

**TOWN OF MISSISSIPPI MILLS
COMMUNITY OFFICIAL PLAN**

RECOMMENDED FOR COUNCIL ADOPTION

November 29, 2005

TOWN OF MISSISSIPPI MILLS COMMUNITY OFFICIAL PLAN

TABLE OF CONTENTS

1	INTRODUCTION	7
1.1	PURPOSE OF THE COMMUNITY OFFICIAL PLAN.....	7
1.2	AUTHORITY.....	7
1.3	TITLE.....	8
1.4	ORGANIZATION OF THE PLAN	8
1.5	INTERPRETATION	9
1.5.1	<i>Policy</i>	<i>9</i>
1.5.2	<i>Land Use Boundaries.....</i>	<i>10</i>
1.5.3	<i>Figures and Numerical Quantities</i>	<i>10</i>
1.6	PLANNING PERIOD	10
1.7	MONITORING AND REVIEW OF PLAN.....	10
1.7.1	<i>Three Year Review.....</i>	<i>11</i>
1.8	NEED TO CONFORM TO THIS PLAN	12
1.9	HOW TO USE THIS PLAN	12
2	BASIS OF THE COMMUNITY OFFICIAL PLAN	14
2.1	VISION STATEMENT	14
2.2	THE TOWN OF MISSISSIPPI MILLS	14
2.3	PLANNING HISTORY	15
2.4	WHAT IS A COMMUNITY OFFICIAL PLAN?.....	15
2.5	GROWTH AND SETTLEMENT	17
2.5.1	<i>Goals and Objectives</i>	<i>17</i>
2.5.2	<i>Smart Growth</i>	<i>19</i>
2.5.3	<i>Mississippi Mills Growth and Settlement Strategy.....</i>	<i>19</i>
2.5.3.1	<i>Population Projection.....</i>	<i>19</i>
2.5.3.2	<i>Settlement Strategy</i>	<i>20</i>
3	LAND USE POLICIES.....	25
3.1	ENVIRONMENT LAND USE POLICIES.....	25
3.1.1	<i>Goal and Objectives</i>	<i>25</i>
3.1.2	<i>Environmental and Natural Heritage Features.....</i>	<i>27</i>
3.1.2.1	<i>Provincially and Locally Significant Wetlands.....</i>	<i>27</i>
3.1.2.2	<i>Area of Natural and Scientific Interest.....</i>	<i>29</i>
3.1.2.3	<i>Vegetation Cover and Significant Woodlands.....</i>	<i>30</i>
3.1.2.4	<i>Fish Habitat</i>	<i>32</i>
3.1.2.5	<i>Wildlife Habitat</i>	<i>32</i>
3.1.2.6	<i>Threatened & Endangered Species.....</i>	<i>33</i>
3.1.2.7	<i>Environmental Impact Assessment</i>	<i>33</i>
3.1.3	<i>Environmental Hazards and Constraints.....</i>	<i>35</i>
3.1.3.1	<i>Flood Plain Policies.....</i>	<i>35</i>
3.1.3.2	<i>Erosion Hazards and Slopes</i>	<i>39</i>
3.1.3.3	<i>Contaminated Sites</i>	<i>41</i>
3.1.4	<i>Almonte Wellhead Protection Policies</i>	<i>42</i>
3.1.4.1	<i>Goals.....</i>	<i>42</i>
3.1.4.2	<i>Definition of WPAs.....</i>	<i>43</i>
3.1.4.3	<i>Identification of WPAs.....</i>	<i>43</i>
3.1.4.4	<i>Scope of Land Use Categories</i>	<i>44</i>
3.1.4.5	<i>Permitted Uses</i>	<i>46</i>
3.1.4.6	<i>Abandoned Wells.....</i>	<i>48</i>

3.1.4.7	Aggregate Resources.....	49
3.1.4.8	Development Criteria.....	49
3.1.4.9	Best Management Practices	49
3.1.4.10	Monitoring	49
3.1.4.11	Adjacent Lands	50
3.1.4.12	Zoning By-law	50
3.1.4.13	Site Plan Control.....	50
3.1.4.14	Public Education	50
3.1.4.15	Alternative Protection Measures	51
3.1.4.16	Land Division	51
3.2	AGRICULTURAL POLICIES	52
3.2.1	<i>Goal and Objectives</i>	53
3.2.2	<i>Permitted Uses</i>	54
3.2.3	<i>General Policies</i>	55
3.2.4	<i>Land Stewardship, Sustainable Operations and Nutrient Management.....</i>	55
3.2.5	<i>Residential Development.....</i>	56
3.2.6	<i>Agricultural Commercial & Industrial Development</i>	56
3.2.7	<i>Severances and Lot Creation.....</i>	56
3.2.8	<i>Prime Agriculture Area Redesignation.....</i>	58
3.3	RURAL POLICIES	59
3.3.1	<i>Goal and Objectives</i>	59
3.3.2	<i>Permitted Uses</i>	61
3.3.3	<i>General Policies</i>	62
3.3.4	<i>Locally Significant Agricultural Operations</i>	63
3.3.5	<i>Residential Development.....</i>	64
3.3.6	<i>Severances and Lot Creation.....</i>	64
3.3.7	<i>Cluster Lot Development.....</i>	67
3.3.8	<i>Rural Commercial & Industrial</i>	69
3.3.8.1	<i>Rural Commercial & Industrial Policies.....</i>	69
3.3.8.2	<i>Tourist Commercial Policies.....</i>	71
3.3.8.3	<i>Wrecking and Salvage Yards</i>	74
3.4	RURAL SETTLEMENT AREAS & VILLAGES	75
3.4.1	<i>Goal and Objectives</i>	75
3.4.2	<i>Permitted Uses</i>	76
3.4.3	<i>Policies</i>	76
3.4.4	<i>Special Uses</i>	78
3.4.4.1	<i>Special Policy Area 1.....</i>	78
3.4.4.2	<i>Special Policy Area II.....</i>	78
3.5	AGGREGATE & MINERAL RESOURCES POLICIES.....	79
3.5.1	<i>Goal and Objective</i>	79
3.5.2	<i>Aggregate Resource Boundaries and Permitted Uses.....</i>	81
3.5.3	<i>Aggregate Resource General Policies</i>	81
3.5.4	<i>Aggregate Resource Influence Area.....</i>	82
3.5.5	<i>Removal or Expansion of Aggregate Resource Designation</i>	83
3.5.6	<i>Aggregate Extraction on Prime Agricultural Lands</i>	83
3.5.7	<i>Wayside Pits and Quarries</i>	84
3.5.8	<i>Portable Asphalt Plants and Portable Concrete Plants</i>	84
3.5.9	<i>Mineral Resources.....</i>	85
3.6	RESIDENTIAL.....	87
3.6.1	<i>Goal and Objectives</i>	87
3.6.2	<i>Residential Permitted Uses</i>	89
3.6.3	<i>Affordable Housing.....</i>	89
3.6.4	<i>Supply of Serviced Residential Land</i>	89
3.6.5	<i>Range of Housing Types</i>	90
3.6.6	<i>Special Needs Housing.....</i>	91
3.6.7	<i>Infilling</i>	91

3.6.8	Residential Conversion Policy	91
3.6.9	Apartment In Houses Policy	92
3.6.10	Bed & Breakfast Policy	92
3.6.11	Home-Based Business Policy	92
3.6.12	Group Home Policies	93
3.6.13	Garden Suite Policies	94
3.6.14	Day Nurseries	94
3.6.15	Country Inn	95
3.6.16	Residential Abutting Agriculture Lands	96
3.7	COMMERCIAL AND INDUSTRIAL LAND USE POLICIES	97
3.7.1	Goal and Objectives	97
3.7.2	Downtown Commercial	99
3.7.2.1	Permitted Uses	99
3.7.2.2	Downtown Commercial Policies	100
3.7.2.3	Downtown Commercial Parking Policies	100
3.7.2.4	Cash-In Lieu of Parking Policy	101
3.7.3	Highway Commercial	102
3.7.3.1	Permitted Uses	102
3.7.3.2	Highway Commercial Policies	103
3.7.3.3	Highway Commercial Areas as Community Gateways	104
3.7.3.4	Shopping Centre Commercial Development.....	104
3.7.4	Business Park	105
3.7.4.1	Permitted Uses	105
3.7.4.2	Business Park Policies	106
3.7.5	Industrial	106
3.7.5.1	Permitted Uses	107
3.7.5.2	Industrial Policies	108
3.7.5.3	Influence Areas	109
3.8	PARKLAND & OPEN SPACE	111
3.8.1	Goal and Objectives	111
3.8.2	Permitted Uses	113
3.8.3	Parkland Classification	113
	Development Standards for Parks	114
3.8.4	114
3.8.5	Parkland Acquisition	115
3.8.5.1	Public Waterfront Access	115
3.8.5.2	Outside of the Planning Act.....	116
3.8.6	Non-municipal Public Lands	117
3.8.6.1	Land Trusts	117
4	GENERAL POLICIES	119
4.1	GENERAL ENVIRONMENT	119
4.1.1	Surface and Ground Water Protection	119
4.1.1.1	Goals and Objective	119
4.1.1.2	Identification and Mapping of Water Resources.....	119
4.1.1.3	Watershed Planning	120
4.1.1.4	Site Specific Development Criteria	120
4.1.2	Air Quality and Greenhouse Gas Emissions	125
4.1.3	Night Skies	126
4.2	DESIGN	128
4.2.1	Goal & Objectives	128
4.2.2	Urban Design	130
4.2.3	General Policies	130
4.2.4	Rural Design	133
4.2.3.1	General Policies.....	134
4.2.5	Rural Settlement Areas and Village Design	135

4.3	HERITAGE RESOURCES.....	138
4.3.1	Goals and Objectives	138
4.3.2	Heritage Committee	139
4.3.3	Development Review and Heritage Resources	139
4.3.4	Heritage Resource Conservation	140
4.3.4.1	Individual Sites Designation.....	140
4.3.4.2	Heritage Conservation Districts.....	141
4.3.4.3	Alterations to designated properties.....	142
4.3.4.4	Demolition or removal of designated buildings.....	142
4.3.5	Archaeological Heritage Resources	142
4.3.6	Design Issues	143
4.4	ECONOMIC DEVELOPMENT.....	144
4.4.1	Goal and Objectives	145
4.4.2	Business Development Policies	146
4.4.3	Land Use Policies	146
4.4.4	Amenities and Infrastructure	147
4.4.5	Partnerships	147
4.5	ARTS AND CULTURE.....	148
4.5.1	Goals and Objectives	148
4.5.2	General Policy	149
4.6	TRANSPORTATION.....	150
4.6.1	Goal and Objectives	150
4.6.2	Provincial Highway	152
4.6.3	County Roads	152
4.6.4	Local Municipal Roads	153
4.6.4.1	Access.....	153
4.6.4.2	Right-of-Way.....	153
4.6.4.3	New Local Municipal Roads.....	154
4.6.4.4	Seasonal Local Municipal Roads.....	154
4.6.4.5	Unopened Road Allowances.....	155
4.6.4.6	Public Capital Works.....	155
4.6.5	Commercial/Industrial Traffic	155
4.6.6	Traffic Flows	156
4.6.7	Laneways	156
4.6.8	Scenic or Heritage Roads	156
4.6.9	Private Roads	157
4.6.10	Pedestrian Policies	158
4.6.11	Cycling Policies	158
4.6.12	Parking	159
4.6.13	Traffic Impact Assessment	159
4.6.14	Alternative Traffic Routes	160
4.6.15	Public Transit	160
4.6.16	Railway	160
4.6.17	Waterways	161
4.6.18	Signage	161
4.7	COMMUNITY FACILITIES.....	163
4.7.1	Community Facility Policies	163
4.8	GOVERNMENT AND ESSENTIAL SERVICES.....	164
4.8.1	Goals and Objectives	164
4.8.2	Public Uses and Utilities	166
4.8.2.1	Radio Communication Systems.....	167
4.8.3	Sewage Disposal and Water Supply	168
4.8.3.1	Public Sewer and Water Policies.....	168
4.8.3.2	Individual On-Site Sewage Disposal and Water Supply Policies.....	171
4.8.3.3	Communal Services.....	172

