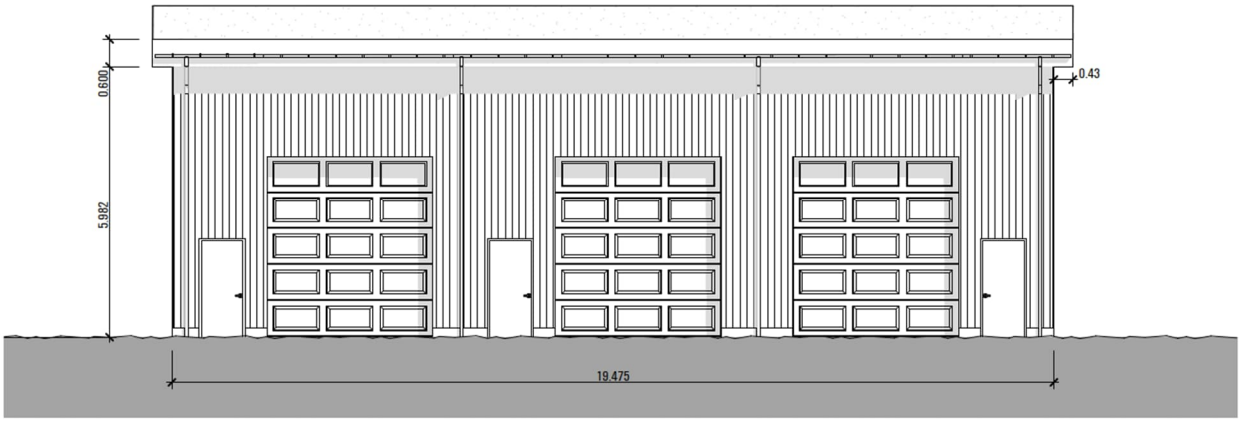
240 WESTBROOK ROAD – COMMERCIAL DEVELOPMENT



Project No.: CP-19-0594

City File No.: D07-12-09-0053

Prepared for:

Domenic Santaguida

Prepared by:

Egis Canada
750 Palladium Road
Carp, Ontario, K0A 1L0

2026/08/19

Data sensitivity - Public

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1.0 PROJECT DESCRIPTION

1.1 Purpose

Egis Canada (Egis) has been retained by Domenic Santaguida to prepare this Servicing and Stormwater Management Report in support of the Site Plan Control process for the proposed commercial development at 240 Westbrook Road within the City of Ottawa.

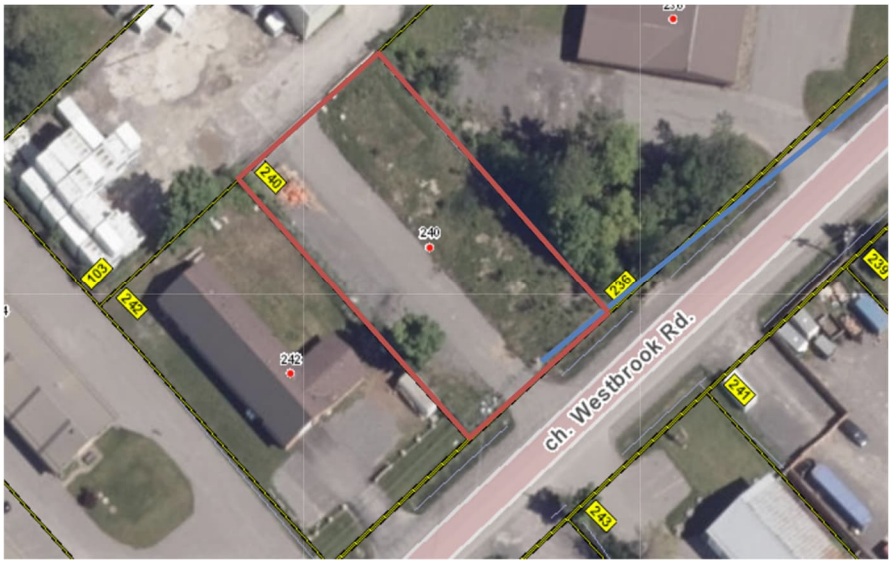
The purpose of this is to summarize the proposed water, sanitary, storm drainage, and stormwater management servicing for the site and to demonstrate how the servicing and stormwater management approach established for the property through the previous Building Permit approval.

This report should be read in conjunction with the following drawing:

- CP-19-0594, C101 – Site Grading, Drainage, Sediment & Erosion Control Plan

1.2 Site Description

Figure 1: Site Grading and Drainage Plan



The subject property, herein referred to as the site, is located at 240 Westbrook Road, east of Highway 7 and west of Carp Road, within the former West Carleton area of the City of Ottawa. The City's pre-consultation material identifies the development parcel as approximately 1,660.66 m² (0.166 ha).

1.3 Proposed Development and Statistics

The development consists of a one-storey commercial building with a gross building area of approximately 296 m². The development also includes associated paved and gravel areas, a garbage enclosure, an asphalt walkway, landscaping, grading adjustments and minor site works. The building and site grading are shown on Drawing C101.

1.4 Existing Conditions and Infrastructure

The site is currently developed with a well, septic tanks and a designated septic bed area, paved/gravel areas and existing site drainage features. The July 31, 2024 Egis site inspection confirmed that the site grading directs stormwater toward Westbrook Road in accordance with the grading plan. The roadside ditch and entrance culvert were observed to be functioning without issue, and no negative impacts to adjacent properties or roadway infrastructure were identified during the inspection.

The subject property is privately serviced. No municipal water or sanitary servicing is proposed as part of the current development. The existing private well and septic system are to be maintained subject to confirmation of capacity, water quality, septic system suitability and all applicable approvals.

- WESTBROOK ROAD
  - Existing roadside ditch and entrance culvert provide the identified stormwater outlet from the site.
  - Existing private well and septic servicing are located on the property.
  - Existing site drainage is primarily conveyed by overland flow toward Westbrook Road.

1.4.1.1 City Pre-Consultation

- The City's Phase 1 pre-consultation comments identify the site as privately serviced and require a Site Servicing Study with a Stormwater Management component. The comments specifically require onsite stormwater control, LID measures, a legal and sufficient outlet, 80% TSS removal, and a 100-year post-development peak flow matching the 2-year pre-development peak flow.

1.5 Approvals

The proposed development is subject to the City of Ottawa Site Plan Control approval process. The engineering submission will be reviewed by the City prior to approval and construction.

An Environmental Compliance Approval (ECA) for Industrial Sewage Works is identified as a requirement in the City's pre-consultation comments based on the proposed use. The applicable ECA/Transfer of Review/EASR process should be confirmed with the City and MECP at the time of submission.

2.0 BACKGROUND STUDIES, STANDARDS, AND REFERENCES

2.1 Background Reports / Reference Information

- City of Ottawa, Phase 1 Pre-Consultation Meeting Feedback for 240 Westbrook Road, File No. PC2023-0147, July 14, 2023.
- Egis Canada, New Building, 240 Westbrook Road – Storm Letter, April 10, 2025.

The following current engineering information has also been reviewed:

- Egis Canada, CP-19-0594, C101 – Site Grading, Drainage, Sediment & Erosion Control Plan, Revision 3, August 15, 2024.

2.2 Applicable Guidelines and Standards

City of Ottawa:

- City of Ottawa Sewer Design Guidelines, including the stormwater management criteria identified in the project-specific pre-consultation comments.
  - City of Ottawa Technical Bulletin ISTB-2018-02 – Fire Hydrant Requirements.
  - City of Ottawa requirements for Site Servicing Studies and Hydrogeological and Terrain Analysis for privately serviced developments.
  - City of Ottawa Low Impact Development requirements and the February 2015 MECP stormwater management expectations.
  - City of Ottawa requirements for stormwater quality control within the Carp River watershed.
  - Ministry of the Environment, Conservation and Parks (MECP) requirements applicable to private sewage works and stormwater management.
- Fire Underwriters Survey, Water Supply for Public Fire Protection, 2020 (FUS Guidelines).
- MECP, Stormwater Planning and Design Manual, March 2003.
- MECP, Design Guidelines for Sewage Works, 2008.

3.0 WATER SERVICING

3.1 Existing Watermain

The site is privately serviced and contains an existing well, as shown on the current site grading plan. No municipal watermain connection is proposed for the development.

3.2 Proposed Water Servicing

The proposed building is to be serviced by the existing private well. The well design and detailed well servicing requirements are by others and are outside the scope of this report. No municipal watermain connection is proposed for the development.

The proposed building has a gross floor area of approximately 296 m² and is therefore below 600 m². Based on the current project approach, detailed fire flow calculations and the proposed fire storage tanks are anticipated not to be required for this development. The existing fire storage tanks identified in the previous Site Plan approval are therefore not proposed as part of the servicing works under this application. To be confirmed with Ottawa Fire Services.

No new municipal watermain or private hydrant is proposed as part of the current site plan. Detailed water servicing and well design are to be completed by others, as applicable.

The water servicing approach is therefore limited to identifying the existing private well as the source of domestic water supply. Detailed well design, capacity confirmation and associated testing are by others and are not included in the scope of this report.

4.0 SANITARY SERVICING

4.1 Existing Sanitary Sewers

An existing private septic system serves the property. The current C101 drawing identifies existing septic tanks and an existing septic bed area. No municipal sanitary sewer connection is proposed. A septic permit for the property has been retained by others and is outside the scope of this civil servicing design.

4.2 Proposed Sanitary Servicing

The proposed building is to be accommodated by the existing private septic system. A septic permit has been retained by others for the property. Egis has not undertaken the septic system design or permitting and has relied on the available background information for the purposes of this report.

The site shall continue to protect the existing septic system and septic bed area from encroachment and vehicle loading where required. Any servicing requirements associated with the septic system, including operation, maintenance or replacement considerations, are by others.

No sanitary flow calculation has been finalized by Egis as part of this report. The sanitary servicing and septic design have been addressed through the existing private system and the septic permit retained by others.

5.0 STORM SEWER SERVICING

5.1 Existing Storm Sewers

The site does not have a municipal storm sewer connection identified in the supplied background information. Existing stormwater is conveyed by overland drainage and site swales toward Westbrook Road. The existing roadside ditch and entrance culvert were observed during the July 31, 2024 Egis site inspection and were found to be functioning without issue.

The existing grading condition directs stormwater toward Westbrook Road. The April 10, 2025 Egis storm letter (Appendix A) concluded that the grading directs storm flows toward the street as shown on the grading plan and that no negative impacts to adjacent properties or the roadside ditch were identified. The existing drainage system is therefore considered to be functioning satisfactorily under the current site conditions.

5.2 Proposed Storm Servicing

The proposed storm drainage approach is to maintain the existing drainage patterns and positive drainage away from the proposed building toward the existing roadside drainage system. The proposed grading shown on C101 maintains overland drainage routes toward Westbrook Road. No significant changes to the existing stormwater outlet or drainage pattern are proposed.

