



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

Site Location: 5546 Albion Road

File No.: D07-12-24-0157

Date of Application: December 18, 2024

This SITE PLAN CONTROL application submitted by Jonah Bonn, Landscape Ltd. , on behalf of Grant Castle Corp., is APPROVED upon resolution of the conditions stated in this report

And the following plans are approved:

1. **Topographical Plan of Survey**, prepared by Annis, O'Sullivan, Vollebekk Ltd., dated April 18, 2022, revised August 8, 2022.

And as detailed in the following report(s):

1. **Environmental Impact Statement – Unevaluated Wetland – Proposed Fuel Dispensing Facility Re-development**, prepared by LRL Associates Ltd., dated February 13, 2023, revised December 13, 2023.
2. **Butternut Survey at 5546 Albion Rd., Greely**, prepared by Rose Fleguel, dated February 15, 2024.
3. **MacEwen Service Centre 5546 Albion Road Ottawa, Ontario, TIA Strategy Report**, prepared by D.J. Halpenny & Associates Ltd., dated March 20, 2023.
4. **Exterior 3D Rendered Views**, prepared by INICO design, dated October 27, 2023.
5. **Phase One Environmental Site Assessment**, prepared by LRL Associates Ltd., dated December 13, 2023.
6. **Geotechnical Investigation**, prepared by LRL Associates Ltd., dated June 2022, Revised November 2023.
7. **Zoning Confirmation Report**, dated December 18, 2023.

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

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

1. Lapsing of Approval

The Owner shall enter into this scoped Site Plan Control Agreement and 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 scoped Agreement and 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.

2. 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.

3. Update to Plans and Reports

The Owner acknowledges and agrees, prior to the preparation of the Letter of Undertaking or issuance of a Commence Work Notification, to update the list of required plans and studies listed below to address the comments from the pre-application consultation comment letter dated 01-October-2024, the formal review letter dated, 20-January-2025, and the proposed minor revisions detailed by the applicant following the formal application circulation on December 23, 2024 to the satisfaction of the General Manager, Planning, Development and Building Services Department. The Owner further acknowledges and agrees that the submission may necessitate changes to the plans and reports approved herein. If necessary, the Owner further acknowledges and agrees to provide all revised plans and reports to the General Manager, Planning, Development and Building Services Department prior to signing of the letter of undertaking or the issuance of a Commence Work Notification.

- i) **Site Development Plan**, C201, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- ii) **Erosion and Sediment Control Plan**, C101, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- iii) **Grading and Drainage Plan**, C301, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- iv) **Servicing Plan**, C401, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- v) **Stormwater Management Plan**, C601, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- vi) **Post-development Watershed Plan**, C702, prepared by LRL Engineering, dated April 2022, revision 05 dated 15-NOV-2024.
- vii) **Construction Detail Plan**, C902, prepared by LRL Engineering, dated April

2022, revision 05 dated 15-NOV-2024.

- viii) **Tree Conservation Report & Landscape**, L.1, prepared by James B. Lennox & Associates Inc., dated July 2022, revised 10/16/2024.
- ix) **Phase II Environmental Site Assessment**; project title: 5546 Albion Road, Ottawa, Ontario; prepared by: LRL Engineering; LRL file no: 001348; dated: 17-Mar-2023
- x) **Hydrogeological Assessment & Terrain Analysis - Proposed Fuel Dispensing Facility Re-development 5546 Albion Road South, Ottawa (Gloucester), Ontario**, Prepared by LRL Associates Ltd., revision 4 dated November 12, 2024
- xi) **Urban Design Brief**, prepared by Landscape Ltd., dated December 15, 2023.
- xii) **OSSO Septic Permit**; permit No: 22-398; dated: 19-Sep-2022

4. **Prior Site Plan Agreement**

The Owner acknowledges and agrees that all terms and conditions of the Site Plan Agreement between CITY OF OTTAWA and 124952 CANADA INC., registered as Instrument No. OC928255 on 2008-11-19, 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).

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.

9. Development Charges

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

10. 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, Development and Building Services, 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);

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

11. 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, 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, 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, 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.

12. Private Approach Detail

The Owner agrees that all private approaches, including temporary construction access to the subject lands, shall be designed and located in accordance with and shall comply with the City's Private Approach By-Law, being By-law No. 2003-447, as amended, and shall be subject to approval of the General Manager, Planning, Development and Building Services.

