

**Addendum No 1:**  
**PROPOSED COSTCO OFFICE EXPANSION,**  
**415 WEST HUNT CLUB ROAD**  
**CITY OF OTTAWA**  
**TRANSPORTATION IMPACT**  
**ASSESSMENT REPORT** (June 20<sup>th</sup>, 2024)

The following Addendum document was produced to provide refinements to the above TIA document to account for alterations done to the Site Plan

Submitted to: Ms. Josiane Gervais  
Transportation Project Manager  
City of Ottawa  
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Ottawa, Ontario K1P 1J1

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## EXECUTIVE SUMMARY

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Castleglenn Consultants Inc. produced its *“Proposed Costco Office Expansion, 415 West Hunt Club Road City of Ottawa – Transportation Impact Assessment”* document in June 2024 which identified and evaluated the traffic related impacts of the proposed 2-story office expansion to Costco’s Corporate Headquarters building upon the surrounding area. The study had indicated that the net effect of the newly generated traffic upon the roadway network is anticipated to be negligible. The study also concluded that the proposed plans would provide sufficient parking to accommodate both motor-vehicles and bicycles, and that the site provided adequate connections to transit and existing active mode infrastructure.

The purpose of this addendum document was to evaluate and expand on the updates associated with a new proposed site plan that was received on September 19<sup>th</sup>, 2024 and ensure that the findings and conclusions reached in the June, 2024 document remained consistent with the findings and conclusions that were reached within the previous report.

The new Site Plan dated (August 23rd, 2024) is illustrated within Annex “A”.

The changes to the site plan effected the following:

- The total gross floor area (GFA) of the proposed addition to the existing corporate headquarters building;
- The number of total available parking stalls;
- The location of bicycle parking;
- A new proposed pedestrian crossing at the north façade of the building; and
- The timing of occupancy.

In the following sections, this addendum document will address each of the above modifications and reference the changes to the site plan.

# 1.0 SITE PLAN MODIFICATIONS

## 1.1 CHANGES OF GROSS FLOOR AREA

The gross floor area (GFA) of the “proposed building addition” has decreased by approximately 19.5 percent, from 4,266.4 m<sup>2</sup> to 3,571.39 m<sup>2</sup>. In terms of the entire total building area the total GFA of the entire building decreased by 3.5% (from 12,994.4 m<sup>2</sup> to 12,533.39 m<sup>2</sup>). The change has occurred due to alterations to the permit floor plan.

## 1.2 PARKING

Due to the change in gross floor area, the City requirements for motor-vehicle and bicycle parking have also changed. Section 4.2 of the original report discussed the parking provisions on site and the following sub-sections indicate the required corrections regarding City requirements.

### 1.2.1 Motor Vehicle Parking

Table 4-1 described the vehicle parking requirements and provisions associated with the proposed HQ expansion. The required parking based on the City of Ottawa parking rate has decreased from 312 stalls to 301 stalls.

The southern parking stalls were re-worked to meet AODA requirements and provide additional space for tree planting. This resulted in the provided parking stalls to decrease from 604 stalls to 602 stalls.

**Table 1-1: Auto Parking Provisions Summary**

<i>Land Use</i>	<i>Development Size</i>	<i>City Parking Requirement Rate</i>	<i>City Parking Requirement</i>	<i>Parking Provisions</i>
Office	<del>12,994.4</del> 12,533.39 m <sup>2</sup>	2.4 per 100 m <sup>2</sup>	<del>312</del> 301 stalls	<del>604</del> 602 stalls
<b>Total</b>			<del>312</del> 301 stalls	<del>604</del> 602 stalls

### 1.2.2 Bicycle Parking

Table 4-2 described the bicycle parking requirements and provisions of the proposed expansion. The required parking based on the City of Ottawa parking rate has decreased from 18 bike stalls to 14 bike stalls. The site plan continues to providing 18 bike stalls, but they have been relocated from outside, west of the proposed new entrance to under a new proposed covered entrance area.

