



MEMO / NOTE DE SERVICE

Information previously distributed / Information distribué auparavant

TO: Public Works and Infrastructure Committee

DESTINATAIRE : Comité de l'infrastructure et des travaux publics

**FROM: Jennifer Armstrong, Director,
Transportation Planning**

**Contact: Elizabeth Murphy, Program
Manager, Transportation Engineering
Services**

Elizabeth.Murphy@ottawa.ca

**Court Curry, Director, Right of Way,
Heritage and Urban Design
Planning, Development and Building
Services Department**

**Court Curry, Director, Right of Way,
Heritage and Urban Design
Court.Curry@ottawa.ca**

**EXPÉDITEUR: Jennifer Armstrong,
Directrice, Planification des
transports**

**Personne ressource: Elizabeth
Murphy, gestionnaire de programme,
Services d'ingénierie des transports
Elizabeth.Murphy@ottawa.ca**

**Court Curry, Directeur, Services des
emprises, du patrimoine, et du design
urbain
Direction générale des services de la
planification, de l'aménagement et du
bâtiment**

**Court Curry, Directeur, Services des
emprises, du patrimoine, et du design
urbain
Court.Curry@ottawa.ca**

DATE: April 23, 2026

23 avril 2026

FILE NUMBER: ACS2026-PDB-GEN-0004

NUMÉRO DE DOSSIER: ACS2026-PDB-GEN-0004

SUBJECT: Report on the use of Delegated Authority during 2025 by Planning, Development and Building Services Department

OBJET : Rapport sur l'exercice des pouvoirs délégués en 2025 aux Services de la planification, de l'aménagement et du bâtiment

PURPOSE

The purpose of this memorandum is to report to Public Works and Infrastructure Committee on the use of delegated authority in 2025 by the Transportation Planning and Right of Way, Heritage and Urban Design Service Areas in the Planning, Development and Building Services Department.

BACKGROUND

The [City's Delegation of Authority By-law](#) sets out delegations to various officers of the City and their corresponding accountability and transparency mechanisms. Schedule "I" of the By-law pertains to the Planning, Development and Building Services Department, and delegates several responsibilities related to the Transportation Planning and Right of Way, Heritage and Urban Design Service Areas. The use of delegated authority with respect to these items must be reported to the appropriate Standing Committee (i.e. Public Works and Infrastructure Committee) at least once in each calendar year.

DISCUSSION

Transportation Planning Service Area

To meet the reporting requirements as identified in the Delegation of Authority By-law, the Transportation Planning Service Area has produced a consolidated list that highlights their use of delegated authority in 2025.

Document 1 attached to this report lists the roadway modifications that were approved in 2025 under Section 40 – Intersection and Road Modifications of Schedule "I" of By-law 2025-69. The approvals for these road modifications are for projects initiated by the Transportation Planning Service Area, including projects from the Intersection Control Measures program, Network Modification program, Traffic Calming program, Pedestrian program, and Cycling program. Road modifications stemming from Integrated Road-Water-Sewer Renewal projects are also included. These projects all have Council-approved capital budgets. Infrastructure Services in the Infrastructure and Water Services

Department manages the design and construction of these projects.

Document 1 also lists roadway modifications approved under delegated authority stemming from new private developments. The construction of these projects is managed by development proponents with inspections completed by City staff.

Right of Way, Heritage and Urban Design Service Area

A large component of the operational work of the Right of Way, Heritage and Urban Design Service Area is related to the work undertaken by the Right of Way (ROW) and Inspections branches' activities that includes the review and issuance of various permits, agreements, and approvals related to private approaches, road cuts, utility circulations and various encroachments in the public realm. In total, the Right of Way and Inspections branches' combined to review and issue 11,680 permits, agreements and approvals in 2025.

Property owners wishing to construct a new or alter an existing access onto their property, such as a driveway, are required to obtain a Private Approach permit. The review of the proposal, as part of the permit application process, ensures that the approach meets all municipal safety and construction standards.

Prior to undertaking a road cut within any portion of the City right of way including the boulevard and sidewalk, a permit must be obtained. A road cut is defined as a surface or subsurface cut in any part of a City-owned right of way made by any means, including for example excavation, reconstruction, cutting, overlaying, crack sealing, bracing, boring, jacking or tunneling operations.

