



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

Site Location: 8560 Campeau Drive

File No.: D07-12-25-0032

Date of Application: March 13, 2025

This SITE PLAN CONTROL application submitted by Robert Tran, Novatech, on behalf of UBCJA LOCAL 93 & UBCJA LOCAL 2041 BUILDING CORPORATION (c/o Jon Baron), is APPROVED upon resolution of the conditions stated in this report.

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. **Execution of Letter of Undertaking**
The Owner shall execute the City's standard Letter of Undertaking and satisfy the conditions contained within this Site Plan Approval 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.
2. **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 formal review letter dated June 10, 2025, to the satisfaction of the General Manager, Planning, Development and Building Services Department.
 - (a) **Site Plan, A001**, prepared by N45 Architecture Inc., dated 2025-02-21, revision 02 dated 2025-04-16
 - (b) **Landscape Plan, L-02**, prepared by Ruhland & Associates Ltd., dated 2025-03-11, revision 02 dated 2025-04-15
 - (c) **General Plan of Services, 123082-GP**, prepared by Novatech, dated Feb

28/25

- (d) **Grading and Erosion & Sediment Control Plan, 123082-GR**, prepared by Novatech, dated Feb 28/25
- (e) **Post-Development Stormwater Management Plan, 123082-SWM**, prepared by Novatech, dated Feb 28/25
- (f) **Development Servicing Study and Stormwater Management Report, Reference Number R-2023-142**, prepared by Novatech, dated February 28, 2025
- (g) **Geotechnical Design Report, Reference Number 121626324**, prepared Stantec, dated April 2025.

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 preparation of the Letter of Undertaking or the issuance of a Commence Work Notification.

3. **Prior Site Plan Agreement**

The Owner acknowledges and agrees that all terms and conditions of the Site Plan Agreement between UBCJA LOCAL 93 & UBCJA LOCAL 2041 BUILDING CORPORATION and City of Ottawa, registered as Instrument No. OC1665721 August 19, 2015, are reconfirmed and are in full force and effect except as otherwise varied or amended in this approval. The Owner further acknowledges and agrees that the relevant portion of the Approved Plans referenced herein shall supercede 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).

4. **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.

5. **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.

6. **Reinstatement of City Property**

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

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. **Construct Sidewalks**

The Owner shall design and construct sidewalk(s) within public rights-of-way or on other City owned lands to provide a pedestrian connection from or to the site as may be determined by the General Manager, Planning, Development and Building Services. Such sidewalk(s) shall be constructed to City Standards.

9. **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, Development and Building Services.

10. **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 Letter of Undertaking 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 Letter of Undertaking 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.

11. **Development Charges**

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

Special Conditions

12. **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.

13. **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 Design Report (the "Report"), referenced 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.

14. **Updated Phase I ESA Submission**

The Owner acknowledges and agrees that since the previous Phase I ESA was published more than 18 months ago, an updated Phase I ESA in a letter format will be required prior to a Commence Work Notification, Building Permit or preparation of the Letter of Undertaking, whichever comes first, to review the information for a potential occurrence of contamination impacting the site since the original Phase I ESA was completed, to the satisfaction of the General Manager, Planning, Development and Building Services.

15. **Stormwater Management Memorandum**

Prior to the execution of the Letter of Undertaking, the Owner acknowledges and agrees to provide the General Manager, Planning, Development and Building Services, with a memorandum prepared by a Professional Engineer, licensed in the Province of Ontario, confirming that the designed roof-top scuppers and associated spill point elevations will be set equivalent to the top of the control weir of the approved roof drain elevation(s). The Owner further acknowledges and agrees that said memorandum shall be to the satisfaction of the General Manager, Planning, Development and Building Services, and all associated costs shall be the Owner's responsibility.

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 Plans and Reports, referenced 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 herein.

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

The Owner acknowledges and agrees to install and maintain in good working order the required roof-top stormwater inlet control devices and maintain in good working order the existing in-ground stormwater inlet control device, as recommended in the approved Development Servicing Study and Stormwater Management Report, referenced 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.

18. **Internal Plumbing Memo**

The Owner acknowledges and agrees to provide a Professional Mechanical Engineer, licensed in the Province of Ontario, prior to a Commence Work Notification, Building Permit or execution of the Letter of Undertaking, whichever comes first, confirming that the internal plumbing of the existing building is adequately sized to take on the proposed release rate from the roof drains of the new addition, to the satisfaction of the General Manager, Planning, Development and Building Services.

