



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

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Site Location: 4000 Strandherd Drive

File No.: D07-12-24-030

Date of Application: May 23, 2024

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This SITE PLAN CONTROL application submitted by Fotenn Planning and Design, on behalf of Pastor Greg Johnston, is APPROVED upon resolution of the conditions stated in this report

And the following plans are approved:

1. **Site Plan w/ Site Survey Project Data**, A0.2, prepared by Angelo Mattia Spadola Architect, dated April 2022, revision 21 dated 2025 03 26.
2. **Landscape Site Plan**, L1, prepared by Fotenn Planning and Design., dated March 2025, revision 9 dated 2025-04-14.
3. **Planting Plan**, L2, prepared by Fotenn Planning and Design, dated March 2025, revision 9 dated 2025-04-14.
4. **Details**, L3, prepared by Fotenn Planning and Design, dated March 2025, revision 9 dated 2025-04-14.
5. **North Elevation West Elevation**, A2.0, prepared by Angelo Mattia Spadola Architect, dated April 2022, revision 15 dated 2024 21 06.
6. **South Elevation East Elevation**, A2.1, prepared by Angelo Mattia Spadola Architect, dated April 2022, revision 15 dated 2024 21 06.
7. **Site Servicing, Grading, and Drainage Plan**, C200, prepared by exp. Services Inc., Revision 6 dated 14/04/25.
8. **Pre-dev and Post-dev Storm Drainage Area Plan**, C400, prepared by exp. Services Inc., Revision 5 dated 14/04/25.
9. **Existing Conditions and Removals Plan**, C000, prepared by exp. Services Inc., Revision 5 dated 14/04/25.

10. **Erosion and Sediment Control Plan**, C300, prepared by exp. Services Inc., Revision 5 dated 14/04/25.

And as detailed in the following report(s):

1. **Tree Conservation Report for 4000 Strandherd Drive, Ottawa**, prepared by IFS Associates, dated February 11, 2025.
2. **Geotechnical Investigation Proposed Addition to Haven Baptist Church** prepared by Exp. Services Inc., dated November 16, 2022
3. **Phase One Environmental Site Assessment**, prepared by exp. Services Inc. dated June 19, 2023
4. **Site Servicing & Stormwater Management Report**, prepared by exp. Services Inc., dated July 24, 2023, revision 2 dated April 1, 2024

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

## **AMENDMENT TO SITE PLAN AGREEMENT**

### **General Conditions**

#### **1. Prior Site Plan Agreement**

The Owner acknowledges and agrees that all terms and conditions of the Site Plan Agreement between Bible Baptist Church and the Corporation of the City of Nepean, registered as Instrument No. 1012374 on November 22, 1996, are reconfirmed and are in full force and effect except as otherwise varied or amended in this Agreement. The Owner further acknowledges and agrees that the relevant portion of the Approved Plans referenced in Schedule "E" hereto shall supersede and replace and/or be in addition to, as the case may be, the relevant sections of the corresponding Plans contained in the previous Site Plan Agreement(s).

#### **2. Lapsing of Approval**

The Owner shall enter into this Site Plan Control Agreement and/or 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 Agreement and/or Letter of Undertaking, complete the conditions to be satisfied prior to the signing of this Agreement, and have the corresponding building permit(s) issued within three (3) years of Site Plan approval, the approval shall lapse.

### **Special Conditions**

#### **3. Road Widening**

Prior to registration of this Agreement, the Owner acknowledges and agrees to convey to the City, at no cost to the City, an unencumbered road widening across the complete Strandherd Drive frontage of the lands, measuring 22.25 metres from the existing

centreline of pavement/the abutting right-of-way. The exact widening must be determined by legal survey. The Owner shall provide a reference plan for registration, indicating the widening, to the City Surveyor for review and approval prior to its deposit in the Land Registry Office. Such reference plan must be tied to the Horizontal Control Network in accordance with the municipal requirements and guidelines for referencing legal surveys. The Owner acknowledges and agrees to provide an electronic copy of the Transfer and a copy of the deposited reference plan to the City Solicitor prior to the execution of this Agreement by the City. All costs shall be borne by the Owner.

## **LETTER OF UNDERTAKING**

### **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**

#### **4. Execution of Letter of Undertaking**

The Owner shall execute the City's standard Letter of Undertaking and satisfy the conditions contained within this Delegated Authority Report. In the event the Owner fails to execute the required Letter of Undertaking, submit any required fees and/or securities within three (3) years, and attain permits, this approval shall lapse.

#### **5. 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.

#### **6. 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.

#### **7. 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.

## **8. 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.

## **Special Conditions**

### **9. 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.

### **10. Permits**

The Owner shall obtain such permits as may be required from municipal or provincial authorities and shall file copies thereof with the General Manager, Planning, Development and Building Services.

### **11. 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.

**12. 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.

**13. 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.

**14. 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.

**15. Private Access**

The Owner acknowledges and agrees that all private accesses to Roads shall comply with the City's Private Approach By-Law being By-Law No. 2003-447 as amended, or as approved through the Site Plan control process.

**16. 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 (the "Report"), referenced in Schedule "E" herein, 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.

#### **17. 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, referenced in Schedule "E" herein. 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 referenced in Schedule "E" herein.

