

May 16, 2025

**Mr. Michel Bellemare**  
Secretary-Treasurer  
Committee of Adjustment  
101 Centrepointe Drive, Fourth Floor  
Ottawa, ON K2G 5K7

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**RE: Application for Consent**  
**14 Colonnade Road, Ottawa**

**Committee of Adjustment**  
Received | Reçu le  
**2025-05-22**  
City of Ottawa | Ville d'Ottawa  
**Comité de dérogation**

Dear Mr. Bellemare,

Fotenn Planning + Design ("Fotenn") has been retained by CR5 Flex Office Inc. (the "Owner") to submit the enclosed Consent applications on their behalf for the property known municipally as 14 Colonnade Road, in the City of Ottawa ("the subject lands"). The subject lands are currently developed with two (2), two-storey office buildings as well as an associated surface parking lot and access aisle.

These applications seek the consent of the Committee of Adjustment to facilitate the severance of the subject lands in order to creation of one (1) new lot and one (1) retained lot. These applications also seek to establish reciprocal easements over the severed and retained parcels for the purpose of vehicular access, parking, and stormwater management flow.

Please find enclosed the following materials in support of the applications:

- / The consent application forms;
- / Cover Letter prepared by Fotenn Planning + Design;
- / Plan of Survey prepared by Annis, O'Sullivan, Vollebekk Ltd;
- / Draft R-Plan prepared by Annis, O'Sullivan, Vollebekk Ltd.; and,
- / Parcel abstract confirming the name of the registered owners of the properties.

Sincerely,



Evan Saunders, MCIP RPP  
Planner



Paul Black, MCIP RPP  
Principal, Planning

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**FOTENN**

# 1.0 Introduction

## 1.1 Subject Lands

The subject lands, which are legally described as Part of Lot 30, Concession A (Rideau Front), Part 2 on Plan 5R6799, in the Geographic Township of Nepean, in the City of Ottawa. The subject lands are located on the south-west corner of Colonnade Road and Colonnade Road South, in the western portion of the broader Colonnade Business Park. The lands feature a curved frontage, with an approximate frontage of 62.75 metres along Colonnade Road South and 106.65 metres along Colonnade Road, resulting in a total lot area of approximately 8,375 square metres.



Figure 1: Context graphic of the Subject Lands.

The lands are currently improved with two, (2) two-storey office buildings (municipally known as 14 and 20 Colonnade Road), separated by a common access aisle and parking area. The primary access to the site is provided along Colonnade Road to the north. A secondary access to the lands is provided from the south via an access from Colonnade Road South located on the abutting property to the south, owned by Hydro One.

## 1.2 Hydro Corridor Parking Agreement

The lands to the immediate south of the subject lands are owned by Hydro One (“Hydro lands”) and are utilized as part of the hydro corridor network extending through this area of the city. These lands are currently being used as a surface parking lot in support of the two (2) office buildings on the subject lands, as well as other buildings which abut the Hydro lands. The parking on the Hydro lands is established and managed by agreements which speak to the two office buildings separately, granting them access to these lands.

The agreements permit the use of the lands for parking for a term of five (5) years commencing the first day of August 2021. Figure 2 outlines the lands which are used for parking by the users of 14 Colonnade Road. Approximately 106 vehicle parking spaces are located within this licensed area for use by the users of the building at 14 Colonnade Road.

Figure 3 outlines the lands which are used for parking by the users of 20 Colonnade Road. The agreement permits the use of the lands for parking for a term of five (5) years commencing the first of July 2021. Approximately 72 vehicle parking spaces are located within this licensed area for use by the users of the building at 20 Colonnade Road.

-  Lands Owned by Her Majesty the Queen in the Right of Ontario
-  Licensed Area



Figure 2: Schedule A of the Hydro Corridor Agreement, outlining the parking area serving 14 Colonnade Road per the agreement.

