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RESPONSE TO HALTON REGION COMMENTS DATED JULY 18, 2022
16-18 MILL ST, GEORGETOWN, ONTARIO

This bellow table constitutes the response to Halton Region’s comments dated July 18, 2022 for the development proposal at 16-18 Mill St, Georgetown, ON. This letter is to be read in the context of the May 2023 revised development application.

Region Comment	Response
Halton Region is in receipt of the second submission of Official Plan and Zoning By-law amendment applications for the subject properties and has undertaken a review. It is hoped that the proposed Official Plan amendment will meet all of the exemption criteria of Halton Region By-law No. 18-99 and be exempt from Regional approval, but this will be confirmed later in the application process.	No comment
<p><u>Background</u></p> <p>The Official Plan and Zoning By-law Amendment applications for 16-18 Mill Street seek to obtain permission for the development of two 4-storey residential apartment buildings including two levels of underground parking. One building is proposed to contain 14 units and the other proposes 16 units, totaling 30 units for the entire site. The site is currently occupied by a 9-unit townhouse dwelling (16 Mill Street) and a triplex dwelling (18 Mill Street), which are intended to be demolished in order to accommodate the proposed apartment buildings. It should also be noted that this application now proposes condominium ownership, with a minimum of 12 of those units being rental units.</p> <p>This is revised from the previously proposed 6-storey, 52-rental unit residential apartment building with two levels of underground parking.</p> <p>It should be noted that Regional staff participated in a pre-consultation in the Town of Halton Hills for this proposal on February 20, 2020 and provided comments on the first submission through a letter to Halton Hills dated March 1, 2021.</p>	No comment
<p><u>Provincial Policy Analysis</u></p> <p>Regional staff have reviewed the above-noted applications and</p>	A Revised Planning Justification Report was prepared by Urban In

<p>offer the following comments.</p> <p>The 2020 Provincial Policy Statement (PPS) contains policies that speak to promoting efficient development and land use patterns, providing a range and mix of residential units to meet long-term needs and promoting intensification and redevelopment within settlement areas. The PPS also has policies that speak to accommodating affordable housing units. The Planning Justification Report (PJR) prepared by Urban In Mind, and dated May 10, 2022, addresses some policies of the PPS by stating that the proposal directs development to the existing built up area. However, the report does not address the affordability of existing rental units and how the proposal contributes to the range and mix of housing types and targets given the loss of these units. The 2019 Growth Plan contains policies that speak to the provision of a diverse range and mix of housing options, including additional residential units and affordable housing to accommodate people at all stages of life and creating an urban form that will optimize infrastructure to support the achievement of complete communities. While the proposal does represent a more compact built form, and proposes to maintain 12 rental units, no information has been provided to demonstrate how the application addresses affordable housing options and policies under the Growth Plan.</p>	<p>Mind, dated March 20, 2023. Section 3.1 of the PJR indicates that the number of rental units on site (12 units) will be maintained. This is in accordance with the municipal rental conversion policy. Correspondence with the municipality indicated that this approach was acceptable.</p>
<p>The subject property is also mapped as being partially within the Greenbelt Plan Urban River Valley designation. However, section 6.2.1 of the Greenbelt Plan specifies that only publicly owned lands are subject to the policies of this designation. The subject property is directly adjacent to municipally owned lands, but the Greenbelt Plan policies are not applicable to this proposed development</p> <p>There are other matters of provincial interest that are more technical in nature and those are explored in more detail in the comments below. Once the additional information has been provided and the technical comments below have been addressed, Regional staff will be able to provide an opinion with respect to consistency and conformity to provincial policy documents.</p>	<p>No comment</p>

Regional Official Plan (ROP)

The subject lands are designated in the 2009 Regional Official Plan as being primarily Urban Area and partially as Regional Natural Heritage System (RNHS). Section 76 of the ROP establishes that the range of permitted uses and the creation of new lots within the Urban Area will be in accordance with the applicable Local Official Plans and Zoning By-laws. All development, however, shall be subject to the Regional Official Plan policies in effect. Since the time that the original applications were filed with the Town of Halton Hills, the Regional Official Plan has been amended through amendment 48. Some of the new sections of the ROP, such as the inclusion of the subject property within a Major Transit Station Area are referenced in the updated Planning Justification Report. ROPA 48 contains policies which speak to directing development with higher densities to Major Transit Station Areas, planning for a diverse mix of uses, including additional residential units, and affordable housing, where appropriate.

