

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

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Site Location: 2500 Palladium Drive Unit 4

File No.: D07-12-25-0090

Date of Application: July 02, 2025

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This SITE PLAN CONTROL application submitted by Josh Blokhuis, Sheldon Creek Developments, on behalf of 1180633 Ontario Inc., is APPROVED upon resolution of the conditions stated in this report

The following plans are approved:

1. **Site Plan**, A001, prepared by Vandenberg & Wildeboer Architects, dated 2025-02-13, Revision 6 dated August 25, 2025.
2. **Tree Conservation Report and Landscape Plan**, Drawing No. L.1, prepared by James B. Lennox & Associates, dated June 2025, Revision 3 dated 08/25/2025.
3. **Post-Development Drainage Plan**, Drawing No. C-8 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 5 dated November 12-25.
4. **Grading Plan**, Drawing No. C-3 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 4 dated November 25-25.
5. **Site Servicing Plan**, Drawing No. C-2 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 4 dated October 22-25.
6. **Details and Schedules**, Drawing No. C-5 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 2 dated September 11-25.
7. **Erosion & Sediment Control Plan**, Drawing No. C-4 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 2 dated September 11-25.
8. **Notes**, Drawing No. C-6 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 4 dated November 12-25.
9. **Site Overview**, Drawing No. C-1 of 8, prepared by D.B. Gray Engineering Inc., dated Jun 4-25, Revision 4 dated October 22-25.

And as detailed in the following reports:

1. **Phase I Environmental Site Assessment**, prepared by AllRock Consulting Ltd., AllRock File: 25191, Revision 2 dated December 1, 2025.

2. **Phase II Environmental Site Assessment**, prepared by AllRock Consulting Ltd., AllRock File: 25191, Revision 2, dated December 1, 2025.
3. **Site Servicing & Stormwater Management Report**, prepared by D.B. Gray Engineering Inc., Report No. 25023, dated June 26, 2025, Revised November 12, 2025.
4. **Geotechnical Investigation Report**, prepared by AllRock Consulting Ltd., AllRock File: 25013, dated October 30, 2025.

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. 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. 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.

### **3. 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.

### **4. 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.

5. **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.

6. **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.

7. **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 Site Plan Approval Report 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.

8. **Development Charges**

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

9. **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.

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.

**SPECIAL CONDITIONS**

11. **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 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.

12. **Groundwater Management**

The Owner acknowledges and agrees to retain an environmental consultant to test groundwater to be removed from the site during and after redevelopment. If through further testing the groundwater samples are found to be contaminated, all contaminated groundwater must be removed, managed or treated in accordance with appropriate Ontario regulations and/or discharged in accordance with the City's Sewer Use By-law, being By-law No. 2025-94, as amended.

13. **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.

14. **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 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.

15. **Water Demand for Fire Fighting**

The Owner acknowledges and agrees that the City's boundary conditions were provided for the subject development site setting out the available privately supplied water supply. The Owner further acknowledges and agrees that prior to building permit issuance, a letter shall be prepared by a qualified Building Code professional, licensed in the Province of Ontario, and provided to the General Manager, Planning, Development and Building Services confirming the plans submitted for building permit issuance have incorporated any and all requirements of the Fire Underwriters Survey, 2020, or as amended, to achieve the low construction coefficient used within the proposed building design.

16. **Site Lighting Certificate**

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:

- (a) 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
- (b) it must result in minimal light spillage onto adjacent properties. As a guideline, 0.5 fc is normally the maximum allowable spillage.

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. **Snow Storage – Setback**

Any portion of the lands which is intended to be used for snow storage shall be shown on the approved Site Plan or as otherwise approved by the General Manager, Planning, Development and Building Services. The grading and drainage patterns and/or servicing of the site shall not be compromised by the storage of snow. Snow storage areas shall be setback a minimum of one and a half metres (1.5m) from property lines, foundations, fencing or landscaping. Snow storage areas shall not occupy driveways, aisles, required parking spaces, or any portion of a road allowance.

18. **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.

19. **Parkland Dedication**

The Owner acknowledges and agrees that the conveyance requirement to the City is 380 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).

Parkland conveyance is calculated as follows. The gross land area of the development site is 19,022 square metres, therefore the CIL owing is  $19,022 \times .02 = 380$  square metres owing.

20. **Cash-In-Lieu of Conveyance of Parkland**

Prior to executing the Letter of Undertaking, the Owner acknowledges and agrees to pay cash-in-lieu of conveyance of parkland as referenced in Financial Schedule. 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 6 (Account Number 830295) The Owner shall also pay the parkland appraisal fee of \$850.00 plus H.S.T. of \$110.50, as referenced herein.

December 15, 2025

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Date



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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**

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**File Number:** D07-12-25-0090

### **SITE LOCATION**

2500 Palladium Drive, Unit 4, and as shown on Document 1.

### **SYNOPSIS OF APPLICATION**

The subject property is located in the southwest corner of the Palladium Auto-Park and forms part of the 2500 Palladium condominium. The lot is irregularly shaped, with approximately 154 metres of frontage on Autopark Private and an average depth of 90 metres. The lot is presently vacant and undeveloped.

The development proposal includes an automobile preparation shop which will be located on the east side of the lot, with parking areas wrapping around the north, west, and south sides. It will have a gross floor area of approximately 854 m<sup>2</sup>, including a mezzanine level and 13 service bays, and a height of 10 metres. While zoning requires 26 parking spaces (two per bay), the site design provides 115 spaces. The additional spaces will be used by the company to store vehicles awaiting inspection. Three bicycle parking spaces are also provided, along with a designated garbage enclosure and snow storage area.

The building is designed as a modern rectangular structure with a single-slope roof, consistent with the surrounding context. The exterior will feature metal cladding, complemented by a prominent glazed office and entrance area. A bold red frame highlights the main entry, reinforcing the company's branding, while a canopy provides weather protection and visual emphasis. Landscaping buffers are proposed along Palladium Drive and the highway frontage.

### **Related Applications**

N/A

### **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 specific to General Mixed-Use Zone, Subzone 22, Urban Exception 2423, Height Limit of 12 metres (GM22 [2423] H(12)).
- 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, 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 Glen Gower 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 were public comments received online and staff considered these comments.

## **APPLICATION PROCESS TIMELINE STATUS**

This Site Plan application was processed by the On Time Decision Date. The Council approved timeline has been met.

**Contact:** Emily Charby Tel: 613-580-2424, ext. 76243 or e-mail:

[Emily.Charby@ottawa.ca](mailto:Emily.Charby@ottawa.ca)



## Document 1 – Location Map