The Right of Way Branch undertook 966 utility circulations in 2025. Most circulations are for routine subsurface works (i.e., minimal or no noticeable visual changes to the streetscape after works are completed), however some result in changes that could have impacts on the community. Coordination of work to reduce community impact and minimize traffic disruptions are undertaken as part of the circulation process. Councillors are notified by staff on all circulations for information purposes prior to the commencement of work within their respective ward.

A full breakdown of all permits, agreements and approvals, reviewed and issued by the Right of Way and Inspections branches are detailed in Table 1.

Table 1: Permits, Agreements and Approvals Issued by the Right of Way and Inspections Branches'

	2025	2024	2023	2022	2021
Road Cut	3620	3736	3422	4186	4844
Temporary Construction Encroachment	3163	3547	4396	3436	3898
Over Dimensional vehicle	1731	1710	1565	1833	1581
Traffic Management Plans	907	1094	1023	1326	1573
Temporary Road Closures	727	691	633	831	720
Patio / Café Seating	119	100	124	184	188
Signs	2	3	3	0	5
Customer Service Boxes	4	5	5	29	6
Private Approach	234	70	66	50	46
Private Approach – culvert permits	130	47	42	39	56
Private Approach - temporary access permits	37	60	58	38	45
Permanent Encroachment	11	7	27	21	22
Right of Way Agreement	29	27	18	12	22
Municipal Consent - utility work	966	1,012	1,227	1,463	1,546
Total	11,680	12,109	12,609	13,448	14,552

CONCLUSION

The Transportation Planning and Right of Way, Heritage and Urban Design Service Areas will continue to report to Public Works and Infrastructure Committee once per year on their use of delegated authority per the requirements of the Delegation of Authority By-law.

For additional information on any of the items noted in this report, please contact Elizabeth Murphy in Transportation Planning by email at Elizabeth.Murphy@ottawa.ca or Court Curry, Director, Right of Way, Heritage and Urban Design by email at Court.Curry@ottawa.ca.

CC: Planning, Development and Building Services Department Leadership Team
Chief Communications Officer, Public Information and Media Relations

SUPPORTING DOCUMENTATION

Document 1 - 2025 Delegated Authority Reporting for Transportation Planning under
Schedule "I" Planning, Development and Building Services, By-law 2025-69

Document 1 – 2025 Delegated Authority Reporting for Transportation Planning under Schedule “I” Planning, Development and Building Services, By-law 2025-69

Transportation Planning – Capital Projects

Title	Ward #	Description	Approval Date
RMA-2025-TPC043 - Athlone, Edgewood, Lincoln, and Eden	15	Roadworks on Athlone Avenue, Eden Avenue, Lincoln Avenue and Edgewood Avenue to construct sidewalks, curb extensions, raised crosswalks, and speed humps.	December 2025
RMA-2023-TPC-014 - Pretoria Avenue	17	Roadworks on Pretoria Avenue consist of traffic calming measures including speed humps, speed tables, raised crosswalks, raised intersection(s), and curb extensions. An on-road bicycle lane is also proposed with sections of raised cycle track.	December 2025
RMA-2025-TPC039 - Johnston Road	10	Roadworks on Johnston Road consist of installing three (3) sets of speed cushions, painted ladder markings and crosswalks, new and renewal of pedestrian landing pads, buffered painted cycling lanes, and edge lines.	December 2025
RMA-2025-TPC-044 - Varennes Boulevard and Valin Street	1	Roadworks on Varennes Boulevard include speed cushions, pedestrian refuge areas, curb radii-reductions, accessibility upgrades, new crosswalk markings, upgrades to an existing bus shelter pad, a sidewalk, and edge lines. Roadworks on Valin Street consist of accessibility / sidewalk upgrades, new crosswalk markings, and ladder markings.	December 2025
RMA-2022-TPC-009 – Richmond from Bayshore Drive to Pinecrest Road	7	Roadworks on Richmond Road include the construction of sidewalks, bike lanes, and cycle tracks.	January 2025
RMA-2022-TPC-030 – Preston Street and Prince of Wales Drive/QEW	16 and 17	Intersection modifications include the construction of sidewalks, cycle tracks, and a double left-turn lane.	May 2025

