



**SITE PLAN CONTROL APPLICATION
SITE PLAN APPROVAL REPORT
PLANNING, DEVELOPMENT AND BUILDING SERVICES DEPARTMENT**

Site Location: 133 Forward Avenue

File No.: D07-12-25-0174

Date of Application: December 22, 2025

This SITE PLAN CONTROL application submitted by HP Urban Inc., on behalf of 133 FWD LTD, is APPROVED upon resolution of the conditions stated in this report

And the following plans are approved:

1. **Site Plan**, SP, prepared by Susan D. Smith Architect, dated DEC. 10/25, revision 4 dated MAY 13/26.
2. **Elevations**, EL, prepared by Susan D. Smith Architect, dated DEC. 03/25, revision 3 dated MAY 13/26.
3. **TCR & Landscape Plan**, L.1, prepared by James B. Lennox & Associates INC., dated 12/05/2025, revision 2 dated 02/26/2026.
4. **Notes**, C000, prepared by EXP Services Inc., dated 2019-09-09, Rev. 3 25/02/26
5. **Existing Conditions and Removals Plan**, C001, prepared by EXP Services Inc., dated 2019-09-09, Revision 3 dated 25/02/26
6. **Site Servicing Plan**, C100, prepared by Exp Services Inc., dated 2019-09-09, revision 5 dated 19/06/26.
7. **Site Grading Plan**, C200, prepared by Exp Services Inc., dated 2019-09-09, Revision 4 dated 25/02/26
8. **Erosion and Sediment Control Plan**, C300, prepared by Exp Services Inc., dated 2019-09-09, revision 3 dated 25 /02 / 26
9. **Post-Development Catchments**, C500, prepared by Exp Services Inc., dated 2019-09-09, revision 3 dated 25 /02 / 26.

And as detailed in the following report(s):

1. **Phase One ESA**, prepared by EXP Services Inc., dated 2025-10-03
2. **Phase Two ESA**, prepared by EXP Services Inc., dated 2025-10-06
3. **Preliminary Geotechnical Investigation**, Prepared by EXP Services Inc., dated October 6, 2025, revised February 9, 2026
4. **Traffic Noise Assessment**, Prepared by Gradient Wind Engineering Inc., dated November 28, 2025, revised February 11, 2026

And subject to the following Requirements, General and Special Conditions:

Requirements

1. The Owner shall submit a certificate of insurance in a form satisfactory to the City. The certificate of insurance must be issued in favor of the City of Ottawa in an amount not less than five million dollars per occurrence, must contain an endorsement naming the City as an additional insured and an unconditional thirty days notice of any material change or cancellation of the policy.

General Conditions

1. Lapsing of Approval

The Owner shall enter into this Letter of Undertaking including all standard and special conditions, financial and otherwise, as required by the City. In the event that the Owner fails to sign this Letter of Undertaking, complete the conditions to be satisfied prior to the signing of this Letter of Undertaking, and have the corresponding building permit(s) issued within three (3) years of Site Plan approval, the approval shall lapse.

2. Barrier Curbs

The Owner acknowledges and agrees that the parking areas and entrances shall have barrier curbs and shall be constructed in accordance with the drawings of a design professional, such drawings to be approved by the General Manager, Planning, Development and Building Services.

3. Water Supply for Fire Fighting

The Owner shall provide adequate water supply for fire fighting for every building. Water supplies may be provided from a public water works system, automatic fire pumps, pressure tanks or gravity tanks.

4. Construction Fencing

The Owner acknowledges and agrees to install construction fencing, at its expense, in such a location as may be determined by the General Manager, Planning, Development and Building Services.

5. Construct Sidewalks

The Owner shall design and construct sidewalk(s) within public rights-of-way or on other City owned lands to provide a pedestrian connection from or to the site as may be determined by the General Manager, Planning, Development and Building Services. Such sidewalk(s) shall be constructed to City Standards.

6. **Extend Internal Walkway**

The Owner shall extend internal walkways beyond the limits of the subject lands to connect to existing or proposed public sidewalks, at the sole expense of the Owner, to the satisfaction of the General Manager, Planning, Development and Building Services.