4.8.4	<i>Fire, Police, Education, Health Care, Library, Recreation Services</i>	173
4.8.5	<i>Waste Management</i>	173
4.9	ACCESSIBILITY	174
5	IMPLEMENTATION SECTION	175
5.1	HOW TO AMEND THE COMMUNITY OFFICIAL PLAN	175
5.2	EXISTING USES WHICH DO NOT CONFORM TO THE OFFICIAL PLAN	176
5.3	LEGISLATION PURSUANT TO THE PLANNING ACT AND MUNICIPAL ACT	176
5.3.1	<i>Zoning By-Law</i>	176
5.3.2	<i>Increased Height & Density Provisions</i>	177
5.3.3	<i>Holding Zones</i>	178
5.3.4	<i>Temporary Use By-Laws</i>	179
5.3.5	<i>Interim Control By-Laws</i>	180
5.3.6	<i>Site Plan Control</i>	180
5.3.7	<i>Minor Variances to the Zoning By-Law</i>	182
5.3.8	<i>Legal Non-Conforming Uses</i>	182
5.3.9	<i>Parking, Cash-In-Lieu Requirements</i>	184
5.3.10	<i>Plans of Subdivision</i>	184
5.3.11	<i>Consent to Sever Land</i>	185
5.3.11.1	General Lot Creation Policies.....	185
5.3.11.2	General Consent Policies	186
5.3.12	<i>Plan of Condominium</i>	188
5.3.13	<i>Part-Lot Control</i>	189
5.3.14	<i>Community Improvement</i>	189
5.4	BUILDING CODE.....	189
5.5	PROPERTY MAINTENANCE.....	189
5.6	ENVIRONMENTAL ASSESSMENT ACT.....	190
5.7	LOCAL IMPROVEMENTS	191
5.8	ONTARIO HERITAGE ACT	191
5.9	PUBLIC CONSULTATION AND A FAIR AND TIMELY PROCESS	192
5.10	SIGN BY-LAW	193
5.11	COOPERATION WITH ADJACENT MUNICIPALITIES	193
5.12	FINANCE	193
5.13	DEVELOPMENT CHARGES ACT.....	194
5.14	ONTARIO MUNICIPAL BOARD (OMB)	194
5.14.1	<i>How the OMB Resolves Disagreements</i>	195
5.15	DEFINITIONS.....	196

SCHEDULE A – RURAL LAND USE

SCHEDULE B – ALMONTE LAND USE

SCHEDULE C – PAKENHAM LAND USE

SCHEDULE D1 & D2 – ALMONTE WELL HEAD PROTECTION AREAS

APPENDIX A – NATURAL HERITAGE AND CONSTRAINTS

APPENDIX B – PROVINCIAL POLICY STATEMENT 2005

APPENDIX C – PRIVATE ROAD STANDARD

Note:

Terms presented in ***bold & italicised*** script identify words defined in the Section 5.15, Definition.

1 INTRODUCTION

1.1 PURPOSE OF THE COMMUNITY OFFICIAL PLAN

The Mississippi Mills Community Official Plan is a legal document containing the goals, objectives and policies which guide the development, growth and change of the Town of Mississippi Mills. This Plan is intended to assist Town Council and its various committees, municipal staff, developers, government agencies and the public in their efforts to maintain and strengthen the environmental, economic, physical and social fabric of the Town of Mississippi Mills.

The creation of the Town of Mississippi Mills in 1998 brought together the former Town of Almonte and the Townships of Ramsay and Pakenham into one local government structure, responsible for providing services to a diverse small town and rural population of approximately 12,000 people.

The Mississippi Mills Community Official Plan has been developed through extensive community consultation and reflects the collective views and values of the community. There has also been consultation with government agencies in order that the Plan may reflect the policies and practices of the various public bodies involved in the management of growth and development.

As growth and development takes place, change will occur. This Plan sets out a clear public statement on how the community, through Council, intends to manage future growth and development. It provides a consistent policy framework to guide public and private sector decisions and investment within the Town. It presents a commitment to managed growth, **sustainable** development, sound resource management and environmental protection.

The Mississippi Mills Community Official Plan applies to all of the lands within the corporate limits of the Town of Mississippi Mills (approximately 525 square kilometres) and is intended to guide the growth and development of the Town until the year 2025. It is a comprehensive community policy document under the jurisdiction of the Council of the Town of Mississippi Mills.

1.2 AUTHORITY

In addition to expressing community values, the Community Official Plan is a legal document that addresses matters of provincial interest, as expressed in the Provincial Policy Statement, 2005 (Appendix B). The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development. The Provincial Policy Statement provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The Provincial Policy Statement supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The Mississippi Mills Community Official Plan was prepared under the authority of Section 16 of the Planning Act, R.S.O. 1990, which states that:

“An official plan shall contain goals, objectives and policies established primarily to manage and direct physical change and the effects on the social, economic and natural environment of the municipality ... and may contain a description of the measures and procedures proposed to attain the objectives of the plan and a description of the measures and procedures for informing and obtaining the views of the public in respect of a proposed amendment to the official plan or proposed revision of the plan or in respect of a proposed zoning by-law.”

Once this Plan has been adopted by the Council of the Town of Mississippi Mills and approved by the Minister of Municipal Affairs, it shall be deemed to be consistent with Provincial policy. In a number of instances, the policies of this Plan exceed the minimum policies set out by the Province. Where there are differences between the policies of this Plan and Provincial policies, the policies contained herein shall be the land use policies to be implemented.

1.3 TITLE

This document shall be known as the “**Mississippi Mills Community Official Plan**” and is hereinafter referenced as the Community Official Plan, Official Plan or the Plan.

1.4 ORGANIZATION OF THE PLAN

The Community Official Plan consists of the following text and the attached Schedules A to D (maps).

The text of the Community Official Plan is organized into five (5) sections:

1. **Introduction:** contains the administrative components of the Plan;
2. **Basis of the Plan:** sets out the vision of the community, planning history and growth and settlement strategy;
3. **Land Use Policies:** details the specific policies for the various land uses recognized by the Plan;
4. **General Policies:** applies to all development within the Town; and,
5. **Implementation:** identifies the various planning tools available to implement the policies of the Plan, relevant legislation and definitions.

The following four Schedules and three Appendices are attached to and form part of this Plan:

- **Schedule A:** is the land use schedule for the rural lands lying outside of the urban areas of Almonte and Pakenham village;
- **Schedule B:** is the land use schedule for Almonte;

- **Schedule C:** is the land use schedule for Pakenham village;
- **Schedules D1 & D2:** identifies the well head protection area for the Almonte municipal wells;
- **Appendix A:** identifies natural heritage features and constraints within the rural lands;
- **Appendix B:** is the Provincial Policy Statement, 2005
- **Appendix C:** is the Private Road Standard

1.5 INTERPRETATION

1.5.1 Policy

1. Individual policies in this Plan should not be read or interpreted in isolation but rather should be interpreted along with the intent of the Community Vision, Goals, Objectives and relevant policies contained within this Plan. When attempting to determine whether a development proposal conforms to the Community Official Plan, all relevant policies must be reviewed and considered.
2. Where differences of opinion arise as to the meaning of any part of this Plan or where there is an apparent conflict between different policies of this Plan, Town Council shall be responsible for resolving the conflict after hearing all interested parties. Typically, where there is a conflict between two policies, the more restrictive of the two policies shall apply
3. Buildings, structures, uses, etc. that are normally incidental, accessory or essential to a permitted use shall also be allowed even though they may not be specifically identified in the land use policies.
4. Where examples of permitted uses are provided for a land use, they are intended to indicate the possible range of uses considered appropriate and not to be interpreted as all-encompassing unless otherwise stated as such. However, all uses shall be in conformity with the general intent and policies of the land use designations of this Plan.
5. Where an Act or Legislation is referred to, such references shall be interpreted to include any subsequent legislation that may supersede the Act or Legislation so named.
6. From time to time, the names of various ministries or agencies may change. In addition, responsibilities may shift from one agency to another. The names of various agencies responsible for the many programs, regulations and approvals are presented in this Plan as of the date of adoption of this Plan. An amendment to this Plan is not required each time a responsibility or name change occurs. Rather, the Plan shall be interpreted to refer to those bodies named, or to their successors, as conditions dictate.

1.5.2 Land Use Boundaries

1. The boundaries of the land use designations and natural features shown on Schedules A to D and Appendix A are intended to be approximate. Boundaries are to be considered absolute only where they are clearly bounded by roads, railways, rivers or streams or other geographical barriers.
2. An amendment to this Plan shall not be required in order to make minor adjustments to the boundaries of the land use designations, natural features or the location of roads, provided that the general intent of the Plan is maintained.
3. Given the generalized boundaries of environmental features and resources, such as wetlands, areas of natural and scientific interest, mineral aggregate resources and agricultural soils, it may be necessary to more precisely interpret the boundaries of these features and corresponding land uses during the consideration of an individual development proposal. The interpretation of the limits of such features shall be undertaken and/or approved in conjunction with the public bodies responsible for the feature (e.g. flood plain boundary determined by Mississippi Valley Conservation).

1.5.3 Figures and Numerical Quantities

All figures and numerical quantities herein shall be considered as approximate and an amendment to the Plan shall not be required for any reasonable variance from the proposed figures, unless otherwise stated.

1.6 PLANNING PERIOD

The Planning Period for this Official Plan is approximately 20 years (2005 to 2025). The designation of land for settlement and employment is based on accommodating anticipated population and employment growth to the year 2025 with a margin of surplus to ensure effective competition in the land market.

Policies for the protection and enhancement of natural resources and the natural environment and the policies relating to **infrastructure** improvements have no specific timeframes. It is the intent of this Plan that significant natural features shall be maintained in a natural state for future generations and that natural resources shall be protected to provide for their current and future utilization.

This Plan identifies major **infrastructure** improvements which may occur both during and beyond the planning period.

1.7 MONITORING AND REVIEW OF PLAN

This Plan should be seen as an evolving document, requiring regular monitoring, review and updating in order to ensure that the goals, objectives and policies

reflect the changing environmental, economic, and social circumstances of the Town.

The Plan shall be reviewed on a regular basis to ensure that the goals and objectives are being achieved and the policies remain relevant. Council shall hold a special public meeting not less than once every three (3) years pursuant to Section 26 of the Planning Act as part of the review of this Plan.