-  Lands Owned by Her Majesty the Queen in the Right of Ontario
-  Licensed Area



Figure 3: Schedule A of the Hydro Corridor Agreement, outlining the parking area serving 20 Colonnade Road per the agreement.

### 1.3 Surrounding Area

The following is a description of the surrounding land uses and buildings:

**North:** To the north of the subject lands across from Colonnade Road are two parcels of vacant land as well as a Canada Post Distribution Centre. Further to the north is the Nepean Creek and associated path network.

**South:** Directly abutting the lands to the south are the Hydro lands, which currently exist as a parking lot associated with the subject lands. The Hydro lands further south and to the west are also the site of Colonnade Park which is a recreational area that includes soccer fields and a parking area. Further to south is the east-west CN rail corridor.

**East:** East of the subject lands along Colonnade Road South are a number of small commercial business, office, and light industrial uses that make up the remainder of the Colonnade Business Park. The continuation of the Hydro land corridor is also located to the east of the lands.

**West:** West of the subject lands is 8 Colonnade Road which is a single-storey commercial building which represents the westernmost extent of the Colonnade Business Park. This property was also the subject of a previous Consent application, approved April 2020, which sought to sever the subject lands from 8 Colonnade Road.

# 2.0 Proposed Consent

## 2.1 Application History

The subject lands were subject to a previous Consent application (Approved March 2020) which facilitated the severance of 8 Colonnade Road from the subject lands. The parcels were previously severed, being 8 and 14/20 Colonnade Road, but due to an apparent merge on title, the parcels had been combined into one property. To convey the properties separately, the owner at the time submitted reciprocal Consent applications to re-establish these previously existing property lines and to legalize the individual parcels.

## 2.2 Proposed Severance Applications

The purpose of the reciprocal Consent applications is to facilitate the severance of the subject lands to establish two (2) separately conveyable parcels and to establish reciprocal easements, further described below. Per the provided reference plan, the applications propose to create two (2) parcels in order to capture the existing buildings yards, and parking areas within their respective parcels. The exact alignment of the severance line was largely determined by the location of the municipal service connection entering the site. Additionally, the alignment sought to retain several parking spaces on both parcels for marketing purposes.

