

Section 11. Implementation



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Section 11. Implementation

Implementation of the objectives and policies of this plan shall be achieved through a number of tools, some of which are provided by the *Planning Act* and others through the City’s responsibilities to undertake capital works projects, to acquire and dispose of land, to enter into partnerships and to adopt regulations and by-laws. Interpretation and implementation of the policies of this plan are also governed by provincial legislation.

This Official Plan provides a general guide to Ottawa’s growth and development. However, the implementation of the policies set out in this Official Plan often relies on more specific and detailed implementation tools. These include:

- A variety of provincial and federal legislation (e.g., *Environmental Assessment Act*, *Conservation Authorities Act*)
- City by-laws (e.g., Zoning By-law, Parks Dedication By-law, Site Plan Control By-law)
- Other City plans (e.g., Transportation Master Plan, Infrastructure Master Plan, Heritage Master Plan, Road Safety Action Plan)
- Standards (e.g., High-performance Development Standard, Accessibility Design Standards)
- Guidelines, strategies, manuals (e.g., Urban Design Guidelines, Park Development Manual)

WHAT WE WANT TO ACHIEVE

- 1) Set the stage for Site Plan Control requirements and provisions
- 2) Create the framework for a Community Planning Permit System
- 3) Establish direction for the creation of Community Improvement Plans
- 4) Establish the Public Notification and Consultation procedures required for development
- 5) Provide direction to Committee of Adjustment processes
- 6) Provide direction around processes needed to implement the Plan
- 7) Provide direction for technical revisions and amendments to the Plan
- 8) Provide guiding information around pre-application consultations and required prescribed information
- 9) Provide direction for monitoring

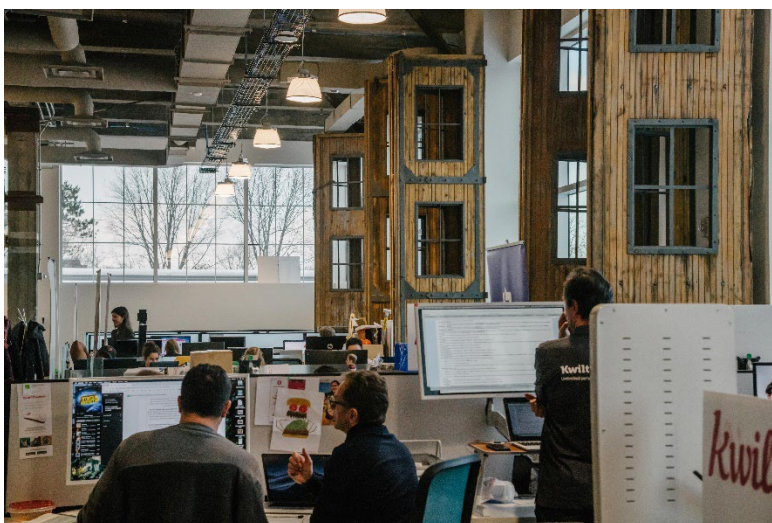


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11.1 Set the stage for Site Plan Control requirements and provisions

1) The entire City of Ottawa is a site plan control area. Certain classes of development shall be exempted from site plan control.

2) The Site Plan Control By-law shall establish procedural and submission requirements for varying classes of development. Submission requirements may include architectural and engineering plans and studies, based on the following thresholds:

- a) Development proposals for Low-rise residential or mixed-use buildings that fulfill the intensification objectives of the Growth Management Framework may be exempt, under limited and appropriate circumstances and requirements, from Site Plan Control or shall have reduced submission requirements and a simplified site plan process subject to meeting defined criteria in order to streamline the process for, and lower the costs of intensification;
- b) Development proposals of greater height and intensity shall have standard requirements, to ensure appropriate integration and transition with their surroundings; and
- c) Development proposals within Design Priority Areas may be subject to greater submission requirements than item b) above to ensure design excellence.

