

March 21, 2023

**Development Review - Central**

Planning, Infrastructure and Economic Development Department  
City of Ottawa  
110 Laurier Avenue West  
Ottawa, ON K1P 1J1

Via email: [DRCentral/EPACentre@ottawa.ca](mailto:DRCentral/EPACentre@ottawa.ca)

**RE: 381 Kent Street, City of Ottawa  
Application for Zoning By-law Amendment + Site Plan Control**

To whom it may concern,

Please find enclosed the following materials in support of our submission for a Zoning By-law Amendment and Site Plan Control application relating to the site known as 381 Kent Street. The submission materials are as follows:

- / Design Brief, prepared by NEUF architect(e)s, dated February 2, 2023
- / Architectural Drawing Package, prepared by NEUF architect(e)s, dated February 2, 2023;
- / Site Servicing and Grading Plan (C101), prepared by McIntosh Perry, dated February 23, 2023;
- / Existing Conditions, Removals, and Erosion and Sediment Control Plan (C100), prepared by McIntosh Perry, dated February 23, 2023;
- / Site Servicing & Stormwater Management Report, prepared by McIntosh Perry, dated February 23, 2023;
- / Phase I Environmental Site Assessment, prepared by EXP, dated November 18, 2021;
- / Phase II Environmental Site Assessment, prepared by EXP, dated January 21, 2022;
- / Preliminary Geotechnical Investigation, prepared by EXP, dated February 22, 2023;
- / Heritage Impact Assessment, prepared by Commonwealth HRM, dated February 2023;
- / Landscape Plan (L1), prepared by GJA Inc., dated February 21, 2023;
- / Tree Conservation Report, prepared by IFS Associates, dated February 21, 2023;
- / Roadway Traffic Noise Feasibility Assessment, prepared by Gradient Wind, dated March 20, 2023;
- / Pedestrian Level Wind Study, prepared by Gradient Wind, dated March 10, 2023;
- / Transportation Impact Assessment, prepared by CGH Transportation, dated February 2023;
- / Plan of Survey, prepared by Fairhall, Moffatt & Woodland, dated October 28, 2010; and
- / Planning Rationale, prepared by Fotenn, dated March 21, 2023.

In line with current COVID-19 protocols, documents have been provided in a digital format. Physical copies can be provided upon request.

Should you have any questions regarding the submission, please contact the undersigned at [alain@fotenn.com](mailto:alain@fotenn.com).

Sincerely,

A handwritten signature in black ink that reads "Scott Alain". The signature is written in a cursive, flowing style.

Scott Alain, MCIP RPP  
Senior Planner