The Town shall notify all relevant public bodies, the general public and interested groups and organizations of its intent to conduct a review of the Community Official Plan.

A review of the Community Official Plan shall be automatically triggered:

1. Every three (3) years - it is recommended that this review take place in the second year of Council's term ;
2. If communal_or municipal sewer and water services are to be provided to existing privately serviced village or rural_settlement areas or a new rural settlement area outside of the Almonte Ward boundary; or,
3. If, in the opinion of Council, there is a significant change within the community that warrants a review of the Plan.

1.7.1 Three Year Review

A review shall include as a minimum:

- i. A **comprehensive review** of the "50/30/20 Settlement Strategy" and the accuracy of the population projection of the Plan;
- ii. infrastructure capacity and servicing options to accommodate growth;
- iii. trends, technology and emerging ideas on the management of growth and resources;
- iv. a **comprehensive review** of_the supply of lands available for development;
- v. an assessment of the cluster lot development pilot project detailed in Section 3.3.7;
- vi. achievements of Council in terms of carrying out the identified studies and actions noted in the Plan;
- vii. feedback received from the development industry and property owners related to the Town's planning program;
- viii. appropriateness of policies in managing growth and development, resource management, provincially and locally significant agricultural lands and/or protecting the environment;
- ix. a review and assessment of the function, health and land use boundaries of downtown commercial core areas

A public report shall be prepared which summarizes:

- an assessment of the above noted items;

- comments received from government agencies and the general public related to the review of the Community Official Plan;
- the components of the Community Official Plan which the Town staff and Council believe are in need of updating; and,
- studies, guidelines and other actions recommended in the Community Official Plan which have been achieved since the previous review.

If the review process determines that the Plan is in need of being updated, Council shall initiate an amendment to the Community Official Plan designed to implement the necessary changes.

1.8 NEED TO CONFORM TO THIS PLAN

Despite any other general or special Act, no public or private work shall be undertaken and no by-law shall be passed for any purpose that does not conform to this Plan.

1.9 HOW TO USE THIS PLAN

This Plan is broken down into six different components (Introduction, Basis of the Plan, Land Use Policies, General Policies, Implementation, Schedules). Each of these sections contains goals, objectives and policies which are relevant to any given development proposal and should be thoroughly reviewed when assessing development. The goals and objectives of each section collectively represent the overall framework and direction of the Plan. The specific policies are designed to implement and/or achieve the goals and objectives. The Plan also contains Appendices which do not form part of this Plan but contain information designed to help clarify, understand or implement the policies of the Plan.

When determining the policies that are relevant to a specific development proposal, the following steps should be followed:

1. Identify the property affected by the development on the appropriate Schedule and determine the Land Use Designation, Natural Heritage Features and Constraints which affect the property.
2. Use the Table of Contents to locate the policies that apply to the land use designation.
3. Review the relevant Land Use Policies to determine which land uses are permitted and the planning policies that apply in undertaking any development (e.g. "Residential", "Commercial", "Rural", "Environmental Protection", etc...).
4. Refer to the General Community Policies and Implementation Policies which are cross referenced in the Land Use Policies (e.g. environmental impact assessment, municipal servicing, site plan control, etc...).
5. Depending upon the specifics of the development proposal, some type of planning approval process may be required. The various planning

approval processes are reviewed within the “Implementation Section” of this Plan.

Terms presented in ***bold and italicised*** script identify words defined in the Definition Section of the Plan.

2 BASIS OF THE COMMUNITY OFFICIAL PLAN

2.1 VISION STATEMENT

The starting point for the Community Official Plan is the clear and concise vision of the community created through the 1999 Mississippi Mills Strategic Planning exercise and subsequently adopted by Town Council.

“Mississippi Mills is an outstanding urban and rural community that is recognized for its natural and architectural beauty, high quality of life and respect for its heritage and environment. In its vision of the future, the community will be seen to promote and manage balanced economic growth.”

This vision statement is the basis upon which the goals, objectives and policies of the Community Official Plan were developed.

In adopting this Vision, the Community Official Plan sets out a challenging direction for the community. One which maintains and enhances the characteristics of the area which are valued, while promoting growth that is sustainable and based on the “smart growth” doctrine detailed in Section 2.5.2. This Plan provides very clear direction on where and how growth should take place, resulting in a community 20 years hence which is very similar to what exists today but with a clearer distinction between what is rural and what is small town.

2.2 THE TOWN OF MISSISSIPPI MILLS

In the context of rural/small town Ontario, Mississippi Mills stands out as being truly unique and fortunate. Both the rural and urban landscapes of the Town are steeped in the settlement history of eastern Ontario.

The physical landscape of Mississippi Mills is defined by the Mississippi River running through the eastern portion of the Town. Most of the agricultural land is located on either side of the Mississippi River in the former townships of Ramsay and Pakenham. The western portion of the Town is dominated by more rugged land associated with the Canadian Shield. The early development of the rural areas of the Town was based primarily on agriculture and forestry.

The former Town of Almonte, along with the village of Pakenham, and the villages of Clayton, Appleton and Blakeney are located along significant waterways. They developed because of “water power” which was used to drive the commerce and manufacturing sector in town which supported the local economy. This Plan protects and preserves the essential elements of these communities as growth-related changes occur.

Much of Mississippi Mills’ built heritage, both rural and urban, remains relatively intact. It provides a valuable record of the Town’s historical past. The many

heritage buildings, structures and streetscapes developed prior to contemporary planning regulations continue to be significant elements of our community.

Located in the eastern portion of the County of Lanark, Mississippi Mills abuts the new City of Ottawa and is approximately 50 kilometres from downtown Ottawa. As the City of Ottawa grows, so too does the Town of Mississippi Mills. Possessing a scenic beauty, impressive heritage buildings, cultural richness and a diverse commercial and institutional mix, the quality of life offered in Mississippi Mills has been an attractive alternative to the urban environments found in the City of Ottawa. It is anticipated that the Town will face increasing growth pressures during the life of this Plan due to its proximity to Ottawa.

2.3 PLANNING HISTORY

The three former municipalities that amalgamated to form the Town of Mississippi Mills each had their own official plan documents. The area was originally under a joint Official Plan for the North Lanark Planning Area, approved in 1977. With the elimination of “planning boards” in 1983, each of the former municipalities prepared their own official plans.

In 1994, both the former Town of Almonte and the Township of Pakenham adopted new Official Plans. These documents reflected the requirements of the Planning Act and various provincial ministries, with some adaptation to reflect local issues.

During much of the 1990s, the former Township of Ramsay worked on a new Official Plan which was subsequently adopted by the Town of Mississippi Mills in 1998 and approved by the Ministry of Municipal Affairs in 2001. The Ramsay Ward Official Plan represented a major break from the past in that it was developed on the basis of extensive community consultation. Responding to the ever increasing growth pressures and dramatic changes in the rural nature of Ramsay, the Ramsay Ward Official Plan set out a new and challenging direction to preserve and enhance the rural character and the natural environment of the area.

The Mississippi Mills Community Official Plan builds upon this tradition of public consultation. The desire was to prepare a modern official plan which reflected the community’s values and vision. It was also the intention to have a document that goes beyond the scope of the traditional “Official Plan” and encompasses a much broader and more comprehensive vision of the Community.

2.4 WHAT IS A COMMUNITY OFFICIAL PLAN?

The difference between the traditional “Official Plan” and a “Community Official Plan” can be explained by the document’s focus and how it is developed. The focus of this document moves beyond the traditional emphasis on land use to address the complexities that a community, such as Mississippi Mills exhibits. It

recognizes the inter-relationships between land use and the social, economic and environmental elements of the Town. Matters related to the Community's recreation and cultural services, health and social services, economic development, **heritage resources**, environmental features, etc. have all been addressed within the "Community Official Plan".

The term "Community Official Plan" also implies a sense of community ownership of the document. This buy-in is vital to the success of the Community's planning program. In an effort to establish community ownership, the development of the Community Official Plan focused on an aggressive, multi-faceted public participation program. This included the establishment of a 15 member Steering Committee representing various interests within the community to manage the project, a "Community Official Plan Summit" which prepared draft goals and objectives, a Goals and Objectives Survey distributed to every household within the community, over 50 Steering Community meetings open to the public, 8 workshops reviewing the Discussion Draft and countless meetings with various community groups conducted over a 2 ½ year period.

Efforts have been made to present the Plan in clear, concise language, which conveys the intent, purpose and direction of the individual policies.

The combination of having a comprehensive focus, developed through meaningful public consultation and presented in a clear format defines the term "Community Official Plan". The end result is a Plan which reflects the unique characteristics and desires of the Town of Mississippi Mills.

In advancing the Community's uniqueness this Plan builds on the tradition that has been established in Mississippi Mills of responsible stewardship of the land. This Plan is not saying no to development, but rather is providing direction on how to develop the Mississippi Mills way.

2.5 GROWTH AND SETTLEMENT

The Town of Mississippi Mills is in the unique and enviable position of being comprised of significant rural lands, three small villages, a large village and one fully serviced urban area. From a land use planning perspective, having both rural and urban lands presents the opportunity to direct growth and development to the most appropriate locations.

The Town of Mississippi Mills has the option of directing urban type development to urban areas and rural type development to rural areas. The Town has the ability to plan and manage rural resources and urban settlement areas in a way that Ramsay, Almonte and Pakenham could not do prior to amalgamation.

2.5.1 Goals and Objectives

It is a goal of this Plan to:

Promote managed, co-ordinated and fiscally responsible growth, which represents an efficient use of land and is environmentally sustainable. Direct the majority of new growth to areas where municipal services are available and where capacity exists to support new development.

The following objectives are designed to implement the goals:

1. Establish a growth strategy which promotes an orderly pattern of development, maintains the area's rural and small town character and which represents a logical expansion of built-up areas.
2. Establish an urban density which promotes a sustainable and efficient use of the land.
3. Encourage a mix of residential, commercial and industrial uses which meet the needs of the community and increases local employment.
4. Ensure that the rate of growth is consistent with the Town's ability to manage such development.
5. Require the majority of new development to be on municipal sewer and water services, including communal systems.
6. Explore innovative methods of bringing water and sewer services to urban areas where municipal sewer and water services do not exist.
7. Limit new development in the privately-serviced villages to infilling and minor expansions.

8. Limit new residential lots in rural areas and ensure their compatibility with surrounding rural land uses and natural resources.
9. Establish an inventory of lands which are available for development, as well as those that should be protected from development.
10. Require new growth and development to pay its fair share of growth-related costs.

2.5.2 Smart Growth

“Smart Growth” is a concept that has been discussed widely over the past five years. For the most part, the “Smart Growth” debate has focused on the growth and development of major metropolitan areas and minimizing urban sprawl. It is, however, a concept which is based on sound land use planning principles that can be applied at many different levels.

This Plan embraces the concept of “Smart Growth”. For Mississippi Mills, “Smart Growth” means:

- i. a commitment to sound resource management – protection of natural features and management of natural resources such that their long term sustainability is guaranteed;
- ii. directing urban development towards existing communities with the majority of development being located in fully serviced, compact, efficient urban communities with a broad mix of land uses;
- iii. diverse, balanced growth which is integrated into existing design with linkages between the new and the old, a focus on pedestrian travel, shopping, working, street layout, open spaces, mix of housing stock and support for existing institutional and commercial services; and,
- iv. maintaining and enhancing distinctive, attractive communities with a strong sense of place through design.