19. **Off-site Contaminants**

The Owner acknowledges and agrees that where contamination emanating from the site and impacting the City's rights-of-way is discovered during the course of the Works, the Owner shall notify the Manager, Realty Services immediately in writing and agrees to enter into an Off-Site Management Agreement with the City to address the contamination in the rights-of-way. The Owner shall be responsible for all associated costs with the Off-Site Management Agreement, which agreement shall be to the satisfaction of the General Manager, Planning, Development and Building Services.

20. **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.

21. **Leak Survey**

The Owner acknowledges and agrees that the Water Plant and sewer service within the lands is a private system, including Private Services and sewer services and appurtenances, and the Owner acknowledges and agrees that it is responsible for the operation, maintenance and/or replacement, in perpetuity, of the Private Services and sewer system, including the Private Watermains, private hydrants, private sanitary and storm sewer infrastructure (collectively the “private system”) which are located on the lands and that the Owner will retain copies of all the associated Work and maintenance contracts, and make said contracts available for inspection upon demand by the City.

Further, the Owner acknowledges and agrees to have a Professional Engineer, licensed in the Province of Ontario, conduct regular inspections of the water system and sewer system, which includes a leak detection survey at least every five (5) years and a video of the sanitary sewer system to check for major water infiltration into the private system. Copies of the inspection reports and videos shall be provided to the General Manager, Infrastructure and Water Services and Fire Services. The Owner further acknowledges and agrees that as part of the Owner’s ongoing maintenance responsibility for the private system, repairs to the system must be completed immediately to correct any deficiencies which contribute to water loss or leakage of infiltration within the private system. Any deficiencies shall be immediately reported to the City. The Owner acknowledges and agrees to notify the General Manager, Infrastructure and Water Services when such repairs have been completed.

22. **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.

23. **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.

24. **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.

25. **Testing**

The Owner may be required by the City to perform qualitative and quantitative testing, at the Owner's expense, of any materials which have been or are proposed to be used in the construction of any of the Works required by this Agreement to determine whether they are in conformity with applicable standards as determined by the General Manager, Planning, Development and Building Services.

26. **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

July 3, 2025

Date



Kersten Nitsche
Manager (A), Development Review
West, Planning, Development and
Building Services Department

Enclosure: Site Plan Control Application approval – Supporting Information

SITE PLAN CONTROL APPROVAL APPLICATION SUPPORTING INFORMATION

File Number: D07-12-25-0032

SITE LOCATION

8560 Campeau Drive, and as shown on Document 1.

SYNOPSIS OF APPLICATION

The subject property is located along the northside of Campeau Drive, and West of Huntmar Drive. The site is a square parcel, that is currently occupied by Carpenters' Union 93. The total area of the site is approximately 26,309.9 square metres, with 145.24 metres of frontage along Campeau Drive and 132.57 metres of frontage along Journeyman Street. Surrounding land uses include large format retail (Tanger Outlets) to the south, and industrial business park uses to the north, east and west. Further east along Campeau Drive is a low-rise residential neighbourhood.

The proposed development consists of a one-storey addition at the rear of the existing building to be occupied as a classroom and training workspace. The total area of the new addition is 1,243 square metres. The existing surface part lot will remain intact with no additional parking spaces proposed; however, three parking spaces will be converted to accessible and barrier free parking spaces as part of the proposed development. The outdoor waste enclosure is to be relocated at the northwestern corner of the site, within the existing parking lot. Amenity spaces in the form of pergolas are located on the eastern and western sides of the new proposed addition, complemented by enhanced landscaping features. Three existing vehicular access points remain to the site – one from Campeau Drive, and two from Journeyman Street.

Related Applications

The following applications are related to this proposed development:

- Site Plan Control – D07-12-14-0162

DECISION AND RATIONALE

This application is approved for the following reasons:

- The proposed development conforms with the Official Plan.

- The proposed development conforms with the Zoning By-law, including provisions for Business Park Industrial Zone.
- Conditions of approval are included in this report to ensure the proposed development conforms with City policies and guidelines.
- The proposed development demonstrates appropriate site design and represents good planning.

PARKLAND DEDICATION

Parkland dedication, in accordance with By-law 2022-280, was previously satisfied through the related site plan approval. Specifically, cash-in-lieu of parkland was satisfied through the registration of Site Plan Agreement registered as Instrument No. OC1665721.

CONSULTATION DETAILS

Councillor's Comments

Councillor Cathy Curry 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

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. The Council approved timeline **has been met**.

Contact: Nishant Dave Tel: 613-580-2424, ext. 26955 or e-mail: nishant.dave@ottawa.ca

Document 1 – Location Map