3) To achieve environmentally sustainable development, the City may adopt a High-Performance Development Standard. Once adopted, the City may use Subsection 41(4.1.1) of the *Planning Act*, including residential buildings containing fewer than 25 dwelling units, to secure the following sustainable and resilient design features in development that address exterior building and site matters as may be set out in such Standard, as part of developments which meet thresholds of Policy 2 a), b) and c) above:

[Amendment 5, By-law 2023-403, Omnibus 1 item 27, September 13, 2023]

- a) Weather-protected on-site bicycle areas and pedestrian-friendly infrastructure to encourage cycling and walking and to reduce emissions from transportation;
- b) High reflective materials, shade trees, and green and cool roofs to reduce ambient surface temperature to minimize the urban heat island effect;
- c) Active and passive design measures to improve energy efficiency and reduce peak demand such as building orientation to take advantage of passive solar heating, shading for cooling and natural light and energy efficient exterior cladding and window treatments;
- d) Renewable energy production and supply to provide clean, local energy reducing greenhouse gas emissions and improving resiliency to power outages
- e) Low Impact Development and other nature-based approaches to manage stormwater and mitigate flood risks where feasible, and reduce demand for potable water;
- f) Trees to enhance the urban forest and use of native species to protect, restore and enhance the natural heritage system;
- g) Bird-safe glass treatment to minimize the risk for bird collisions and energy efficient, shielded exterior lighting to reduce nighttime glare and light trespass;
- h) Dedicated areas for collection and storage of recycling and organic waste to increase waste diversion; and
- i) Enhanced human health by increasing opportunities for physical activity, mitigating impacts of air pollution, requiring passive cooling strategies such as operable windows and shade to mitigate against extreme heat and promoting access to food.



4) The City may, at its sole discretion, require a development agreement to be entered into for purposes of satisfying any conditions associated with approval of a development, and ensuring compliance with the approved plans and drawings.

11.2 Create the framework for a Community Planning Permit System

1) A pilot project will be undertaken that will introduce the Community Planning Permit System (CPP) within the Special Economic District of Kanata North. The City has also identified the Rural Transect, and the Airport Special Economic District as other areas that may benefit from a locally-tailored policy and regulatory system that creates a shared local vision, and from the streamlined and centralized approvals of a Community Planning Permit System, that will lead to more predictable and aligned development outcomes while increasing opportunities for local economic development.

Additional geographical areas may be added to the Community Planning Permit System by way of an Official Plan amendment that will detail the specific goals and objectives that would apply per each affected area.

2) The objectives for the creation of a Community Planning Permit System include:

- a) Identifying specific discretionary uses that would be permitted based on them being complementary to existing development;
- b) Relaxing some land use regulations and enabling flexibility in design with a focus on regulating those matters that will uphold the shared vision for the area as detailed in the area-specific CPP By-law;
- c) Allowing minor variations to development and design standards by specifying the type and extent of variation that would be appropriate and that would uphold the policies, objectives and intent of the area-specific CPP By-law regulations;
- d) Simplifying and streamlining the development approval process, thereby reducing the time involved in obtaining permission to develop a permitted discretionary use;
- e) Promoting the use of sustainable transportation;
- f) Allowing for mixed use development, and for residential densities that will support commercial activities and a wider range of uses in Kanata North;
- g) Maintain and enhance the urban or rural landscape, or Village Core, in the Rural Transect;
- h) Protect Natural Environment Areas, Significant Wetlands, significant features and of the Natural Heritage System;
- i) Protect heritage resources designated under the *Ontario Heritage Act*;
- j) Maintain the character of the affected area(s); and
- k) Minimizing the impact of a proposed development on lands adjacent to and outside the area-specific CPP By-law boundary.

3) Council may delegate decision-making authority to staff in approving a Community Planning Permit application for development that would otherwise require separate approvals through site alteration or tree removal permits, Zoning By-law amendments, minor variances, temporary uses, holding or interim control Zoning By-laws, site plan control approval, conveyance for park purposes . Limits on such delegation shall also be established in the Community Planning Permit By-law.

4) The Community Planning Permit By-law shall include area- and subarea-specific goals, objectives, land use permissions or restrictions, development and design regulations that will result in a shared local vision



for each specified area to which the System will apply. When making a decision on a Community Planning Permit application, the City may consider development based on the following criteria:

- a) Official Plan policies for the specific geographic area;
- b) The goals, objectives, criteria and regulations noted in the area-specific CPP By-law;
- c) The class of development;
- d) The appropriateness of the location and parcel for the proposed development or use;
- e) The impact of the proposed development or use with respect to adjacent development and uses in the CPP-affected area and on lands adjacent to the CPP boundary;
- f) In the Rural transect, the servicing requirements and the extent to which the use may impact negatively on the quality and quantity of the groundwater;
- g) In the Agricultural Resource Area, demonstration that every effort has been made to locate the use in an area of poorer soils;
- h) Access and transportation requirements for sustainable modes; and
- i) On-site vehicle parking and pedestrian circulation.

