

**SITE PLAN CONTROL APPLICATION  
DELEGATED AUTHORITY REPORT  
PLANNING, REAL ESTATE AND ECONOMIC DEVELOPMENT DEPARTMENT**

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Site Location: 2625 Sheffield Road

File No.: D07-12-22-0149

Date of Application: October 18, 2022

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This SITE PLAN CONTROL application submitted by Milan Kuljanin, on behalf of Choice Properties Reit, is APPROVED as shown on the following plan(s):

- 1) **Existing Conditions and Removals**, C101, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 2) **Proposed Site Grading and Sediment and Erosion Control**, C102, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 3) **Proposed Site Grading and Sediment and Erosion Control**, C103, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 4) **Proposed Site Servicing**, C104, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 5) **Proposed Site Servicing**, C105, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 6) **General Civil Details**, D100, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 7) **Structure Tables, Stormwater and Fence Details**, D101, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 8) **Municipal Details**, D102, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 9) **Municipal Details**, D103, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 10) **Stormtech Chamber Details**, D104, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 11) **Stormtech Chamber Details**, D105, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 12) **Stormtech Chamber Details**, D106, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.

- 13) **Stormtech Chamber Details**, D107, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 14) **Stormtech Chamber Details**, D108, prepared by AECOM, dated 2022-11-23, revised 2023-03-22.
- 15) **Site Plan**, A0.10, prepared by AECOM, dated 2022-08-30, revised 2023-02-02.
- 16) **Site Plan Enlarged - North**, A0.11, prepared by AECOM, dated 2022-08-30, revised 2023-02-02.
- 17) **Site Plan Enlarged - South**, A0.12, prepared by AECOM, dated 2022-08-30, revised 2023-02-02.
- 18) **Site Plan – Traffic Flow**, A0.13, prepared by AECOM, dated 2022-09-08, revised 2023-02-02.
- 19) **Main Floor Plan**, A1.10, prepared by AECOM, dated 2022-08-30, revised 2023-02-02.
- 20) **Building Elevations**, A2.10, prepared by AECOM, dated 2022-08-30, revised 2023-01-24.
- 21) **Building Elevations**, A2.11, prepared by AECOM, dated 2022-08-30, revised 2023-01-24.
- 22) **Enlarged Elevations**, A2.12, prepared by AECOM, dated 2022-08-30, revised 2023-01-24.
- 23) **Loading Docks / Trash – Enlarged Plan and Elevations**, A4.29, prepared by AECOM, dated 2022-09-08, revised 2023-02-02.
- 24) **Site Details – Pavement Graphics**, A5.18a, prepared by AECOM, dated 2022-09-08, revised 2023-02-02.
- 25) **Site Details – Pavement Graphics**, A5.18b, prepared by AECOM, dated 2022-09-08, revised 2023-02-02.
- 26) **Tree Management Plan**, L001, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 27) **Tree Management Plan**, L002, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 28) **Existing Tree Canopy Cover**, L003, prepared by AECOM, dated 2022-10-07, revised 2023-02-06.
- 29) **Tree Protection Notes and Details**, L004, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.

- 30) **Landscape Site Plan Enlargement 1 of 2**, L100, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 31) **Landscape Site Plan Enlargement 2 of 2**, L101, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 32) **Planting Enlargements Along Sheffield Road**, L102, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 33) **Projected Future Canopy Cover – 40 years**, L103, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 34) **Proposed Conditions with Tree Removals Overlaid**, L104, prepared by AECOM, dated 2023-02-06.
- 35) **Landscape Notes, Plant List and Details**, L201, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 36) **Landscape Details**, L202, prepared by AECOM, dated 2022-08-30, revised 2023-02-06.
- 37) **Sheffield Avenue - South Elevation**, Fig 1, prepared by AECOM, dated 2023-02-06.

And as detailed in the following report(s):

- 38) **Sheffield Road TFS and OWS Remediation**, prepared by WSP Golder, dated November 2022.
- 39) **Site Servicing Report**, prepared by AECOM, dated March 2023
- 40) **Geotechnical Investigation and Pavement Design Report**, prepared by AECOM, dated October 7, 2021.
- 41) **Geotechnical Technical Memorandum**, prepared by AECOM, dated September 27, 2022.
- 42) **Geotechnical Technical Memorandum (Rev. 3)**, prepared by AECOM, dated March 24, 2023.
- 43) **Supplementary Geotechnical Memo Sign Off**, prepared by AECOM, dated February 10, 2023.
- 44) **Tree Conservation Report**, prepared by AECOM, dated January 2023.
- 45) **Phase I Environmental Site Assessment**, prepared by Geosyntec, dated 2 August 2022, revised 13 October 2022.