2.5.3 Mississippi Mills Growth and Settlement Strategy

This Plan sets out a clear course for managing the future growth and development and maintaining the rural and small town character of Mississippi Mills. In getting to this point, two fundamental questions were addressed:

- How much growth can be anticipated to occur over the 20 year life of the Community Official Plan?
- Where should the anticipated growth be located?

To answer the first question, the Town commissioned a professional demographer to develop a series of population projections to the year 2026. The answer to the second question came as a result of broad based public consultation into where and how the community should grow and was summarized in a preliminary growth and settlement strategy report.

2.5.3.1 Population Projection

Many of the key decisions made during the preparation of the Community Official Plan were based on the adopted Population Projection. In his report “Population Projections for Mississippi Mills, August 2002”, Dr. David Douglas notes that “a projection is a description of what the future might look like if certain things occur

over a specified period of time. Projections indicate the direction and relative magnitude of change that might occur, based on existing knowledge and the assumptions we make about the future. However, forecasting population growth remains an inexact science as some determinants are unknown and others are not measurable. The most common reason for making projections is to anticipate situations that may arise in the future so that strategic responses can be developed.”

This Plan is based on the assumption that the Town’s population will increase from 11,650 in 2001 to approximately 18,500 by 2026. This represents a rate of growth of 1.9% per year or an additional 6,850 persons over the life of this Plan. This rate of growth is very consistent with the rate of growth experienced by Mississippi Mills and its previous three municipalities between 1981 and 2001.

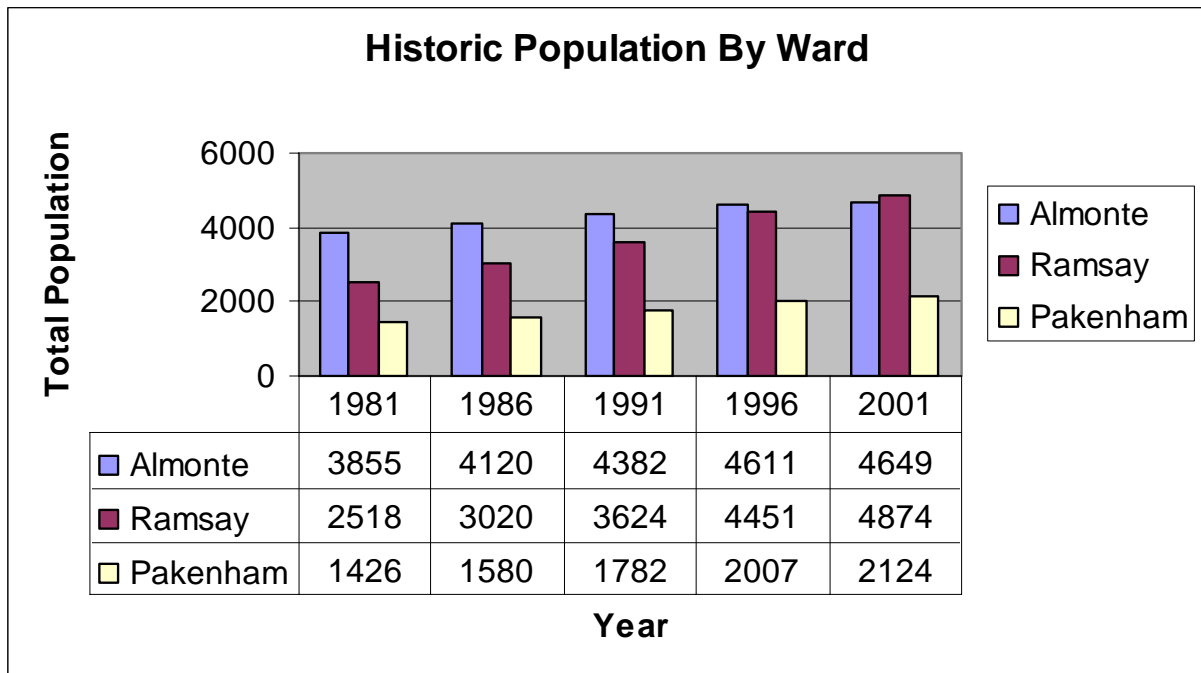
2.5.3.2 Settlement Strategy

Determining where the projected growth will take place, or more importantly, where it should take place, is one of the most fundamental elements of this Plan.

Answering the question of “where should the growth go?” impacts on all the other decisions that are relevant to planning a healthy and vibrant community. Where people will live, work, shop, and play, the maintenance and enhancement of our health, education, social and recreation services, the protection of the environment, the management of rural resources, the maintenance of our roads, the quality of our water, the management of our waste, and how much this will cost are all matters that are affected by where growth is located.

2.5.3.2.1 Where Has the Growth Gone In the Past?

Prior to amalgamation, the former municipalities of Almonte, Pakenham and Ramsay planned for their own futures. The pressures of growth, the constraints to growth and the ability to direct growth to the most appropriate location were significantly different for each of the three separate municipalities. The following chart demonstrates the growth that each of the former municipalities experienced between 1981 and 2001, based on Statistics Canada Census figures.



These figures demonstrate that the majority of the growth during the last 20 years took place in Ramsay on private services. This trend represented a fundamental shift in where people live. Ramsay changed from being an agricultural community to an increasingly rural residential community.

The trend of the last 20 years can be attributed to a number of factors:

- a desire to live in the country;
- a lack of sewer capacity in Almonte; and,
- the cost of subdivision development on full services vs. the cost of severing a lot in the country.

The growth of the past 20 years dramatically changed the rural character and physical landscape of Ramsay. This change brought about increased concerns about the loss of natural areas and the health of the environment with all the development being created on private wells and septic systems. It saw a loss of farm land and noticeable impacts on the local agricultural industry. The change was perhaps most noticeable in the visual impact of scattered rural residential severances and estate lot subdivisions. There were also concerns about cost and economies of scale of providing services to a dispersed population.

2.5.3.2.2 50/30/20 Settlement Strategy

The 50/30/20 Settlement Strategy of this Plan is based on a **comprehensive review** and represents a fundamental shift in where growth will be accommodated. The **comprehensive review** included the population projection information noted in Section 2.5.3.1. The Plan is designed to direct:

- 50% of future growth to Almonte on full municipal services;
- 30% of future growth to rural areas, existing villages with large lots, developed on private services; and,
- 20% of future growth to the existing villages or new rural settlement areas with a form of servicing which can support lot sizes of approximately 1,000 to 2,000 square metre ($\frac{1}{4}$ to $\frac{1}{2}$ acre).

Using the projected population of 18,500, the 50/30/20 scenario would see:

- Almonte's population increase from 4,650 in 2001 to 8,080 by 2026
- the rural areas and villages increase from 7,000 in 2001 to 9,050 by 2026
- serviced settlement areas other than Almonte have a population of 1,370 by 2026.

The "50/30/20 Settlement Strategy" represents a long-term fiscally responsible approach to servicing existing and new residential development. This Strategy will result in a slowing of the rate of scattered rural residential development in favour of a more compact and efficient urban residential development.

The implementation of the "50/30/20 Settlement Strategy" focuses on regulating where and how residential development may take place, following four main principles:

- i. no new rural estate lot subdivisions on private services;
- ii. designate a 20 year supply of residential lands within the Almonte urban area (approximately 150 acres of new residential lands);
- iii. promote the introduction of full municipal or communal sewer and water services in the existing villages; and,
- iv. require new rural settlement areas to be on full municipal or communal sewer and water services.

2.5.3.2.3 General Policies

1. The Town shall track changes in population and employment on an ongoing basis. This information is to be used as a basis for a **comprehensive review** and designating an adequate supply of land for development and for planning capital improvements, such as roads, sewer and water supply **infrastructure** and facilities, such as schools, parks and leisure areas.
2. This Plan designates sufficient lands to accommodate the projected growth and mix of land use anticipated for Almonte (approximately 150 acres of new residential land). Growth in Almonte will occur based on logical and economically efficient extensions of services and as adequate servicing capacity exists. Infilling and the efficient use of land within Almonte shall be promoted. Development within Almonte shall be connected to the municipal sewer and water system.
3. In addition to identifying sufficient lands for the 20 year growth of Almonte, the Plan also identifies lands abutting Almonte which could be considered

- for future expansion should there be a **comprehensive review** which justifies additional lands being added into the urban boundary. These lands were identified during the development of this Plan as being logical extensions of the urban area and which would maintain a compact urban form. Schedule A identifies these lands with an overlay called “Future Expansion”. Development proposals involving lands within the “Future Expansion” overlay shall be assessed to ensure that they will not hinder future expansion of the urban area should that need ever arise. Should a **comprehensive review** identify the need for expansion, consideration should be first given to the lands in the Future Expansion overlay.
4. Due to the existence of municipal sewer and water services, Almonte can develop at a much higher density than Pakenham village, the smaller villages or rural settlement areas. The Town should strive for an urban residential density of approximately 15 to 35 residential units per gross hectare (includes road, parks etc...) of land (6 to 15 residential units per gross acre of land). Specific polices related to new development and sewer and water services within the Almonte Ward are found in Section 4.8.3.1 of this Plan.
 5. Schedule “B” of this Plan presents the “urban” boundary for Almonte that includes opportunities for infilling and new vacant lands necessary to meet the 20 year anticipated growth rate of the community. The limits of the Almonte urban area established by this Plan are intended to be fixed limits of the urban area for the life of this Plan. Future proposals to expand the urban boundaries of Almonte shall require a **comprehensive review** and a site specific amendment to this Plan or be incorporated as part of a Community Official Plan update associated with a Three Year Review. Minor adjustments to the boundaries for the proper configuration of development and the road system or to provide land necessary for community amenities, such as parks, recreation facilities or schools and which do not involve the construction of new buildings or the extension of municipal services outside of the identified boundary may be considered through an amendment to the Zoning By-law.
 6. Rural Settlement Areas and the villages do not currently have centralized or communal water supply and waste water treatment systems. Such areas shall be limited to infilling and minor expansions to the existing built up area until such time as centralized services are established. The range of uses shall be limited to those which can be supported by private services. The size of new residential lots shall generally be greater than 0.4 hectares (1 acre). Minimum lot sizes shall be based on supporting hydrogeologic information, the existing lotting pattern of the surrounding area and on the ability of the land to support development on private services.
 7. The introduction of municipal or communal water supply and waste water treatment systems into existing or new Rural Settlement Areas and Villages shall require the preparation of a detailed secondary plan and an

- official plan amendment to direct growth and development. In such cases, residential development may take place at a density of 5 to 10 residential units per gross hectare (2 to 5 residential units per acre).
8. This Plan clearly identifies the boundaries of rural settlement areas, the smaller villages and the village of Pakenham. The limits of these areas established by this Plan are intended to be fixed limits for the life of this Plan. Proposals to expand the boundaries of these settlement areas shall only be considered through a **comprehensive review**, a site specific amendment to this Plan and/or be incorporated as part of a Community Official Plan update associated with a Three Year Review. Minor adjustments to the boundaries for the proper configuration of development and the road system or to provide land necessary for community amenities, such as parks, recreation facilities or schools and which do not involve the construction of new buildings outside of the identified boundary may be considered through an amendment to the Zoning By-law.
 9. The creation of new residential lots outside of identified settlement areas shall take place by consent to sever. Generally, non-farm rural residential lots shall be 1 ha (2.4 acres) in size. The number of lots created by consent per land holding shall be a maximum of two plus the remnant lot, except as otherwise provided for in this Plan. A holding is defined as either a parcel of land held in a conveyable ownership as of July 1, 1973 or an **original township lot**. Consents for a boundary adjustment, partial discharge of mortgage, easement or right-of-way shall not be considered toward the maximum consents per holding. Notwithstanding the above, consideration may be given to “cluster lot” development proposals in compliance with the policies contained in Section 3.3.7 of this Plan.
 10. This Plan prohibits the creation of new rural settlement areas supported by private services.
 11. The creation of new rural settlement areas supported by communal sewer and water services or full municipal services may be considered subject to a **comprehensive review**, the preparation of a detailed secondary plan and an official plan amendment. In such cases, residential development shall be subject to Section 4.2.4, Rural Settlement Areas and Villages Design. Such development may take place at a density of 5 to 10 residential units per gross hectare (2 to 5 residential units per acre).
 12. The detailed servicing policies of the Plan are located in Section 4.8.3 Government Services.
 13. Section 5.13 of this Plan sets out the policies for utilizing the Development Charges Act. This Act provides the authority for the Town to collect funds from new growth to offset the costs attributed to new growth. This provides the Town with the means to ensure that the capital cost of meeting growth related demands for municipal services does not place an excessive financial burden on the existing taxpayers.