5) Council may impose rules in the CPP By-law that would recognize classes of development for which no permit is required; for which a permit is required where staff is delegated authority to approve or refuse; and for which a permit is required wherein Council is the approval authority.

6) Council may also include in an area-specific CPP By-law allowances for minor changes to one or more regulations without the requirement of permit approval provided the intent of the Official Plan and the CPP By-law is maintained.

7) The City may impose conditions or require a development agreement to be entered into for purposes of satisfying any conditions associated with approval of a Community Planning Permit application.

Considerations, may include, but not be limited to, the following:

- a) The removal and replacement of trees and other vegetation;
- b) Site alteration, including but not limited to grade, and to the placing or dumping of fill;
- c) Protection of public health and safety;
- d) Protection of the Natural Heritage System;
- e) Demonstration of adequate water resources and private sewage disposal capacity on-site;
- f) Conveyance or cash-in-lieu of parkland;
- g) Specific increases in height or density, or in the waiving of on-site parking requirements; and
- h) Providing sustainable and resilient design features.

11.3 Establish direction for the creation of Community Improvement

Plans

Community improvement plans enable the City to target designated areas that require improvement as the result of age, dilapidation, lack of mixed uses, lack of density, lack of elements of a 15-minute neighbourhood or for any other environmental, social or community economic development reason.

Community Improvement Plans can be used to address needs in neighbourhoods identified as having strong equity concerns in the Ottawa Neighbourhood Equity Index. Community improvement plans can also be used to fulfil the City's climate mitigation and adaptation goals and targets. Once a community

improvement plan has been approved, the City may offer incentives to private sector investment and/or undertake a wide range of actions to achieve the objectives of the Official Plan.

1) In accordance with the provisions of the *Planning Act*, the City may adopt a by-law to designate areas as community improvement project areas. The boundary of a community improvement project area may be part or all of the urban area of the City, and/or part or all of one or more Villages as defined in this Plan.

2) The designation of community improvement project areas shall be based on one or more of the following conditions being present:

- a) Known or perceived environmental contamination;
- b) Lack of, or deficient, affordable housing, or opportunities to improve the supply and diversity of housing options;
- c) Opportunities to create healthy and inclusive communities with walkable 15-minute neighbourhoods consistent with Subsection 2.2.4;
- d) Opportunities to create more inclusive, all age communities;
- e) Deficiencies in physical infrastructure including but not limited to the sanitary sewer system, storm sewer system and/or watermain system, streetscapes and/or street lighting or overhead wiring, sidewalks, curbs or road state of repair;
- f) Vacant lots and underutilized or abandoned properties and buildings which have potential for infill, development or expansion to better utilize the land base or the public infrastructure;
- g) Buildings, building facades and/or property, including buildings, structures and lands of heritage and/or architectural significance, in need of preservation, restoration, repair or rehabilitation or development;
- h) Opportunities to renovate and retrofit existing older buildings, including building energy efficiency (including renewable energy sources) or climate resiliency improvements;
- i) Poor physical condition and/or visual quality of the built environment, including but not limited to, streetscapes and urban design and/or overhead wiring;
- j) Other barriers to the repair, rehabilitation or redevelopment of underutilized land and/or buildings;
- k) High commercial vacancy rates;
- l) Deficiencies in recreational, social or community facilities including but not limited to urban natural features and natural environment areas, parks and amenity areas, indoor/outdoor recreational facilities, adequate and accessible licensed child care centres, public social facilities and support services; and
- m) Any other environmental, energy efficiency, climate resiliency, social or community economic development reasons.

3) The City may prepare, adopt and implement a community improvement plan within a designated community improvement project area(s), pursuant to the *Planning Act* and the community improvement policies set out in this Plan.