7. **Completion of Works**

The Owner acknowledges and agrees that no new building will be occupied on the lands until all requirements with respect to completion of the Works as identified in this Agreement have been carried out and received Approval by the General Manager, Planning, Development and Building Services, including the installation of municipal numbering provided in a permanent location visible during both day and night and the installation of any street name sign on relevant streets. Notwithstanding the non-completion of the foregoing Works, occupancy of a lot or structure may otherwise be permitted, if in the sole opinion of the General Manager, Planning, Development and Building Services, the aforesaid Works are proceeding satisfactorily toward completion. The Owner shall obtain the prior consent of the General Manager, Planning, Development and Building Services for such occupancy in writing.

Until all requirements with respect to completion of the Works as identified in this Agreement have been carried out and received Approval by the General Manager, Planning, Development and Building Services, the Owner shall give notice to the City of a proposed conveyance of title to any building at least thirty (30) days prior to any such conveyance. No conveyance of title to any building shall be effective unless the Owner has complied with this provision.

Nothing in this clause shall be construed as prohibiting or preventing the approval of a consent for severance and conveyance for the purposes of obtaining financing.

8. **Development Charges**

The Owner shall pay development charges to the City in accordance with the by-laws of the City.

9. **Demolition Permit**

The Owner acknowledges and agrees to obtain a Demolition Permit for the dwelling/building currently located on the property, and to remove said dwelling/building. A Demolition Permit shall not be issued prior to the payment of any applicable fees and securities, and any other requirements to the satisfaction of the General Manager, Planning, Development and Building Services.

The Owner acknowledges and agrees that, in the event that there is a dwelling/building on the site that is being removed and if a building permit is not issued by April 3, 2027, landscaping shall be implemented across the entire property. The landscaping includes, but is not limited to, the removal of any asphalt, gravel, etc. (including access driveways), the installation of soft landscaping and/or other plant materials, as well as the installation of a fence along the perimeter of the property. These works shall be implemented to the satisfaction of the General Manager, Planning, Development and Building Services.

Special Conditions

10. Professional Engineering Inspection

The Owner shall have competent Professional Engineering inspection personnel on-site during the period of construction, to supervise the Works, and the General Manager, Planning, Development and Building Services Department, shall have the right at all times to inspect the installation of the Works. The Owner acknowledges and agrees that should it be found in the sole opinion of the General Manager, Planning, Development and Building Services Department, that such personnel are not on-site or are incompetent in the performance of their duties, or that the said Works are not being carried out in accordance with the approved plans or specifications and in accordance with good engineering practice, then the General Manager, Planning, Development and Building Services Department, may order all Work in the project to be stopped, altered, retested or changed to the satisfaction of the General Manager, Planning, Development and Building Services Department.

11. Private Access Detail

The Owner agrees that all private approaches, including temporary construction access to the subject lands, shall be designed and located in accordance with and shall comply with the City's Access By-law (2026-139), as amended, and shall be subject to approval of the General Manager, Planning, Development and Building Services.

12. Asphalt Overlay

Due to the number of road cut permits required to service this development, the Owner shall install an asphalt overlay over the total area of the public driving surface of Forward Avenue, fronting the subject lands, as shown on the approved Site Servicing Plan C100. The overlay shall be carried out to the satisfaction of the General Manager, Planning, Development and Building Services. The Owner acknowledges and agrees that all costs are to be borne by the Owner.

13. Geotechnical Investigation

The Owner acknowledges and agrees that it shall retain the services of a geotechnical engineer, licensed in the Province of Ontario, to ensure that the recommendations of the Preliminary Geotechnical Investigation (Final Report) (the "Report"), are fully implemented. The

Owner further acknowledges and agrees that it shall provide the General Manager, Planning, Development and Building Services with confirmation issued by the geotechnical engineer that the Owner has complied with all recommendations and provisions of the Report, prior to construction of the foundation and at the completion of the Works, which confirmation shall be to the satisfaction of the General Manager, Planning, Development and Building Services.