The existing roadside ditch and entrance culvert will continue to serve as the stormwater outlet. Based on the 2024 site inspection and 2025 storm letter, the existing outlet is functioning without issue and no negative impacts to adjacent properties or roadway infrastructure have been identified.

No municipal storm sewer extension is proposed. The stormwater management approach is to maintain the existing functioning drainage system and outlet, with the proposed works designed to avoid adversely altering the established drainage pattern.

The existing grading and drainage conditions are shown on Drawing C101. The stormwater management approach is based on maintaining the existing functioning site drainage and demonstrating that the proposed development does not result in adverse impacts to the surrounding properties, roadside ditch or roadway infrastructure.

6.0 PROPOSED STORMWATER MANAGEMENT

6.1 Design Criteria and Methodology

The stormwater management approach presented in this report relies on the existing drainage conditions and, specifically, on the findings and conclusions documented in the April 10, 2025 Storm Letter prepared and signed by Curtis Melanson, C.E.T. That letter documents the observed site drainage, the functioning of the roadside ditch and entrance culvert, and the absence of identified negative impacts. This report is intended to summarize and reference those previously documented findings and is not intended to independently certify the adequacy or performance of the existing stormwater system. Accordingly, no new stormwater storage facility or storage routing calculations are proposed as part of this report.

The stormwater management approach for the site is as follows:

- Maintain the existing positive drainage pattern toward Westbrook Road.
- Maintain the existing roadside ditch and entrance culvert as the stormwater outlet.
- Avoid significant changes to existing drainage patterns as part of the proposed development.
- Demonstrate that the proposed grading and site works do not adversely affect adjacent properties or roadway infrastructure.

6.2 Existing Drainage Conditions

The site currently drains toward Westbrook Road through overland flow and existing site drainage features. The existing roadside ditch and entrance culvert provide the outlet from the property.

6.3 Site Inspection and Existing Performance

On July 31, 2024, Egis completed a visual site inspection of the property and surrounding drainage infrastructure. The inspection confirmed that site grading directs storm flows toward the street in accordance with the grading plan. The adjacent properties and roadside ditch were reviewed, and no negative impacts were identified. The entrance culvert and roadside ditch appeared to be functioning without issue.

The April 10, 2025 Storm Letter subsequently confirmed the same drainage condition and concluded that there had been no negative impacts to the surrounding sites or infrastructure within the roadway as a result of the development. The stormwater conclusions in this report rely on that previously issued letter and its documented observations; no independent re-assessment of the existing drainage performance is being undertaken as part of this report. Responsibility for the observations, analysis and conclusions contained in that Storm Letter remains with its author.

6.4 Proposed Stormwater Management Approach

The proposed development will maintain the established drainage pattern toward Westbrook Road. No significant change to the stormwater outlet is proposed, and no stormwater storage facility or detailed storage routing calculation is proposed as part of this report. The existing drainage performance described herein is based on the April 10, 2025 Storm Letter. For completeness, stormwater calculations can be found in Appendix B.

The final grading and drainage plan maintains positive drainage away from the proposed building and toward the existing roadside ditch.

In summation the stormwater portion of this report is based on the existing site conditions and the findings documented in the April 10, 2025 Storm Letter. That letter concluded that the site drains toward Westbrook Road, that the roadside ditch and entrance culvert were functioning without issue, and that no negative impacts to adjacent properties or roadway infrastructure had been identified. The proposed development will maintain the established drainage pattern and outlet.

6.5 Quality Control

The development employed erosion and sediment control measures during construction. Temporary measures included silt fencing, check dams and protection of existing/proposed catchbasins and drainage outlets, as necessary. Erosion and sediment controls shall be inspected regularly and after significant rainfall events. Sediment shall be removed before control measures are removed. Disturbed areas shall be stabilized as soon as practical.

6.6 EROSION AND SEDIMENT CONTROL

6.7 Temporary Measures

The measures had been maintained throughout construction and adjusted as required by the Contractor, City, Conservation Authority or Contract Administrator.

Silt fences shall be installed along downstream property limits and at other locations identified on the approved plans. Existing and proposed catchbasins and drainage inlets shall be protected with suitable inlet protection during construction. The controls shall be inspected weekly and following rainfall events.

If construction occurs during winter or periods of frozen/thawing ground, the Contractor shall monitor the site for erosion and take additional measures where required. All disturbed areas shall be stabilized promptly.

6.8 Permanent Measures

Rip-rap or equivalent erosion protection shall be provided at concentrated flow locations where required by the final design. Geotextile shall be properly keyed in to prevent undermining.

Disturbed areas shall be restored with topsoil and seed/sod as soon as practical. Excess fill shall be removed or stabilized and shall not be placed where it could enter the roadside drainage system.

7.0 EROSION AND SEDIMENT CONTROL

7.1 Temporary Measures

Before construction begins, temporary silt fence, straw bale or rock flow check dams will be installed at all natural runoff outlets from the property. The measures shall be maintained throughout construction and adjusted as required by the Contractor, City, Conservation Authority or Contract Administrator.

Silt fences shall be installed along downstream property limits and at other locations identified on the approved plans. Existing and proposed catchbasins and drainage inlets shall be protected with suitable inlet protection during construction. The controls shall be inspected weekly and following rainfall events.

If construction occurs during winter or periods of frozen/thawing ground, the Contractor shall monitor the site for erosion and take additional measures where required. All disturbed areas shall be stabilized promptly.

7.2 Permanent Measures

Rip-rap or equivalent erosion protection shall be provided at concentrated flow locations where required by the final design. Geotextile shall be properly keyed in to prevent undermining.

Disturbed areas shall be restored with topsoil and seed/sod as soon as practical. Excess fill shall be removed or stabilized and shall not be placed where it could enter the roadside drainage system.

8.0 SUMMARY

- The proposed development consists of a new approximately 296 m² one-storey commercial building at 240 Westbrook Road on a privately serviced site of approximately 0.166 ha.
- The existing private well is to remain and will service the proposed development, with well design and detailed well servicing requirements by others.
- The existing private septic system is to remain, with the septic permit retained by others. No municipal sanitary connection is proposed.
- Stormwater will continue to drain toward Westbrook Road through the existing roadside ditch and entrance culvert. The existing drainage system has been observed to be functioning without issue, and the proposed development will maintain the established drainage pattern and outlet.
- Based on the existing site conditions and the documented performance of the drainage system, no stormwater storage calculations are proposed as part of this report. The stormwater management approach is to maintain the existing functioning drainage system and outlet and avoid adverse impacts to adjacent properties and roadway infrastructure.

9.0 RECOMMENDATIONS

Based on the information reviewed, the proposed servicing approach can be summarized as follows: private well and septic servicing are retained and stormwater is directed toward the existing roadside drainage system.

This report is respectfully submitted for review.

Regards,

Egis Canada Ltd.





Curtis Melanson, C.E.T.
Practice Area Lead – Land Development
613-714-4621

Robert Pickard, P. Eng
Project Engineer – Land Development
613-808-3427

10.0 STATEMENT OF LIMITATIONS

This report was produced for the exclusive use of Domenic Santaguida. The purpose of the report is to summarize the servicing and stormwater management approach for the proposed development at 240 Westbrook Road. Egis Canada reviewed the supplied background documents, the current grading and drainage plan, the SWM worksheet and the City's pre-consultation comments. No independent field survey, hydraulic testing, well testing, septic testing or fire tank testing was performed as part of preparation of this report.

Any use of this report by a third party, or any reliance on decisions made based on it, without a reliance report is the responsibility of such third parties. Egis Canada accepts no responsibility for damages, if any, suffered by any third party as a result of decisions or actions made based on this report.

The findings, conclusions and recommendations of this report are based on the information available as of the date of the report. The final engineering design shall confirm all servicing capacities, legal outlets, fire protection requirements, septic requirements, stormwater storage and water quality measures. If additional information becomes available, Egis Canada should be requested to re-evaluate the conclusions presented herein.

APPENDIX A
BACKGROUND INFORMATION

Data sensitivity - Public

April 10, 2025

Domenic Santaguida
1767 Fisher Avenue
Ottawa, ON
K2C 1Y1

Re: New Building, 240 Westbrook Road
D07-12-09-0053

Egis (previously McIntosh Perry) was retained in the capacity of Civil design consultant on this project. The scope of work completed by Egis included lot grading & drainage plan preparation.

On July 31, 2024 Egis completed a visual site inspection of the site located at 240 Westbrook Road and can confirm that the grading of the site directs storm flows towards the street as per the Grading Plan.

The adjacent properties and roadside ditch were reviewed to determine if any negative impacts have occurred as a result of the development. No negative impacts to the adjacent sites or the road side ditch were identified during the site visit and the culvert within the entrance and roadside ditch appear to be functioning without issue.

It is our opinion that there have been no negative issues the surrounding sites or infrastructure within the roadway as a result of this development.

We trust this brief letter of review is satisfactory, and please do not hesitate to contact the undersigned should you have any questions.