4) Community improvement plans may be prepared and adopted to facilitate:



- a) The renovation, repair, rehabilitation, remediation, development or other improvement of lands and/or buildings;
- b) The preservation, restoration, adaptive reuse and improvement of buildings with historical, architectural or other heritage significance;
- c) The development of mixed-use buildings, or the introduction of a wider mix of uses and amenities in areas that are deficient in mixed uses;
- d) The evolution of an area into a walkable and inclusive 15-minute neighbourhood;
- e) The growth of the Urban Forest and its benefits;
- f) Local production and storage of produce and spaces for community gardens;
- g) The restoration, maintenance, improvement and protection of parks, recreational amenities and other greenspace;
- h) Residential and other types of intensification;
- i) The construction of a range of housing types and the construction of affordable housing;
- j) The upgrade and improvement of municipal services and public utilities such as sanitary sewers, storm sewers, watermains, roads and sidewalks;
- k) The improvement of pedestrian and bicycle circulation;
- l) Public transit-supportive land uses and improve the quality of, and accessibility to, transit facilities;
- m) Stronger contribution to the ongoing viability and revitalization of the Downtown Core, Hubs, Corridors, Special Districts and other areas that may require community improvement;
- n) The improvement of energy efficiency and reduction of greenhouse gas emissions measures
- o) Climate impact resiliency by reducing the urban heat island effect, improving access to shade and other cooling amenities, reducing flood risks and managing increased stormwater runoff;
- p) The improvement of social conditions and support services;
- q) The promotion of cultural development including nightlife;
- r) Promote community economic development; and
- s) The improvement of community health, safety and stability and the goals to advance healthy and inclusive communities, consistent with Subsection 2.2.4.

11.4 Establish the Public Notification and Consultation procedures required for development



- 1) The measures for informing and obtaining the views of the public and public bodies on proposed Official Plan and Zoning By-law amendments and community improvement plans will be as follows:
 - a) A bilingual sign will be posted on the affected site and a notice will be sent to community organizations in the affected area as well as those public bodies that are considered to have an interest in the proposed amendment; or
 - b) If the proposed amendment or plan affects a large area or the posting of an on-site notice is, for whatever reason, not appropriate, notification in both official languages will either:
 - i) Be given directly to targeted stakeholders; or
 - ii) Published in a City newspaper; or
 - iii) Posted on the City of Ottawa's website; and
 - c) The City of Ottawa, when proposing a new official plan or an official plan amendment that may affect current or potential future use of the settlement lands, shall consult with the Algonquin Anishinabe Host Nation, as well as with Urban First Nations, Inuit and Métis peoples.



2) Notice of the public meeting at a Committee of Council will be sent to individuals and public bodies who provided written comments or requested notice of the public meeting, at least ten calendar days before the meeting by prepaid first class mail, facsimile or electronic-mail. In addition, a minimum of five calendar days before the scheduled public meeting, additional notice will be provided as follows:

- a) Published in one English-language and one French-language daily newspaper; or
- b) A newspaper having general circulation in the City of Ottawa; or
- c) Posted on the City of Ottawa's website.

3) Despite Subsection 11.4 Policy 1), the following amendments are permitted to proceed with alternative notification requirements defined in Policy 4) below, as permitted under the *Planning Act*:

- a) Applications for Official Plan Amendments, Zoning By-law Amendments, Consent (to sever) or Plan of Subdivision approval by non-profit housing providers; [By-law 2024-500 item (i), November 13, 2024]
- b) Applications for which Council has delegated approval authority to a municipal officer or employee, including consents to sever and minor zoning by-law amendments as per Section 11.6, policy 5. [By-law 2024-500 item (i), November 13, 2024]

4) The alternative notification requirement for the matters referred to in Policy 3), for development where notice of application or notice of a public meeting is required, is limited to publishing notice of a proposed amendment in one English-language and one French-language daily newspaper or a newspaper having general circulation in the city, a minimum of five calendar days before the scheduled public meeting; or, posted on the City of Ottawa's website, or posting a sign in both official languages on the affected site which provides opportunity for public comment for a time period of no less than 5 business days before a public meeting and/or a decision is rendered, whichever comes first. No public meeting is required for a minor zoning by-law amendment application if the Ward Councillor for the subject lands concurs with the exercise of the delegation of approval authority to a municipal officer or employee. The alternative notification requirements are intended to reduce City process while allowing opportunity for public comment on minor thresholds of development. [By-law 2024-500 item (ii), November 13, 2024]

5) Planning, Infrastructure and Economic Development is committed to an ongoing dialogue with the Algonquin Anishinaabe Host Nation as well as with Urban First Nations, Inuit and Métis peoples. The City of Ottawa recognizes the important nature of these relationships and the invaluable contributions that Indigenous communities provide when discussing land use policies. These conversations must continue, and we acknowledge that an open dialogue cannot include strict deadlines. Planning, Infrastructure and Economic Development remains committed to working with Indigenous communities throughout and beyond the New Official Plan project and amending policies when necessary.

