendments. You are strongly encouraged to contact the Planning, Development and Building Services Department to discuss study and plan submission requirements. If you fail to consult with staff, the City cannot guarantee the completeness or accuracy of your application submission, which may result in processing delays. For additional information, refer to the [City's Guide to Preparing Studies and Plans](#).

- Site Plan
- Planning Rationale
- Plan of Survey
- Public Consultation Strategy

### Potential Plans and Studies (may be required at time of submission)

#### Engineering

- Geotechnical Study
- Noise Control Study
- Phase 1 Environmental Site Assessment
- Phase 2 Environmental Site Assessment
- Rail Proximity Study
- Site Servicing Study
- Slope Stability Study
- Transportation Impact Assessment
- Water Budget Assessment
- Wellhead Protection Study

#### Planning / Design

- Archaeological Assessment
- Building Elevations
- Heritage Act Acknowledgment Report
- Heritage Impact Assessment
- Impact Assessment Study - Mineral Aggregate
- Impact Assessment Study - Mining Hazards
- Impact Assessment Study - Waste Disposal Sites/ Former Landfill Sites
- Landscape Plan
- Mature Neighbourhood Streetscape Character Analysis
- Minimum Distance Separation
- Urban Design Brief
- Urban Design Review Panel Report
- Zoning Confirmation Report
- Street level visualization of the proposed development (.jpg or .pdf format) - Optional

## **Environmental**

- Environmental Impact Study

## **Technical Requirements**

- Plans are to be standard A1 size (594 mm x 841 mm) or Arch D size (609.6 mm x 914.4 mm) sheets, dimensioned in metric and utilizing an appropriate Metric scale (1:200, 1:250, 1:300, 1:400 or 1:500). A scale of 1:200 is recommended for the Site Plan.
- Many of the plans and studies collected with this application must be signed, sealed and dated by a qualified engineer, architect, surveyor, planner or designated specialist. The City will not review a plan or study if it is missing this information.
- Electronic copies of all required studies and the Site Plan must be supplied in Adobe .PDF format and accompany your application submission. All PDF submitted documents are to be unlocked, flattened and not saved as a portfolio file.
- Electronic document names should match the study/plan names contained in Section 3 of this form. These documents will be made publicly available on the City's Development Applications Website.
- Additional development applications, such as Site Plan Control, Plan of Subdivision or Plan of Condominium may be required in support of the proposal.

## **Legal Requirements**

- Staff will prepare a recommendation to the Planning and Housing or Agriculture and Rural Affairs Committee, supporting or refuting the requested zoning change. The final decision is made by City Council. Where appropriate criteria are met, a Council decision can be appealed to the Ontario Land Tribunal.
- Information requested through the Planning Act, Ontario Regulation 545/06, Schedule 1 must be contained within the required Planning Rationale and Concept Plan Showing Proposed Land Uses and Landscaping. Applicable Sections of Schedule 1, including, 4, 8, 11-18, 22, 27 and 29-31 should be addressed within the Planning Rationale. Items discussed in Section 28 should be shown on the Concept Plan Showing Proposed Land Uses and Landscaping.

## **Financial Requirements**

- Large signs describing the proposal will be posted on the subject property. The fee for this service is included as part of the application cost (\$1,206.84). Additional signage, if required will be invoiced to the applicant at a cost of \$602.29 per sign.
- Conservation Authority will invoice for any additional fees and technical report review as required.



**SECTION 5: ENVIRONMENTAL SITE ASSESSMENT**

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

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

Where an ESA is required (determined through pre-consultation), the Owner or Applicant and the Consultant responsible for preparing the study, must complete both Sections A and B below.

**Section A:**

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

**Section B:**

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

Name:

Address:

\_\_\_\_\_  
Signature of Applicant or Owner

Date (dd/mm/yyyy):

SECTION 5: ENVIRONMENTAL SITE ASSESSMENT (continued)

Part 2: Affidavit of Principal Consultant Concerning Environmental Site Assessment

I, , of the City of

MAKE OATH AND SAY AS FOLLOWS:

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

I am the , of

and have personal knowledge of the matters set out below.

I, , was retained or employed as the principal environmental consultant to undertake or supervise the Phase 1 Environmental Site Assessment of the site located at

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

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

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

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

SWORN (Or Declared) BEFORE ME

At the  of ,

In the ,

This  day of ,

\_\_\_\_\_  
Commissioner of Oaths

\_\_\_\_\_  
Signature of Consultant

Address of consultant:

Telephone # of consultant:

SECTION 6: UNDERTAKING FOR ONTARIO LAND TRIBUNAL

TO: CITY OF OTTAWA

FROM: Name:

Address:

SUBJECT: APPLICATION FOR ZONING BY-LAW AMENDMENT

Address of Site:

Where the City of Ottawa substantially supports the application for Zoning By-Law Amendment,

Name of Applicant:

Hereby undertakes to pay, in accordance with section 19 of the planning Fees By-Law, as amended, of the City of Ottawa, upon receipt of invoice from the City, any and all legal costs, including all disbursements of the City, to an upset limit of \$10,000 in respect of preparation for and attendance at a Ontario Land Tribunal hearing, until the matter is finally resolved by the said Tribunal.

It is hereby acknowledged that "hearing" shall include all attendances before the Tribunal in respect of the said application whether in person, telephone conference call or other means as directed by the Tribunal.

Dated at Ottawa this  day of , .

Please complete 1 **or** 2.

For Applicants and Individuals

For Corporations and Companies

1

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
(Please print Name)

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
(Please print Name)

2

\_\_\_\_\_  
Corporate name (if applicable)

\_\_\_\_\_  
(Authorized Signature) I have the authority to bind the Corporation

\_\_\_\_\_  
(Please print Name and Title)