#### **18. 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 & Stormwater Management Report, 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.

#### **19. Private Storm Sewer Connection to City Sewer System**

The Owner acknowledges and agrees that any new storm sewers to be installed as part of this development shall not be connected to the City's existing storm sewer system until such time as either:

- (a) a certificate of conformance and As-built Drawings have been received from a Professional Engineer, licensed in the Province of Ontario, certifying that all required inlet control devices have been properly installed to City Standards or Specifications, and that the storm sewer system has been installed in accordance with the approved engineering drawings for site development and City Sewer Design Guidelines. The inlet control devices shall be free of any debris; or
- (b) a flow limiting orifice plate, designed by a Professional Engineer licensed in the Province of Ontario and to the satisfaction of the City, has been installed at the storm water outlet prior to connecting any upstream storm sewers. Such orifice plate shall not be removed until subsection (a) above has been satisfied and approved by the General Manager, Planning, Development and Building Services.

#### **20. 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); 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.

## **21. Maintenance and Liability Agreement for Landscaping**

The Owner acknowledges and agrees it shall be required to enter into a Maintenance and Liability Agreement with the City, for those elements which are to be located in the City's right-of-way, as shown on the approved Site Plan and Site Servicing, Grading and Drainage Plan referenced in Schedule "E" herein, including all plant and landscaping material (except municipal trees), and walkway. The Maintenance and Liability Agreement shall be registered on title, at the Owner's expense, immediately after the registration of this Agreement. The Owner shall assume all maintenance and replacement responsibilities in perpetuity.

## **22. 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.

April 17, 2025

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Date



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Lily Xu  
Manager, Development Review South,  
Planning, Development and Building  
Services Department

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

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**File Number:** D07-12-24-0030

### **SITE LOCATION**

4000 Strandherd Drive, and as shown on Document 1.

### **SYNOPSIS OF APPLICATION**

The subject site municipally known as 4000 Strandherd is located on the north side of Strandherd Drive, and east of the Chapman Mills Drive and Strandherd Drive intersection. The site contains the Haven Baptist Church – a one-storey, 446.49 square metre place of worship with an associated surface parking lot. Surrounding land uses include an unopened public right-of-way to the north and east, the Nepean Seventh-day Adventist Church to the west, and low-rise residential development to the south.

The application will facilitate the construction of a 279.5 square metre addition to the existing place of worship, the addition of 14 parking spaces, and an outdoor patio. In total, the place of worship will have a gross floor area of 726.6 square metres and 71 parking spaces, including three accessible parking spaces.

The proposed development necessitates the removal of 10 trees, including two City-owned trees along the Strandherd Drive. As compensation, 15 trees will be planted along Strandherd Drive and Harthill Wall. Five mature trees located at the northeast corner of the site along Harthill Way will be retained. The landscape plan also includes extensive shrub, perennial and grass planting.

As per Schedule C16, the Official Plan identifies a 44.5 metre right-of-way protection for Strandherd Drive between Fallowfield and Greenbank Road. As a condition of site plan control approval, Condition 3 requires the conveyance of an unencumbered road widening to the City.

### **Related Applications**

D04-01-60189 – Site Plan Control Application

City Council approved a Site Plan Control application for the construction of a one-storey place of worship on September 26, 1996. The Site Plan Agreement between Bible Baptist Church and the Corporation of the City of Nepean was registered as Instrument No. 1012374 on November 22, 1996. This agreement will be amended to capture the required road widening conveyance along Strandherd Drive (Condition 3). All other conditions from the prior agreement will be reconfirmed unless otherwise amended by



the amending site plan agreement and Letter of Undertaking.

## **DECISION AND RATIONALE**

This application is approved for the following reasons:

- The proposal is consistent with the Provincial Planning Statement.
- The proposal conforms with the Official Plan. The Official Plan designates the site Neighbourhood in the Suburban (Southwest) Transect and provides policy direction to provide a range of local services that promote 15-minute neighbourhoods. As proposed, the application will facilitate the expansion of an existing Place of Worship that serves the community.
- The site is zoned Minor Institutional (I1B), which permits a range of community and institutional uses, including places of worship and includes provisions to limit their scale and intensity to minimize impacts on adjacent residential uses. As proposed, the addition and expanded surface parking lot comply with the applicable zoning provisions.

## **PARKLAND DEDICATION**

Parkland dedication, in accordance with By-law 2022-280, is not applicable to this development.

## **CONSULTATION DETAILS**

### **Councillor's Comments**

Councillor David Hill was aware of the application related to this report.

### **Public Comments**

This application was not subject to public circulation under the Public Notification and Consultation Policy. There was no public comment received online.

### **Technical Agency/Public Body Comments**

Staff forwarded all technical agency comments to the applicant and advised the applicant to contact the agencies directly for additional information and requirements.

## **APPLICATION PROCESS TIMELINE STATUS**

This Site Plan application was not processed by the On Time Decision Date due to the number of submissions to address technical comments, including the need for a road widening and site grading and servicing.

**Contact:** Siobhan Kelly Tel: 613-580-2424, ext. 27337 or e-mail: [siobhan.kelly@ottawa.ca](mailto:siobhan.kelly@ottawa.ca)

Document 1 – Location Map