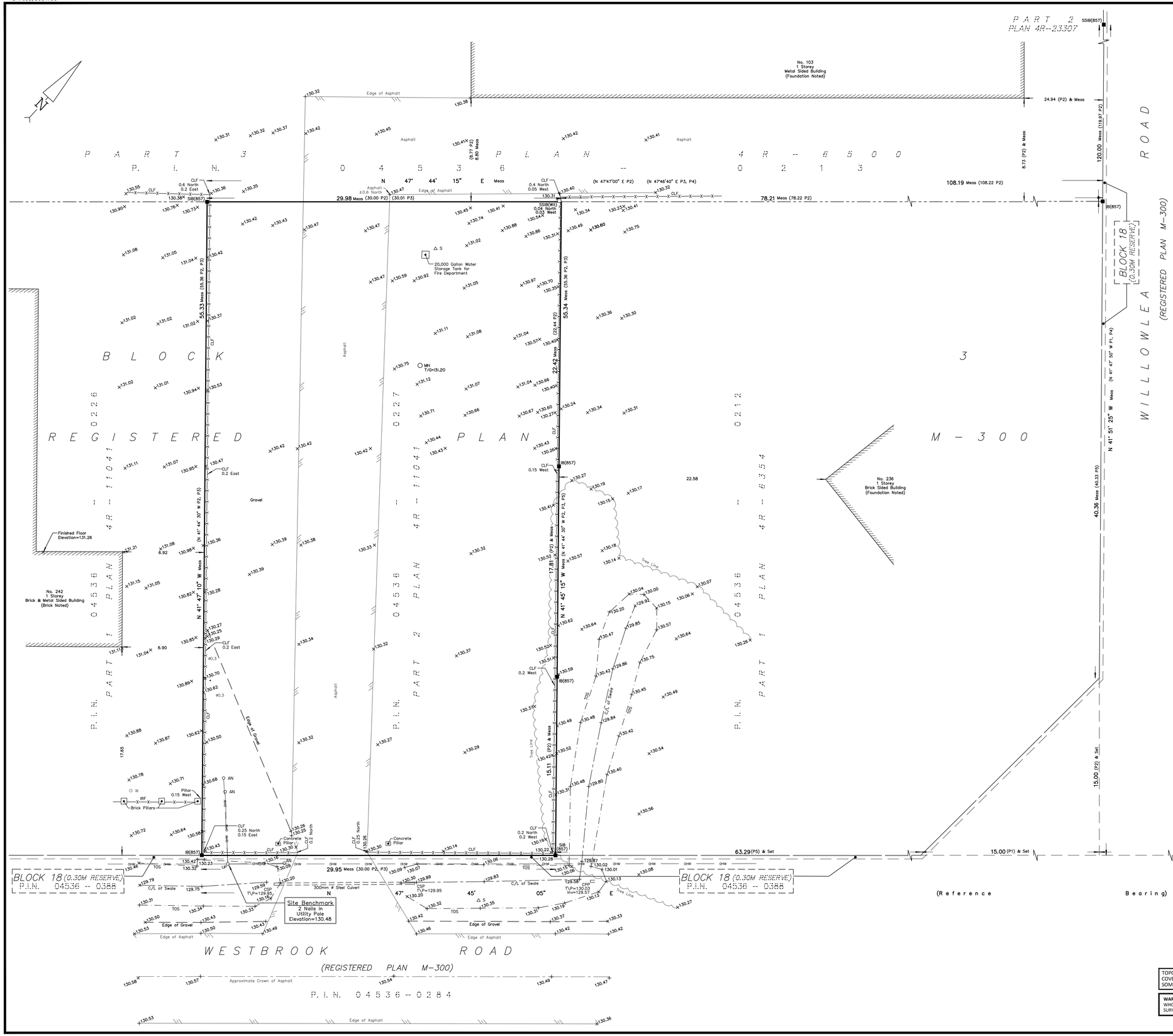
Sincerely,

CERTIFIED ENGINEERING TECHNOLOGIST
OACETT
ONTARIO
CURTIS MELANSON
No 836431

Curtis Melanson, C.E.T.
Practice Area Lead – Land Development
613-714-4621

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347033, 5014796



TOPOGRAPHIC PLAN OF SURVEY OF

PART OF BLOCK 3
REGISTERED PLAN M-300
CITY OF OTTAWA

FARLEY, SMITH & DENIS SURVEYING LTD. 2019

Scale 1: 150

0 1.5 3 6 9 12 15 metres

Metric Note
Distances and coordinates on this plan are in metres and can be converted to feet by dividing by 0.3048.

Bearing Note
Bearings are astronomic and are referred to the Northerly limit of Westbrook Road having a bearing of N 47° 45' 05" E as shown on Registered Plan M-300.

Elevation Notes
1. Elevations shown are geodetic and are referred to Geodetic Datum CGVD-1928 :1978 (FSD Ref. 402-08).
2. It is the responsibility of the user of this information to verify that the job benchmark has not been altered or disturbed and that it's relative elevation and description agrees with the information shown on this drawing.

Utility Notes
1. This drawing cannot be accepted as acknowledging all of the utilities and it will be the responsibility of the user to contact the respective utility authorities for confirmation.
2. Only visible surface utilities were located.
3. A field location of underground plant by the pertinent utility authority is mandatory before any work involving breaking ground, probing, excavating etc.

Notes & Legend

	Denotes	
—□—	Denotes	Survey Monument Planted
—■—	"	Survey Monument Found
SIB	"	Standard Iron Bar
SSIB	"	Short Standard Iron Bar
IB	"	Iron Bar
(Wit)	"	Witness
Meas	"	Measured
(P1)	"	Registered Plan M-300
(P2)	"	Plan By (1692) Dated April 28, 2010 (Ref. No. 63-09)
(P3)	"	Plan 4R-11041
(P4)	"	Plan 4R-6500
(P5)	"	Plan 4R-3654
○ MH	"	Maintenance Hole (Unidentified)
—— UP ——	"	Overhead Wires
○ UP	"	Utility Pole
○ AN	"	Anchor
Inv.	"	Invert
T/G	"	Top of Grade
T/P	"	Top of Pipe
CSP	"	Corrugated Steel Pipe
CPP	"	Corrugated Plastic Pipe
△ S	"	Sign
○ W	"	Well Cap
Ø	"	Diameter
CLF	"	Chain Link Fence
IRF	"	Iron Rail Fence
TOS	"	Top of Slope
C/L	"	Centreline
x 65.00	"	Location of Elevations
———	"	Property Line
.	"	Deciduous Tree

Revision Note:
Revised Site Benchmark elevation.

August 7, 2019
Date

Daniel Robinson
Ontario Land Surveyor

ASSOCIATION OF ONTARIO LAND SURVEYORS
PLAN SUBMISSION FORM
2081170
THIS PLAN IS NOT VALID UNLESS IT IS AN EMBOSSED ORIGINAL COPY ISSUED BY THE SURVEYOR
In accordance with Regulation 1026, Section 29 (3)

Surveyor's Certificate
I certify that :
1. This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act and the Regulations made under them.
2. The survey was completed on the 28th day of January, 2019.

February 4, 2019
Date

Daniel Robinson
Ontario Land Surveyor

TOPOGRAPHIC DATA WAS COLLECTED UNDER WINTER CONDITIONS. SNOW COVER AND ICE PRECLUDE DETERMINING LOCATION AND ELEVATION OF SOME TOPOGRAPHICAL DATA THAT IS OTHERWISE VISIBLE.

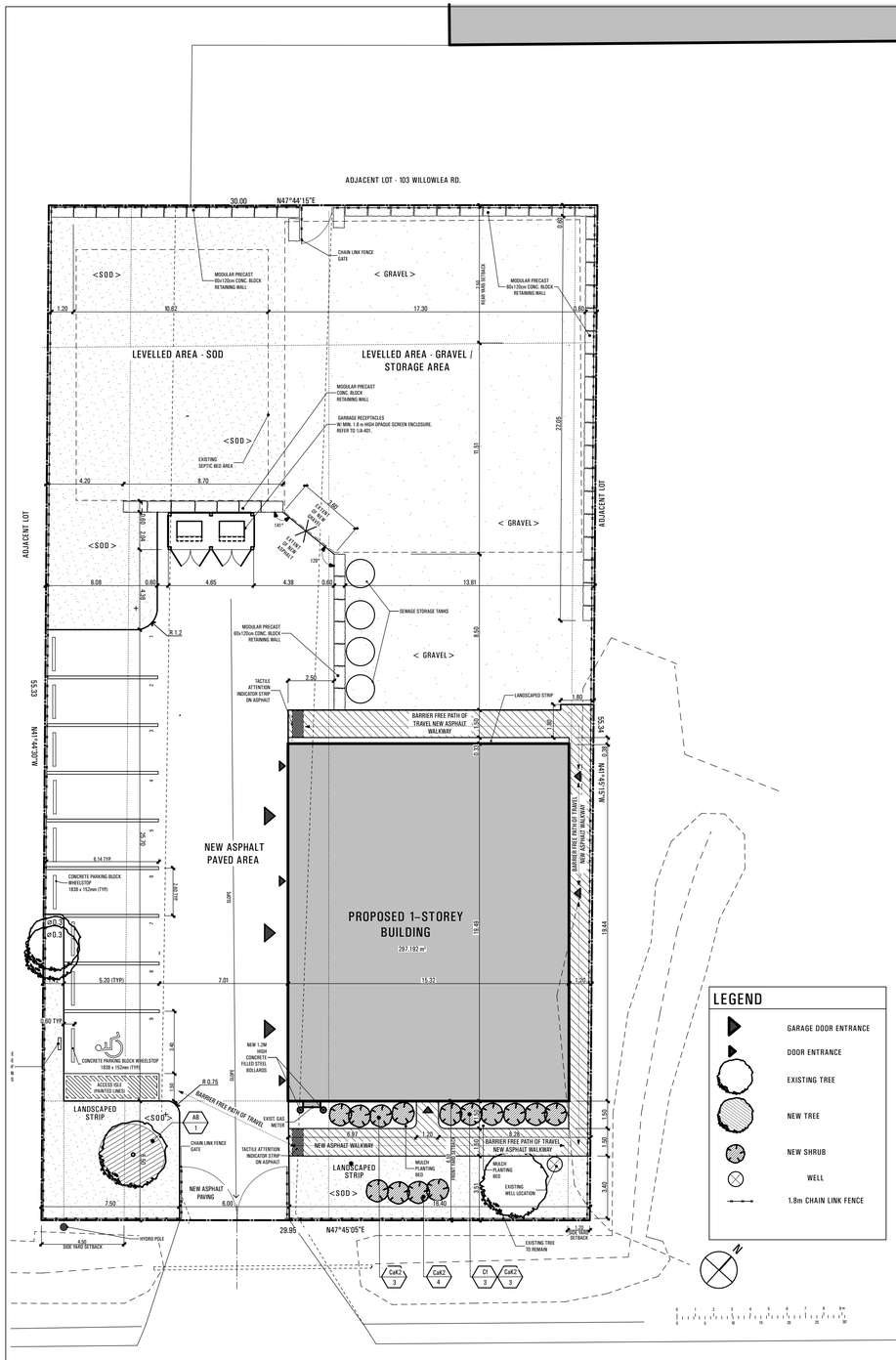
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FILE No. : 675-18

FARLEY, SMITH & DENIS SURVEYING LTD.
ONTARIO LAND SURVEYORS
CANADA LAND SURVEYORS
190 COLONNADE ROAD, OTTAWA, ONTARIO K2E 7J5
TEL. (613) 727-8226 FAX. (613) 727-1826

TOPO 24536

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SITE/LANDSCAPE PLAN

1 / A-100

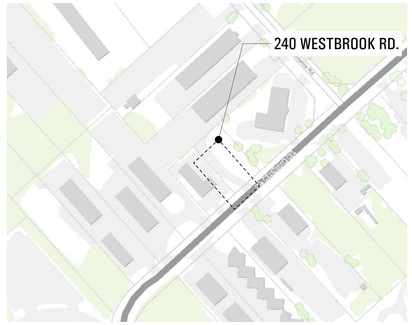
SCALE: 1:150

PLANT SCHEDULE					
DECIDUOUS TREE	QTY.	BOTANTICAL NAME	COMMON NAME	SIZE	NOTES
AB	3	Acer rubrum 'Bowhall'	Bowhall Red Maple	60mm Cal.	
DECIDUOUS SHRUB					
Cf	7	Cornus sericea 'Arctic Fire'	Arctic Fire Dogwood	–	
ORNAMENTAL GRASSES					
caK2	4	Calamagrostis acutiflora 'Karl Foerster'	Feather Reed Grass	1 gal	

PROPERTY INFORMATION / SITE STATISTICS:

ZONING:	RG4
SITE AREA:	1,661m²*

	EXISTING	POST-DEVELOPMENT
BUILDING FOOTPRINT	N/A	296m²
BUILDING G.F.A.	N/A	376.21m²
LOT COVERAGE	N/A	18%
No. OF BUILDINGS	0	1