Additionally, the subject lands contain or are adjacent to:

- features identified as Key Features, as illustrated on Map 1G of the 2009 ROP, including:
 - candidate significant woodlands;
 - potential habitat of endangered or threatened species;
 - potential significant wildlife habitat; and
- Credit Valley Conservation (CVC) regulated areas.

Given the location of the proposed development in relation to the Regional Natural Heritage System, the Region’s Environmental Impact Assessment (EIA) requirements are triggered in accordance with Section 118(3.1) c). On May 12, 2020, Regional staff informed the applicant that a desktop exercise was completed and that the hedgerow located on the subject property would not meet Section 277 of the ROP and an EIA would not be required. Regional staff informed the applicant that the property is in proximity to records of Endangered Species and therefore, would require that consultation with the Ministry of Environment, Conservation and Parks (MECP) be undertaken to determine if the regulated habitat of this species is on the property or adjacent lands or if there are any requirements under the Endangered Species Act including the requirement for an EIA. Information included in the second submission materials confirm that communications with MECP have occurred with respect to endangered species. Please provided this documentation in the next submission for Regional staff review.

The Baseline Environmental Assessment: Screening for Species at Risk was completed by Cotyledon Environmental Consulting on August 8, 2020. Further, a response memo was prepared by Cotyledon on April 16, 2022 to address the comments posed by CVC.

<p>Credit Valley Conservation (CVC) staff provide environmental advisory and technical review services to the Region in relation to the protection of certain natural features and areas and natural hazard land management. CVC staff provided comments on the first submission through a letter dated February 25, 2021, including the direction to contact Ministry of Environment Conservation and Parks to discuss potential permitting requirements and to address species at risk matters. Updated CVC comments were not available as of the date of this letter, however, all CVC comments should be addressed to their satisfaction prior to the approval of this application.</p>	<p>A response letter to CVC comments dated 2023-04-26 is included as part of this submission.</p>
<p>The ROP includes a number of objectives and policies that speak to affordable housing and supporting the development of rental construction. Section 84 of the ROP states the goal for housing is to supply the people of Halton with an adequate mix and variety of housing, to satisfy differing physical, social and economic needs. As per section 89(16) of the ROP, it is the policy of the Region to use a rental housing vacancy rate of 3 per cent as the minimum threshold to permit the conversion of existing rental housing to ownership tenure or other uses or the demolition of such housing. The proposed redevelopment would result in the demolition of the existing 12 rental housing units. While the Planning Justification Report (PJR) provided with this submission states that at least 12 of the 30 units are to be rental units, it isn't clear through the information provided in this submission how the existing tenants will be accommodated throughout the construction process, relocated and accommodated in the new building. While the comment response document and PJR suggest that existing tenants will be given first refusal of the new units, it isn't known if the rental costs for the new units will be comparable to the existing rental costs for the current tenants. The PJR states that details of this approach will be provided during the Site Plan and Condominium processes, but that it is imperative that the requirement of rental units be solidified into the Zoning By-law Amendment text. The comment response document states that it is premature to be addressing the existing tenant housing needs at this time.</p>	<p>Correspondence with the municipality indicated that it would be admissible to provide the details of rental costs during the Site Plan and Condominium processes rather than in the ZBA text.</p>
<p>Given the very low existing rental vacancy rate in Halton Hills (under 1%), Regional staff are of the opinion that addressing the existing tenant housing needs is an important consideration to be addressed at the OPA and Zoning stage of the planning process. Regional staff require that additional information addressing this matter be included as part of a subsequent submission.</p>	<p>12 units will be reserved as rentals. It is our understanding that this is sufficient.</p>