11.5 Provide direction to Committee of Adjustment processes

1) The City may delegate authority to grant consents to a Committee of Adjustment or an appointed officer as provided under the *Planning Act*. The City's terms of reference for consents via delegated authority provides thresholds; application review criteria and possible limited conditions for the approval of such applications. For certain consents, the City may consider using the alternative notification measures for consents outlined under Subsection 11.4, Policy 3).

- 2) The City may exercise authority under the *Planning Act*, Section 45 to establish criteria to which the authorization of a minor variance must conform. The criteria may provide that specified provisions in the Zoning By-law are not to be authorized by variance.
- 3) Applications to the Committee of Adjustment for Minor Variance are categorized as adjustments to a Zoning By-law development standard which is in keeping with the applicable land-use designation of the Official Plan and the four tests for a minor variance. [Amendment 5, By-law 2023-403, Omnibus 1 item 28, September 13, 2023]
- 4) In support of Subsection 5.2.4, Policy 1 b) and c) and Subsection 5.3.4, Policy 1 b) and c), the Committee of Adjustment shall consider for applications for Consent with lot patterns and dimensions that result in intensification in support of ground oriented medium density residential that is consistent with the planned context.
- 5) The Committee of Adjustment shall consider strata severance applications, for both vertical and horizontal division, as it is authorized to do according to the *Planning Act*. Strata severance applications shall be assessed according to planning principles applicable to severances.
- 6) When considering an application, the Committee of Adjustment shall have due regard for the professional advice provided, including legal, planning, engineering, etc., and the Committee shall provide an explanation as to what effect the written and oral submissions it received had on the decision, if any.
- 7) The Committee of Adjustment shall process applications within the time frame set out in the *Planning Act* section 45(4). An application is deemed to be received by the Secretary Treasurer within 3 days after submission. If an application is found to be deficient, at any time, it may be placed on hold and the timeframe under the *Planning Act* may be suspended.
- 8) The City shall permit lot adjustments in any land-use designated for legal or technical reasons. For the purposes of this section, legal or technical reasons include severances for purposes such as easements, corrections of deeds, quit claims and minor boundary adjustments, which do not result in the creation of a new lot or render an existing lot as non-complying.
- 9) The Committee of Adjustment shall, in addition to all other policies in this Plan, have regard for the following when evaluating minor variances to permit low-rise dwellings: [Amendment 34, By-law 2024-506, Omnibus 2 item 30, November 13, 2024]
 - a) Variances to reduce the minimum required lot size may only be considered where adequate waste storage and management, bicycle parking and intensive soft landscaping can be provided.
 - b) Variances to alter exterior design requirements such as balconies or facade articulation may be considered where, in the opinion of the Committee of Adjustment, the proposal serves the goals of context sensitive design and urban design.
 - c) Variances to reduce the minimum required side yard:
 - i) May only be considered where alternate measures to ensure adequate access for waste management and bicycle parking are provided; and
 - ii) May reduce side yards to zero to enable attached building designs, where the written consent of the abutting lot owner is secured;

- d) Variances to reduce the required area of soft landscaping:
 - i) May be tied to requirements for more intensive plantings such as trees or shrubs, so that the volume of vegetation compensates for reduced horizontal area; however,
 - ii) Despite i), where the purpose or effect is primarily to enable motor vehicle parking or driveways, variances to reduce the required soft landscaping may only be considered where, in the opinion of the Planning Department, the proposal serves the goals of context sensitive design and results in better urban design than would compliance with the relevant zoning standard, and upholds the intent of this Plan; and
- e) The Committee of Adjustment may make the approval of variances conditional on substantial or strict conformity with the plans and elevation drawings submitted with the Minor Variance application.