KEY PLAN

2 / A-100

NOT TO SCALE

LEGAL DESCRIPTION:	PART OF BLOCK 3 REGISTERED PLAN M-300 Pl.N. 04536-0284 CITY OF OTTAWA
PROPERTY OWNER:	V. SANTAGUIDA CONSTRUCTION COMPANY LTD 1767 FISHER AVE OTTAWA, ONTARIO, K2C 1Y1
ARCHITECT:	ATELIER 292 ARCHITECT INC. 292 MAIN STREET OTTAWA, ONTARIO, K1S 1E1 PHONE: (613) 231-2245, FAX: (613) 234-3176
STRUCTURAL AND CIVIL ENGINEER:	McINTOSH PERRY 115 WALGREEN ROAD. R.R. 3 CARP, ONTARIO, K0A 1L0 PHONE: (613) 836-2184, FAX: (613) 836-3742
M&E ENGINEER:	JRP ENGINEERING 9 HOLGATE COURT KANATA, ONTARIO, K2K 1B4 PHONE: (613) 627-2462, FAX: (866)878-0888

ZONING INFORMATION

	REQUIRED	PROVIDED	REMARKS
PROPERTY ZONING	RG4		
PERMITTED USE	LIGHT INDUSTRIAL / WAREHOUSE		
MIN. LOT WIDTH	30 m	29.95 m*	
MIN. LOT AREA	1800 m²	1,661 m² *	
MAX LOT COVERAGE	50%	18%	
MAX. BLDG. HEIGHT	15 m	8.77 m	
MIN. FRONT YARD SETBACK	12 m	6.5 m*	
MIN. REAR YARD SETBACK	7.5 m	29.4 m	
MIN. INT. SIDEYARD SETBACK	4.5 m	1.2 m* (EAST SIDEYARD)	
PARKING	0.8 PER 100m² BLDG G.F.A. 7		
VISITOR PARKING	0	0	*(MINOR VARIANCE
TOTAL PARKING		7	GRANTED)

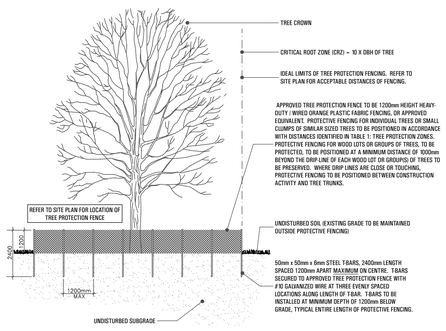
DRAWING INDEX

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A-102	GROUND FLOOR PLAN
A-103	ROOF PLAN
A-201	BUILDING SECTIONS
A-301	EAST AND WEST ELEVATIONS
A-302	NORTH AND SOUTH ELEVATIONS
A-303	INTERIOR ELEVATIONS - UNIVERSAL WASHROOMS
A-401	DETAILS - GARBAGE ENCLOSURE
A-402	DETAILS / DOOR AND WINDOW SCHEDULE

OBC MATRIX

ITEM			OBC REFERENCE	
1	PROJECT DESCRIPTION: [X] NEW [ ] ADDITION [ ] CHANGE OF USE [ ] ALTERATION	[ ] PART 11	[ ] PART 3	[X] PART 9 2.1.1 9.10.1.3
2	MAJOR OCCUPANCIES: LOW HAZARD INDUSTRIAL (F3)		3.1.2.1.(1)	9.10.2
3	BUILDING AREA (m²) EXISTING 0 NEW 298 TOTAL 298		1.1.3.2	1.1.3.2
4	GROSS AREA (m²) EXISTING 0 NEW 298 TOTAL 298		1.1.3.2	1.1.3.2
5	NUMBER OF STOREYS ABOVE GRADE 1 BELOW GRADE 0		3.2.1.1 & 1.1.3.2	2.1.1.3
6	HEIGHT OF BUILDING (m) 8.77			2.1.1.3
7	NUMBER OF STREETS/ACCESS ROUTES 1		3.2.2.10 & 3.2.5.5	
8	BUILDING CLASSIFICATION GROUP F - DIVISION 2		3.2.2.20 - .83	9.10.2
9	SPRINKLER SYSTEM PROPOSED EXISTING: [ ] ENTIRE BUILDING [ ] BASEMENT ONLY [ ] IN LIEU OF ROOF RATING [X] NOT REQUIRED		3.2.2.20 - .83 3.2.1.5 3.2.2.17	9.10.8
10	STANDPIPE REQUIRED	[ ] YES [X] NO	3.2.9	
11	FIRE ALARM REQUIRED	[ ] YES [X] NO	3.2.4	9.10.18.2
12	WATER SERVICE/SUPPLY IS ADEQUATE	[X] YES [ ] NO		
13	HIGH BUILDING	[ ] YES [X] NO	3.2.6	
14	PERMITTED CONSTRUCTION [X] COMBUSTIBLE [X] NON-COMBUSTIBLE ACTUAL CONSTRUCTION [X] COMBUSTIBLE [X] NON-COMBUSTIBLE		3.2.2.20 - .83	9.10.6
15	MEZZANINE(S) AREA m² N/A		3.2.1.1. (3)-(8)	9.10.4.1
16	OCCUPANT LOAD BASED ON [X] m² /PERSON OCCUPANCY F2 [ ] DESIGN OF BUILDING LOAD 14 PERSONS		3.1.1.6 3.1.17.1	9.9.1.3
17	BARRIER-FREE DESIGN	[ ] YES [X] NO	3.8	9.5.2
18	HAZARDOUS SUBSTANCES	[ ] YES [X] NO	3.3.1.2.(1) & 3.3.1.19(1)	9.10.1.3
19	REQUIRED FIRE RESISTANCE RATING (FRR) — HORIZONTAL ASSEMBLIES FRR (HOURS): FLOORS 0.75 HOURS; ROOF 0 HOURS	LISTED DESIGN NO. OR DESCRIPTION (SG-2)	3.1.3.1, 3.2.2.20-.83 & 3.2.1.4	9.10.8 9.10.9
	FRR OF SUPPORTING MEMBERS: FLOORS 0.75 HOURS; ROOF 0 HOURS	LISTED DESIGN NO. OR DESCRIPTION (SG-2)		
20	SPATIAL SEPARATION - CONSTRUCTION OF EXTERIOR WALLS		3.2.3	9.10.14

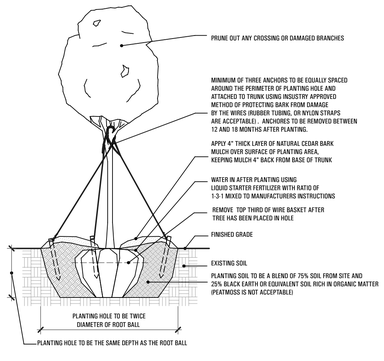
	WALL	AREA OF EBF (m²)	L.D. (m)	L/H OR H/L	PERMITTED MAX % OF OPENINGS	PROPOSED % OF OPENINGS	FRR (HOURS)	LISTED DESIGN OR DESCRIPTION	COMB CONST	COMB. CONSTR. NON-COMB. CLADDING	NON-COMB CONST
	NORTH	117	29.4	-	100	0	1	n/a	YES	-	-
	SOUTH	117	6.5	-	11	0	2	n/a	-	YES	-
	EAST	154.7	1.2	-	4	2.25	2	n/a	-	-	YES
	WEST	140.28	13.4	-	67.95	35.5	1	n/a	YES	-	-
21	OTHER										



TREE PROTECTION DETAIL

3 / A-100

NOT TO SCALE



TREE PLANTING DETAIL

4 / A-100

NOT TO SCALE

ATELIER 292 ARCHITECT INC.

292 main street
ottawa ontario k1s 1e1 canada
tel:613/231.2245 fax:613/234.3176
www.atelier292.com

GENERAL NOTES:

- THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO MANUFACTURING OR CONSTRUCTION.
- DO NOT SCALE DRAWINGS.
- ALL WORK SHALL COMPLY WITH THE LOCAL BUILDING CODE AND THE REQUIREMENTS OF ALL AUTHORITIES HAVING JURISDICTION.
- THIS DRAWING SET IS THE EXCLUSIVE PROPERTY OF ATELIER 292 ARCHITECT INC. COPYRIGHT RESERVED.

IMPORTANT NOTE:

THE CONTRACTOR SHALL NOT MAKE ANY CHANGES OR MODIFICATIONS WITHOUT ARCHITECT'S WRITTEN CONSENT. THE CONTRACTOR ASSUMES FULL LEGAL AND CONTRACTUAL LIABILITY FOR ANY UNAUTHORIZED CHANGES. THE CONTRACTOR MAY BE REQUIRED TO CORRECT THEM AT HIS OWN COST.

DATE	ISSUED FOR
2024-08-02	UPDATED SITE CONDITIONS
2023-01-31	CONSTRUCTION
2023-01-12	REVISION TO BUILDING PERMIT R1
2022-12-22	REVISION TO BUILDING PERMIT
2022-05-03	CO-ORDINATION w/ STRUCTURAL / SURVEY
2022-02-03	REVISION - TOP OF WALL HEIGHT
2022-01-26	REVISION - REMOVE FLOOR DRAINS
2022-01-05	BUILDING PERMIT COMMENTS
2021-05-21	BUILDING PERMIT COMMENTS
2021-03-12	BUILDING PERMIT COMMENTS
2020-11-20	BUILDING PERMIT
2020-07-10	REVIEW 99%
2020-04-14	PRELIMINARY SITE DESIGN

PROJECT NORTH: N

ARCHITECT'S SEAL: ONTARIO ASSOCIATION OF ARCHITECTS — PAWEL J. PJETT — LICENSE 5249

PROJECT NAME:

NEW COMMERCIAL DEVELOPMENT
240 WESTBROOK ROAD
OTTAWA, ONTARIO

DRAWING NAME:

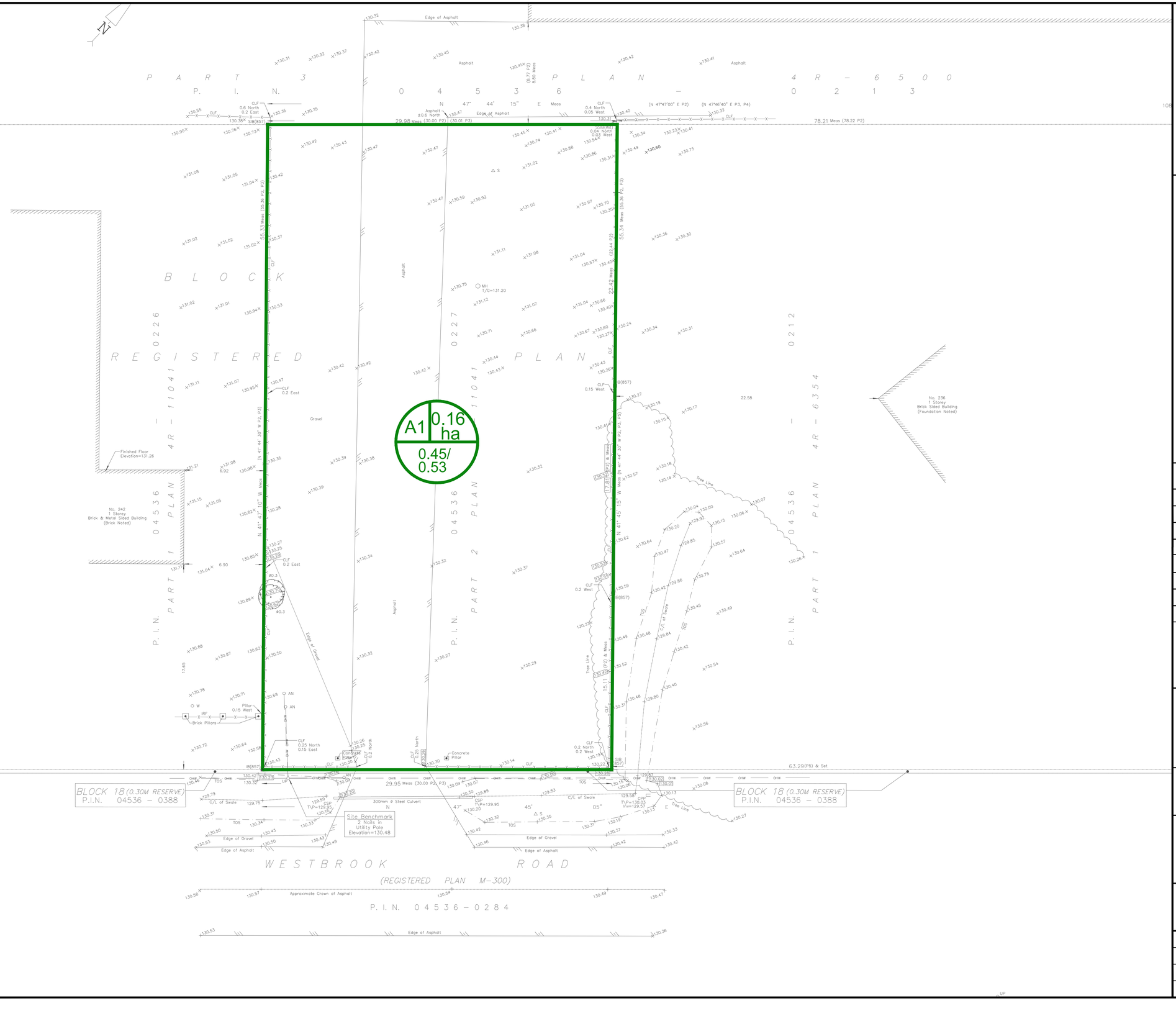
SITE/LANDSCAPE PLAN, PROJECT INFORMATION

BUILDING PERMIT APPLICATION NO. A22-008325

DATE:	2024-08-02
PROJECT NO.:	2028
DRAWN BY:	GDV
CHECKED BY:	PJF
DRAWING NO.:	A-100

APPENDIX B
STORMWATER CALCULATIONS

Data sensitivity - Public



SCALE 1 : 150

0 5 10 15 Metres

No.	Revision/Issue	Date
1	ISSUED FOR REVIEW	2026.08.13

Check and verify all dimensions before proceeding with the work

Do not scale drawings

egis

750 PALLADIUM DRIVE, SUITE 310, KANATA, ON K2V1C7

Tel: 613-836-2184 Fax: 613-836-3742

Stamp:

FOR REVIEW ONLY
NOT FOR CONSTRUCTION

Client:

DOMENIC SANTAGUIDA

Project:

NEW COMMERCIAL DEVELOPMENT

240 WESTBROOK ROAD

OTTAWA ONTARIO

Drawing Title:

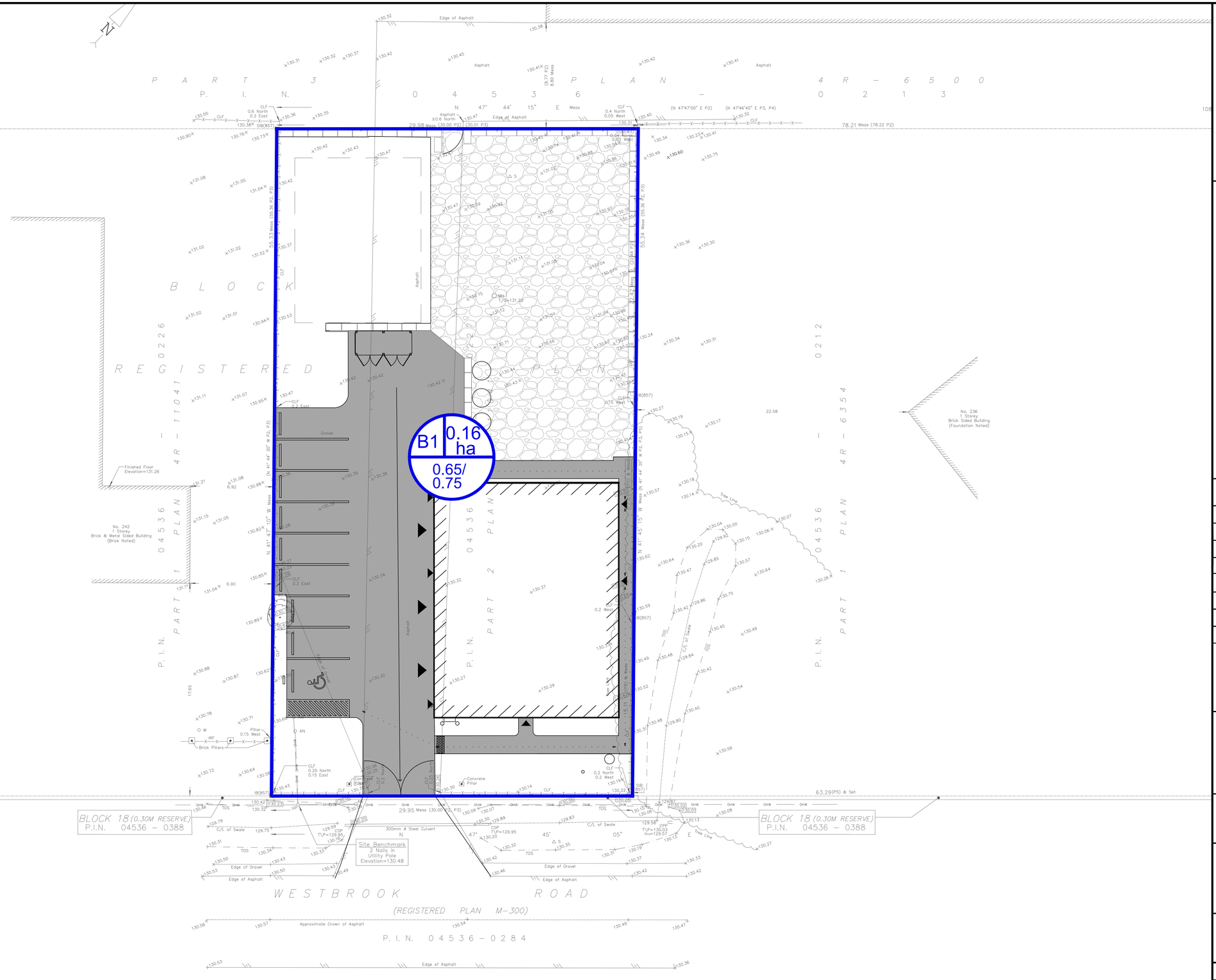
PRE-DEVELOPMENT DRAINAGE PLAN

Scale:	1:150
Drawn by:	JR
Checked By:	RP
Designed By:	JR

Project Number: CP-19-0594

Drawing Number: PRE

FILENAME: I:\Ottawa\01 Project - Proposals\2019 Jobs\CP\PCP Proposals\PCP-19-0594 Domenic Santaguida_SPC_240 Westbrook Road\Civil\12 - Drawings\CP-19-0594-Presentation.dwg
LAST SAVED: Thursday, August 13, 2026 LAST SAVED BY: J.Livingston
LAST PLOTTED: Thursday, August 20, 2026 AT THE OFFICE



AREA I.D — AREA SIZE (HECTARES)

B1 | X.XX ha

X.XX/ X.XX

RUNOFF COEFFICIENT (5-YR/ 100-YR)

SCALE 1 : 150

0 5 10 15 Metres

No.	Revision/Issue	Date
1	ISSUED FOR REVIEW	2026.08.13

Check and verify all dimensions before proceeding with the work

Do not scale drawings

egis

750 PALLADIUM DRIVE, SUITE 310, KANATA, ON K2V1C7

Tel: 613-836-2184 Fax: 613-836-3742

Stamp:

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NOT FOR CONSTRUCTION

Client:

DOMENIC SANTAGUIDA

Project:

NEW COMMERCIAL DEVELOPMENT

240 WESTBROOK ROAD

OTTAWA ONTARIO

Drawing Title:

POST-DEVELOPMENT DRAINAGE PLAN

Scale:	1:150
Drawn by:	JR
Checked By:	RP
Designed By:	JR

Project Number: CP-19-0594

Drawing Number: POST

FILENAME: I:\Ottawa\05 Project - Proposals\2019 Jobs\CP\CP-Proposals\[PCP-19-0594 Domenic Santaguida_SPC_240 Westbrook Road\Civil\12 - Drawings\[CP-19-0594-Presentation.dwg
LAST SAVED: Thursday, August 13, 2026 - LAST SAVED BY: jrivington
LAST PLOTTED: Thursday, August 20, 2026 [TB FILE USED]

CP-19-0594 - 240 Westbrook Road - SWM Calculations

Tc (min)	Intensity (mm/hr)			
	2-Year	5-Year	100-Year	
10	76.5	104.2	178.6	PRE-DEVELOPMENT
10	76.5	104.2	178.6	POST-DEVELOPMENT

C-Values	
Impervious	0.90
Gravel	0.60
Pervious	0.20

Pre-Development Runoff Coefficient

Drainage Area	Impervious Area (m^2)	Gravel (m^2)	Pervious Area (m^2)	Average C (2-year)	Average C (5-year)	Average C (100-year)
A1	378	365	927	0.45	0.45	0.53

Pre-Development Runoff Calculations

Drainage Area	Area (ha)	C 2-Year	C 5-Year	C 100-Year	Tc (min)	Q (L/s)		
						2-Year	5-Year	100-Year
A1	0.17	0.45	0.45	0.53	10	15.84	21.57	43.86
Total	0.17					15.84	21.57	43.86

Post-Development Runoff Coefficient

Drainage Area	Impervious Area (m^2)	Gravel (m^2)	Pervious Area (m^2)	Average C (2-year)	Average C (5-year)	Average C (100-year)
B1	825	411	424	0.65	0.65	0.75

Post-Development Runoff Calculations

Drainage Area	Area (ha)	C 2-Year	C 5-Year	C 100-Year	Tc (min)	Q (L/s)		
						2-Year	5-Year	100-Year
B1	0.17	0.65	0.65	0.75	10	22.84	31.11	61.52
Total	0.17					22.84	31.11	61.52

Data sensitivity - Public

Time of Concentration Pre-Development

Drainage Area ID	Sheet Flow Distance (m)	Slope of Land (%)	Tc (min) (5-Year)	Tc (min) (100-Year)
A1	16	1.60	7	6