<p>Regional staff would encourage the landowner to include as many rental units in the proposed development as possible and have attached a briefing note to this letter which contains information and resources regarding assisted and affordable rental housing programs for private sector developers in Halton Region.</p>	
<p>Section 89(3) of the ROP requires that all new development within the Urban Area be on the basis of connection to Halton’s municipal water and wastewater system. Further comments with respect to the proposed servicing are included below.</p> <p>Section 147(17) of the ROP requires that, prior to the Region or Local Municipality considering any development proposals, the proponent identify whether there is any potential for soils on the site to be contaminated. Circulated with the first submission were a completed Environmental Site Screening Questionnaire (ESSQ) as well as a Phase One Environmental Site Assessment (ESA) prepared by Watters Environmental Group Inc. and dated September, 2019 in support of the proposed development. The Phase I ESA was completed to CSA Standards and Regional staff previously commented that the Phase I would need to be updated to O.Reg. 153/04 Standards as per our Protocol and as was stated through the former Regional pre-consultation notes. Regional staff also previously noted that directly to the east of the subject property is a site shown in Regional records to be a closed landfill, which would also need to be addressed in the updated report. The comment response document identifies that this is one of the studies still to be updated. Please forward to Regional staff for review, once complete.</p>	<p>A new Phase I ESA has been conducted by AA Environmental which is completed to O. Reg. 153/04 standards. It is attached in the submission package.</p>
<p>The subject property is identified as having archaeological potential. Section 167(6) of the ROP requires that prior to development occurring in or near areas of archaeological potential, assessment and mitigation activities be undertaken. However, given the disturbed nature of the subject property, an archaeological assessment is not required by Halton Region. The proponent is cautioned that during development activities, should archaeological materials be found on the property, the Ontario Ministry of Tourism, Culture and Sport should be notified immediately (416-212-8886 or archaeology@ontario.ca). In the event that human remains are encountered during construction, the proponent should immediately contact the appropriate authorities (policy or coroner) and all soil disturbance must stop to allow the authorities to investigate and the Registrar of Cemeteries to be consulted.</p>	<p>No action required at this time.</p>

<p>Section 143(9) of the ROP requires that proposed development adjacent or in close proximity to railway lines or railway yards must undertake a noise study if the development is within 300 metres of a railway right-of-way and to implement the study recommendations, including the restriction of new residential and other sensitive land uses. A Noise Study prepared by SLR, dated December 14, 2020 was included as part of the previous submission. Regional staff require confirmation that this report and the findings therein can still be considered current, given the changes to this proposal. The comment response document references that the Noise/Vibration Report is still to be updated. Regional staff will rely on the review of these studies by the appropriate rail authority and/or Metrolinx and support any required mitigation measures that are recommended.</p>	<p>The Noise Study prepared by SLR was revised on July 6, 2022 and is included in the application documents.</p>
<p>The subject property is located within the jurisdiction of the CTC Source Protection Plan (SPP) that can be accessed online at: http://www.ctcswp.ca/ctc-source-protection-plan/. The property is located in a WHPA-E with vulnerability score of 9, WHPA-Q with a moderate risk level, and an Issue Contributing Area for chloride.</p> <p>A Risk Management Plan and Section 59(2)(b) Notice (dated October 1, 2020) were included as part of the previous submission. Once the below information has been provided, Regional staff will be able to confirm whether these can still be considered current.</p> <p>As outlined in the pre-consultation notes for this development proposal, since this property is located in a WHPA-Q, the applicant was requested to provide information related to the anticipated construction dewatering rates and long-term dewatering (including discharge locations) to Halton Region. Regional staff noted in the first submission comment letter that in the Water Well Survey by Egmond Associates Ltd., dated November 4, 2020, (included as part of the previous submission) it is stated that it is the consultant's understanding that dewatering will not be required for this proposed development. The Scope section of the Geotechnical Report by Egmond Associated Ltd., dated July 15, 2020 (included with previous submission) states that matters including dewatering are excluded from their work. Later in the Geotechnical Report, section 6 states that the footings should be placed at least 1 metre above the water table and section 8 states that water levels in the wells were between 7.4 metres and 8.5 metres below ground surface. Given that there are two levels of</p>	<p>It has been determined that the lowest floor of the basement is likely to be approximately 0.45m below the water level, depending on seasonal conditions. Therefore, permanent dewatering will be required. In addition the footing will be lower than the basement level and further temporary construction dewatering will be required.</p> <p>Preliminary dewatering calculations have been provided in the dewatering memo dated April 24, 2023. Detailed dewatering design will be completed at the structural design stage when the planned depths of footings are known.</p>