46) **Phase II Environmental Site Assessment**, prepared by Geosyntec, dated 2 August 2022, revised 13 October 2022.

47) **Traffic Impact Assessment Memorandum**, prepared by AECOM, dated Feb 17, 2023

And subject to the following General and Special Conditions:

**General Conditions**

1. **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, Real Estate and Economic Development.

2. **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.

3. **Reinstatement of City Property**

The Owner shall reinstate, at its expense and to the satisfaction of the General Manager, Planning, Real Estate and Economic Development, any property of the City, including, but not limited to, sidewalks, curbs and boulevards, which is damaged as a result of the subject development.

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, Real Estate and Economic Development.

5. **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, Real Estate and Economic Development.

6. **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, Real Estate and Economic Development, 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, Real Estate and Economic Development, the aforesaid Works are proceeding satisfactorily toward completion. The Owner shall obtain the prior consent of the General Manager, Planning, Real Estate and Economic Development 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, Real Estate and Economic Development, 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.

#### **7. Development Charges**

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

#### **8. Designated Substances Survey**

Prior to demolition of any existing buildings located on the lands described in Schedule "A" herein, the Owner acknowledges and agrees to complete a designated substances survey and submit the findings and recommendations for the proper handling and disposal of waste as identified in said survey, to the satisfaction of the General Manager, Planning, Real Estate and Economic Development, and in accordance with Best Management Practices. The survey shall address, but not be limited to:

- (a) O.Reg. 278/05: Designated Substance - Asbestos on Construction Projects and in Buildings and Repair Operations under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1, as amended (O.Reg. 278/05);
- (b) Guideline - Lead on Construction Projects, prepared by the Ontario Ministry of Labour - Occupational Health and Safety Branch, published September 2004 and revised April 2011, as amended;
- (c) O.Reg. 213/91: Construction Projects under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1, as amended (O.Reg. 213/91);
- (d) Registration Guidance Manual for Generators of Liquid Industrial and Hazardous Waste, prepared by the Ontario Ministry of the Environment, Conservation and Parks, published April 1995 and revised January 2016, as amended, to be used in conjunction with R.R.O. 1990, Reg. 347: General-Waste Management under the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended (R.R.O. 1990, Reg. 347);
- (e) R.R.O. 1990, Reg. 362: Waste Management – PCB's under the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended (R.R.O. 1990, Reg. 362).

## **Special Conditions**

### **Access**

#### **9. Private Approach Detail**

The Owner acknowledges and agrees that all private approaches serving the proposed development shall be designed and constructed, at the sole expense of the Owner, in accordance with the City's "Curb Return Entrances – Uncontrolled Intersections" Plan, Drawing No. SC7.1, dated March 2007 and revised March 2021, and the Owner shall comply with the City's Private Approach By-law, being No. 2003-447, as amended.

### **Transit**

#### **10. Transit Pads and Shelters**

The Owner shall locate, design and construct, at no cost to the City, paved transit passenger standing areas/shelter pads to the specifications of the City.

## **ENGINEERING**

### **Geotechnical Engineering and Soils**

#### **11. 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 Geotechnical Investigation and Pavement Design Report, Supplementary Geotechnical Investigation Memo, Geotechnical Technical Memorandum and Geotechnical Technical Memorandum Rev.3 (the "Report"), referenced in Schedule "E" herein, are fully implemented. The Owner further acknowledges and agrees that it shall provide the General Manager, Planning, Real Estate and Economic Development 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, Real Estate and Economic Development.