3 LAND USE POLICIES

The following sections contain the goals, objectives and policies related to the various land use designations established by this Plan. The implementation of these policies should be carried out with consideration to the Basis of this Plan, the General Policy section and the Implementation section of this Plan.

3.1 ENVIRONMENT LAND USE POLICIES

The protection of the environmental features, **water resources** and ecosystems within Mississippi Mills are of central importance to the long term health and prosperity of the area. Our environment is made up of many diverse natural systems, maintained through a web of **water resources** and complex ecological processes. The challenge for environmental planning is to anticipate how these natural systems and **water resources** are affected by human activity and to act so that the integrity of the environment can be preserved under changing conditions.

Much of the unpolluted natural beauty of Mississippi Mills is the result of generations of responsible stewardship of the land. However, this Plan recognizes that most changes to the environment occur through small steps, each one having some negative impact on the environment. Over time, these small steps can have significant **cumulative impacts** that are undesirable.

This Plan contains policies which attempt to protect **water resources, natural heritage features** and other natural resources that may be impacted through site-specific development proposals. It also contains policies which recognize that we need to be proactive and better understand our ecosystems, so that we can more effectively assess **cumulative impacts** and overall ecological health.

The **natural heritage features** and other natural resources to be protected include **water resources**, wetlands, **areas of natural and scientific interest (ANSI)**, wildlife habitat, habitats of endangered and **threatened species**, woodlands, **fish habitat**, air quality, and the night sky.

The following goals, objectives and policies apply to both rural and urban lands located within the various environmental land use designations and overlays.

3.1.1 Goal and Objectives

It is a goal of this Plan to:

Protect and enhance the quality of the environment and the long-term health of the ecosystem. All other goals of this Plan shall attempt to satisfy the environmental goal.

The following objectives are designed to implement the goal:

1. Support development which is environmentally sustainable, energy efficient and which conserves the natural features and characteristics of the land, lakes and rivers;
2. Establish an inventory of environmentally sensitive/significant areas to be protected (wetlands, **ANSIs**, water bodies, significant wooded areas, significant areas of **wildlife habitat**, **fish habitat** and endangered and **threatened species** habitat);
3. Require an environmental review for development proposed on lands within or adjacent to areas that have been designated as environmentally sensitive/significant;
4. Offer locally and provincially significant wetlands, on and off the Canadian Shield, the same high level of protection;
5. Establish an inventory of surface and groundwater resources to be protected, such as watercourses, wetlands, recharge and discharge areas, aquifers, headwaters and well heads;
6. Establish setbacks from the **highwater mark** of **water resources** which conserve the riparian zone in shoreline areas;
7. Direct development away from areas having inherent environmental hazards, such as flooding, erosion, steep slopes or other physical conditions which could endanger human life and property;
8. Require that identified sources of water, land and air pollution meet accepted treatment and/or emission standards;
9. Regulate the use of pesticides and herbicides for cosmetic purposes;
10. Establish Mississippi Mills as a “dark skies” community through the promotion of responsible lighting standards (reduce light pollution); and
11. Establish clear policies for the alteration, replacement or expansion of existing uses which do not meet the environmental goals and actions of the Plan.

3.1.2 Environmental and Natural Heritage Features

This Plan identifies certain environmental and **natural heritage features** by means of land use designations (i.e. provincial and locally significant wetlands and waterways). Other features and areas are identified by means of symbols or overlays, specifically **ANSIs** and significant wildlife habitat (including deer yards). Others, such as forestry resources, **fish habitat** and significant habitat of endangered or **threatened species** are addressed through policy only.

A number of other natural environment and heritage features, such as groundwater aquifers, air quality and woodlands have yet to be assessed. The Town shall work together with other agencies and groups to identify the features and areas. As information becomes available, Council shall undertake the appropriate Amendments to this Plan to address these matters. Council may, with the co-operation of appropriate agencies and/or the Environmental Advisory Committee carryout public education on the environmental land use policies of this Plan.

3.1.2.1 Provincially and Locally Significant Wetlands

Wetlands are lands where the presence of water has caused the formation of hydric soils and hydrophytic or water-tolerant plants to predominate. The four major types of wetlands are swamps, marshes, bogs and fens. These lands are valuable in their natural state for biological, social, hydrological and other special features and are of significant importance in their role of protecting and enhancing **water resources**, wildlife habitat and natural vegetation.

Wetlands are evaluated by the Ministry of Natural Resources and, based on wetland functions and features, classified according to their significance. The Provincial Policy Statement sets out minimum policies which municipalities are required to adopt for wetland protection. This Plan goes beyond the minimum provincial standard by having provincially significant wetlands and locally significant wetlands governed by many of the same policies.

3.1.2.1.1 General Policies

The policies governing development in and around lands designated as provincially significant wetlands or locally significant wetlands are as follows:

1. The boundaries of provincially significant and locally significant wetlands shall be derived from mapping provided by the Ministry of Natural Resources (MNR). Where the actual location of the boundary line on the ground is uncertain, the Town shall consult the MNR in making such a determination.
2. No development or site alteration shall be permitted within provincially significant or locally significant wetlands, with the exception of sustainable

- forestry, conservation, wildlife management, passive outdoor recreation and educational activities. This Plan encourages the owners of identified wetlands to retain these lands in their natural state.
3. Development within 120 m of provincially significant wetlands or 50 m of a locally significant wetlands may take place in accordance with the land use designation shown on land use Schedules to this Plan only when it has been demonstrated through an Environmental Impact Assessment that there shall be no negative effects on the natural features or **ecological functions** of these wetlands. This is not a setback requirement, but rather a requirement for a review of development proposals within the relevant **adjacent lands**. The review of development may be carried out by the Committee of Adjustment where the determination of “minor” would be assessed based on the effects of the development on the natural features or ecological function of the wetland.
 4. Notwithstanding the above policy #3, development shall not be permitted within a 30 metre setback from the **highwater mark** associated with a **water resource**. Decreases to the 30 metre setback from the highwater mark shall only take place through an amendment to the Zoning By-law and shall require an environmental impact assessment. Decreases shall only be considered for existing lots of record when there is no other practical alternative for development of the land.
 5. Notwithstanding the above policy #3, the Zoning By-law may contain regulations which allow for minor expansions or alterations to existing buildings or structures or the construction of accessory buildings or structures within the **adjacent lands** without an environmental impact assessment. The regulations in the zoning by-law would relate to maintaining a minimum 30 m setback from the wetland, identification of a building envelope, sedimentation control, stormwater management, maintaining an adequate natural vegetative buffer and tree retention between the development and the wetland.
 6. All development within 120 m of provincially significant wetlands or 50 m of a locally significant wetland shall be subject to site plan control.
 7. If a proposal for development is made in a wetland which has not been evaluated as provincially or locally significant, Council may require an Environmental Impact Assessment (EIA) to demonstrate that there shall be no **negative impacts** on the natural features or **ecological functions** of these wetlands.
 8. Notwithstanding the above policies, established **agricultural uses**, existing at the date of the adoption of this Plan, are permitted to continue within and adjacent to provincially and locally significant wetlands. New or expanded agricultural structures or the clearing or draining of lands within the limits of wetlands are prohibited.
 9. This Plan discourages the destruction of beaver dams where such destruction would significantly alter established local water levels.

10. As additional wetlands are evaluated by the Ministry of Natural Resources (MNR), the Council shall incorporate the new wetlands into this Plan through an Official Plan Amendment.
11. The Town endorses and encourages the principles of sustainable land stewardship of wetlands. Tax incentives are available through the MNR when it is demonstrated that proper land stewardship is being carried out on lands that are identified as provincially significant wetlands.

3.1.2.2 Area of Natural and Scientific Interest

An **Area of Natural and Scientific Interest (ANSI)** is a **natural heritage feature** which has been identified and evaluated by the Ministry of Natural Resources based on specific natural functions and features which exist.

3.1.2.2.1 General Policies

The policies governing development in and around lands designated as **ANSIs** on Appendix A are as follows:

1. Within the area identified as **ANSI**, existing development shall be permitted. The establishment of single dwellings on existing lots of record shall be permitted, subject to all of the relevant policies of this Plan. Development (subdivisions, site plan, zoning amendments, minor variances, consents) may take place in accordance with the land use designation shown on the Schedule to this Plan only when it has been demonstrated through an Environmental Impact Assessment that there shall be no negative effects on the natural features or **ecological functions** of the **ANSI**.
2. Development (subdivisions, site plan, zoning amendments, minor variances, consents) within 50 m of an **ANSI** area, may take place in accordance with the land use designation shown on the Schedule to this Plan only when it has been demonstrated through an Environmental Impact Assessment that there shall be no negative effects on the natural features or **ecological functions** of the **ANSI**. This is not a setback requirement, but rather a requirement for a review of development proposals within the “50 metre **adjacent lands**”.
3. Notwithstanding the above, existing **agricultural uses** are permitted to continue within and adjacent to **ANSIs**. New or expanded agricultural structures or the clearing or draining of lands within and adjacent to an **ANSI** shall be permitted only when it has been demonstrated through an Environmental Impact Assessment that there shall be no negative effects on the natural features or **ecological functions** of the **ANSI**.
4. As additional **ANSIs** are evaluated by the Ministry of Natural Resources, the Council shall incorporate the new **ANSIs** into this Plan through an Official Plan Amendment.

5. The Town endorses and encourages the principles of sustainable land stewardship of **ANSI** resources. Tax incentives are available through the MNR when it is demonstrated that proper land stewardship is being carried out on lands which are identified as **ANSIs**.

3.1.2.3 Vegetation Cover and Significant Woodlands

This Plan recognizes that preserving vegetation along waterways, on sites subject to development and along roadways contributes to the overall health of the area and helps lessen the environmental impact of development and improve the visual appeal of newly developed areas. Development proposals shall be required to preserve vegetative cover or replace vegetative cover when removal cannot be avoided.