Title	Ward #	Description	Approval Date
RMA-2023-TPC-061 – Presland Road and Hardy Avenue	13	Construction of a new sidewalk on Presland Road and Hardy Avenue between 105.0 metres west of Frances Street and the existing sidewalk on Bernard Street.	June 2025
RMA-2025-TPC-008 – Wilkie Drive	1	New concrete sidewalk along the east side of Wilkie Drive between the community mailbox south of Carrigan Drive and the Merkley Drive East intersection. Intersection improvements at Carrigan Drive where the new sidewalk crosses to enhance pedestrian safety.	March 2025
RMA-2024-TPC-033 – Cobourg Street	12	Roadworks include relocating the bike lane adjacent to the curb on both sides of the street, excluding the segment north and east of Tormey Street; relocating the existing cycle track south of Beausoleil Drive to align with the new bike lane; and concrete curb modifications to provide a smooth asphalt transition between the new cycle track alignment and the new bike lane location.	January 2025
RMA-2024-TPC-041 – Ella and Ralph Street	17	Roadworks on Ella Street and Ralph Street to construct sidewalks and speed humps.	February 2025
RMA-2024-TPC-042 – North River	13	Roadworks on North River Road to construct a raised intersection, raised crosswalk, pedestrian refuge areas, speed humps, new crosswalk markings, upgrade of existing bus shelter landing pad, and painted cycling lanes.	March 2025
RMA-2024-TPC-047 - Sunnyside + Grosvenor Bus Stop	17	Roadworks include modifications to the curb on the south side of Sunnyside Avenue, west of Grosvenor Avenue to facilitate implementation of an eastbound bus stop required as part of the “New Ways to Bus” network change.	January 2025
RMA-2025-TPC-001 – North River Road	12 and 13	Roadworks on North River Road consist of new bike lanes and sidewalks.	April 2025

Title	Ward #	Description	Approval Date
RMA-2025-TPC-009 – Arnot Road	16	Roadworks on Arnot Road include upgrading sidewalks and constructing curbside adjustments.	March 2025
RMA-2025-TPC-010 – Chimo Drive	23	Roadworks consist of constructing 1.8 metre concrete sidewalks on the north side of Chimo Drive, between Amundsen Crescent and Anik Way, and the west side of Anik Way, between Chimo Drive and Kakalu Road.	July 2025
RMA-2025-TPC-013 – James and Kent	14	Roadworks to construct curb extensions, concrete mini medians, raised crosswalks, speed humps, and a contra-flow bike lane on James Street.	April 2025
RMA-2025-TPC-015 - Arnhem Street and Apeldoorn Avenue	16	Roadworks on Arnhem Street and Apeldoorn Avenue to improve drainage and implement speed humps, curb extensions and a raised intersection.	March 2025
RMA-2025-TPC-017 – Othello Avenue	18	Roadworks on Othello Avenue to construct five (5) speed humps.	March 2025
RMA-2025-TPC-018 – Cobden Road	8	Roadworks on Cobden Road to construct three (3) speed humps.	March 2025
RMA-2025-TPC-019 – Summit Avenue	18	Roadworks on Summit Avenue to construct a sidewalk, curb extensions, and speed humps, in coordination with proposed watermain and sewer works.	July 2025
RMA-2025-TPC-020 – Clare and Dovercourt	15	Road rehabilitation on Clare Street and Dovercourt Avenue includes construction of curb extensions, sidewalks, curbs, raised crosswalks, two pedestrian crossovers and speed cushions/humps.	April 2025
RMA-2025-TPC-023 – Denbury Avenue	7 and 15	Roadworks at Denbury Avenue to upgrade sidewalks and construct curbside adjustments.	April 2025
RMA-2025-TPC-025 – Findlay Creek Drive	22	Roadworks on Findlay Creek Drive to construct seven (7) sets of speed cushions, one pedestrian crossover (PXO Type B), two concrete raised median islands, and painted cycling lanes.	September 2025