**Table 1-2: Bicycle Parking Provisions Summary**

<i>Land Use</i>	<i>City Requirement</i>	<i>Parking Provisions</i>
Office	<del>18</del> 14 stalls	18 stalls
<b>Total</b>	<del>18</del> 14 stalls	18 stalls

## 1.3 NEW PROPOSED PEDESTRIAN CROSSING

A new pedestrian link is proposed to be located on the north side of the building, across from the main employee entrance. The crossing would provide a safer delineated route for employees to cross the lane/roadway that abuts the north side of the HQ building linking the parking lot to the north of the HQ building.

## 1.4 OCCUPANCY

The project expected occupancy date has been moved from Fall of 2024 to Fall of 2025.

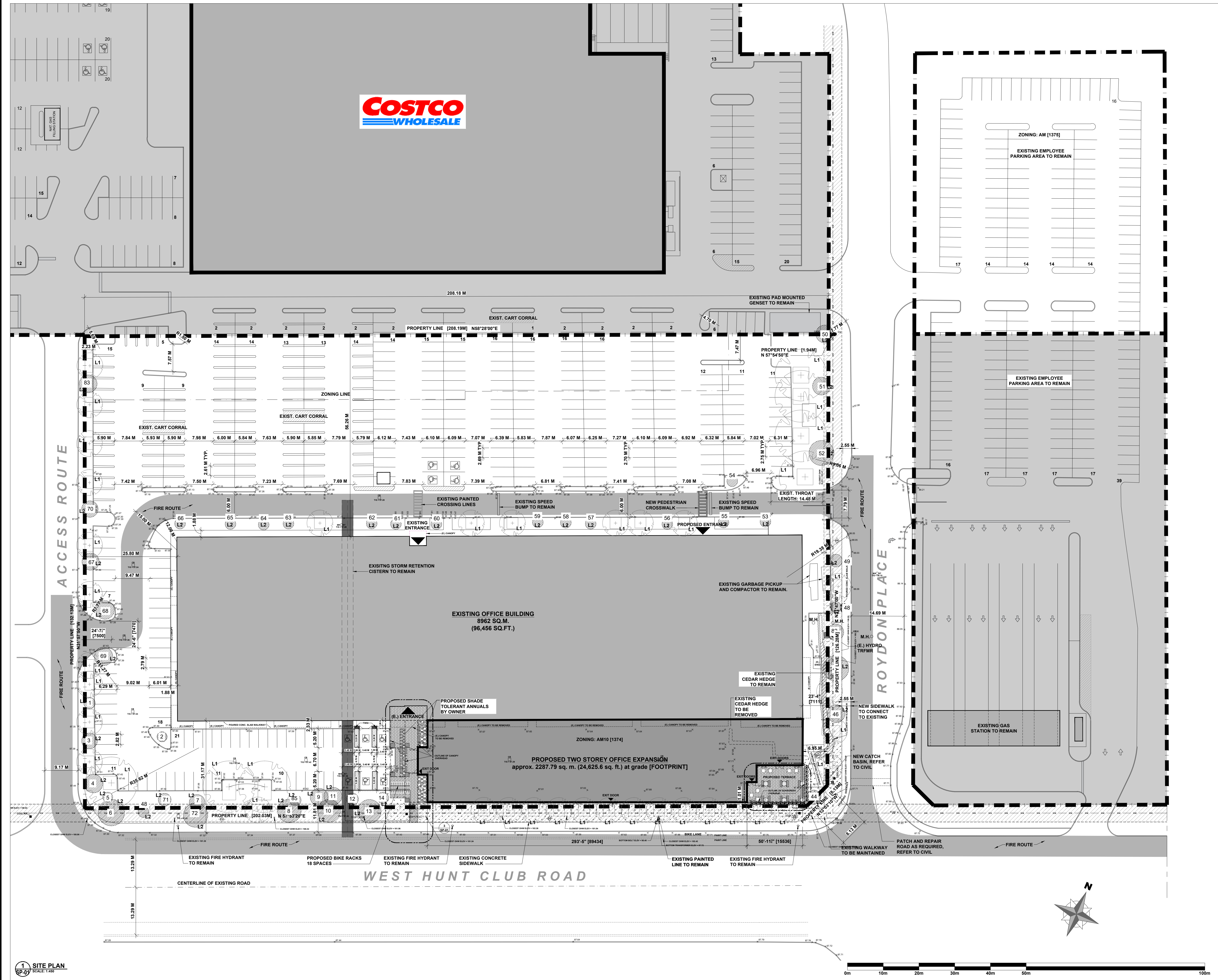
## 1.5 CONCLUSION

The changes associated with the September, 2024 version of the site plan do not result any substantive changes to the findings and conclusions that were reached within the June, 2024 document.

