

PLANNING & INFRASTRUCTURE

Town of Halton Hills Planning & Infrastructure provides many of the municipal services that the community relies on for safety and mobility. We welcome your feedback and look forward to “Working Together, Working for You”.

Contact Information

Mailing Address:

Town of Halton Hills
1 Halton Hills Drive, Halton Hills, ON
L7G 5G2 (Lower Level)

General Inquiries: 905-873-2601 Ext. 2300

E-mail: inf@haltonhills.ca

Website: www.haltonhills.ca/inf

Contact Form: www.haltonhills.ca/contact/inf

Building Services

Administration and Enforcement of the Ontario Building Code

The Building Services Division processes building permit applications, performs plans examination of the design documentation submitted in support of the applications for permits, issues building permits and performs mandatory inspections of the work proposed under building permits. Permits are required for the construction of any new building over 10m² (108 sq. ft.) in area as well as for additions, renovations, alterations, repairs, change of use and demolition of existing buildings. Installation of permanent signs (fascia and free standing signs), finishing of basements, installation of HVAC, plumbing systems and on-site sewage disposal (septic) systems, basement walkouts, and installation of mobile homes also require the issuance of building permits.

The Building Services Division is also responsible for the implementation of the Mandatory Sewage Systems Maintenance Inspection Program for the properties affected by the Source Water Protection Plan within the Town of Halton Hills.

Pool Enclosure By-law

Building Services Division issues permits for the installation of pool enclosures and performs related inspections.

Registration of Two-Unit Houses

The Town of Halton Hills By-law 2016-0005 requires registration of two-unit houses. The Building Services Division administers the registration process which legalizes the existence of a two-unit house and ensures that a house complies with all applicable codes and standards. Unless building permits have been issued for the construction of both units within a house, a building permit is required for the creation of the second dwelling unit.

Zoning Services

The Zoning Section implements Zoning By-laws and participates in the approval process of the building and development applications.

Engineering Services

This section oversees the Design and Construction Capital Program in addition to the Development Engineering and Transportation functions of the Town.

Design & Construction

The Design and Construction section designs, inspects and approves the Town's Capital Road Program. Other inquiries that we often deal with are bridge projects and designs, road work design and inspections, and town-owned land inquiries.

Development Engineering

The Development Engineering section reviews and administers new subdivisions and land development applications within the Town. We act as liaisons between residents and the developers to manage issues regarding concerns such as:

- Noise and dust
- Driveway apron paving and street lights with new development
- Lot grading and water drainage
- Entrance/Excavation Permits
- Development Engineering
- Site Alteration Permits

Transportation

The Transportation section oversees the Town's road network for master planning, active transportation, traffic calming and day to day traffic operations for safe commuting for all users.

Building & Engineering 905-873-2601:

- Bridge Projects/Designs: Ext. 2319
- Building Inspections: Ext. 2922
- Building Permits: Ext. 2924
- Development Engineering: Ext. 2200
- Permanent Signs: Ext. 2924
- Road Construction & Inspection: Ext. 2300
- Traffic Operations & Safety: Ext. 2300
- Transportation Planning: Ext. 2300
- Two-Unit House Registration: Ext. 2960
- Zoning Services: Ext. 2320

Public Works Operations Centre



Robert C. Austin Operations Centre,
11620 Trafalgar Road, Halton Hills, ON
www.haltonhills.ca/inf

Public Works - 905-873-2601:

- General Inquiries: Ext. 2603
- After Hours: Ext. 2600
 - # '1' Live After-Hours Answering Service
 - # '2' Page the On-Call Supervisor
 - # '3' Leave a General Public Works message
- Potholes (reporting): Ext. 2603
- School Crossing Guards: Ext. 2610
- Traffic Signals/Operations: Ext. 2215
- Transit (ActiVan/Taxi Scrip): Ext. 2617

Emerald Ash Borer (EAB) Management Strategy

The Emerald Ash Borer is an exotic wood-boring beetle native to East Asia that is emerald green in colour & less than 14 mm (1/2 inch) long and is known to feed only on Ash trees in North America.

- EAB affects only Ash trees
- Both healthy and distressed trees are attacked
- Citizens are responsible for trees on their private property
- Contact local tree service companies for further assistance
- Do not plant Ash trees
- Early detection is extremely difficult

Potholes

Residents are asked to call Public Works to report potholes or other roadway deficiencies. See contact information above.