11.6 Provide direction around processes needed to implement the Plan



- 1) The City shall not undertake any public work, nor pass any by-law, for any purpose that does not conform to the intent and policies of this Plan.
- 2) In support of the Official Plan's implementation, in advance of the New Zoning By-law coming into force, the City will prioritize the following categories of development applications:
 - a) Changes from one subzone to another subzone in the same parent zone category;
 - b) Addition of a use to a subzone that is otherwise permitted in the parent zone category;
 - c) Addition of a new use to a subzone not otherwise contemplated in a parent zone category, where the use is in keeping with the development standards of the Zoning By-law and intent of the Official Plan;
 - d) Changes of use within an existing building involving no new changes to the existing building envelope, if such changes cannot be addressed under Subsection 11.5, Policy 3); and
 - e) Applications to permit temporary uses.
- 3) Where a site has been the subject of a site-specific Zoning By-law amendment in the past two years, applications for relief from zoning provisions for that site are more appropriately directed to the Zoning By-law amendment process.
- 4) A height increase to permit a building into a taller height category than what is permitted by the underlying transect or designation, unless otherwise specified, will require: requires an amendment to this Plan through an area-specific policy, or an amendment to a secondary plan where applicable, in addition to the Zoning By-law amendment. [Amendment 5, By-law 2023-403, Omnibus 1 item 65, September 13, 2023]
- 5) The following applications to amend the Zoning By-law will be considered minor pursuant to Section 39.2 of the *Planning Act* for the purposes of being delegated approval authority to a municipal officer or employee: [By-law 2024-500 item (iii), November 13, 2024]
 - a) Modifications to performance regulations only, provided no request results in [By-law 2024-500 item (iii), November 13, 2024]
 - i) a maximum building height exceeding 3 storeys within a Neighbourhood designation; or 4 storeys within the Evolving Overlay; [By-law 2024-500 item (iii), November 13, 2024]



- ii) In all other designations, exceeds the lesser of five storeys, 15 metres, or 25 per cent of the permitted building height rounded down to the nearest half-metre; [By-law 2024-500 item (iii), November 13, 2024]

- b) The extension of a zoning boundary to reflect the addition of lands to existing property; [By-law 2024-500 item (iii), November 13, 2024]
- c) The establishment of an accessory apartment or a special needs/group home; [By-law 2024-500 item (iii), November 13, 2024]
- d) The lifting of interim control for one use only; [By-law 2024-500 item (iii), November 13, 2024]
- e) Temporary amendment; [By-law 2024-500 item (iii), November 13, 2024]
- f) Any zoning changes required as a condition of severance, including an application for a severance of a surplus farm dwelling; [By-law 2024-500 item (iii), November 13, 2024]
- g) A change in use: [By-law 2024-500 item (iii), November 13, 2024]

- i) that is wholly contained within an existing buildings envelope; [By-law 2024-500 item (iii), November 13, 2024]

- ii) where no building permit has been issued within the previous two years to increase the size of the building; [By-law 2024-500 item (iii), November 13, 2024]

- iii) which is not located within a residential zone (as defined by Zoning By-law 2008-250) to introduce one new non-residential use; and [By-law 2024-500 item (iii), November 13, 2024]

- iv) No Additional amendments to performance standards may be sought and the change in use cannot result in the establishment of any of the following uses: [By-law 2024-500 item (iii), November 13, 2024]
 - i) Amusement centre or Amusement park; [By-law 2024-500 item (iii), November 13, 2024]
 - ii) Automobile body shop; [By-law 2024-500 item (iii), November 13, 2024]
 - iii) Automobile dealership; [By-law 2024-500 item (iii), November 13, 2024]
 - iv) Automobile rental establishment; [By-law 2024-500 item (iii), November 13, 2024]
 - v) Automobile service station; [By-law 2024-500 item (iii), November 13, 2024]
 - vi) Heavy equipment and vehicle sales, rental and servicing; [By-law 2024-500 item (iii), November 13, 2024]
 - vii) Drive-through facility; [By-law 2024-500 item (iii), November 13, 2024]
 - viii) Bar; [By-law 2024-500 item (iii), November 13, 2024]
 - ix) Kennel; [By-law 2024-500 item (iii), November 13, 2024]
 - x) Nightclub; or [By-law 2024-500 item (iii), November 13, 2024]

xi) Payday loan establishment [By-law 2024-500 item (iii), November 13, 2024]

6) Where the City acquires or holds lands with natural or heritage significance as per Policy 5):

a) The City shall negotiate a purchase price based on an independent market value appraisal but, if after six months, an agreement has not been reached, the City shall offer to acquire the lands under Section 30 of the *Expropriations Act* and compensation may be determined in accordance with the provisions of that *Act*;

b) Improvements shall not be acquired unless requested by the landowner; and

c) The acquisition may be limited to a part of a property, provided that the size of the part not acquired satisfies the requirements of this Plan.

7) When the City receives an application for a Zoning By-law amendment to permit development on lands that are in private ownership and where the land is currently zoned in an open space or leisure zone, the City shall consider the need to acquire the land to secure its greenspace interests.