This Plan supports the retention or restoration of the natural vegetative buffer adjacent to all watercourses as the means of protecting **water resources** and its related ecological function from the negative impacts of development.

The Plan also recognizes that woodlands and forests have great ecological significance. Property owners may benefit from the Managed Forest Tax Incentive Program which is a voluntary program that provides lower property taxes to participating landowners who agree to conserve and actively manage their forests.

Forests are a renewable resource if harvested in a sustainable manner. Forestry management is sustainable when it maintains and enhances the long-term health of forest ecosystems to the benefit of all living things, while providing environmental, economic, social and cultural opportunities for the benefit of present and future generations. Sustainable forest management refers to management regimes applied to forest lands which maintains the productive and renewal capacities as well as the genetic, species and ecological diversity of forest ecosystems.

Property owners have the right to harvest forest resources on their lands. This Plan encourages forestry management in accordance with the Eastern Ontario Model Forest Code of Forestry Practice. Forestry within the Town is under the jurisdiction of the County of Lanark Tree Cutting By-law.

Mississippi Mills is home to high quality hard maple bush lots which support a significant maple syrup industry. This Plan promotes the sustainable management of this specific forestry resource to ensure a sound future for this important local industry.

3.1.2.3.1 General Policies

The policies governing development and forestry resources are as follows:

1. This Plan shall require the retention and/or establishment of mature tree cover and native shrubs and vegetative cover on lands within 15 metres

- (49 feet) of a **highwater mark** of a **water resource** in order to protect the riparian and littoral zones and associated habitat, prevent erosion, siltation and nutrient migration, maintain shoreline character and appearance, and minimize the visual impact of development. Notwithstanding the 15 metre vegetative buffer, a water access area of a maximum of 9 metres width may be permitted provided the natural shoreline is disturbed as little as possible and the balance of the water front outside of the access area is maintained in a natural state. Within the natural vegetative buffer the pruning of trees for viewing purposes or the removal of trees for safety reasons may be permitted provided the intent of the policy is maintained. All other policies and approvals for work near water resources shall apply.
2. In rural areas, retaining existing natural vegetation along public roads shall be encouraged. Developers shall be encouraged to remove as little vegetation as possible when establishing roads, building sites and servicing facilities. Specific provisions relating to protection of vegetation may be incorporated into site plan agreements. The retention of natural vegetation is not meant to include noxious weeds.
 3. In urban areas, selective protection of significant trees or shrubs shall be promoted. Provisions relating to protection of vegetation may be incorporated into subdivision or site plan agreements.
 4. The Town shall ensure that trees along municipal road allowances and on other municipal property are preserved while allowing appropriate maintenance and the removal of trees which may constitute a safety hazard. Any private removal of trees on municipal property shall require the approval of Council.
 5. Applications for subdivisions, official plan and zoning by-law amendments, minor variances or site plan control shall be supported by a Landscaping Plan. Such a plan shall:
 - (i) retain as much natural vegetation as possible, especially along watercourses, on steep slopes, in valued woodlots, in areas linking green spaces and along roadways;
 - (ii) determine which stands of trees or individual trees warrant retention based on a preliminary assessment;
 - (iii) outline measures for the protection of those trees or stands of trees being retained during construction;
 - (iv) describe the area and nature of tree loss and compensation measures proposed. Such compensation measures may include off-site plantings;
 - (v) indicate tree planting or vegetative cover required to provide protection for stream courses or steep slopes;
 - (vi) investigate the use of native species in tree planting strategies;
 - (vii) provide guidelines for property owners on the importance and care of trees on their property;

- (viii) consider the impact on the environment during and after construction and propose mitigation measures where there is substantial alteration of the existing tree cover on the site.
6. Natural features/functions may be protected and enhanced by incorporating them into public open spaces and recreational pathways

3.1.2.4 Fish Habitat

Lakes, rivers, and all other natural watercourses in the Town are ***fish habitat***. The policies governing ***fish habitat*** protection are as follows:

1. Development and site alteration shall not result in a net loss of ***fish habitat***, result in harmful alteration, disruption, degradation or destruction of ***fish habitat*** or restrict fish passage.
2. Development and site alteration shall be setback a minimum of 30 metres from ***fish habitat***. Decreases to the 30 metre setback shall only take place where it has been demonstrated through an Environmental Impact Assessment that there shall be no net ***negative impact*** on the ***fish habitat***. Near-shore or in-water development, such as docks, water access points and swimming areas shall be carefully assessed through the appropriate review process. Decreases to the 30 metre setback from ***fish habitat*** shall only take place through an amendment to the Zoning By-law. Decreases shall only be considered when there is no other practical alternative for development of the land.
3. Development or site alteration within 30 m of ***fish habitat*** shall provide for a net environmental gain of the productive fishery capacity of the area.
4. Development or site alteration in or within 30 metres of ***fish habitat*** shall be assessed by the Mississippi Valley Conservation Authority (MVC) in accordance with their responsibilities under the Fisheries Act. When necessary, the Federal Department of Fisheries and Oceans shall be involved in the assessment of development or site alteration proposals.

3.1.2.5 Wildlife Habitat

Protection of significant wildlife habitat contributes to the overall environmental goal of this Plan. Wildlife requires habitats which offer the food, shelter, water and space necessary to sustain their populations. Wildlife provides benefits to the area in terms of ecological diversity and the social economic impacts of natural observation, hunting and trapping. This includes areas, such as raptor nesting sites and deer yards.

The policies governing significant wildlife habitat protection are as follows:

1. Development in areas of significant wildlife habitat or within 50 metres of significant wildlife habitat shall be permitted only where an Environmental Impact Assessment has demonstrated that there shall be no ***negative impact*** on the habitat or its ***ecological function***.

3.1.2.6 Threatened & Endangered Species

Several areas of significant habitat of ***threatened and endangered species*** exist in the municipality. ***Threatened and endangered species*** are those species either listed under the regulations of the Ontario Endangered Species Act or are considered by the Federal and Provincial governments to be at risk of becoming endangered through all or a portion of its Ontario range. The habitat of these species is identified and protected by the MNR. Council shall contact Ministry of Natural Resources to develop a mutually acceptable protocol for sharing of information regarding ***threatened and endangered species***.

The policies which govern ***threatened and endangered species*** protection are as follows:

1. Development or site alteration is prohibited in significant portions of the habitat of ***threatened and endangered species*** as identified by the MNR.
2. In order to provide the greatest possible protection to this natural heritage feature, Council shall not identify on the Schedule to this Plan any significant portions of the habitat of ***threatened or endangered species*** which are especially vulnerable to disturbance.
3. Development applications which affect lands within 50 m of such habitat must demonstrate, by means of an Environmental Impact Assessment, that there shall be no ***negative impact*** on the ***threatened and endangered species*** habitat.

3.1.2.7 Environmental Impact Assessment

Where a development proposal could affect certain ***natural heritage features*** or land adjacent to such features and areas, an Environmental Impact Assessment (EIA) shall be conducted to determine whether or not the development shall have negative effects on the ***natural heritage features*** or areas. An EIA shall be prepared to support planning applications, such as official plan amendments, zoning by-law amendments, minor variances, plans of subdivision, consents and site plan control.

An EIA shall be submitted to the Town and/or approval authority by the proponent of the development or site alteration prior to any decision on a development application being made (e.g. official plan amendment, zoning by-law amendment, site plan control, subdivision, consent). Based on the nature, type and intensity of the development proposed, Council, in consultation with the appropriate authorities, shall determine whether the EIA is to be a check list, scoped, or full assessment. Where the EIA required is a scoped or full assessment, it shall be prepared by a qualified individual.

The policies governing environmental impact assessments are as follows:

1. The Town, in conjunction with the MVC, shall establish a check list EIA form. Where it is determined that a checklist EIA is not adequate to assess the potential negative effects on the natural heritage feature or areas, a

- scoped or full EIA, prepared by a qualified individual (i.e. environmental consultant, biologist) shall be required.
2. A scoped or full EIA shall, at a minimum:
 - (i) identify, map, and prioritize the characteristics of the **natural heritage features** or area which make it significant;
 - (ii) cite all sources of information i.e., field investigation, inventories, contacts, prior reports and studies;
 - (iii) include justification that the field investigation was undertaken during an appropriate field season;
 - (iv) provide an outline of the methodology used in the field investigation component;
 - (v) describe and map the proposed development activities, including building location, excavation, site grading and landscaping, drainage works, roadway construction, paving and sewer and water servicing in relation to the natural heritage feature or area;
 - (vi) predict the effects during and after construction of the proposed development on the various components of the environment, such as wildlife, fish, vegetation, soil, surface water, groundwater, air and any other relevant factors;
 - (vii) evaluate the significance of all predicted negative and positive effects on the various environmental components;
 - (viii) itemize and recommend all measures that can be taken to reduce or mitigate the predicted **negative impacts**;
 - (ix) evaluate the **cumulative impact** on the subject property and surrounding lands that the project may have following implementation of any mitigation measures; and,
 - (x) conclude with a professional opinion on whether negative effects on the natural feature or area will occur, determine the significance of such impacts and whether ongoing monitoring is required.
 3. The Town may use various tools available (e.g. site plan control, site specific zoning, registration of agreements on title, etc.) to ensure that the development or site alteration occurs in accordance with the recommendations of the EIA.
 4. Should the EIA determine that there are no feasible options to prevent negative impacts on the natural features or area from the proposed development, development or site alteration shall be not be permitted.
 5. Development proposals shall be required to identify enhancement and remediation measures which shall result in a **net environmental gain**. This may take place through such measures as remediation of degraded ecosystems, re-naturalization of stream corridors, the creation of wildlife linkages and ecological buffer strips comprised of native plant and tree species as detailed in an Environmental Impact Assessment.

3.1.3 Environmental Hazards and Constraints

Environmental Hazards and Constraints are defined as either naturally occurring or man-made characteristics which may adversely affect people and property. Development in such areas may also be harmful to the natural environment. Such constraints may render an area unsuitable for development and/or may require specific studies and mitigative measures to overcome the identified constraint. Accordingly, this Plan shall carefully regulate land uses in and around areas identified as having an environmental constraint.

Environmental hazards and constraints include:

- Lands prone to flooding
- Fill regulated areas abutting waterways
- Organic soils
- Leda clay soils
- Lands with steep slopes and ravines
- Sites of potential man made contamination

Efforts have been made through this Plan to identify lands subject to potential environmental hazards and constraints. New information or detailed site examination may result in additional lands being identified as having environmental hazards and constraints. If such hazards and constraint lands are identified through a comprehensive program, Council shall incorporate the identified new lands into this Plan through an Official Plan Amendment. In cases where hazards and constraints are identified on a site specific basis, only an amendment to the Zoning By-law shall be required to identify the land.

3.1.3.1 Flood Plain Policies

The majority of the Town of Mississippi Mills is located within the Mississippi River watershed. This watershed is under the jurisdiction of the Mississippi Valley Conservation (MVC). There is a small portion of the Town located in the northern portion of Pakenham Ward which is within the Madawaska watershed and under the jurisdiction of the MNR.

MVC has completed engineered flood plain mapping for Mississippi and Clayton Lakes, the Mississippi River, Indian River and Cody Creek.