14. **Protection of City Sewers**

(a) Prior to the issuance of a building permit, the Owner shall, at its expense:

- (i) obtain a video inspection of the City Sewer System within Forward Avenue prior to any construction to determine the condition of the existing City Sewer System prior to construction on the lands and to provide said video inspection to the General Manager, Planning, Development and Building Services.

MHST43707 to MHST43708
MHSA46105 to MHSA46106

(b) Upon completion of construction on the lands, the Owner shall, at its expense and to the satisfaction of the General Manager, Planning, Development and Building Services:

- (i) obtain a video inspection of the existing City Sewer System within Forward Avenue to determine if the City Sewer System sustained any damages as a result of construction on the lands; and

MHST43707 to MHST43708
MHSA46105 to MHSA46106

- (ii) assume all liability for any damages caused to the City Sewer System within Forward Avenue and compensate the City for the full amount of any required repairs to the City Sewer System.

15. **Stormwater Management Memorandum**

Prior to building permit issuance, the Owner acknowledges and agrees to provide the General Manager, Planning, Development and Building Services, with a memorandum prepared by a Professional Engineer, licensed in the Province of Ontario, confirming that the designed roof-top scuppers and associated spill point elevations will be set equivalent to the top of the control weir of the approved roof

drain elevation(s). The Owner further acknowledges and agrees that said memorandum shall be to the satisfaction of the General Manager, Planning, Development and Building Services, and all associated costs shall be the Owner's responsibility.

16. **Stormwater Works Certification**

Upon completion of all stormwater management Works, the Owner acknowledges and agrees to retain the services of a Professional Engineer, licensed in the Province of Ontario, to ensure that all measures have been implemented in conformity with the approved Plans and Reports. The Owner further acknowledges and agrees to provide the General Manager, Planning, Development and Building Services with certificates of compliance issued by a Professional Engineer, licensed in the Province of Ontario, confirming that all recommendations and provisions have been implemented in accordance with the approved Plans and Reports.

17. **Inlet Control Devices (ICDs)**

The Owner acknowledges and agrees to install and maintain in good working order the required roof-top stormwater inlet control devices, as recommended in the approved Stormwater Management & Site Servicing Report. The Owner further acknowledges and agrees it shall assume all maintenance and replacement responsibilities in perpetuity. The Owner shall keep all records of inspection and maintenance in perpetuity, and shall provide said records to the City upon its request.

18. **Use of Explosives and Pre-Blast Survey**

The Owner acknowledges and agrees that all blasting activities will conform to the City's Standard S.P. No. F-1201 entitled Use of Explosives, as amended. Prior to any blasting activities, a pre-blast survey shall be prepared as per S.P. No. F-1201, at the Owner's expense, for all buildings, utilities, structures, water wells and facilities likely to be affected by the blast based on the location where explosives are to be used. In particular, a pre-blast survey shall be completed in accordance with Table 1 of S.P. No. F-1201. The standard inspection procedure shall include the provision of an explanatory letter to the owner or occupant and owner with a formal request for permission to carry out an inspection.

19. **Site Lighting Certificate**

(a) The Owner acknowledges and agrees, prior to the issuance of a building permit, to provide the City with a certificate from an acceptable professional engineer, licensed in the Province of Ontario, which certificate shall state that the exterior site lighting has been designed to meet the following criteria:

- (i) it must be designed using only fixtures that meet the criteria for full cut-off (sharp cut-off) classification, as recognized by the Illuminating Engineering Society of North America (IESNA or IES); and

(ii) it must result in minimal light spillage onto adjacent properties. As a guideline, 0.5 fc is normally the maximum allowable spillage.

(b) The Owner acknowledges and agrees that, upon completion of the lighting Works and prior to the City releasing any associated securities, the Owner shall provide certification satisfactory to the General Manager, Planning, Development and Building Services, from a Professional Engineer, licensed in the Province of Ontario, that the site lighting has been constructed in accordance with the Owner's approved design plan.