### **Civil Engineering**

#### **12. Spill Contingency and Pollution Prevention Plan**

The Owner shall, within six (6) months of signing this Agreement, develop and implement a spill contingency and pollution prevention plan, which plan, at a minimum, will include a set of written procedures describing how to prevent and/or mitigate the impacts of a spill within the area serviced by the Works:

- (a) the name, job title and location (address) of the Owner, person in charge, management or person(s) in control of the buildings;
- (b) the name, job title and 24-hour telephone number of the person(s) responsible for activating the spill contingency and pollution prevention plan;

- (c) a site plan drawn to scale showing the facility, nearby buildings, streets, catch basins and manholes, drainage patterns (including direction of flow in storm sewers), and receiving water course that could potentially be significantly impacted by a spill and any features which need to be taken into account in terms of potential impacts on access and response (including physical obstructions and location of response and clean-up equipment);
- (d) steps to be taken to report, contain, clean up and dispose of contaminants following a spill;
- (e) a listing of telephone numbers for local clean-up companies who may be called upon to assist in responding to spills, local emergency responders including health institution(s), and the Ministry of the Environment, Conservation and Parks Spills Action Centre;
- (f) Materials Safety Data Sheets (MSDS) for each hazardous material which may be transported or stored in the said building;
- (g) the means (internal corporate procedures) by which the spill contingency and pollution prevention plan is activated;
- (h) a description of the spill response training provided to employees assigned to work in the said building, the date(s) on which the training was provided and by whom;
- (i) an inventory of response and clean-up equipment available to implement the spill contingency and pollution prevention plan, location and date of maintenance/replacement if warranted; and
- (j) the dates on which the spill contingency and pollution prevention plan was prepared and subsequently, amended.

The Owner covenants and agrees to maintain the spill contingency and pollution prevention plan up to date through revisions undertaken from time to time as required by changes to the general operations of the site. The Owner further covenants and agrees to retain a copy of the spill contingency and pollution prevention plan in a conspicuous, readily accessible location on-site such that it can be used as a reference by employees assigned to work in the said building. The Owner further covenants and agrees that it will make available, for inspection and copying by City personnel, the spill contingency and pollution prevention plan.

**13. Requirement for Grease and Oil Interceptor**

The Owner shall, in accordance with the City's Sewer By-law, being By-law No. 2003-514, as amended, install a grease and oil interceptor on the internal sanitary plumbing system in such a location where the storage or repair of vehicles occurs.

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

The Owner acknowledges and agrees to install and maintain in good working order the required in-ground stormwater inlet control devices, as recommended in the approved Site Servicing Report and Servicing Plan, referenced in Schedule "E" herein. 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.

**15. 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, Real Estate and Economic Development, 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, Real Estate and Economic Development, 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, Real Estate and Economic Development, may order all Work in the project to be stopped, altered, retested or changed to the satisfaction of the General Manager, Planning, Real Estate and Economic Development.

**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 Functional Servicing and Stormwater Manager Report, and Grading and Ponding Plan, referenced in Schedule "E" herein. The Owner further acknowledges and agrees to provide the General Manager, Planning, Real Estate and Economic Development 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 Functional Servicing and Stormwater Manager Report, and Grading and Ponding Plan referenced in Schedule "E" herein.

**17. Site Dewatering**

The Owner acknowledges and agrees that while the site is under construction, any water discharged to the sanitary sewer due to dewatering shall meet the requirements of the City's Sewer Use By-law No. 2003-514, as amended.

**Site Lighting**

**18. Site Lighting Certificate**

(a) In addition to the requirements contained in clause 19 of Schedule "C" hereto, 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);



- (ii) and 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, Real Estate and Economic Development, 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.

## **PLANNING AND OTHER**

### **Planning and Design**

#### **19. Snow Storage – no interference with servicing**

In addition to the requirements of Clause 17 of Schedule "C" of this Agreement, the Owner further acknowledges and agrees that any portion of the subject lands which is intended to be used for snow storage shall not interfere with the servicing of the subject lands.

### **Waste Collections**

#### **20. 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.

### **Trees**

#### **21. Tree Protection**

The Owner acknowledges and agrees that all trees to be retained, as shown on the approved Tree Conservation Plan and identified in the Tree Conservation Report, referenced in Schedule "E" herein, shall be protected in accordance with the City's required tree protection measures. At a minimum, the following tree protection measures shall be applied during all on-site works:

- (a) Erect a fence at the critical root zone (CRZ) of trees, defined as ten (10 cm) centimetres from the trunk for every centimetre of trunk DBH (i.e.,  $CRZ = DBH \times 10cm$ );
- (b) Tunnel or bore when digging within the CRZ of a tree;
- (c) Do not place any material or equipment within the CRZ of the tree;
- (d) Do not attach any signs, notices or posters to any tree;

- (e) Do not raise or lower the existing grade within the CRZ without the approval of the General Manager, Planning, Real Estate and Economic Development;
- (f) Do not damage the root system, trunk or branches of any tree; and
- (g) Ensure that exhaust fumes from all equipment are not directed towards any tree's canopy.