Title	Ward #	Description	Approval Date
RMA-2025-TPC-028 – Halifax Drive	18	Roadworks on Halifax Drive between Walkley Road and Canterbury Avenue / Saunderson Drive to construct speed cushions, a cycling lane on the north side, and an edge line on the south side.	July 2025
RMA-2025-TPC-040 – McBean Street	21	Roadworks on McBean Street between Perth Street and Strachan Street to construct wider sidewalks, speed cushions, curb extensions (bulb-outs), and edge lines.	October 2025

Development Projects

Title	Ward #	Description	Approval Date
RMA-2018-TPD-046 – 1981 Maple Grove Road	6	Roadworks at 1981 Maple Grove Road to construct sidewalks, bus pads, road widenings, and an extension of Maple Grove Road.	March 2025
RMA-2024-TPD-048 – 555 March Road	4	Roadworks at 555 March Road to construct a pedestrian crossover (Type D) with curb extensions, a 2.0 metre sidewalk, and to remove pavement forming the large existing cul-de-sac on Hines Road.	June 2025
RMA-2025-TPD-003 – 2666 Tenth Line Road	19	Roadworks on Sweet Valley Drive to create a bus lay-by area and reconstruct an existing multi-use pathway.	May 2025
RMA-2022-TPD-029 – Prince of Wales and Road B	16	Roadworks at the intersection of Prince of Wales Drive and Road B to upgrade the intersection to a full traffic control signal and construct sidewalks, cycle tracks, and auxiliary turn lanes.	March 2025

Title	Ward #	Description	Approval Date
RMA-2022-TPD-053 – Prince of Wales and Road E	16	Installation of a new private access road (Road E) to the New Ottawa Hospital. Installation of a dedicated northbound-left turn lane from Prince of Wales Drive to Road East. Construction of a grass median to separate the north and south lanes on Prince of Wales Drive. Installation of a rumble strip on the northbound-left corner entry. Addition of a southbound cycle track and concrete sidewalk to the west side of Prince of Wales Drive. Addition of a pedestrian crosswalk. Installation of public transit stops on both sides of Prince of Wales Drive, south of Road E.	March 2025
RMA-2025-TPD-046 – 100 Steacie Drive	4	Implementation of a new concrete sidewalk, paved pathway, and new curbs along 100 Steacie Drive.	December 2025
RMA-2025-TPD-026 – 1015 Tweddle Road	1	Roadworks at 1015 Tweddle Road and Jeanne d’Arc Boulevard to support the future mixed-use residential development at 1015 Tweddle Road, including the construction of a sidewalk, multi-use pathways, mixed cross rides, laybys, and a bus platform.	December 2025
RMA-2024-TPD-045 – 150 Dun Skipper Drive	22	Construction of a bike lane and a right-turn lane into the site.	February 2025
RMA-2024-TPD-034 – 980 Earl Armstrong	22	Construction of a cycle track, boulevard and a right-turn auxiliary lane.	April 2025
RMA-2023-TPD-074 – 2370 Tenth Line Road	19	Construction of a Type D Pedestrian Crossover (PXO).	December 2025
RMA-2022-TPD-051 – 1053 March Road	4 and 5	Roadworks on March Road at Buckbean Avenue consist of constructing a new four-leg signalized intersection including auxiliary left- and right-turn lanes, concrete sidewalks, crosswalks, cycle tracks, and cross-rides.	February 2025
RMA-2024-TPD-035 - 3459-3479 St. Joseph Boulevard	1	Roadworks at 3459-3479 St. Joseph Boulevard to construct a concrete	June 2025

Title	Ward #	Description	Approval Date
		sidewalk and a southbound auxiliary lane.	
RMA-2024-TPD-043 – 265 Catherine Street	14	Roadworks at 265 Catherine Street to construct widened sidewalks, curb extensions, a lay-by, and an improved bus stop.	July 2025

Additions to the Winter-Maintained Cycling Network

By-law 2025-69, Schedule "I", Section 35 – Encroachments delegates authority to the General Manager, Planning, Development and Building Services, in consultation with the General Manager, Public Works to modify the Winter Cycling Network as each cycling project is completed in accordance with winter cycling needs, connectivity and affordability.

Notable additions to the Winter-Maintained Cycling Network for 2025-2026 include:

- Cobourg Street, Beausoleil Drive to Rideau Street
- North River Road, Selkirk Street to Donald Street