13. Re-Grading and Maintenance of Ditch

The Owner acknowledges and agrees it shall be responsible for various grading and maintenance measures along **Mitch Owens Road** and **Albion Road**, which include the following:

- (a) Re-grade the shoulders of the ditch within the road allowance(s) of **Mitch Owens Road** and **Albion Road** abutting the subject lands, to the satisfaction of the General Manager, Planning, Development and Building Services Department;
- (b) Obtain utility clearances prior to the re-grading of any ditch;
- (c) Obtain approval from the City's Roads Services Branch of the Public Works Department if the grade of any ditch bottom is to change; and
- (d) Maintain a grass cover within the road allowance(s) of **Mitch Owens Road** and **Albion Road** abutting the subject lands, to the satisfaction of the General Manager, Planning, Development and Building Services Department.

14. 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.

15. 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 ***Stormwater Management Report and Servicing Brief***, 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.

16. 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.

17. 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.

18. Parkland Dedication

The Owner acknowledges and agrees that the conveyance requirement to the City is 10,844 square metres.

The Owner covenants and agrees that the conveyance requirement has been calculated at the rate set out below in accordance with the Parkland Dedication By-law, being By-law No. 2022-280, as amended:

For conveyance of parkland, cash-in-lieu of conveyance parkland, or combination thereof: 2% of the gross land area (commercial & industrial uses).

19. Cash-In-Lieu of Conveyance of Parkland

Prior to execution of the Letter of Undertaking, the Owner acknowledges and agrees to pay cash-in-lieu of conveyance of parkland as referenced in Schedule "B" herein. Pursuant to the City's Parkland Dedication By-law, being By-law No. 2022-280, as amended, 40% of said funds collected shall be directed to City wide funds, and 60% shall be directed to Ward 20 funds. The Owner shall also pay the parkland appraisal fee of \$850.00 plus H.S.T. of \$110.50, as referenced in Schedule "B" herein.

20. Provision of As-Built Drawings

The Owner shall supply to the General Manager, Planning, Development and Building Services, one set of electronic 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.

21. Spills Prevention and Risk Management Plan

The Owner shall, prior to the issuance of a commence work notification, develop and implement a Spills Prevention and Risk Management Plan to the satisfaction of the General Manager, Planning, Development and Building Services.

The Owner acknowledges and agrees once the Spill Prevention and Risk Management Plan is approved, the Risk Management Official shall have the right at all times to inspect or request records to ensure compliance.

22. Construction Risk Management Plan for Source Water Protection

The Owner shall, prior to the issuance of a conditional building permit and commence work notification, prepare and submit a Construction Risk Management Plan for Source Water Protection to the satisfaction of the General Manager,

Planning Development and Building Services.

The Owner acknowledges and agrees once the Construction Risk Management Plan is approved, the Risk Management Official shall have the right at all times to inspect or request records to ensure compliance.

23. Groundwater Monitoring Program

The Owner shall, prior to the issuance of a commence work notification, prepare and implement a Groundwater Monitoring Program to the satisfaction of the General Manager, Planning Development and Building Services Department for ongoing groundwater monitoring since the site lies within the Wellhead Captures Zone of the Albion Sun Vista communal well system. Note that a groundwater monitoring program is recommended in the *Wellhead Protection Area Plan*, prepared by Trow Associates and Jacques Whitford Environmental Ltd., 2004. The Groundwater Monitoring Program shall include information related to following as specified in the approved hydrogeological report:

- i. Monitoring well locations, depths and construction details;
- ii. Monitoring well sampling frequency;
- iii. Provincial criteria, or standards to be applied to the water quality representative of the samples collected, and trigger mechanisms to be applied to protect off-site receptors;
- iv. Roles and responsibilities relating to the monitoring of wells, and corresponding reporting and regulatory submission;
- v. Procedures and guidelines to be followed to ensure the presence of the monitoring wells do not present a potential pathway for impairment of local supply aquifer resources; and
- vi. Contingency planning with respect to contaminants of concern including but not limited to formal reporting procedures, plans of actions, and necessary actions to be taken.

The Owner acknowledges and agrees once the Groundwater Monitoring program is approved the Risk Management Official shall have the right at all times to inspect the well sampling results and records, and ensure compliance with the approved Groundwater Monitoring Program.