20. **Exterior Elevations Drawings**

The Owner acknowledges and agrees to construct the proposed building in accordance with the approved Elevations. The Owner further acknowledges and agrees that any subsequent proposed changes to the approved plans shall be filed with the General Manager, Planning, Development and Building Services and agreed to by both the Owner and the City prior to the implementation of such changes. No amendment to this Agreement shall be required.

21. **Waste Collection**

The Owner acknowledges and agrees that garbage, recycling, and organic waste collection will not be provided by the City and it shall make appropriate arrangements with a private contractor for garbage, recycling, and organic waste collection at the Owner's sole expense. The Owner shall consult a private contractor regarding any access requirements for garbage and/or recycling and organic waste collection.

22. **Cash-In-Lieu of Conveyance of Parkland**

a) Prior to issuance of first occupancy permit, if building permit is obtained on or before April 7, 2027, otherwise at time of building permit", the Owner acknowledges and agrees to pay cash-in-lieu of conveyance of parkland as referenced in Schedule "B" herein. Pursuant to the City's Parkland Dedication By-law, being By-law No. 2022-280, as amended, 40% of said funds collected shall be directed to City wide funds, and 60% shall be directed to Ward 15 funds (Account 830304)

b) Prior to issuance of building permit, the Owner shall pay the parkland appraisal fee of \$880.00 plus H.S.T. of \$114.40, as referenced in Schedule "B" herein.

c) The Owner covenants and agrees that Cash-in-Lieu of Parkland (CILP) is temporarily waived, in accordance with the Housing Acceleration Plan (ACS2025-SI-SPO-0002), as approved by Council on October 8, 2025. This waiver will remain in effect until April 7, 2027. This waiver is only valid for the duration of this Site Plan Control approval (three years from the issuance of the Site Plan Approval Report), and is not eligible for extension.

All of the above shall be to the satisfaction of the General Manager, Planning, Development Building Services.

23. **Works on City Road Allowances**

Any Works required to be done by the Owner on City road allowances shall be according to the specifications and by-laws of the City. The Owner, or its contractor, shall be required to obtain all the necessary permits for road cuts prior to the disruption of the City road allowance and it is further understood and agreed that the aforementioned cuts shall be reinstated to the satisfaction of the Director, Infrastructure Services.

24. **Video Examination**

Video examination of storm and sanitary sewers 200mm or larger in diameter shall be required by the General Manager, Planning, Development and Building Services, at the Owner's expense, before final Acceptance or Approval of the Works.

25. **Testing**

The Owner may be required by the City to perform qualitative and quantitative testing, at the Owner's expense, of any materials which have been or are proposed to be used in the construction of any of the Works required by this Agreement to determine whether they are in conformity with applicable standards as determined by the General Manager, Planning, Development and Building Services.

26. **Provision of As-Built Drawings**

The Owner shall supply to the General Manager, Planning, Development and Building Services, one set of mylar or plastic film as-constructed road, grading and service drawings including the location of all Works, certified under seal by a Professional Engineer, licensed in the Province of Ontario, for City records upon Acceptance and Approval of the Works. Furthermore, the Owner shall provide the As-built Drawings and the attribute data for the Works in a form that is compatible with the City's computerized systems.

July 3, 2026

Date



Andrew McCreight
Manager, Development Review
Central
Planning, Development and Building
Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0174