# Annex A

## Updated Site Plan (September 2024)





**LEGEND:**

- PROPERTY LINE
- OVERHEAD WIRES
- EXISTING BUILDING
- BUILDING ENTRANCE
- H.P. HYDRO POLE
- F.H. FIRE HYDRANT
- M.H. MANHOLE
- C.B. CATCH BASIN
- EXISTING CANOPY
- OVERHEAD WIRE HYDRO NO-BUILD ZONE
- INTERLOCK PAVERS
- DESIGNATED FIRE ROUTE

CC(AGG) SURVEY MONUMENT FOUND CUT GROSS ANNIS, O'SULLIVAN, VOLLEBEKK LTD.

SSB(AGG) SURVEY MONUMENT FOUND SHORT STANDARD IRON BAR ANNIS, O'SULLIVAN, VOLLEBEKK LTD.

FB SURVEY MONUMENT FOUND PLASTIC BAR

CP(AGG) SURVEY MONUMENT FOUND CONCRETE PIN ANNIS, O'SULLIVAN, VOLLEBEKK LTD.

BT.80 EXISTING TOPO MARKERS

**2/SP-01 + 3/SP-01 LEGEND:**

- 1200mm x 1200mm ACM-CLAD COLUMN
- 1830mm x 610mm OUTDOOR PARK BENCH
- 18x 1800mm x 600mm BICYCLE RACKS REFER TO RACK EQUIPMENT SPEC.
- SOFTSCAPE AREA 1 22.29 m<sup>2</sup>
- SOFTSCAPE AREA 2 20.30 m<sup>2</sup>
- SOFTSCAPE AREA 2 22.5 m<sup>2</sup>
- HARDSCAPE AREA 194.44 m<sup>2</sup> FINISH AS PER LANDSCAPING SPEC.
- HARDSCAPE AREA 148.80 m<sup>2</sup> FINISH AS PER LANDSCAPING SPEC.
- 130 x 130mm PLANTER c/w 100 x 150mm ALUM. SUPPORT COLUMNS FOR SUN SCREEN ABOVE