Therefore, a Tc of 10 can be used

Tc= (3.26(1.1-c)L^0.5/S^0.33)

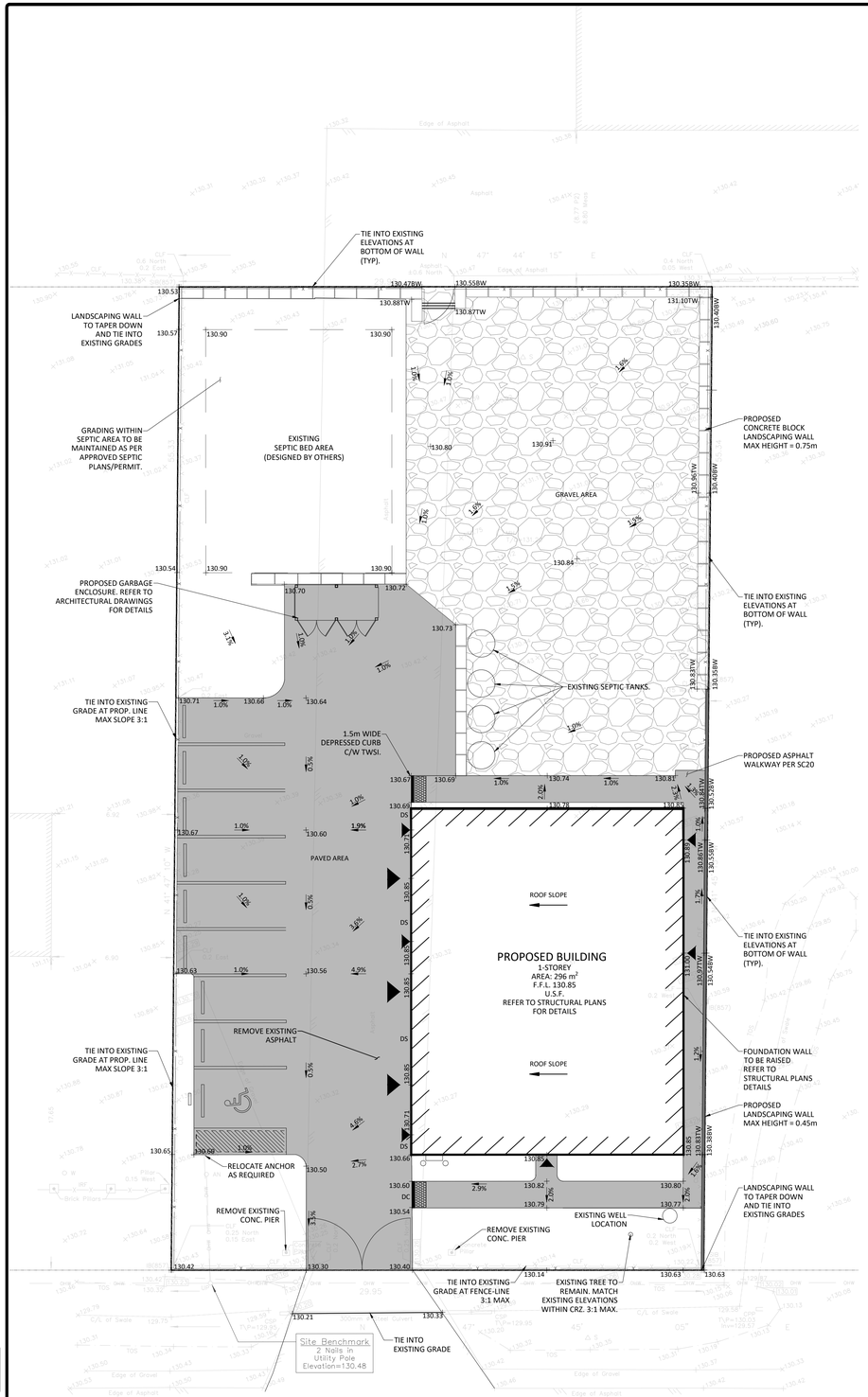
c = Balanced Runoff Coefficient

L = Length of drainage area

S= Average slope of watershed

APPENDIX C
SITE SERVICING, DRAINAGE, SEDIMENT AND EROSION CONTROL

Data sensitivity - Public



GENERAL NOTES

1. THE ORIGINAL TOPOGRAPHY, GROUND ELEVATION AND SURVEY DATA SHOWN ARE SUPPLIED FOR INFORMATION PURPOSES ONLY, AND IMPLY NO GUARANTEE OF ACCURACY. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY ALL INFORMATION SHOWN.

2. THIS PLAN IS NOT A CADASTRAL SURVEY SHOWING LEGAL PROPERTY BOUNDARIES AND EASEMENTS. THE PROPERTY BOUNDARIES SHOWN HEREON HAVE BEEN DERIVED INFORMATION SUPPLIED BY (OR SHOWN ON) FAIRHALL, MOFFATT, WOODLAND LTD. SURVEY PLAN #8-31326, DATED AUGUST 15, 2018 AND CANNOT BE RELIED UPON TO BE ACCURATE OR COMPLETE. THE PRECISE LOCATION OF THE CURRENT PROPERTY BOUNDARIES AND EASEMENTS CAN ONLY BE DETERMINED BY AN UP-TO-DATE LAND TITLES SEARCH AND A SUBSEQUENT CADASTRAL SURVEY PERFORMED AND CERTIFIED BY AN ONTARIO LAND SURVEYOR.

3. THE CONTRACTOR IS TO OBTAIN AND PAY FOR ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY BEFORE COMMENCING CONSTRUCTION.

4. THE CONTRACTOR IS RESPONSIBLE FOR ALL LAYOUT.

5. THE CONTRACTOR IS TO DETERMINE THE EXACT LOCATION, SIZE, MATERIAL AND ELEVATION OF ALL EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION. PROTECT AND ASSUME ALL RESPONSIBILITY FOR EXISTING UTILITIES WHETHER OR NOT SHOWN ON THESE DRAWINGS. IF THERE IS ANY DISCREPANCY THE CONTRACTOR IS TO NOTIFY THE ENGINEER PROMPTLY.

6. RESTORE ALL TRENCHES AND SURFACES OF PUBLIC ROAD ALLOWANCES TO CONDITION EQUAL OR BETTER THAN ORIGINAL CONDITION AND TO THE SATISFACTION OF THE CITY AUTHORITIES.

7. EXCAVATE AND DISPOSE OF ALL EXCESS EXCAVATED MATERIAL, SUCH AS ASPHALT, CURBING AND DEBRIS, OFF SITE AS DIRECTED BY THE ENGINEER AND THE CITY.

8. TOPSOIL TO BE STRIPPED AND STOCKPILED FOR REHABILITATION. CLEAN FILL TO BE PLACED IN FILL AREAS AND COMPACTED TO 95% STANDARD PROCTOR DENSITY.

9. ALL DISTURBED AREAS TO BE RESTORED TO ORIGINAL CONDITION OR BETTER UNLESS OTHERWISE SPECIFIED.

10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL AND SAFETY MEASURES DURING THE CONSTRUCTION PERIOD, INCLUDING THE SUPPLY, INSTALLATION, AND REMOVAL OF ALL NECESSARY SIGNAGE, DELINEATORS, MARKERS AND BARRIERS.

11. DO NOT ALTER GRADING OF THE SITE WITHOUT PRIOR APPROVAL OF THE CITY.

12. ALL ROADWAY, PARKING LOT, AND GRADING WORKS TO BE UNDERTAKEN IN ACCORDANCE WITH CITY STANDARDS AND SPECIFICATIONS. THE CONTRACTOR IS TO PROVIDE POSITIVE DRAINAGE AWAY FROM THE BUILDING.

13. CONTACT THE CITY FOR INSPECTION OF ROUGH GRADING OF PARKING LOTS, ROADWAYS AND LANDSCAPED AREAS PRIOR TO PLACEMENT OF ASPHALT AND TOPSOIL. ALL DEFICIENCIES NOTED SHALL BE RECTIFIED TO THE CITY SATISFACTION PRIOR TO PLACEMENT OF ANY ASPHALT, TOPSOIL, SEED & MULCH AND/OR SOD.

14. ALL DIMENSIONS AND INVERTS MUST BE VERIFIED PRIOR TO CONSTRUCTION, IF THERE IS ANY DISCREPANCY THE CONTRACTOR IS TO NOTIFY THE ENGINEER PROMPTLY.

15. ELECTRICAL, GAS, TELEPHONE AND TELEVISION SERVICE LOCATIONS ARE SUBJECT TO THE INDIVIDUAL AGENCY:
- ELECTRICAL SERVICE - HYDRO OTTAWA,
- GAS SERVICE - ENBRIDGE,
- TELEPHONE SERVICE - BELL CANADA,
- TELEVISION SERVICE - ROGERS.

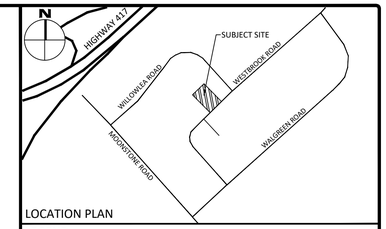
17. INSTALLATION TO BE IN ACCORDANCE WITH CURRENT CODES AND STANDARDS OF APPROVAL AGENCIES HYDRO OTTAWA, BELL AND THE CITY.