**22. Tree Permit**

The Owner acknowledges and agrees that any trees to be removed shall be removed in accordance with an approved Tree Permit and Tree Conservation Report, and in accordance with the City's Tree Protection By-law, being By-Law No. 2020-340, as amended. The Owner further acknowledges and agrees that a copy of the approved Tree Permit and Tree Conservation Report shall be posted on the construction site at all times until Approval is granted by the City for such Works.

**Parkland**

**23. Cash-in-Lieu of Parkland**

The Owner shall pay cash-in-lieu of parkland in accordance with the Parkland Dedication By-law of the City of Ottawa, as well as the fee for appraisal services. The monies are to be paid at the time of execution of the Site Plan Agreement.

**Signs**

**24. Installation of Signs on Private Property**

The Owner acknowledges and agrees that, prior to installation of any signage on the lands, it shall obtain approval from the Chief Building Official, Building Code Services, and the General Manager, Planning, Real Estate and Economic Development, which signage shall be in accordance with the City's Permanent Signs on Private Property By-law No. 2016-326, as amended.

June 19, 2023

\_\_\_\_\_  
Date



\_\_\_\_\_  
Lily Xu  
Manager, Development Review, South  
Planning, Real Estate and Economic  
Development Department

Enclosure: Site Plan Control Application approval – Supporting Information

## **SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION**

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**File Number:** D07-12-22-0149

### **SITE LOCATION**

2625 Sheffield Road, and as shown on Document 1.

### **SYNOPSIS OF APPLICATION**

- The site is located on Sheffield Road and is zoned Heavy Industrial (IH).
- To the south of the site is Humber Place, and Sheffield Road is located to the west, and VIA Rail lines are to the east of the property.
- Adjacent lands to the north, west, and south are zoned IH.
- The lot is 70,635 sqm and is currently used for a warehouse, which is to be demolished. The site already has full municipal services.
- The site plan control application has been submitted to support the construction of an industrial warehouse distribution facility of 1 storey and 24,484 sqm GFA with 742 existing and proposed parking spaces, and 17 bicycle parking spaces.
- The required uses are permitted in the IH zone.
- The official plan land use designation and the zoning also complies with the proposed use.
- The proposed use for the site is a logistics delivery station to fulfill customer orders. Packages are shipped to the site from large distribution centers, are sorted in the warehouse, and loaded onto delivery vans operated by delivery service providers or personal vehicle operators. The built form proposed consists of four interior components including an office, receiving, and sorting area, delivery van staging, and loading area.
- The building is to be clad in textured exposed concrete panels greys, white, and blue with aluminium side panels of white and blue accents.
- The site circulation includes 4 vehicular access points from Sheffield Road and two from Humber Place. 10 loading docks for heavier transport vehicles is accessed from Sheffield Road, as well as staff parking access. Delivery vans will be exiting the site onto Humber Place.
- The office is proposed on the northwest corner of the building, which is next to a staff outdoor amenity space.

- Landscaping is proposed along Humber Place and the eastern property line, as well as along the Sheffield frontage with consideration for the above ground hydro lines. The planting plan includes 56 deciduous trees, 59 coniferous trees, 1,641 perennials, 672 shrubs, and 418 ornamental grasses.

## **DECISION AND RATIONALE**

This application is approved for the following reasons:

- The site is identified on Schedule B3 – Outer Urban Transect of the Official Plan as Industrial and Logistics, which permits warehouse and distribution uses. On Schedule C4 of the Official Plan, Sheffield Road is defined as an existing collector road.
- The proposal considers how vehicular traffic will access and depart the site. The landscaping plan improves and diversifies the landscaping and tree planting on the site including an expanded tree canopy. An outdoor staff amenity area has been included on the site to create an outdoor landscaped area for staff.
- The proposed development generally represents good planning by providing appropriate and efficient land use.

## **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**

Select Councillor was aware of the application related to this report. Councillor has concurred with the proposed conditions of approval.