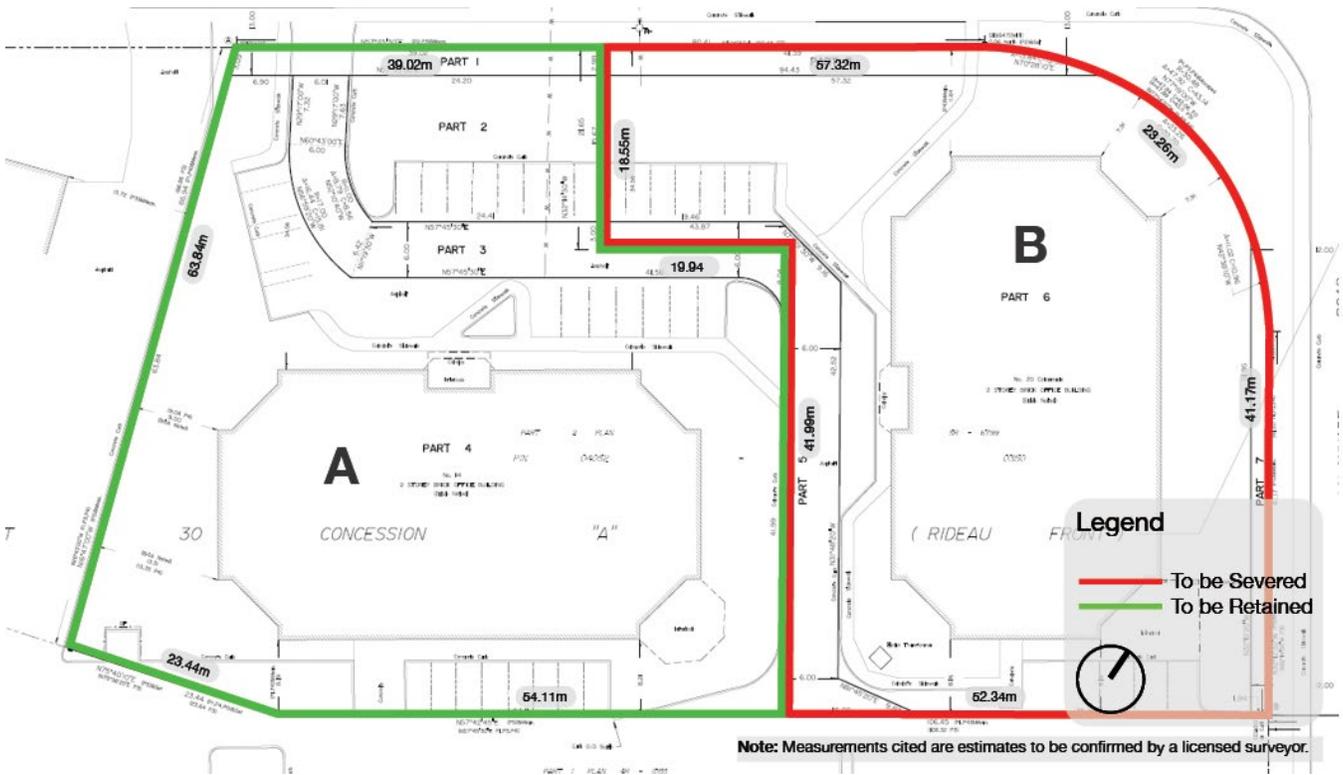


Figure 4: Proposed severance

The details pertaining to the proposed severance are included in the table below:

Table 1: Descriptions of the proposed severed and retained parcels.

	Retained (Parcel A)	Severed (Parcel B)
<b>Parts on Draft Reference Plan</b>	Parts 1, 2, 3 & 4	Parts 5, 6, 7 & 8

	<b>Retained (Parcel A)</b>	<b>Severed (Parcel B)</b>
<b>Parcel Frontage</b>	39.02 metres	~52.80 metres
<b>Parcel Depth</b>	71.68 metres	50.40 metres
<b>Parcel Area</b>	4,409.3m <sup>2</sup>	3,966.5m <sup>2</sup>

These applications also seek to establish reciprocal easements to address access, parking, and stormwater management flow between the two proposed sites. The existing drive aisle and parking area sits in-between the two existing buildings on the site. Through this proposal, both the severed and retained lands shall retain access over the drive aisle in order to maintain access via the sole on-site access via Colonnade Road to the north. The parking on the lands shall be split per the proposed severance line, resulting in 26 spaces dedicated to the retained parcel (Parcel A) and 10 spaces dedicated to the severed parcel (Parcel B).

Reciprocal blanket easements are also proposed to address the shared stormwater management services on the site. These easements shall address both the overland flow between the severed and retained parcels, as well as the shared on-site sewer and storm laterals. Through the blanket easement, as well as a joint use and maintenance agreement (JUMA), this arrangement should satisfy the MECP and City requirements as they relate to protecting the site's outlet into the municipal sewers. Since the existing site outlet is controlled, and the above noted easements and JUMA are proposed through these applications, an ECA would be seen as unnecessary in this case.

While the Committee's consent is not required to register blanket easements, they have been proposed as part of this submission in order that they may be added to the Committee's Certificates in satisfaction of the standard Grading and Drainage Plan condition.

Table 2: Descriptions of the proposed easements.