8) The City may utilize a holding symbol (h), in conjunction with any use zone symbol in the Zoning By-law to specify the use to which lands shall be put to in the future, but which are now considered premature or inappropriate for immediate development, and set out conditions and requirements associated with the lifting of the holding zone.

9) The City may authorize, by by-law, the temporary use of lands, buildings or structures for any purpose set out therein that would otherwise be prohibited by the City's Zoning By-law. The City is under no obligation to renew temporary use by-laws beyond a period of time that can reasonably be deemed as temporary, if the continuation of such uses are deemed to contradict the policy objectives of this Plan.

10) The City shall expand the building permit footprinted program for ground oriented medium density residential intensification applications that meet the intent of Subsection 5.6.1 and have the ability to be replicated across the City. The building permit footprinted program will streamline building permit issuance and will have a focus on missing middle housing.

Definition

Missing Middle Housing:

In Ottawa's context and for the purposes of this Plan, the missing middle housing generally refers to low-rise, multiple unit infill residential development of between three and sixteen units, or more in the case of unusually large lots and for the lower-density types is typically ground oriented.

11) Subject to Council approval of a Secondary Plan or Official Plan amendment, the City shall consider the use of private agreements among landowners to cost share major infrastructure projects, associated studies and plans identified in secondary plans, comprehensive studies approved by Council and detailed in the agreement for a specified area. These agreements may include the provision of community facilities

such as parkland, shared infrastructure, studies such as environmental assessments, restoration plans and restoration works. Such agreements are initiated by landowners within a defined area and provide for the fair sharing of costs among benefiting parties, to complement or replace the provisions of a Development Charges By-law. Where such agreements are in place, the City shall require evidence of payment pursuant to and as defined in the agreement as a condition of draft approval for plans of subdivision and plans of condominium, and as a condition of approval for Consent (to sever) applications and Site Plan Control, or as stated in the landowner agreement.

12) The implementation of this Plan will take place over time and the use of the word “shall” to indicate a commitment to action on the part of the City should not be construed as a commitment to proceed with all of these undertakings immediately. These commitments will be undertaken in a phased manner, as determined by Council, and subject to budget and program availability.

13) Zoning By-law amendments not requiring an Official Plan amendment for development of large-scale sites, including but not limited to repurposed shopping centres or industrial lands, shall be supported by plan of subdivision, if applicable, and in all cases a concept plan demonstrating all of the following:

- a) The complete build out of the site, including potential phasing of development, showing its integration into the adjacent built fabric;
- b) Conformity with applicable transect and overlay policies;
- c) Opportunities for parkland dedication and other public realm improvements to support additional density; and
- d) Any additional studies or reports as determined by City staff.

14) Council shall enact a Community Benefits Charges By-law which shall establish a community benefits charge applicable to construction or redevelopment of buildings as defined in the said By-law in conformity with Section 37 of the *Planning Act* as amended.

15) Until Council has enacted the Community Benefits Charge By-law referenced in Policy 14) above, the City shall continue to enter into Community Benefits agreements in consideration of increased density permitted pursuant to Council-approved s. 37 Guidelines. In accordance with the said Guidelines, the City may authorize increases in the height and density of development above the levels otherwise permitted by the Zoning By-law or the Community Planning Permit By-law in return for the provision of community benefits. However, no increase in height will compromise any of the Capital Views Protection policy of the National Capital Commission. Public consultation will be included in the development and approval of such a by-law. Limited increases will be permitted in return for the provision of such community benefits as are set out in the by-law and shall be secured through an agreement as authorized by Section 37 of the *Planning Act* as it existed on September 17, 2020. Such community benefits must be over and above those facilities and services that would otherwise be required as part of the City’s development review process, budgeting process or that may be provided through the Development Charges By-law. The community benefits that may be authorized include, but are not limited to:

- a) Public cultural facilities;
- b) Building design and public art;
- c) Conservation of heritage resources;
- d) Conservation/replacement of rental housing;
- e) Provision of new affordable housing units; land for affordable housing, or, at the discretion of the owner, cash-in-lieu of affordable housing units or land;

- f) Child care facilities;
- g) Improvements to rapid-transit stations;
- h) Other local improvements identified in community design plans, community improvement plans, capital budgets or other implementation plans or studies;
- i) Artist live-work studios;
- j) Energy conservation and environmental performance measures; and
- k) Conservation of existing greenspace or the creation of new greenspace.