<p>underground parking being contemplated for this development, conformation is required that these levels of underground parking can be accommodated at a depth that remains above water table. If dewatering is expected to be required, this information needs to be provided to Regional staff for review, in the context of the CTC Source Protection Plan direction. This matter is considered to be outstanding and needs to be addressed at the OPA and Zoning stage of the planning process.</p>	
<p><u>Regional Infrastructure</u> The following comments are specific to the municipal servicing component of the Regional review and repeat the comments provided in the March 1, 2021 Regional comment letter, as they have not yet been addressed. The comment response document stated that fire flows can wait to the Site Plan process, but that is not the position of Regional staff. The existing services in the area of the subject property include:</p> <ul style="list-style-type: none"> • 300mm diameter watermain adjacent to the property along Mill Street; • 300mm diameter sanitary wastewater main adjacent to the property along Mill Street; and • 450mm diameter sanitary wastewater main adjacent to the property within a Regional easement. <p>Regional staff have reviewed the Functional Servicing Report (FSR) prepared Egmond Associates Limited (revised April 29, 2022) in support of this application. The report makes reference to how the owner's Professional Engineer foresees the proposed development being serviced. It should be noted that the Consultant Engineer's design in the FSR is not fully accepted at this time. The applicant will be required to submit an updated FSR to address the following items: Watermain analysis:</p> <ul style="list-style-type: none"> i. expected static pressures; ii. required fire flows; iii. expected fire flows; and iv. Fire Flow Certification Letter that is signed and stamped by a professional engineer that states the theoretical flow rate at a pressure of 20 psi. <p>Ideally these would be obtained through a hydrant flow test of the hydrants in the vicinity of the development with the results obtained submitted as part of the FSR supporting documentation. Wastewater Analysis:</p> <ul style="list-style-type: none"> i. outline of existing sanitary sewer system with any downstream constraints to be addressed; ii. sanitary sewer design sheets; and 	<p>Calculations for the required fire flows are provided in Appendix B of the FSR.</p> <p>The Fire Flow Test was completed by BA Fire Safety on April 20, 2023 and the certification letter is included in this submission as part of Appendix B of the FSR dated 2023-05-09.</p> <p>The Watermain analysis is provided in Addendum 1 to the FSR dated 2023-05-05</p>

<p>iii. provide internal and external Sanitary Area Drainage Plans.</p> <p>Regional staff recommend that if the engineer on file has any questions regarding the Regional Infrastructure requirements outlined above that they contact Alex Hilder at (905)-825-6000 ext. 7967 or Alex.Hilder@halton.ca.</p>	
<p>The applicant will be required to obtain sufficient servicing allocation from the Town of Halton Hills for the proposed development. Regional staff will provide confirmation of the required allocation once a revised Functional Servicing Report has been submitted and found to be satisfactory. As this development review process advances, the timing of this allocation will be clarified and may require a Holding ‘H’ Provision on the property if a decision on the applications happens in advance of the allocation being provided by the Town of Halton Hills.</p> <p>No wastewater service laterals or water service connections are to cross existing or proposed property lines. Any existing water or wastewater services that will not be re-used must be disconnected at the mains at the expense of the owner.</p> <p>The applicant shall comply with the Region’s current construction and design standards as stated in the Region’s Development Engineering Review Manual, Region of Halton Design Criteria, Contract Specifications and Standard Drawings, Sewer Discharge By-Law 02-03, Multi-unit Servicing Policy as set out in Report PPW01-96 and the By-Law Respecting the Prevention of Backflow Into the Water System as set out in By-Law 157-05.</p> <p>Further specific servicing requirements, such as the need for Regional Services Permits will be detailed in the Region’s comments of the future Site Plan application.</p>	<p>No comment at this time.</p>
<p><u>Waste Management</u></p> <p>It is not clear through the second submission if the applicant is seeking municipal waste collection or if a private service will be used. The subject property is eligible for Regional waste collection, but the waste comments provided in the Region’s March 1, 2021 letter have not been addressed. Regional staff require a Waste Management Plan be provided for review that includes representative scaled drawings. The Waste Plan is to include the criteria outlined in Section 1.4.1 of the Region’s Development Design Guidelines for Source Separation of Solid Waste https://www.halton.ca/Repository/Development-Design-</p>	<p>The Waste Management access details are addressed in the Transportation Brief and the collection area is identified in the Site Plan.</p>