**415 West Hunt Club Proposed**

Provision	Section	Required	AM10 [1374] Proposed
Min. Lot Area (sq.m)	Table 185, (a)	none	25,109.52 sq. m
Min. Lot Width (m)	Table 185 (b)	none	202.03 m
Min. Front Yard Setback (m)	S. 186, (10)(b)(i)	0 m	1.01 m
Min. Corner Yard Setback (m)	S. 186, (10)(b)(ii)	0 m	6.95 m
Min. Interior Yard Setback (m)	Table 185, (c)(iii)	0 m	25.82 m
Min. Rear Setback (m)	Table 185, (e)(iv)	0 m	56.26 m
Min. Landscaped Buffer (parking lot)(m)	Table 110, (a)(b)	3 m	2.23 m (EXISTING CONDITION)
Max. Building Height (m)	S. 186, (10)(j)(v)	30 m	10.08 m - 2 storeys
Min. Building Height - 10m from front or corner lot line (m)	S. 186, (10)(e)	4.5m for the ground floor AND 7.5m for 2 storeys total	4.54 m for the ground floor 10.08 m (2 storeys) total
Min. Glazing (West Hunt Club) (%)	S. 186, (10)(h)	50% from grade to a height of 4.5m	36%
Min. Glazing (Roydon Place) (%)	S. 186, (10)(h)	50% from grade to a height of 4.5m	43.0%
Min. Percentage of Building Wall	S. 186, (10)(b)(ii)	50% within 3m of corner lot line	61.4%
Max. FSI	Table 185, (g)(ii)	none	0.54
GFA (sq.m)	-	-	3571.39 m <sup>2</sup> (expansion)
PROPOSED ADDITION TOTAL: 3571.39m <sup>2</sup>	-	-	12,533.39 m <sup>2</sup> (total)
Footprint Area (sq.m)	-	-	11548.79 m <sup>2</sup> (total)
Parking - Office	Table 101, N59 (v)	2.4 spaces/100 sq.m GFA	602 spaces (parking lot total)
Minimum Number of Barrier-Free Parking Spaces	ADDA 80.36 (4)	2 spaces = 2% total number of spaces provided = 10 spaces	10 spaces
Bicycle Parking - Office	Table 111A,(a)	1 space / 250 sq.m GFA	18 spaces (exterior)
Minimum Driveway	S. 107, (1)(a)(iii)	6m	7.56m
Minimum Drive Aisle Width	T. 107, (d)	6.7m	6.7m
Minimum Number of Active Entrances for Building Within 4.5m of the Front Lot Line	S. 186, (10)(g)(i)	1 active entrances	0 active entrances
Minimum Landscaped Area - Parking Lot	S. 110 (1)	15% of parking lot area	12% (non-compliant requiring variance)

**415 West Hunt Club**

**SITE PIN:**

**LEGAL DESCRIPTION:** SOUTH HALF OF LOT 29, CONCESSION "A" (RIDEAU FRONT) (NEPEAN)

**STATEMENT:** PROPERTY BOUNDARY INFORMATION FOR THIS SUBMISSION IS DERIVED FROM THE:

Topographic Plan of Survey of Southerly Limit of Pin 04052-0811 being PART of LOT 29, CONCESSION "A" (Rideau Front) Geographic Township of Nepean City of Ottawa

Surveyed by Annis, O'Sullivan, Vollebakk Ltd. ASSOCIATION OF ONTARIO LAND SURVEYORS PLAN SUBMISSION FORM # V-69279