### **Public Comments**

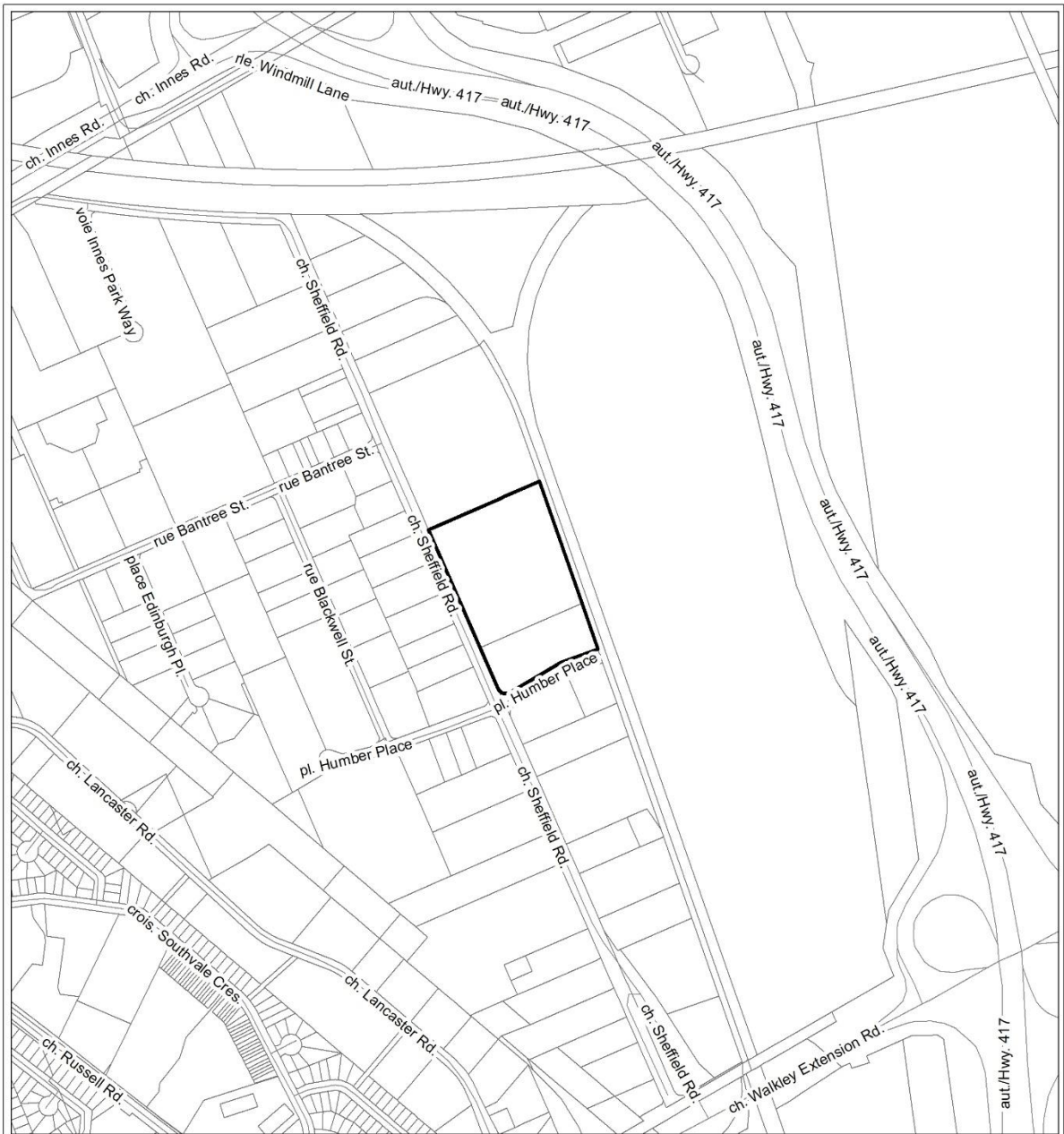
This application was subject to public circulation under the Public Notification and Consultation Policy. There was no public comment received online.


## **APPLICATION PROCESS TIMELINE STATUS**

This Site Plan application was processed by the On Time Decision Date.

**Contact:** Kelby Lodoen Unseth Tel: 613-580-2424, ext. 12852 or e-mail: Kelby.LodoenUnseth@ottawa.ca

# Document 1 – Location Map



		LOCATION MAP / PLAN DE LOCALISATION SITE PLAN / PLAN D'EMPLACEMENT	
D07-12-22-0149	22-1050-K	 <b>2625 ch. Sheffield Rd.</b>	
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REVISION / RÉVISION - 2022 / 11 / 02		 <small>NOT TO SCALE</small>	