18. ALL PROPOSED CURB SHALL BE CONCRETE BARRIER CURB AS PER OTTAWA CITY STANDARDS.

19. ALL EXISTING REDUNDANT PRIVATE APPROACHES FRONTING THIS DEVELOPMENT MUST BE REMOVED TO THE SATISFACTION OF THE CITY.

20. NO EXCESS DRAINAGE, EITHER DURING OR AFTER CONSTRUCTION, IS TO BE DIRECTED TOWARDS NEIGHBORING PROPERTIES.

21. NO ALTERATION OF EXISTING GRADES AND DRAINAGE PATTERNS ON PROPERTY BOUNDARIES.



LOCATION PLAN

LEGEND

DC	BARRIER CURB CURB DEPRESSION		CENTRELINE OF SWALE
	ASPHALT PATHWAY		SLOPING AT 3:1 UNLESS SPECIFIED
	CONCRETE SIDEWALK	x95.94 ±93.20	PROPOSED ELEVATION EXISTING ELEVATION
	PAVING STONE	x95.94 DS	SWALE ELEVATION
MH	STORM MANHOLE	x TW=100.50 BW=90.50	TOP OF WALL ELEVATION BOTTOM OF WALL ELEVATION
CB DI	CATCHBASIN OR DITCH INLET		EMERGENCY OVERLAND FLOW ROUTE
ECB TCB	LANDSCAPE CATCHBASIN		SILT FENCE BARRIER (AS PER OPSD 219.130)
MH	SANITARY MANHOLE		STRAW BALE CHECK DAM (AS PER OPSD 219.180)
	PERFORATED PIPE		SEDIMENT CONTROL DEVICE
	WATER VALVE/CHAMBER	O/H	BUILDING ENTRANCE OVERHEAD DOOR
	FIRE HYDRANT	RM	REMOTE WATER METER
	CROSSING CONFLICT LOCATION	M	WATER METER
DS	DOWNSPOUT		

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No.	Revisions	Date
3	ISSUED FOR REVIEW	AUG. 15, 2024
2	ISSUED FOR REVIEW	FEB. 02, 2022
1	ISSUED FOR APPROVAL	NOV. 23, 2020

Check and verify all dimensions before proceeding with the work — Do not scale drawings

SCALE 1 : 150

0 5 10 15 Metres

McINTOSH PERRY
115 Walgreen Road, RR3, Carp, ON K0A 1L0
Tel: 613-836-2184 Fax: 613-836-3742
www.mcintoshperry.com

Stamp:

Client: DOMENIC SANTAGUIDA

Project: NEW COMMERCIAL DEVELOPMENT
240 WESTBROOK ROAD

Drawing Title: SITE GRADING, DRAINAGE, SEDIMENT & EROSION CONTROL PLAN

Scale: 1:150	Project Number: CP-19-0594
Drawn By: B.G.S	
Checked By: R.P.K.	Drawing Number: C101
Designed By: B.G.S	

D07-12-09-0053

#XXXXX

FILENAME: I:\Ottawa\01 Project Proposals\2019 Jobs\CP\PCP Proposals\PCP-19-0594 Domenic Santaguida_SPC_240 Westbrook Road\Civil\12 - Drawings\CP-19-0594 Presentation.dwg
LAST SAVED: Thursday, August 15, 2024 LAST SAVED BY: F.Valenti
LAST PLOTTED: Thursday, August 15, 2024 [TITLE CODE]

APPENDIX D
CITY OF OTTAWA PRE-CONSULTATION FEEDBACK

Data sensitivity - Public

File No.: PC2023-0147

Domenic Santaguida
Via email: domenic.santaguida@vittoriatrattoria.com

Subject: **Pre-Consultation: Meeting Feedback**
Proposed Site Plan Control Application – 240 Westbrook Road
Santaguida Construction

Please find below information regarding next steps as well as consolidated comments from the above-noted pre-consultation meeting held on July 14, 2023.

Pre-Consultation Preliminary Assessment

1 ☒	**2** ☐	**3** ☐	**4** ☐	**5** ☐

One (1) indicates that considerable major revisions are required while five (5) suggests that the proposal appears to meet the City's key land use policies and guidelines. This assessment is purely advisory and does not consider technical aspects of the proposal or in any way guarantee application approval.

Next Steps

1. A review of the proposal and materials submitted for the above-noted pre-consultation has been undertaken. Please proceed to complete a Phase 3 Pre-consultation Application Form and submit it together with the necessary studies and/or plans to planningcirculations@ottawa.ca.

2. In your subsequent pre-consultation submission, please ensure that all comments or issues detailed herein are addressed. A detailed cover letter stating how each issue has been addressed must be included with the submission materials. Please coordinate the numbering of your responses within the cover letter with the comment number(s) herein.

3. Please note, if your development proposal changes significantly in scope, design, or density before the Phase 3 pre-consultation, you may be required to complete or repeat the Phase 2 pre-consultation process.

Supporting Information and Material Requirements

1. The attached **Study and Plan Identification List** outlines the information and material that has been identified, during this phase of pre-consultation, as either required (R) or advised (A) as part of a future complete application submission.

    a. The required plans and studies must meet the City's Terms of Reference (ToR) and/or Guidelines, as available on Ottawa.ca. These ToR and Guidelines outline

the specific requirements that must be met for each plan or study to be deemed adequate.

Consultation with Technical Agencies

1. You are encouraged to consult with technical agencies early in the development process and throughout the development of your project concept. A list of technical agencies and their contact information is enclosed.

Planning

Comments:

1. The subject site is currently subject to a Site Plan Agreement for the warehouse on 103 Willowlea Road. The previously laneway and existing water storage tanks on 240 Westbrook Road were approved as part of the previous Site Plan Agreement. There was also areas near the front lot line of 240 Westbrook Road that were dedicated to stormwater management. Any development on 240 Westbrook Road will have to be consistent with the conclusions of the approved plans and reports for the registered Site Plan Agreement.

2. A Site Plan is required and must adhere to the Terms of Reference.

3. The subject site is designated Rural Industrial and Logistics as per Schedule B9 of the Official Plan (OP). The subject site is also located within the Industrial and Logistics Urban Expansion Area as per Schedule C17.

    a. OP Policy 9.3.2.(1) notes that vehicle sales and servicing is a permitted land use.

    b. OP Policy 9.3.1(2) notes that development within the Rural Industrial and Logistics designation shall consider the follow:

        a) Building design, Site layout and landscape in a way that maintains and enhances the rural identity and feel of the area in which such development takes place;

        b) Appropriate screening from public roads and adjacent properties using natural vegetation, preferably existing vegetation where possible;

        c) Outdoor amenity areas for employees and landscaping that supports the City's tree canopy targets; and

        d) Accesses are designed to minimize hazards between the road on which the development fronts and its vehicular points of access.

c. In accordance with (b) above, we strongly encourage appropriate tree planting along the front lot line.

d. OP Policy 4.7.2(9) notes that new development which relies upon private sewage systems should maintain a minimum area of 800 square metres of undeveloped area. The intent of this policy is to maintain sufficient space for the purposed system and additional space for a backup system should the first system fail. The application should consider the intent of this policy when finalizing the site details. The Site Plan should illustrate the total undeveloped area dedicated to the septic system.

4. Section 37 requirements / Community Benefits Charge

    a. The former Section 37 regime has been replaced with a "Community Benefits Charge", By-law No. 2022-307, of 4% of the land value. This charge will be required for ALL buildings that are 5 or more storeys and 10 or more units and will be required at the time of building permit unless the development is subject to an existing registered Section 37 agreement. Questions regarding this change can be directed to Ranbir.Singh@ottawa.ca.

5. The subject site falls within the Carp Road Corridor Community Design Plan (CDP). Section 2.3 of the CDP provides the following guidance for Light Industrial:

    a. The uses permitted may include light manufacturing plants, distribution, recycling and assembly plants, warehouses, service and repair shops, research, design and testing facilities, storage uses, transportation depots, contractor or construction related uses, compatible public and institutional uses.
    b. The uses permitted should be appropriately located and well designed so as to minimize nuisance or interference with existing or proposed uses of adjoining lands. Measures such as landscaping screening, buffing shall be used to reduce the impact of industrial uses on adjacent properties.

6. Landscape requirements

    a. A Landscape Plan is required and should focus on enhancing the tree canopy coverage in order to contribute to the target 40% canopy coverage. Tree planting should also be focused along the front lot line to provide appropriate screen and along parking spots to reduce the urban heat island effect.

7. Easements

    a. It is anticipated that an Easement will be required to ensure appropriate access to the water storage tanks for firefighting.

Urban Design

Comments:

8. This proposal does not run along or does not meet the threshold in one of the City's Design Priority Areas and need not attend the City's UDRP. Staff will be responsible for evaluating the proposal and providing design direction.

    a. We recommend the proposal find ways to enhance the landscaping, particularly at the front of the property, and to look for ways to provide new tree planting on the site.

9. A scoped Design Brief is a required submittal for all Site Plan/Re-zoning applications and can be combined with the Planning Rationale. Because the project is already built, we ask that a response to the design comments be provided in the planning rationale.

Engineering

Comments:

10. The Stormwater Management Criteria, for the subject site, is to be based on the following:

    a. The 2-yr storm event using the IDF information derived from the Meteorological Services of Canada rainfall data, taken from the MacDonald Cartier Airport, collected 1966 to 1997. The entire design approach does not appear to be in accord with the previously registered site plan agreement OC1087316, and as shown in plan 108194-GP-2, General Plan of Services, 103 Willowlea Road & 240 Westbook Road

    b. The pre-development runoff coefficient or a maximum equivalent 'C' of 0.5, whichever is less (§ 8.3.7.3)- only applies to re-development (requires the City to witness a previous agreement.

    c. A calculated time of concentration (Cannot be less than 10 minutes).

    d. Flows to the storm sewer in excess of the 2-year pre-development storm release rate, up to and including the 100-year post-development storm event, must be detained on site.

11. An MECP Environmental Compliance Approval **[Industrial Sewage Works]** will be required for the proposed development based on the proposed use. Please

contact the Ministry of the Environment, Conservation and Parks, Ottawa District Office to arrange a pre-submission consultation:

e. Emily Diamond at (613) 521-3450, ext. 238 or Emily.Diamond@ontario.ca

f. Submitting the ECA application will require preliminary site plan approval.

g. Please note: Once the development application has been submitted, a request can be made to the City to consider a Transfer of Review (ToR) ECA for SWM works (ponds, ditches, culverts, etc.) for private property, instead of a direct submission ECA. This is subject to approval by the City and MECP. Note that the ECA requirements are currently in transition towards the linear ECA process and more details may become available depending on application submission timeline. It is recommended to check with the City when the development application is submitted to confirm the ECA process at that time.

12. Stormwater

a. A Site Servicing Study will be required. This report should be completed exceeding the requirements laid out in the City's Site Servicing Study Terms of Reference.

b. A component of the Site Servicing Study will be the Stormwater Management Report. Note that stormwater management for this site will be very difficult to accomplish. Stormwater management is required for site plan control applications. The site, based on the current concept appears to be overutilized. Stormwater must be controlled on the site and it will be difficult given the lack of space available to implement the required controls. Continuing with this process will require a significant amount of work from your engineering consultants to design the solutions to controlling stormwater runoff in addition to LID (infiltration) measures that must be implemented.

c. The quantity criteria will be that the 100-year post development peak flow rate must match the 2-year pre-development peak flow rate.

d. As per Sewer Design Guidelines 8.3.7.3, the pre-development condition is to be determined using the smaller of a runoff coefficient of 0.5 or the actual existing (approved Planning Act application) site runoff coefficient.

e. The quality criteria will be 80% total suspended solids (TSS) removal as per the Carp River SWS.

f. Reporting of TSS removal shall be extensive and if peer reviewed and published papers are relied on for conclusions, the conclusions shall be patently clear and the report shall show overwhelming agreement.

g. Runoff will need to be conveyed to a legal and sufficient outlet. If it is proposed to discharge storm water to the existing ditches in the ROW, the ditches will need to be shown to provide continuous flow to an outlet.

h. All stormwater management determinations shall have supporting rationale.

i. Low Impact Development: Low Impact Development (LID) is to be implemented as per the bulletin from the former MOECC (now MECP) titled Expectations RE: Stormwater Management released in February 2015. Note that the City has released a document titled 'Low Impact Development Technical Guidance Report – Implementation in Areas with Potential Hydrogeological Constraints' which aids sites which may have constraints such as low permeability or high groundwater.

j. Any portion of the subject property which is intended to be used for permanent or temporary snow storage shall be as shown on the approved Site Plan and Grading Plan.

k. Snow storage shall not interfere with approved grading and drainage patterns or servicing.