<b>Parts on Draft Reference Plan</b>	<b>Type of Easement</b>	<b>Area (m<sup>2</sup>)</b>	<b>From</b>	<b>In Favour Of</b>
<b>Parts 1 &amp; 3 (Specific)</b>	Access	456.6m <sup>2</sup>	Retained	Severed
<b>Part 5 (Specific)</b>	Access	375m <sup>2</sup>	Severed	Retained
<b>Parts 1, 2, 3 &amp; 4 (Blanket)</b>	SWM Servicing	4,409.3m <sup>2</sup>	Retained	Severed
<b>Parts 5, 6, 7 &amp; 8 (Blanket)</b>	SWM Servicing	3,966.5m <sup>2</sup>	Severed	Retained

## 3.0 Policy & Regulatory Framework

### 3.1 Provincial Planning Statement (2024)

The Province of Ontario enacted a new Provincial Planning Statement (PPS) on October 20, 2024, which represents the consolidation of the previous PPS (2020) and the *Growth Plan* (2019) into a single comprehensive policy document. Included as part of the consolidation are several updates to the previous sets of policies, with a specific emphasis on growth targets and urban boundary expansion related to the provision of greater opportunities for housing across the province. All municipal development policies, documents and decisions must be consistent with the PPS, read in full, as of the date of enactment.

Policies that support the proposed Consent applications include:

#### 2.1 Planning for People and Homes

6. Planning authorities should support the achievement of complete communities by:
  - a. accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs.

#### 2.3.1 General Policies for Settlement Areas

1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.
2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:
  - a. efficiently use land and resources; and,
  - b. optimize existing and planned infrastructure and public service facilities.

#### 2.8.1 Supporting a Modern Economy

1. Planning authorities shall promote economic development and competitiveness by:
  - a. providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs; and,
  - b. providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses.

**The proposed Consent applications represent an appropriate opportunity to subdivide existing commercial lands in order to establish separately conveyable parcels. Both lots are shown to be functionally viable and respect the existing and planned nature of these lands, supporting office uses and adjacent commercial uses outside of an employment area. The proposed severance conforms to the policies of the Provincial Planning Statement as it speaks to the creation of a new lot within an existing settlement area, benefitting from the provision of existing services and municipal infrastructure, as well as continuing to contribute to the range of employment opportunities within the City of Ottawa.**

### 3.2 City of Ottawa Official Plan (2022)

The City of Ottawa Official Plan provides a framework for the way that the City will develop until 2046 when it is expected that the City's population will surpass 1.4 million people. The Official Plan directs how the city will accommodate this growth over time and set out the policies to guide the development and growth of the City.

### 3.2.1 Outer Urban Transect

The subject lands are located within the Outer Urban Transect area as defined on Schedule A of the Official Plan. The Outer Urban Transect consists of neighbourhoods within the Greenbelt, built in the latter part of the twentieth century. The dominant urban form is that of the classic suburban model with the distinct separation of uses and car-oriented infrastructure. The Plan sets out strategies to transform these spaces into versatile areas capable of supporting multi-modal transportation. The policies of the Outer Urban Transect outline growth strategies for existing established neighbourhoods as well as areas with greater potential for intensification, including hubs and corridors.

The proposed severance represents the continued contribution to employment uses within the Outer Urban Transect and further aligns with goals of the Official Plan as they relate to the siting of commercial uses, and the protection of lands intended to support residential growth. Through these applications, no new development is proposed but adequate vehicular access is maintained in order to respect the functionality of both Colonnade Road and Colonnade Road South within the broader Colonnade Business Park. The proposal therefore conforms to the policies of the Outer Urban Transect.

