



File Number: D07-16-18-0032

July 15, 2024

Minto Communities Inc.  
200-180 Kent Street  
Ottawa, Ontario K1P 0B6

**Attention:** Kiara Gonzales

**Re: Brookline Subdivision Phase 2  
Ward 4 - Kanata North, Councillor Cathy Curry  
Commence Work Notification  
Composite Utility Plan**

Please be advised that the City of Ottawa has reviewed the composite utility plan for this subdivision (phase 2) and presently finds the submission to be satisfactory. The utilities/agencies listed below have all reviewed and accepted the noted plan and their plant is identified on the plan. As per Technical Bulletin PIEDTB-2016-01 it remains the designer's responsibility to ensure that stormwater management measures do not impact utility pedestals and services. In addition, please review the following conditions for proceeding with the required works:

Required Information for Permitting

- The owner shall make reference to the approved City of Ottawa plan number # 18694. where appropriate.
- These utilities/agencies and the developer's contractors may obtain road-cut permits to install plant in accordance with this Composite Utility Plan. Road cut permits, as required, must be obtained from the City of Ottawa Right of Way Permit Office, located at 100 Constellation Cres. 6<sup>th</sup> floor, in accordance with By-law 2003-445 before proceeding with any excavation on the road allowance. Please note that only bonded contractors with security under By-law 2003-445 are eligible to receive a road cut permit. Please contact [ROW Permit Office@ottawa.ca](mailto:ROW_Permit_Office@ottawa.ca).
- Individual construction drawings from each utility/agency are not required to be submitted to the City of Ottawa for further review or circulation however at the completion of the proposed works an as-built of the composite utility plan must be submitted to the Infrastructure Services Department. When applying for the road cut permit please make reference to the following plan number:

**Brookline Subdivision Phase 2**

- Composite Utility Plan Drawing No. **CUP-1** dated October 2022 Rev 3 dated May 31, 2024.
  - Composite Utility Plan Drawing No. **CUP-2** dated October 2022 Rev 3 dated May 31, 2024.
  - Composite Utility Plan Drawing No. **CUP-3** dated October 2022 Rev 3 dated May 31, 2024.
  - Composite Utility Plan Drawing No. **CUP-4** dated October 2022 Rev 3 dated May 31, 2024.
  - Composite Utility Plan Drawing No. **CUP-5** dated October 2022 Rev 3 dated May 31, 2024.
- Proposed revisions to this plan by any utility/agency must be submitted to the Planning, Development and Building Services Department, Development Review for review and approval and may require a re-circulation to affect utilities/agencies.

The contractor is also reminded that they are required to contact the Development Inspection Unit in order to provide notification of work and/or required inspections.

The Owner, if proceeding in advance of subdivision registration, acknowledges that any utility installation is at their own risk.

**Approved Utility / Agency**

City of Ottawa Street Lighting  
City of Ottawa Right of Way Information and Approvals Unit  
Bell Canada  
Enbridge Gas  
Hydro Ottawa  
Rogers Communications Limited  
Canada Post  
OC Transpo

If you have any questions, please contact the undersigned at 613-580-2424, Ext. 16596.

Sincerely,

Abibatou Dieme, EIT  
Project Manager  
Development Review West  
Planning, Development and Building Services Department  
City of Ottawa

**cc:**

- Stream Shen, Planner, DR West

- Kersten Nitsche, Manager, DR West
- Mike Giampa, Transportation Project Manager, DR Transportation Unit
- Anissa McAlpine, (Parks) Planner, Parks & Facilities Planning Services (subdivisions only), MC26-51
- Matthew Wilson, Supervisor, Development Inspections, PDBS
- Ali Nehzat Khoshamal, Engineering Intern/Technologist, DR West
- Sean Gamble - Rural West District, Right of Way Unit
- Ryan Zaichkowsky, Supervisor - Street Lighting Asset Management ROW, via [email](#)
- Neill Antonypillai, Administrative Clerk, Right of Way Branch, via email
- [GeoInformation Centre](#)
- [Planning Circulations](#)
- Braden Kaminski, DSEL
- [Bell Canada](#)
- [Daniel Bedard](#), Canada Post
- [Enbridge Gas](#),
- [Kevin Perez-Lau](#), Hydro Ottawa
- [Jeanne Dubeau](#), Rogers Communications Limited
- [Kevin Richard](#), Rogers Communications Limited