Lands which have been identified as flood plain are also subject to the “Fill, Construction and Alteration to Waterways Regulations” administered by MVC.

3.1.3.1.1 Mapping & Boundaries of Flood Plain

1. Where mapping is available, lands which have been identified as flood plain have been place in the “Flood Plain” designation on the Land Use Schedules. Detailed flood plain mapping shall be obtained from MVC. The Zoning By-law shall also identify lands deemed flood plain.

2. Where flood plain mapping is not available, the extent of the flood plain shall be determined on a site-by-site basis but generally shall be described as 30 metres measured horizontally from the **highwater mark**. The proponents of development may be required to complete flood plain mapping to the satisfaction of the Town and MVC, prior to development taking place.
3. This Plan shall encourage the undertaking of a program, in conjunction with MVC, to identify and map all lands within the Town which are susceptible to flooding.
4. As new or revised flood plain mapping is made available by MVC or as the boundaries change as a result of site specific assessments associated with development proposals, no amendment to this Plan will be required to update the Land Use Schedule. An amendment to the Zoning By-law shall be required in order to incorporate the revised flood plain mapping into the Zoning Schedule.

3.1.3.1.2 Permitted and Prohibited Uses

1. No development shall be permitted within the flood plain except for flood or erosion control structures, shoreline stabilization, water intake facilities and marine facilities, such as docks.
2. Uses, such as agriculture, forestry, conservation, wildlife management, outdoor recreation uses and similar activities shall be permitted provided no buildings or structures are located within the flood plain.
3. Facilities, which by their nature must locate near water or traverse watercourses, such as roads, bridges, railways and other **public services** having an approved hydraulic design acceptable to MVC shall be permitted.
4. No use, building or structure which involves the storage of **hazardous** or toxic materials shall be permitted within the flood plain.
5. New development associated with institutional uses, such as hospitals, nursing homes, schools, daycare centres, residential care facilities or similar uses and residential buildings, where there would be a threat to the safety of inhabitants or occupants in the event of flooding or emergency evacuation shall not be permitted to locate within the flood plain.
6. Portable structures including mobile homes shall not be permitted to locate within the flood plain.
7. New development associated with essential or protective services, such as police, fire, ambulance, or major electrical substations shall not be permitted to locate within the flood plain. Notwithstanding this policy, dry-hydrants associated with fire protection may be permitted in the **floodplain** subject to approval from MVC.
8. Septic systems shall generally be prohibited within the **floodplain**. They may only be permitted within the flood plain for existing development located within the flood plain and where it is demonstrated, to the

satisfaction of the Town and MVC, that such system cannot be located outside of the flood plain.

3.1.3.1.3 General Policies

1. Development shall be located outside of the flood plain or 30 metres from the **highwater mark**, whichever is greater. The Zoning By-law shall contain specific flood plain setbacks.
2. Where development is by plans of subdivision or by consent involving lands abutting waterfront in urban areas, the creation of lots which extend into the flood plain lands shall be discouraged. The Town may consider the protection of waterfront lands through conservation easements, public land trusts or other means deemed appropriate on a site by site basis.
3. Where the creation of new lots includes lands within the flood plain, the calculation of the minimum lot size required by this Plan shall not include such flood plain lands.

3.1.3.1.4 Existing Development within the Flood Plain

1. Minor expansions or alterations to existing buildings or structures within the flood plain may be permitted where it is demonstrated to the satisfaction of the Town and MVC that:
 - No **adverse effects** on the hydraulic characteristics of flood plains shall occur;
 - No new dwelling units are created;
 - Such renovations, additions and alterations including mechanical and electrical services are flood proofed to the required flood proofing standard;
 - There is safe access to the development site;
 - A permit is obtained from MVC; and,
 - The proposal meets all other relevant policies of this Plan including setbacks and natural vegetative buffers.
2. Where minor expansions or alterations to existing buildings or structures within the flood plain are deemed appropriate, such development shall be subject to site plan control.
3. Structures which are replaced or reconstructed as a result of fire or other unusual loss shall generally be floodproofed to acceptable floodproofing standards, above the Regulatory Flood elevation. Under certain circumstances, with the approval of MVC, reductions in the level of flood proofing may be considered. Where a structure is being replaced, a change in the existing building footprint may be considered provided such change would maintain or improve the hydraulic impacts created by the original structure and the footprint is not greater than that of the original structure.

4. Existing lots of record which do not have an appropriate building envelope outside of the flood plain shall not be developed if such development involves significant encroachment into the flood plain.
5. All development within the flood plain shall be subject to site plan control.

3.1.3.1.5 Mississippi Lake Two Zone Flood Plain Policies

1. For areas of existing development within the Mississippi Lake flood plain, two zone flood plain policies have been developed. Lands within the flood plain in the Two Zone Policy Area shall be divided into the **Floodway** and **Flood Fringe** zones defined as follows:

Floodway: Lands lying below the 135 m elevation - the **hazardous** portion of the flood plain where flood depths and/or velocities are considered to be such that they pose a significant threat to life and/or property. The **floodway** is that area of the flood plain required for the safe passage of flood flows. In all circumstances the **floodway** shall be defined and approved by MVC based on depth or a combination of depth and velocity parameters.

Flood Fringe: Lands lying between the 135 m elevation and 135.6 m elevation - the portion of the flood plain between the limits of the **floodway** as established by MVC and the regulatory floodline establishing the limits of the **floodplain**. Flood depth and velocity is generally less severe in this portion of the **floodplain**.

2. The use of the Two Zone Flood Plain concept may allow for some development within the **flood fringe** areas of the flood plain that can be safely developed. Development in the **flood fringe** shall be restricted to development on existing lots of records, redevelopment, replacement and additions or alterations of existing buildings and structures. Such development shall be regulated through the Zoning By-law and MVC Fill Construction and Alteration to Waterway permit processes.
3. No development within the **Floodway** shall be permitted, including the expansion or addition to existing structures.
4. The creation of new lots within the **floodway** or the **flood fringe** shall be prohibited.
5. Prior to development taking place within the **flood fringe**, the following criteria must be addressed:
 - a "Fill, Construction and Alteration to Waterways permit" has been issued by MVC;
 - all development is suitably floodproofed to the required floodproofing standard as determined by MVC;
 - there is safe access to the development site; and,

- all habitable floor space shall be constructed above the Regulatory Flood Level and all essential building services, such as telephone, electrical and heating shall be constructed above or protected to the required floodproofing standard.
6. All development within the Two Zone Flood Plain shall be subject to site plan control.

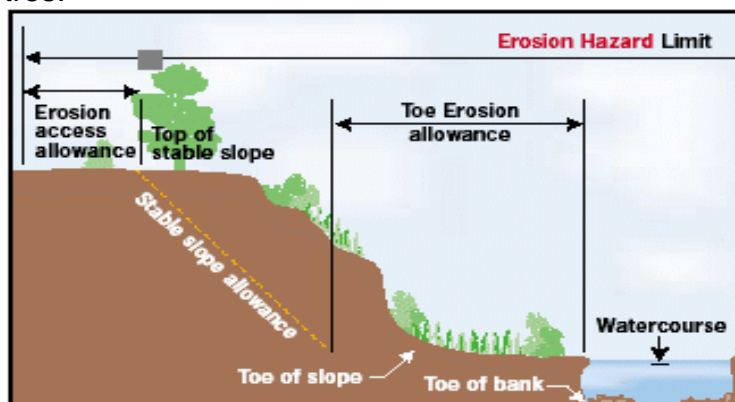
3.1.3.2 Erosion Hazards and Slopes

Erosion hazards and slopes are classified as:

- **Watercourse Banks** which are actively eroding or which may be subject to erosion by water or ice during flooding runoff events.
- **Unstable Soils** which are comprised of specific types of soil which, if developed upon, may be prone to instability and slope failure. In Mississippi Mills there are two types of unstable soils: **sensitive marine clays (Leda Clay)** and **organic soils**.

3.1.3.2.1 Erosion Hazard Limits

1. The Erosion Hazard Limit associated with a watercourse bank is based on three components: a toe erosion allowance, a stable slope allowance and an erosion access allowance. Generally, the erosion hazard limit is defined as a distance, measured horizontally from the toe of the bank that is equal to the toe erosion allowance, plus three times the height of the bank, plus six metres.

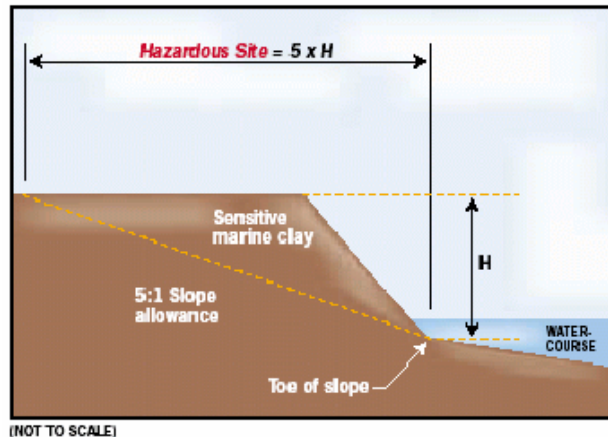


The toe erosion allowance is the setback that ensures safety if the toe of the slope adjacent to the watercourse erodes and weakens the bank, thereby increasing the risk of slope failure.

The stable slope allowance is the setback required for the slope to reach a long term stable position that resists further slope failure. The stable slope allowance is generally defined as a horizontal setback measured from the toe of the bank, bluff or slope, equivalent to 3.0 times the height of the bank, bluff or slope.

The erosion access allowance is the setback that ensures sufficient space for equipment to access the slope side of a building or structure in the event of a slope failure. The erosion access allowance is generally a distance of 6 metres measured horizontally from the stable slope allowance.

- (i) Where detailed geotechnical engineering information is available or has been provided by a developer, the erosion hazard limit shall be defined based on the findings of the engineering recommendations.
2. The hazard limit for areas containing **organic soils**, including muck, marsh and peat type soils, is equivalent to the limit of the organic soils.
3. The erosion hazard limit for areas containing or suspected of containing **sensitive marine clays (Leda Clay)** and where there is no evidence of slope failure, is calculated as the horizontal allowance of five times the height of slope, measured landward from the toe of slope.
 - (i) Where there is evidence of slope failure in areas containing sensitive marine clays (Leda Clay) a geotechnical slope evaluation by a qualified engineer shall be required to determine the extent of the erosion hazard limit.