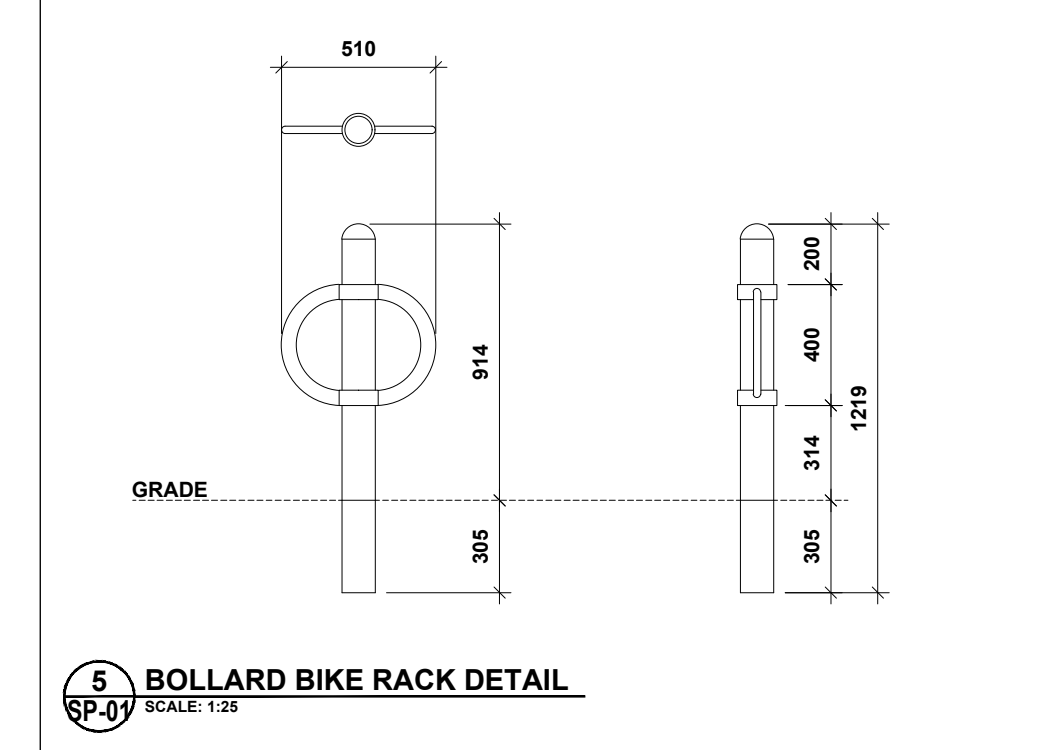
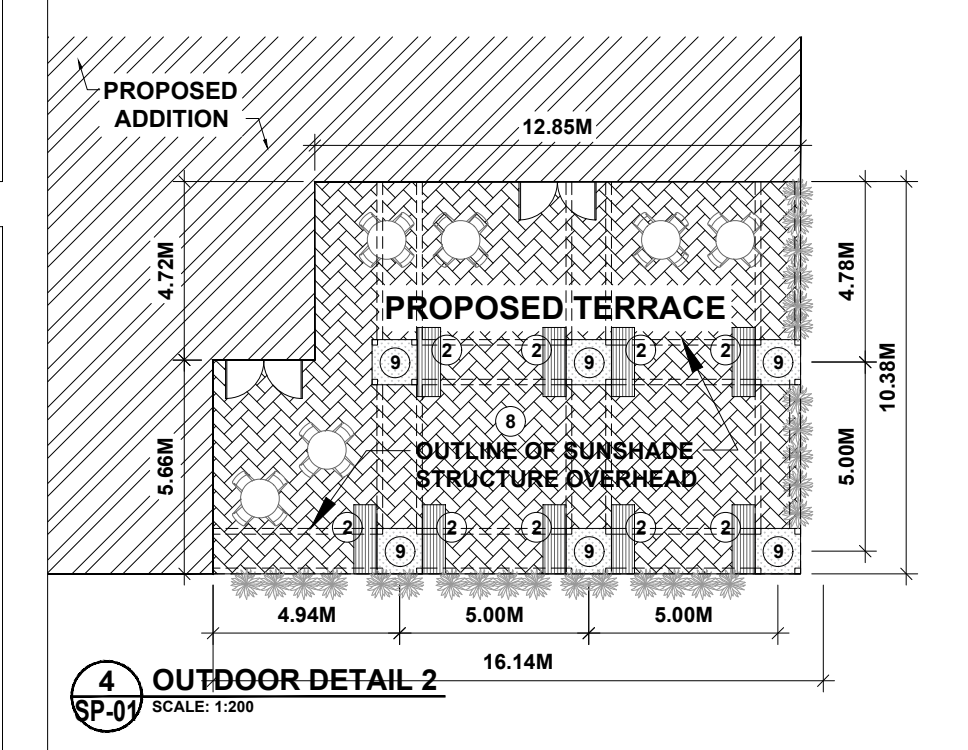