13. Grading

a. A Grading and Drainage Plan will be required identifying the existing and proposed drainage patterns.

14. Fire Service

a. An easement will be required to ensure access to the site for the Willowlea application (JUMAs expire). Bollards will be required surrounding the, not yet approved by Planning Services, septic system.

b. Supply for Firefighting: It is the responsibility of the owner to ensure that an adequate water supply for fire fighting is provided. The FUS (Fire Underwriters Survey) methodology, as opposed to the OBC methodology shall be applied for all rural areas. Enhanced review will be invoked should the construction coefficient chosen be less than 1. It appears that there may be existing fire tanks on the site which should be included in the discussion in the report as they may not be legally available to the Westbrook application.

c. A fire route needs to be designated with By-law through the Site Plan process by contacting fireroutes@ottawa.ca .

15. Geotechnical

a. A Geotechnical Study will be required. The report should provide sufficient soils and engineering information to confirm that the site(s) are suitable or can be made suitable for development based on the requirements of the Geotechnical Investigation and Reporting Guidelines for Development Applications in the City of Ottawa, 2007, revised 2012. It is anticipated that thin soils will be present, as well as inferred karst topography which should be investigated and discussed in the report.

b. The study should discuss the investigation conducted as part of the building permit application, if completed.

c. The Geotechnical Investigation Report will need to include rationalization for the pavement structure design in section 3.3.7, including vehicle numbers and loading specific to the proposed uses.

16. Hydrogeological and terrain analysis requirements (private servicing only)

a. A Hydrogeological and Terrain Analysis will be required to establish that there is an adequate quantity and quality of groundwater to support the proposed development(s). Data provided by the City indicates that groundwater may have insufficient yield and poor quality. The requirements for the Hydrogeological and Terrain Analysis Report are outlined in the City of Ottawa Hydrogeological and Terrain Analysis Guidelines, Section 5.0 titled Site Plans.

b. In the vicinity there are water quality exceedances for chloride, hardness, strontium, TDS, and sodium. Note that mineralized water has been found in a nearby well. O. Reg. 903 states that should mineralized water be present, the well owner shall abandon the well or provide written consent from the Director (MECP approval).

c. The Hydrogeological and Terrain Analysis Report should outline potential on-site activities and risks to existing groundwater users and identify measures that should be implemented to protect the aquifer in the long-term.

d. The supply well must be tested to confirm water quantity and quality suitability prior to site plan approval. Support must be provided for the pump test rate; which should be the maximum day rate. The rate should consider the actual use, or potential uses permitted through zoning if unknown.

e. The parameters of water quality that will be tested will be the “subdivision suite” (known to local well testing laboratories), as well as trace metals and VOCs. Requirements are outlined in the Hydrogeological and Terrain Analysis Guidelines, City of Ottawa, March 2021. The report should also provide an assessment of adjacent land uses and concerns and determine

if any other parameters need to be tested (e.g. petroleum hydrocarbons, etc.).

f. Bollards, or other means of preventing vehicle access, will need to be provided between areas with vehicle access (in the opinion of the City) and the existing or proposed well(s).

g. Technical consultation with the hydrogeological report reviewer is encouraged, please contact the City hydrogeologist, Tessa Di Iorio (Tessa.diiorio@ottawa.ca) and copy the project manager listed below to schedule a separate technical consultation.

h. A Septic System Impact Assessment must be completed as part of the Hydrogeological and Terrain Analysis Report, as per the City's Hydrogeological and Terrain Analysis Report Guidelines and MECP Guideline D-5-4, please refer to the HGTA for the predictive assessment for commercial/industrial developments (not residential developments).

i. It is noted that there appears to be limited area for infiltration onsite, it may be difficult to meet nitrate dilution calculation targets.

j. Note that compact gravel will be considered impermeable in the septic impact assessment unless accompanied by field testing to confirm infiltration rates.

k. If the expected daily design flow is 10,000 L/d or less, the septic permit from the Ottawa Septic System Office must be issued prior to Site Plan Approval being granted.

l. Since this application is a site plan (not lot creation or zoning) septic treatment (i.e. tertiary treatment with nitrate dilution) may be considered as part of the septic impact assessment calculations. A system certified though NSF or BNQ should be recommended.

m. Bollards, or other means of preventing vehicle access, will need to be provided between areas with vehicle access and the proposed septic system(s).

n. City of Ottawa mapping shows there may be thin soils in the area, this should be confirmed onsite with a test pit program. If confirmed that the overburden is less than 2m thick onsite the site will be considered hydrogeologically sensitive, and enhanced discussion and mitigation of the thin soils is required in the Hydrogeological and Terrain Analysis Report. Mitigation may include increased well casing depth, increased separation distance between well and septic and enhanced septic construction to protect the underlying aquifer.

o. The well is not extended above ground sufficiently and needs to be extended to be in accord with the Wells Regulation, O. Reg. 903.

17. Construction constraints;

    a. The site is significantly encumbered by three fire tanks and side swales. It will be a significant challenge to develop considering the density of development proposed as is, made even harder with the encumbrances.

    b. An easement for the fire tanks is required. An easement will be required to ensure access to the site for the Willowlea application (JUMAs expire). Bollards will be required to the, not yet approved by Planning Services, septic system.

18. Background studies

    a. The property is within the Carp Road Corridor Community Design Plan and Carp River Watershed/Subwatershed Study area and the proponent should itemize and detail concurrence with the content of these studies and plans.

    b. The Carp River Watershed study identifies this property on Figure 3.4.31, the mapping indicates Paleozoic bedrock with groundwater recharge potential of 125 mm/yr.

    c. The Carp Road Corridor CDP, Schedule 2, identifies this site as a moderate recharge area with infiltration of 104 mm/yr (the average can be used).

19. Impact Assessment Study – Mineral Aggregate

    a. As the site is within 500 m of licensed mineral extraction activities, an Impact Assessment Study is required.

20. Site Lighting

    I. Exterior site lighting will require certification by a licensed professional engineer confirming the design complies with the following:

        a. The location of the fixtures, fixture type (make, model, part number and the mounting height) must be shown on one of the approved plans.

        b. Lighting must be designed only using fixtures that meet the criteria for Full Cut-off classification, as recognized by the Illuminating Engineering Society of North America (IESNA or IES), and

c. It must result in minimal light spillage onto adjacent properties. As a guideline, 0.5 foot-candle is normally the maximum allowable spillage.

21. Frontage Charges

    a. It is understood that this area has address specific development charges which would are attributed to the lot. The charges may include the 'Stormwater – Feedmill Creek In-stream Measures'.

Feel free to contact Travis Smith, Infrastructure Project Manager, for follow-up questions.

Transportation / Noise

Comments:

22. Ensure that the development proposal complies with the Right-of-Way protection requirements of the Official Plan's Schedule C16. The ROW protection (rural collector 26m) will then be verified at submission. Any requests for exceptions to ROW protection requirements must be discussed with Transportation Planning and concurrence provided by Transportation Planning management.

23. A Transportation Impact Assessment and Noise Study is not required.

Environment and Trees

Comments:

24. The site is within the 120m adjacency buffer to an Natural Heritage Systems (NHS) feature which technically triggers an Environmental Impact Study (EIS). However, the triggering feature is the woodland located east of Willowlea drive, with a roadway and large and already-developed site between the forest and 20 Westbrook. As a result of all of this intervening development, there is little to no chance of the proposal at 240 Westbrook to cause any additional negative impacts to the NHS feature. The EIS guidelines gives the environmental planner power to waive the EIS if they believe that "the risk of negative impacts occurring as a result of the proposed project is extremely low to non-existent, such that the completion of [an EIS] would not afford any useful benefit to the environment, the applicant or the City." This is certainly the case here. An EIS is not necessary for this site.

25. However, I will ask for a Landscape Plan looking at both the trees on site and the ones nearby on neighbouring sites. One particular concern I will be looking to address with whether or not the critical-root-zone of the trees on 238 Westbrook overlap with the proposed paving along the eastern perimeter of 240 Westbrook.

26. While I appreciate that the applicant has a decent number of trees already on site, and that they are screening the development from the road. I would recommend additional plantings if there is space available. There seems to be a lot of open area in the back of the lot that could provide additional planting sites.

Feel free to contact Mark Elliot, Environmental Planner, or Nancy Young, Forester, for follow-up questions.

Parkland

Comments:

27. Parkland Dedication:

a) The amount of parkland dedication that is required is to be calculated as per the City of Ottawa Parkland Dedication By-law No 2009-95. For commercial and Industrial development, parkland dedication is required to be provided at the rate of 2% the gross land area. The gross land area for industrial or commercial being defined as the portion of property that is impacted by the proposed development, but not including any hazard lands or natural heritage features identified in the official plan, an approved Secondary Plan, or through an environmental impact study accepted by the City.
b) Please provide the City with a surveyor's area certificate/memo which specifies the exact gross land area of the property parcel being developed. The site appears to be about 1660.66 Meters square.
c) If parkland dedication for the parcel has been satisfied previously, please provide Parks & Facilities Planning with the supporting documentation.
d) Please note that the park comments are preliminary and will be finalized (and subject to change) upon receipt of the development application and the requested supporting documentation. Additionally, if the proposed residential product or land use changes, then the parkland dedication requirement be re-evaluated accordingly.

28. Form of Parkland Dedication:

a. Parks & Facilities Planning is requesting **Cash in Lieu** of for this proposal. The value of the property will be determined by market appraisal approved by the City prior to planning approval for the site plan.

Feel free to contact Anissa McAlpine, Parks Planner, for follow-up questions.

Other

29. The High Performance Development Standard (HPDS) is a collection of voluntary and required standards that raise the performance of new building projects to achieve sustainable and resilient design. The HPDS was passed by Council on April 13, 2022.

    a. At this time, the HPDS is not in effect and Council has referred the 2023 HPDS Update Report back to staff with direction to bring forward an updated report to Committee with recommendations for revised phasing timelines, resource requirements and associated amendments to the Site Plan Control By-law by no later than Q1 2024.

    b. Please refer to the HPDS information attached and ottawa.ca/HPDS for more information.

Submission Requirements and Fees

1. The proposed development will require a Site Plan Control application, with a Rural Small subtype.
    a. Additional information regarding fees related to planning applications can be found here.
2. The attached **Study and Plan Identification List** outlines the information and material that has been identified as either required (R) or advised (A) as part of a future complete application submission.
    a. The required plans and studies must meet the City's Terms of Reference (ToR) and/or Guidelines, as available on Ottawa.ca. These ToR and Guidelines outline the specific requirements that must be met for each plan or study to be deemed adequate.
3. All of the above comments or issues should be addressed to ensure the effectiveness of the application submission review.

Should there be any questions, please do not hesitate to contact myself or the contact identified for the above areas / disciplines.

Yours Truly,
Sean Harrigan

cc.
Damien Whittaker
Travis Smith

Mark Elliot
Nancy Young
Tessa Di Iorio
Mike Giampa
Christopher Moise
Cheryl McWilliams