SITE LOCATION

133 Forward Avenue, as shown on the attached location map.

SYNOPSIS OF APPLICATION

- The subject property is located on the east side of Forward Avenue, south of Burnside Avenue within the Mechanicsville neighbourhood, approximately 750 metres walk from the Tunney's Pasture O-Train Station. The site has 15.3 metres of frontage on Forward Avenue, lot depth of 32.9 metres, and an lot area of 504.5 square metres. The subject site is currently occupied by a detached dwelling with an ancillary structure located in the rear yard, which is proposed to be demolished to facilitate the development of the lands.
- The Mechanicsville neighbourhood contains a diverse mix of low- and mid-rise building typologies, predominantly residential, with commercial and institutional uses interspersed. To the immediate north is a mid-rise apartment building fronting Burnside Avenue, beyond this, the area includes a mix of mid- and high-rise buildings as well as detached dwellings containing both residential and commercial uses. To the east and south, land uses consist of predominantly low-rise residential uses with some low-rise commercial uses located throughout. To the west, land uses consist of low-rise residential uses along Forward Avenue, with mid- and high-rise mixed-use buildings located along the Parkdale Avenue corridor, and low- to high-rise institutional uses within Tunney's Pasture.
- The proposed development is a residential four-storey low-rise apartment building containing 18 dwelling units comprised of 11 two-bedroom units and seven one-bedroom units. A driveway providing access to one vehicular parking space is proposed in the front yard, with the parking space being provided under a cantilevered portion of the building. An interlocking pathway provides access to the rear yard accessory structure, which will provide 18 secure bike storage spaces and a waste storage room. Amenity area is provided through the provision of private balconies, a rooftop patio, and the rear yard.
- The proposed represents a low-rise contemporary infill residential form incorporating articulated façades and rectangular elevation projections with recessed elements. Exterior materials include steel siding and metal cladding in a

complementary black / grey palette, with masonry cladding extending up to the second storey, along with a high level of glazing and glass balcony doors. The main entrance is on the basement level which is at grade oriented toward the street.

- The development will be serviced by existing municipal water, sanitary, and stormwater infrastructure connections.

Residential Units and Types

Dwelling Type	Number of Units
Apartment	18

Related Applications

The following applications are related to this proposed development:

- Minor Variance – D08-02-26/A-00037

DECISION AND RATIONALE

This application is approved for the following reasons:

- The subject site is located within the Inner Urban Transect Policy Area on Schedule A of the Official Plan and is designated Evolving Neighbourhood on Schedule B2. The Inner Urban Transect supports a range of residential intensification, including low-rise infill, while the Evolving Neighbourhood designation permits gradual change in built form to allow for a more diverse mix of housing types.
- The proposed low-rise apartment building contributes to a range of housing options within the Mechanicsville neighbourhood and conforms to the intent of the Evolving Neighbourhood designation. The development represents incremental, context-sensitive intensification that is compatible with the surrounding mix of built form through its height and massing. It's proximity to the Parkdale market and numerous high-rise developments contributes to the planned growth of the neighbourhood in a walkable, transit-supportive location.
- The proposal conforms to the intent of the Neighbourhood designation by integrating with the character of both existing and planned development, ensuring an appropriate interface with adjacent properties. The building massing establishes a deliberate built-form transition between the high-rise development along the Parkdale Avenue corridor and the surrounding low-rise residential neighbourhood. The proposed built form leverages the site's proximity to rapid transit and active transportation networks, supporting access to nearby community amenities.
- The subject site is located within the Richmond Road / Westboro Secondary Plan's, and is further identified as being within the Scott Street / Westboro O-Train Station area under Schedule A. This sector encourages the development of transit-supportive uses in a higher and more compact form. This secondary plan

further supports intensification where compatibility and transition can be achieved to adjacent low-rise neighbourhoods.

- The proposal is consistent with applicable design guidance, including the Council-approved Low-Rise Infill Housing Design Guidelines, and demonstrates appropriate consideration of built form, massing, and compatibility with the surrounding area.
- The proposal is in conformity with Zoning. A Minor Variance was granted to permit a reduced front yard setback of 2.5 metres (D08-02-26/A-00037).
- The conditions of approval ensure the development remains compatible with adjacent properties and the surrounding urban context.

PARKLAND DEDICATION

Parkland dedication, in accordance with By-law 2022-280, is being satisfied within this approval through the taking of cash-in-lieu of parkland as detailed in the above conditions.

CONSULTATION DETAILS

Councillor's Comments

Councillor Jeff Leiper was aware of the application related to this report.

Public Comments

This application was subject to public circulation under the Public Notification and Consultation Policy. There were public comments received online and staff considered these comments.

APPLICATION PROCESS TIMELINE STATUS

This Site Plan application was processed by the On Time Decision Date. The Council approved timeline has been met.

Contact: Jack Smith Tel: 613-580-2424, ext. 21786 or e-mail: Jack.Smith@ottawa.ca

Document 1 – Location Map