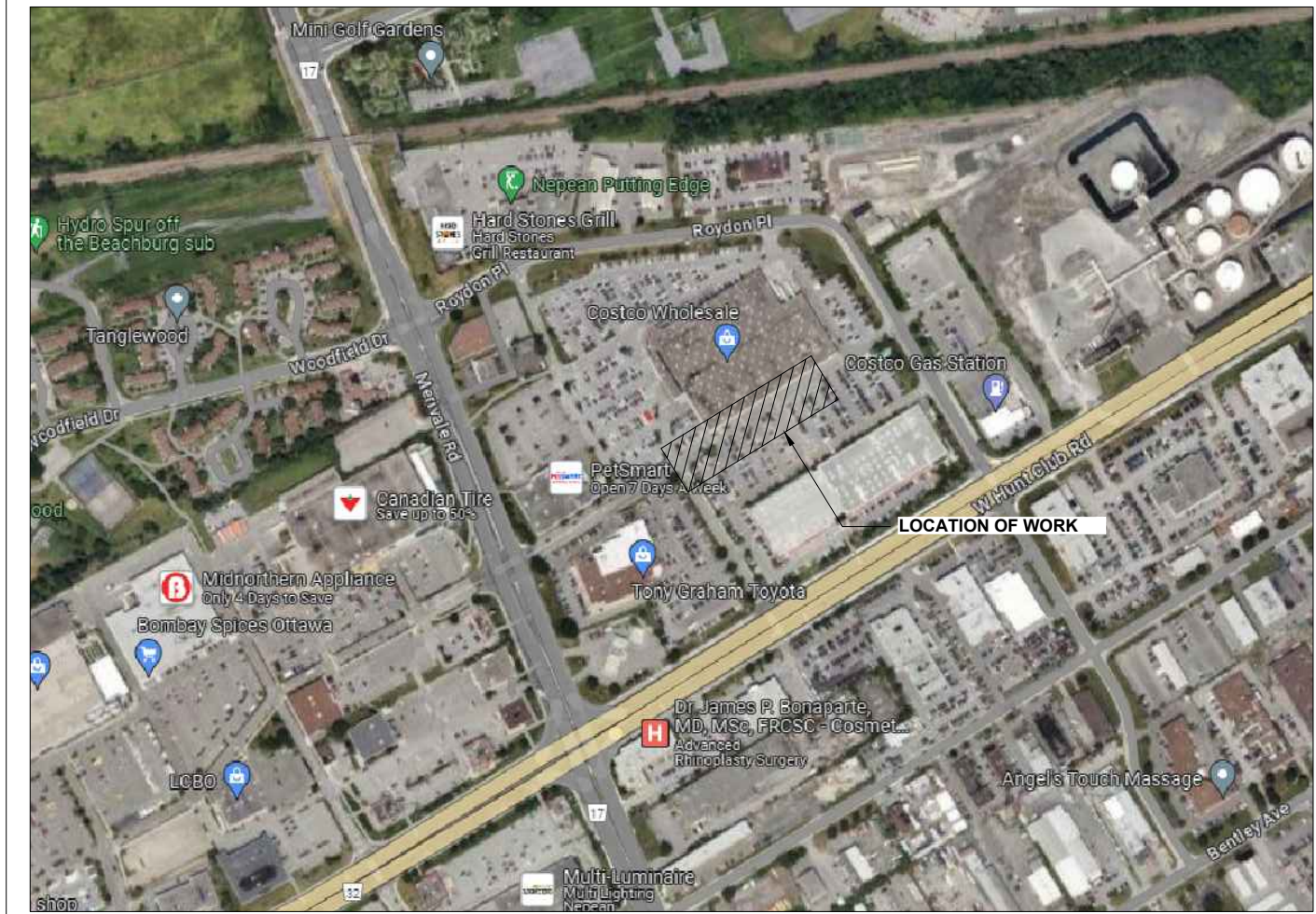
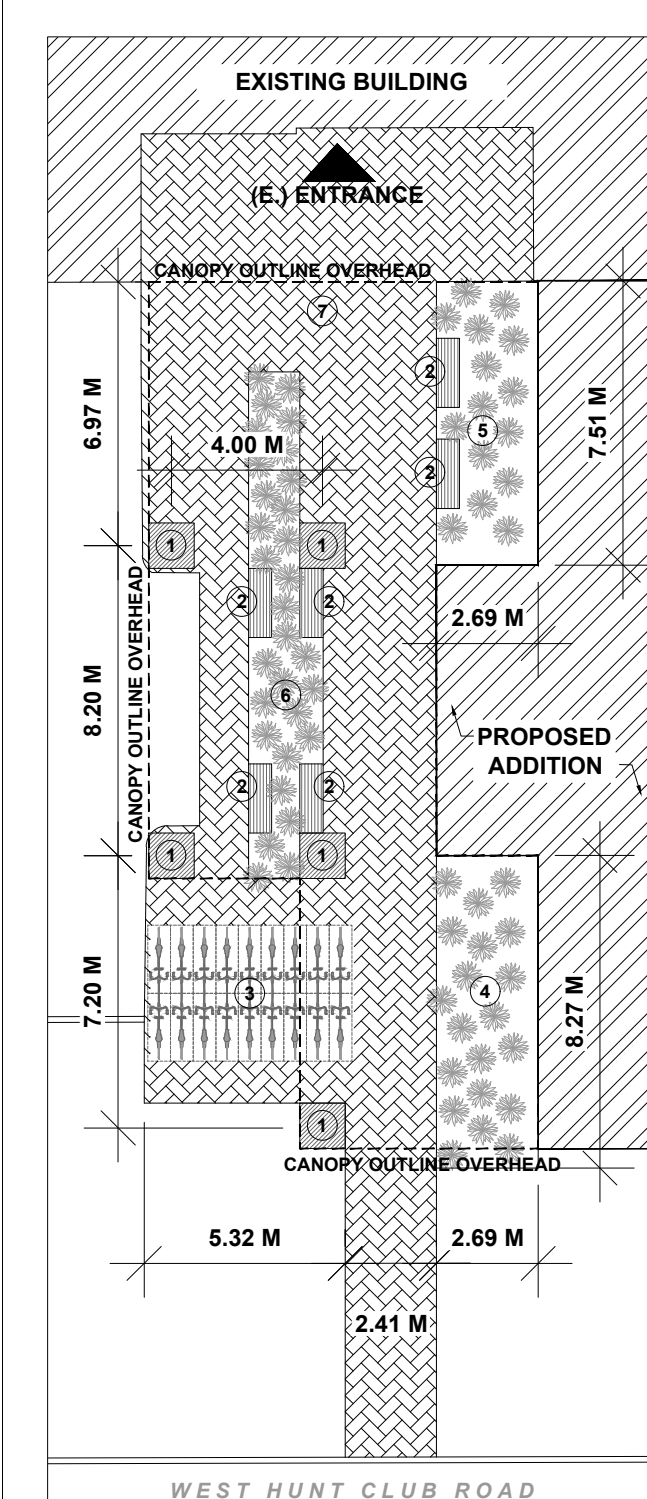
**ADDITIONAL NOTES:**