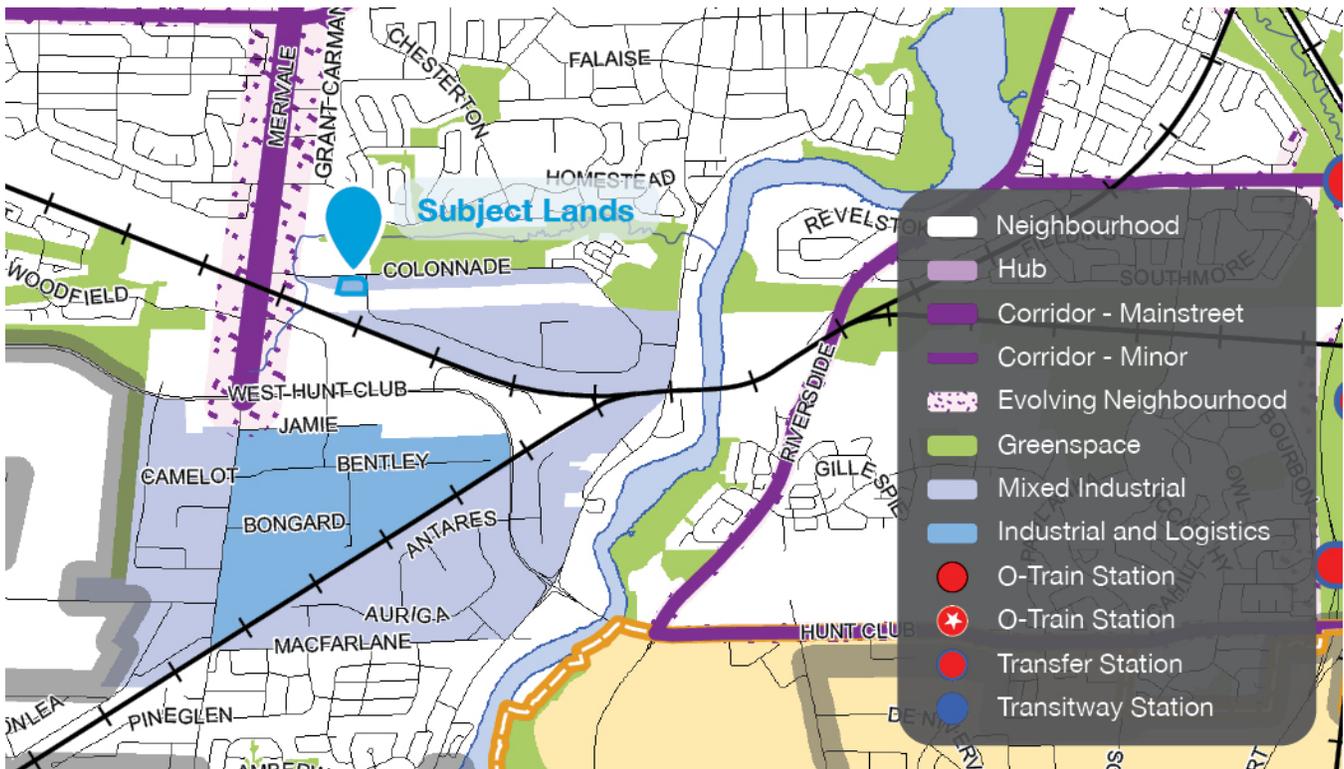


Figure 5: Schedule B3 - Outer Urban Transect

### 3.2.2 Mixed Industrial Designation

The subject lands are designated Mixed Industrial as per Schedule B3 of the Official Plan. The Mixed Industrial designation permits a range of low-impact light-industrial and commercial uses, including small-scale office and industrial as well as non-residential sensitive uses such as places of worship and recreation facilities. The uses and typologies permitted under this designation provide for transitional non-residential uses between heavy-industrial and neighbourhood areas. Mixed Industrial areas are separated into distinct clusters, each capable of supporting more than 2,000 jobs. The subject lands are located within the Colonnade Business Park area which are generally contiguous to the greater cluster of Mixed Industrial and Industrial and Logistics lands located to the south of West Hunt Club Road.

The proposed Consent applications does not limit or impede the opportunities for development on the subject lands, in line with the policies objectives of Section 6.5 of the Official Plan. The proposed severed and retained parcels feature adequate servicing, access, and geometry characteristics which allow for the existing commercial office uses to continue

without affecting their ability to continue to operate. These The applications have been considered comprehensively in relation to both the severed and retained lands, ensuring the access, parking, and servicing of both parcels continues to remain viable for both parcels as a result.