Prior to the release of the final securities, the Owner shall submit satisfactory monitoring reports to the City's Risk Management Official.

24. Septic System Maintenance

That the Owner provides confirmation that the Owner has entered into a maintenance contract for the advanced septic treatment, with the minimum treatment requirements specified in the approved hydrogeological report, with a qualified maintenance provider, as required by the Ontario Building Code.

February 14, 2025

Date

A handwritten signature in black ink, appearing to read 'S. Kukkonen', is written over a horizontal line.

Stephan Kukkonen
Planner, Development Review Rural,
Planning, Development and Building
Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-24-0157

SITE LOCATION

5546 Albion Road, and as shown on Document 1.

SYNOPSIS OF APPLICATION

- The subject site is comprised of two irregularly shaped lots located at the intersection of Albion and Mitch Owens Road. These lots were previously developed with a gas bar and accessory convenience store which will be removed as a part of proposed redevelopment of the site. Aside from the existing structures, the site is largely cleared except towards the northern and western lot lines where it transitions to wooded areas that continue into the neighbouring lots. The proposed development will fall within the area of the site that has previously been developed and is clear of natural features.
- The lots directly abutting to the North and West are zoned Rural Residential subzone 5. One of the lots to the North is developed with a single-detached dwelling. The lot to the West remains undeveloped, and consists of a large swathe of trees, watercourses, and a municipal drain known as the Spratt Drain. Across Albion Road to the East is an undeveloped property zoned Rural Heavy Industrial. Across Mitch Owens Road to the South is the *Albion Woods* communal development which contains a number of single-family dwellings serviced by communal wells.
- The application proposes a new gas bar equipped with six new pumping station and four new underground fuel storage tanks. The pumping stations will be located within three pump islands, underneath an 18.3 metre by 38.7 metre canopy. These gas bar features will be located towards the southern end of the site, oriented towards Mitch Owens Road.
- The application also proposes a new one-storey, 400 square metre accessory convenience store located towards the centre of the site, facing Mitch Owens Road. The convenience store will have 33 parking spaces including one accessible space and two with electric vehicle charging stations. It will be wrapped with a concrete walkway measuring 2.3 metres in width along the front of the building. The concrete walkway will include two accessibility ramps on either side of the main entrance to the convenience store. The convenience store will have a second point of egress at the rear of the building in proximity to the garbage enclosures located behind the convenience store. The architectural

elements of the convenience store will feature dark grey brick accented with small areas of red cladding as a part of the branding. The store will also include a large portion of glazing along the front of the building. In terms of access to the site, it is proposed that the two current accesses, one onto Albion Road and one Mitch Owens Road will be maintained in their approximate locations. These accesses will each be 12 metres in width.

- The site will be serviced by a private water supply well and private sewage disposal system. It is proposed that the existing supply well is adequate for servicing the proposed redevelopment provided the modifications including a stick up of the well casing to match the proposed final grade of the site and the addition of a vermin proof cap, as recommended in the hydrogeological investigation, are completed. Conversely, the existing sewage system will be removed and replaced by an advance tertiary treatment system to achieve appropriate nitrate reduction.
- Stormwater management onsite will be controlled using an Inlet Control Device (ICD) and an oil/grit separator to meet quality and quantity requirements.

Related Applications

N/A

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposal is in conformity with the Zoning By-law.
- The proposal is in conformity with the Official Plan.
- The conditions for Site Plan Approval are to ensure the development occurs pursuant to the approved plans and reports.
- A number of special conditions have been included as well to address the specific design considerations of the proposal and location of the site. These include a condition to ensure the on-going maintenance of the advanced septic system, as well as conditions for a spills prevention and risk management plan, a construction risk management plan for source water protection, and a groundwater monitoring program to address concerns regarding the proximity of a communal well system and its associated wellhead protection area.
- The proposed site design for the redevelopment of the gas bar and accessory convenience store represents good planning.

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

Councillor George Darouze was aware of the application related to this report.

Technical Agency/Public Body Comments

Summary of Comments –Technical

N/A

Advisory Committee Comments

Summary of Comments – Advisory Committees

N/A

APPLICATION PROCESS TIMELINE STATUS

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

Contact: Stephan Kukkonen Tel: 613-580-2424, ext. 12860 or e-mail: stephan.kukkonen@ottawa.ca

Document 1 – Location Map