Youth Taxi Scrip Program

The Youth Taxi Scrip provides a 40% discount on local taxi fares for registered youth (ages 13-19) residing in Halton Hills.

For more information on requirements and registration, call 905-702-6435 or visit www.haltonhills.ca/youth.

Traffic Signals & Operations

Town of Halton Hills is responsible to install, maintain and operate traffic control devices and roadway illumination to ensure safe and efficient flow of people and goods on our Town roads.

Ontario One Call (ON1Call)

Ontario One Call (ON1Call) is a call centre that receives excavation locate requests and notifies registered owners of underground facilities within the vicinity of the dig-site of the planned excavation.



CALL BEFORE YOU DIG:
1-800-400-2255 or visit www.on1call.com

ActiVan Accessible Transit & Taxi Scrip Program

Transportation services anywhere within the municipality of Halton Hills for seniors age 65+ and persons of disabilities. Contact us for registration to participate in the program, purchase of coupons and program fees.



Planning, Development & Sustainability - 905-873-2601:

General Inquiries: Ext. 2900

E-mail: planning@haltonhills.ca

Website: www.haltonhills.ca/planning

Inquiries: www.haltonhills.ca/contact/comment.php

Office of Sustainability

Sustainability is about taking actions today that will create a better future, with an even higher quality of life, for the present and future generations. Sustainability is about ensuring that today's actions lead to a future with a prosperous economy, healthy natural environment, social well-being, and a vibrant arts and culture scene throughout Halton Hills. It is an opportunity to plan proactively for challenges that may wait on the horizon, including rising energy costs and new regulations.

- Community Partnerships
- Earth Day/Earth Hour
- Energy Conservation & GTA Clean Air Council
- Green Development and Green Building Standards Study
- Green Meeting and Events
- Green Plan Report Card

For more information, call 905-873-2601 Ext. 2290 or visit www.haltonhills.ca/sustainability.

Planning, Development & Sustainability - 905-873-2601:

- Development Information Ext. 2900
- General Inquiries Ext. 2900
- Minor Variance/Consent Ext. 2292
- Sustainability Ext. 2290
- Vision Georgetown Ext. 2214/2254

Legal Section

- Development Agreement Compliance Requests
- Development Agreement Preparation contact Ext. 2344

Policy & Information Services

Develop long range and other land use plans/strategies which are in keeping with the planning principles of 'complete communities' and consistent with the Town's vision, Town Strategic Plan, and approved directions of Council.

Premier Gateway Phase 1B Employment Area

The Secondary Plan will determine land use to support future development on these lands and will contribute to the town-wide target of about 43,000 jobs by 2031. Contact us at ext. 2253 or visit our website at: www.haltonhills.ca/initiatives/Phase1B.php

Development Review Services

Our staff works to promote and advance high quality and sustainable development in the community in a manner consistent with Town Council's vision and best practices in community planning, public consultation, urban design and project management. We strive to deliver timely and professional recommendations and decisions on various development matters that balance public and private interests.

Generally, development review staff receive, process and provide information on applications in various Planning Act related categories including:

- Site plans
- Minor variances and consents
- Subdivisions and condominiums
- Official Plan and Zoning By-law amendments

The overall framework that governs development in Ontario also includes other laws, policies and related processes.

As such, we also provide comment on Niagara Escarpment Commission development applications, proposed quarries, and other development matters. On a daily basis our work requires coordination of various technical disciplines within the Town and with other agencies such as the Conservation Authorities, Halton Region, Niagara Escarpment Commission, and Provincial ministries.

Vision Georgetown

This 404 ha (1,000 ac) parcel of land will be home to 19,000 residents and provide 1,700 new jobs starting in 2021. Email us at visiongeorgetown@haltonhills.ca or contact Planning Staff at Ext. 2214/2254.



COMMUNITY SUSTAINABILITY STRATEGY

The Halton Hills Community Sustainability Strategy, Imagine Halton Hills, provides a vision to the year 2060, including 167 goals to advance cultural vibrancy, economic prosperity, environmental health and social well-being.

Become a partner and help us implement our Strategy

www.haltonhills.ca/SustainabilityStrategy
905-873-2601 ext. 2290



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