COMMENT: #7 - IDENTIFY LOCATION OF SNOW STORAGE

RESPONSE: #7 - SNOW TO BE REMOVED AND STORED OFF-SITE

**Landscaping Legend (showing to-remain + proposed vegetation) coordinate with Tree Conservation Report + Landscape Plan**

REF. #	SYMBOL	DESCRIPTION
L1	(Symbol)	PROPOSED DECIDUOUS TREE 40 yr. CANOPY PROJECTION REQUIRES SOIL VOLUME: (30m <sup>2</sup> / large tree), (20m <sup>2</sup> / small tree)
L2	(Symbol)	EXISTING TREE TO REMAIN (COORDINATE REFERENCE # WITH LANDSCAPING PLAN FOR VEGETATION DETAILS)



**P2 concepts**

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**COSTCO WHOLESALE**

**COSTCO HEAD OFFICE ADDITION**

STAMP: [Blank]

PROJECT: [Blank]

DATE: 2024-08-23

PROJECT: 0350-018

SP-01

REVISIONS:

NO.	REVISIONS	DATE
01 <td>ISSUED FOR SITE PLAN APPROVAL</td> <td>2023-12-15</td>	ISSUED FOR SITE PLAN APPROVAL	2023-12-15
02 <td>ISSUED FOR SITE PLAN APPROVAL</td> <td>2024-04-19</td>	ISSUED FOR SITE PLAN APPROVAL	2024-04-19
03 <td>ISSUED FOR COORDINATION</td> <td>2024-08-08</td>	ISSUED FOR COORDINATION	2024-08-08
04 <td>REVISED LANDSCAPING LAYOUT</td> <td>2024-08-23</td>	REVISED LANDSCAPING LAYOUT	2024-08-23
05 <td>ISSUED FOR SPC SUBMISSION</td> <td>2024-09-19</td>	ISSUED FOR SPC SUBMISSION	2024-09-19

DRAWING TITLE: SITE PLAN