<p>Guidelines-for-Source-Separation. Regional staff will also require the following items to be included in the Plan:</p> <ul style="list-style-type: none"> • turning radius of 13 m centre line is required for waste collection vehicles; • overhead clearance of 7.5 m if waste collection truck required to drive under; • collection point level (+/- 2%); • weight capacity 35 tonnes (P.Eng certified) if waste collection truck required to drive over structure (i.e. parking garage); • two-way traffic – 6 m road width/ One-way traffic – 4.5 m road width; continuous forward collection of Waste collection vehicles without reversing (Cul-de-sac or T-turnaround may be acceptable); • 18 m minimum head-on approach; • 18 m maximum back-up distance; • collection area – minimum area required for waste receptacles; • door width for waste rooms and any door where a waste receptacle must go through – minimum 2.2 m; • internal storage requirements included as per Section 1.9 – note which section applies; and • sufficient storage for all waste receptacles (and compactors if required). <p>This is an important matter to be addressed at the OPA and Zoning stage of the planning process, as accommodating municipal waste collection vehicles can significantly impact the site layout and/or design of a development.</p>	
<p><u>Finance</u></p> <p>The owner will be required to pay all applicable Regional Development Charges (DCs) in accordance with the Region of Halton Development Charges By-law(s), as amended. If a subdivision (or other form of development) agreement is required, a portion of the Regional DCs for residential units may be payable upon execution of the agreement or in accordance with the terms and conditions set out in the agreement. In addition, commencing January 1, 2017 every owner of land located in Halton Region intended for residential development will be subject to the Front-ending Recovery Payment. Residential developments on lands located in Halton Region that prior to January 1, 2017 are part of a Regional allocation program, or have an executed Regional/Local Subdivision or consent agreement, or have an executed site plan agreement with the Local Municipality, or received a notice in writing from the Local Municipality that all requirements under</p>	<p>No action required at this time.</p>



<p>the Planning Act have been met, or obtained a building permit are not subject to the Front-ending Recovery Payment. The above note is for information purpose only. All residential development applicants and every owner of land located in Halton Region assume all of the responsibilities and risks related to the use of the information provided herein. Please visit our website at https://www.halton.ca/The-Region/Finance-and-Transparency/Financing-Growth/Development-Charges-Front-ending-Recovery-Payment to obtain the most current information which is subject to change.</p>	
<p><u>Conclusion</u> Regional staff are not yet able to support the subject applications until the comments outlined in this letter have been sufficiently addressed through a subsequent submission. To help assist with the review of the next submission, Regional staff request that a response document/matrix be provided that clearly outlines how the Regional comments in this letter have been addressed.</p>	

CONCLUSION

This letter was prepared to provide a response to Halton REgion comments for the development permit at 16-18 Mill St. We trust that this response in addition to the revised application documents are sufficient to address the Halton Region comments. Please do not hesitate to contact us for future questions or concerns.

Egmond Associates Ltd
Geotechnical & Environmental Engineers


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