In summary, the proposed Consent applications comply with the relevant policies of the Official Plan, particularly those of the Outer Urban Transect and the Mixed Industrial designation.

### 3.3 Comprehensive Zoning By-law (2008-250)

#### 3.3.1 General Industrial Zone, Subzone 5 (IG5)

The subject lands are zoned General Industrial, Subzone 5 (IG5), as shown on FIGURE. The General Industrial zone is intended to permit a wide range of low to moderate impact, light industrial and commercial uses, in addition to a variety of complementary uses such as service commercial, recreational, and health and fitness uses. The existing office uses on the subject lands, are permitted in the IG5 zone.



Figure 6: Zoning graphic

The permitted uses in the IG5 zone include the existing office use as well as a range of other light industrial uses.

Zoning Mechanisms	Requirement	Retained	Severed	Compliance
Minimum Lot Width (m)	No minimum	N/A	N/A	YES
Minimum Lot Area (m <sup>2</sup> )	1,000m <sup>2</sup>	4,409.3m <sup>2</sup>	3,966.5m <sup>2</sup>	YES
Maximum Lot Coverage (%)	65%	~31%	~35%	YES
Minimum Front Yard and Corner Yard Setback (m)	3 metres	34.5 metres	7.91 metres	YES

<b>Minimum Corner Yard Setback</b>	3 metres	N/A	7.91 metres	<b>YES</b>	
<b>Minimum Interior Side Yard Setback (m)</b>	3 metres	9 metres	~11 metres	<b>YES</b>	
<b>Minimum Rear Yard Setback (m)</b>	6 metres	8.19 metres	8.16 metres	<b>YES</b>	
<b>Maximum Floor Space Index (FSI)</b>	2	0.6	0.7	<b>YES</b>	
<b>Maximum Building Height</b>	22 metres	Existing	Existing	<b>YES</b>	
<b>Minimum Width of Landscaped Area</b>	(ii) abutting a street	3 metres	Existing	Existing	<b>YES</b>
	(iii) in all other cases	No minimum	N/A	N/A	<b>YES</b>
<b>Minimum Vehicular Parking</b>	Area C: 2.4 spaces per 100m <sup>2</sup>	26 spaces (on-site) 106 spaces (off-site)  4.8 spaces per 100m <sup>2</sup>	10 spaces (on-site) 72 spaces (off-site)  3.02 spaces per 100m <sup>2</sup>	<b>LNC</b>	
<b>Loading Space Rates</b>	1,999m <sup>2</sup> GFA: 1 space	1 space	1 space	<b>YES</b>	

## 4.0 Ontario Planning Act – Consents

### 4.1 Legislative Authority

Section 53(1) of the Ontario Planning Act pertains to Consents and Plans of Subdivision. It states that an owner:

*“may apply for a consent as defined in subsection 50 (1) and the council or the Minister, as the case may be, may, subject to this subsection, give a consent if satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the municipality.”*

Section 53(12) of the Planning Act notes that when determining if a consent is to be given, a council or the Minister:

*“shall have regard to the matters under subsection 51(24) and has the same powers as the approval authority has under subsection 51(25) with respect to the approval of a plan of subdivision and subsections 51(26) and (27) and section 51.1 apply with necessary modifications to the granting of a provisional consent”.*

### 4.2 Consent Criteria

Section 51(24) of the Planning Act sets forth the criteria for considering Plans of Subdivision with regards to the “health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality.” A response to each of the criteria from Section 51(24) is provided below.