16) Upon enactment of a Community Benefits Charge by-law by Council, or as otherwise required pursuant to the *Planning Act*, Policy 15) above shall no longer apply.

17) All properties and buildings in the City of Ottawa will be kept in a state of good repair and safe for occupancy and use. The safety and maintenance of all properties and buildings in the City will be protected through the enactment of property standards by-laws under the *Building Code Act*.

11.7 Provide direction for technical revisions and amendments to the Plan

1) Technical revisions to the Official Plan or the Zoning By-law are permitted without adopting an amendment and without the need for notification as per Subsection 11.4, Policy 1), provided they do not change the intent of the Official Plan or the Zoning By-law. Technical revisions include:

- a) Changing the numbering, cross-referencing and arrangement of the text, tables, schedules and maps; altering punctuation or language for consistency;
- b) Correcting grammatical, dimensional and boundary, mathematical or typographical errors;
- c) Inserting historical footnotes or similar annotations;
- d) Removing sunset clauses applicable to area-specific policies; and
- e) The reclassification of roads to different road classifications on Schedules C4, C5, C9 C10 and C16.

2) In the case of technical amendments to this Plan or to the Zoning By-law which go beyond the criteria of Subsection 11.7, Policy 1) above and fit within provisions a), b), or c) below, notification to and consultation with the public or public bodies, including the requirements set out in Subsection 11.4, Policy 1), shall not be required with the exception of a notice in both official languages of a proposed technical amendment to be published, in a City newspaper or on the City's website or a sign on the affected site a minimum of five calendar days before the scheduled public meeting. This approach shall be restricted to correcting the following:

- a) Where amendments are required to fully implement changes to the Planning Act or an approved recommendation of Council to amend the Official Plan or Zoning By-law; [Amendment 34, By-law 2024-506, Omnibus 2 item 31, November 13, 2024]
- b) To amend the language of a provision so as to clarify its intent; and
- c) To eliminate unnecessary redundancies and outdated references.

3) In order to increase adaptability, in relation to unforeseen events such as pandemics or other major events, the City may, at its sole discretion, choose to engage in a comprehensive review of the Official Plan in advance of the *Planning Act* requirements to adjust long term planning priorities and objectives.

11.8 Provide direction for pre-application consultations and required prescribed information

1) Prior to submitting a development proposal, a pre-application consultation meeting is recommended with City staff in order to identify the information that will be required at the time of application submission. The City has the authority to request additional information, that will be required as part of a complete application, after further review of the application proposal. [Amendment 34, By-law 2024-506, Omnibus 2 item 32, November 13, 2024]

2) Development shall comply with the complete application submission requirements of the *Planning Act*. The City will maintain a Development Application Study policy, which will be reviewed with applicants in the pre-consultation process. To process the application, the City may require additional information and/or reports as listed in the Policy. The additional information and/or reports will be identified in writing after a pre-application consultation or after further review of the development proposal. All required reports must be completed to the satisfaction of the City or relevant approval authority.

3) For each of the studies listed in a Development Application Study policy, the City will provide terms of reference and/or guidelines outlining study requirements. These terms of reference and/or guidelines are meant to set the minimum standards for the study submission expectations, required as part of a complete application.

4) Applications for alteration or development on properties designated under the Ontario Heritage Act or notices required for demolition on listed properties under the Ontario Heritage Act, shall include information outlined in an applicable Heritage Conservation Districts plan or guidelines, procedural documents approved by Council, information required by any future amendments to the *Ontario Heritage Act*, or the Development Application Study policy.

11.9 Provide direction for monitoring

The Official Plan is a high-level policy document intended to manage and direct the City's physical growth and change over the next 25 years. Over the planning horizon, it will be important to continually monitor the effectiveness of the Plan policies to determine whether we are on track to meeting our strategic directions and objectives, particularly in terms of meeting new demand for housing and whether the City is meeting its ambitious intensification targets. It will equally be important to monitor global, national and regional trends to ensure that our policies and objectives are still relevant, responsive and aligned to making Ottawa the most liveable mid-sized city in North America.

1) The City will develop and maintain a monitoring plan that addresses the requirements of the *Provincial Policy Statement* for monitoring the inventory of industrial and residential land to accommodate growth.

The monitoring plan will:

- a) Address Council's direction that the land supply and intensification targets be reviewed no later than five years after the adoption of the plan; and
- b) Be reviewed from time to time and modified based on the availability of data sets and the resources allocated to undertake monitoring.

Photo by: City of Ottawa

