

Elmwood Senior School Addition

261 Buena Vista Road

Heritage Act Acknowledgment Report

Issues / Revisions

Issued for Site Plan Control

13 March 2026

Farrow

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Elmwood School
261 Buena Vista Dr.
Ottawa, ON, K1M 0V9

Property Information

Municipality: City of Ottawa
Address: 261 Buena Vista Dr.
Parcel 26-1, Section 4M-55; being Lots 26 and 27 on Plan 4M-
55; Part of Block A14, on Plan 4M-22
PID: 04222-0129 LT

Table of Contents

1.0 Introduction	3
1.1 Purpose of the Report	3
2.0 Heritage Act Acknowledgment	3
2.1 Confirmation of Heritage Act Acknowledgment Letter	3
2.2 Heritage Act Acknowledgment Letter	4

1.0 Introduction

The subject of this Heritage Act Acknowledgement Report is 231 Buena Vista Dr., Ottawa, ON. The Property is privately owned. The campus is occupied by several buildings all belonging to Elmwood School. The Elmwood Senior School building, the subject of this addition project, dates from the 1920s. The property is designated under Part V of the Ontario Heritage Act, and located in the Rockliffe Park Heritage Conservation District, but is not individually designated.

1.1 Purpose of this Report

This Heritage Act Acknowledgement Report for 261 Buena Vista Dr. is a submission requirement of the City of Ottawa to demonstrate that the applicant has satisfied the applicable Ontario Heritage Act requirements. It is the City's practice that applications under the Ontario Heritage Act and the Planning Act be considered concurrently. The purpose of this report is for the applicant to demonstrate they are meeting the requirements under the Ontario Heritage Act, where such a property is under the jurisdiction of the Ontario Heritage Act.¹

2.0 Heritage Act Acknowledgment

2.1 Confirmation of the Heritage Act Acknowledgment Letter

This report confirms that Farrow Partners has received a Heritage Act Acknowledgment Letter from Greg MacPherson, MCIP, RPP, Heritage Planner, City of Ottawa, regarding the notice to construct an addition at 231 Buena Vista Road.

Details of the Heritage Act Acknowledgment Letter:

Date Issued:	<u>25 November 2025</u>
File Number:	<u>D09-01-BUEN231</u>
90-Day Period End Date:	<u>February 23, 2026</u>

2.2 Heritage Act Acknowledgment Letter



File Number: D09-01-BUEN231

November 25, 2025

Christopher Blackwell
801-60 Pleasant Blvd.
Toronto ON
M4T 1K1

Sent via email: christopherb@farrowpartners.ca

Re: Application for addition at 231 Buena Vista Road, a property designated under Part V of the Ontario Heritage Act

This letter acknowledges the November 25, 2025 receipt of your application for alteration at 231 Buena Vista Road, which is designated under Part V of the *Ontario Heritage Act* and located in the Rockcliffe Park Heritage Conservation District.

It is anticipated that the report considering the application under the *Ontario Heritage Act* will be at the Built Heritage Committee (BHC) in early 2026, pending release of the Built Heritage Committee's final meeting schedule for 2026. It will then proceed to City Council for final approval. The 90-day timeline prescribed by the *Ontario Heritage Act* will expire on February 23, 2026. Heritage staff will provide further details regarding committee dates for this application as soon as they are available.

Kind regards,

A handwritten signature in black ink, appearing to read 'G MacPherson'.

Greg MacPherson, MCIP, RPP
Heritage Planner

Cc: Ben Morin, Heritage Planner, City of Ottawa (via email: Ben.Morin@ottawa.ca)
James Whitehouse, Head of School, Elmwood School (via email: jwhitehouse@elmwood.ca)
Tye Farrow, Senior Partner, Farrow Partners (via email: tve@farrowpartners.ca)

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