*“In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,”*

- a) The effect of development of the proposed subdivision on matters of provincial interest (as referred to in section 2);  
**The proposed Consent applications are shown to conform to the goals and policies of provincial interest, including those of the Provincial Planning Statement (2024). The establishment of the proposed severance represents orderly development without having the effect of causing any undue impacts on the surrounding natural or built environment, while representing efficient development within an area encouraged to support growth and development.**
- b) Whether the proposed subdivision is premature or in the public interest;  
**The proposed Consent applications, and their timing, represent a sensible approach to land division, considering the existing development and the planned context, ensuring the continued operational viability. As a result, the proposed severance is shown to be in the public interest in this regard.**
- c) Whether the plan conforms to the official plan and adjacent plans of subdivision, if any;  
**The proposed Consent applications are shown to conform to the policies of the city of Ottawa Official Plan, specifically those of Outer Urban Transect and the Mixed Industrial designation, as applicable to the subject lands and the nature of these applications.**
- d) The suitability of the land for the purposes for which it is to be subdivided;  
**The proposed Consent is not anticipated to affect the functionality of the existing office uses, and the proposed retained and severed lots are anticipated to be capable of supporting the proposed uses respectively.**
- d.1) If any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;  
**These applications are not considering any proposed development on the subject lands at the time of these applications.**

- e) The number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;  
**Colonnade Road is identified as a Major Collector, while Colonnade Road South is identified as a Collector per Schedule C4 of the City's Official Plan, primarily serving the Colonnade Business Park area. Site access is provided via Colonnade Road to the north, with on-site access provided to the severed parcel along an easement through the retained parcel. A secondary access to the severed parcel is provided from Colonnade Road South via an access from the Hydro lands to the south. The existing accesses to both parcels shall remain sufficient through their existing nature as well as through the establishment of easements over the shared drive aisle.**
- f) The dimensions and shapes of the proposed lots;  
**The proposed Consent applications create two (2) lots, from an existing irregularly-shaped lot. The shape and dimensions of these parcels reflect the existing buildings on the lot, allowing for the creation of two (2) zoning-compliant lots, capable of supporting the existing uses.**
- g) The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structure proposed to be erected on it and the restrictions, if any, on adjoining land;  
**No restrictions are anticipated as part of these Consent applications.**
- h) Conservation of natural resources and flood control;  
**There are no restrictions based on the presence of any natural resources or flood controls on the subject lands that would impact these Consent applications.**
- i) The adequacy of utilities and municipal services;  
**The subject lands feature servicing connections to both buildings independently, with the exception of stormwater management infrastructure, including overland flow, collection, and distribution to City sewers. A blanket easement is proposed in order to ensure equal access to this infrastructure as needed.**
- j) The adequacy of school sites;  
**There is no development proposed through these applications, and the lands are currently used for office and commercial uses exclusively.**
- k) The area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;  
**No lands are proposed to be dedicated for public uses.**
- l) The extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy;  
**Any future development on the lands will be subject to the energy usage directives outlined in Provincial legislation and the Ontario Building Code in order to receive a building permit.**
- m) The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2);  
**No development is currently proposed through these applications. At the time of any potential future redevelopment, the necessary development applications will be submitted per the City of Ottawa's Site Plan Control By-law.**

## 5.0 Conclusion

In our professional opinion, the Consent applications represent good planning as:

- / The proposed Consent applications are consistent with the relevant policies of the Provincial Planning Statement;
- / The proposed Consent applications conform to the policies and objectives of the Mixed Industrial designation and Outer Urban Transect in the Official Plan;
- / The proposed consent applications comply with the applicable provisions of the City of Ottawa Comprehensive Zoning By-law; and,
- / The applications meet the criteria established in Section 51 of the Planning Act for consents.

The applications therefore uphold sound land use planning principles and are in the public interest.

Please contact the undersigned at [saunders@fotenn.com](mailto:saunders@fotenn.com) and [black@fotenn.com](mailto:black@fotenn.com) with any questions or requests for additional material.

Sincerely,



Evan Saunders, MCIP RPP  
Planner



Paul Black, MCIP RPP  
Principal, Planning