3.1.3.2.2 General Policies

1. Development and/or land uses that may be susceptible to damage from erosion or may cause or aggravate bank erosion or slope failure will be prohibited within the erosion hazard limit.
2. A developer may be required to produce an engineer's geotechnical slope evaluation, at his expense, for any new development proposed in the vicinity of erosion hazards and slopes.
3. Development on existing lots of record containing erosion hazards and slopes shall be subject to the following:
 - (i) Where possible, the development shall be placed outside of the erosion hazard limits.
 - (ii) Where there is insufficient area to place the development outside of the erosion hazard limits, development shall only proceed where an assessment, approved by the MVC, prepared by a qualified geotechnical engineer determines the property can be safely developed. A geotechnical evaluation must contain erosion control

- measures associated with all structural, landscaping and surface drainage components of the development of the property.
4. Additions to existing buildings and structures within the erosion hazard limit shall be generally discouraged. Additions shall only be considered when:
 - (i) the addition is supported by a geotechnical evaluation, approved by the MVC;
 - (ii) the addition does not extend further into the erosion hazard limit than the existing structure;
 - (iii) the addition generally does not exceed 30% of the floor area that existed at the date of the adoption of this Plan; and,
 - (iv) the addition incorporates all identified erosion control measures associated with all structural, landscaping and surface drainage components of the development of the property.
 5. The Zoning By-law shall contain specific erosion hazard and slope setbacks.
 6. Where development on existing lots of record or additions to existing buildings and structures on erosion hazards and slopes is deemed appropriate such development shall be subject to site plan control.
 7. This Plan encourages the undertaking of a program, in conjunction with MVC to identify and map lands within the Town which represent a hazard to development due to soils or topography.

3.1.3.3 Contaminated Sites

Potentially contaminated sites include lands where contaminants may be present due to previous industrial, transportation, utility, or other uses. Sources of site contamination can include disposal of waste materials, raw material storage, residues left in containers, maintenance activities and spills. Some commercial uses, such as gasoline stations and automotive repair garages, have a similar potential.

It is the intent of this Plan to ensure that proper decommissioning and clean-up of contaminated sites takes place prior to their development or re-use.

The policies governing contaminated sites are as follows:

1. The Town shall attempt to create and maintain an inventory of sites within the municipality where existing and/or past use may have contributed to the presence of contaminants.
2. Any new development or redevelopment requiring a building permit, or rezoning, consent, subdivision or amendment to this Plan on lands that are known or suspected of being contaminated shall require an environmental site assessment, prepared by a qualified engineer. If necessary, a site remediation plan prepared in accordance with the provincial "Guidelines for Use at Contaminated Sites in Ontario" shall be required.

3. Where remediation work is required, it shall be a condition of approval of the development or redevelopment that appropriate measures are taken to implement the components of the site remediation plan. A Record of Site Condition acknowledged by the Ministry of the Environment may also be required.
4. All contaminated sites shall be subject to site plan control as a measure to manage site decommissioning and remediation.
5. Sites known to be contaminated may be placed in a holding category in the Zoning By-law to ensure that they are properly decommissioned prior to development. The holding symbol may be removed when the site is decommissioned according to the site remediation plan. A Record of Site Condition acknowledged by the Ministry of Environment may also be required.

3.1.4 Almonte Wellhead Protection Policies

Approximately 4,700 people in Almonte obtain their drinking water from a series of five municipal wells. In partnership with MVC, the Town commissioned a study aimed at understanding the local groundwater conditions and potential sources of contamination surrounding those municipal wells. The “Wellhead Protection Area (WPA) Study, Almonte, Ontario” was completed January, 2003. There was an update to this original study in May of 2005 in a report entitled “Vulnerability Pilot Study Almonte Municipal Water Supply Wells.”

The wellhead protection area study involved two main components: wellhead protection area mapping, and contaminant source assessment. Wellhead protection area mapping is the identification of surface and subsurface areas contributing water to a well. Contaminant source assessment is the inventory of locations and potential threats to well water quality from existing and potential contaminant sources and the assessment of potential contaminant pathways within identified wellhead protection areas.

The following policies are derived from the recommendations of the Almonte WPA study. The implementation of these policies shall be carried out through the Zoning By-law.

3.1.4.1 Goals

It is a goal of this Plan to:

1. Provide for the protection of municipal water supplies from contamination associated with certain land uses and to secure the long-term protection of a potable water supply for existing residents and businesses.
2. Prohibit land uses that pose a risk of contaminating the groundwater from establishing in Wellhead Protection Areas or to ensure that certain uses can be established within an acceptable level of risk to groundwater quality.

3.1.4.2 Definition of WPAs

Almonte depends on groundwater as a domestic water source for residents and businesses. The wellhead protection area approach is used to protect areas close to a municipal well where the release of contaminants (such as a fuel oil spill) could reach the well water supply. A detailed hydrogeological assessment of the Almonte municipal wells was carried out to map the surface and underground area around the wells that contribute water to the wells. This area is divided into four zones that represent the amount of time it would take a spill or release of a potential contaminant to reach the well/drinking water supply. The zones range from the 100 m exclusion zone directly surrounding the well head, up to a 5-25 year “time of travel”. Generally, land use restrictions and controls are more stringent in the zones closer to the well, where the potential impact from the spill would be greater and less stringent in the zones further out from the well.

3.1.4.3 Identification of WPAs

In order to reduce the probability of groundwater and municipal well water contamination, groundwater recharge and WPAs for the five municipal wells are identified on Schedule D as constraint area overlays. The WPAs illustrate the four time-related capture zones described above (100 metre zone, 2 year zone, five year zone and 25 year zone). The 100 metre zone is ranked as the highest level of sensitivity (i.e. Sensitivity 1) and the other categories ranked on a descending basis of sensitivity (i.e. Sensitivity 2, 3 and 4).

WPAs are zones around (municipal) wells where land uses must be carefully planned to protect the quality of the water supply. In these areas, it is necessary to regulate or even prohibit certain land uses from locating due to their potential to impact groundwater. A WPA shall be considered as a special protection area within which certain land uses may or may not be permitted in accordance with the underlying land use designation and the following policies.

A WPA may be modified by amendment to this Plan where the geographic extent of the WPA or any of the time-related capture zone boundaries are modified through further study or where a municipal well is abandoned. Establishment of a new municipal well shall be subject to the Class EA process and an amendment to the Official Plan.

In determining the location of lands within the WPAs, the following policies shall apply:

1. Properties located wholly within a WPA shall be subject to the restrictions applicable to the sensitivity area rating.
2. Properties having parts lying within more than one sensitivity rating of a WPA shall be subject to the restrictions applicable to the more sensitive rating, unless the developed or developable portion of the property is outside of this sensitivity area, in which case the policies of the lesser sensitivity area shall apply.

3. Properties having parts lying both in and out of a WPA shall be subject to the restrictions applicable to the sensitive rating of the WPA affecting the property, unless the developed or developable portion of the property is outside of the WPA, in which case the WPA policies do not apply.

3.1.4.4 Scope of Land Use Categories

For the purposes of implementing Schedules D1 and D2 of this Plan, land uses which may pose a risk to municipal water supplies are categorized from highest risk posed (Category A) to lowest risk posed (Category C). These lists are based on current knowledge and may be revised as new information becomes available. Uses or activities proposed within WPAs that are not listed in Categories A, B or C, but are demonstrated to pose a comparable risk to the municipal water supply may be subject to the WPA policies.

CATEGORY A RISK USES

- new facilities for the disposal, storage, handling, transfer, processing and/or recycling of any solid or liquid wastes, including landfills and lagoons but shall not include an expansion or alteration to existing publicly owned facilities.
- auto wrecking and salvage yards;
- disposal of abattoir and rendering wastes;
- mass burial sites for livestock;
- bulk storage of tires;
- refining of petroleum products;
- asphalt/concrete/coal plants;
- storage of hazardous waste, as defined in Regulation 347 of the Environmental Protection Act, as amended;
- storage of chlorinated solvents;
- bulk storage of cleaning products, pesticides, herbicides, fungicides and chemicals, excluding on-farm storage for agricultural production purposes or accessory to a main use on a lot;
- bulk storage of oil, gasoline or petroleum products, excluding on-farm storage for agricultural production purposes or accessory to a main use on a lot.

CATEGORY B RISK USES

- foundries;
- non-ferrous and precious metal smelting and refining;
- metal rolling, casting and extruding operations, including steel pipes and tubes;
- metal finishing operations (electroplating, electro coating, galvanizing, painting, application of baked enamel);

- assembly of aircraft and aircraft parts, motor vehicles, truck, bus bodies, trailers, rail cars, mobile homes, ships and boats;
- vehicle stampings;
- commercial or industrial dry cleaning of textiles and textile products;
- leather tanning and finishing;
- wood and wood product preservation and treatment;
- automobile service stations and gas stations;
- manufacturing of unfinished fabricated metal products and parts;
- manufacturing of cable, wire and wire products;
- manufacturing of jewellery and silverware;
- manufacturing of engines, engine parts, steering and suspension parts, wheels and brakes;
- manufacturing of agricultural, commercial and industrial machinery;
- manufacturing, packaging, crating or bottling of resins, paints, varnish, printing inks, adhesives, and dyes;
- manufacturing of plastics and reinforced fibreglass plastics;
- manufacturing of pharmaceuticals and medicines;
- manufacturing of electronic components, such as semiconductors, printed circuit boards and cathode ray tubes;
- manufacturing of wet electrical equipment and wet batteries; finishing and dyeing of textiles;
- transportation terminals for chemicals or **hazardous** substances;
- bulk storage of road salt;
- uncovered storage and handling of road salt;
- snow storage and disposal facilities; and,
- transformer stations.

CATEGORY C RISK USES

- automated production of baked goods, dairy, canned goods, frozen foods, processed food and meat;
- automated manufacturing of soft drinks, distilleries, breweries and wine making;
- dead stock removal operations;
- photographic developing facilities (other than accessory to other retail uses);
- printing of newspaper, packaging, paper and books;
- repair of industrial equipment
- repair of motor vehicles, aircraft, water craft, rail vehicles, trucks, buses and machinery;
- golf courses;
- airports, train and public transit terminals;
- medical, health and other laboratories (other than clinics generally associated with commercial plazas);

- contractor's yard defined as an outdoor area used by a general contractor for the outdoor storage of vehicles, machinery, equipment or materials
- funeral homes;
- cemeteries;
- manufacturing of rubber products;
- manufacturing of electrical appliances, equipment, motors, lighting fixtures, lamps;
- manufacturing of electric light bulbs and tubes;
- manufacturing of dry batteries;
- manufacturing of soaps and toiletry preparations;
- manufacturing of plastic and foam parts and products;
- furniture, casket, cabinet and other wood products manufacturing and assembly; and,
- manufacturing of coated glass.

3.1.4.4.1 Definition of Manufacturing

For the purpose of interpreting Category A, B and C uses listed above, manufacturing shall be defined as the production, compounding and processing of raw, semi-processed, fully processed or recycled goods or materials. Manufacturing does not include assembly of such goods or materials.

3.1.4.5 Permitted Uses

Uses consistent with the underlying land use designation shall be permitted in the WPAs identified on Schedules D1 and D2, subject to the following policies.

3.1.4.5.1 Existing Uses, Enlargements, Extensions or Change of Uses

1. Existing land uses that are categorized as A, B or C and that are located within a WPA shall be recognized as legal non-conforming uses. It is the intent of this policy that once these uses cease to exist, such legal non-conforming status shall be lost and such uses shall no longer be permitted.
2. When considering enlargements or extensions or a change of use of legal non-conforming uses, the Committee of Adjustment may impose conditions that shall mitigate the potential for the degradation of groundwater (or surface water) quality, as appropriate.

3.1.4.5.2 Prohibited Uses, Use Restrictions and Performance Requirements

1. Prohibited uses within Sensitivity 1 or 2 WPAs include any underground storage tanks and in-ground processing of chemicals and lubricants, sumps, such as dry-wells and machine pits and automotive repair pits. Above-ground storage tanks shall only be permitted with secondary containment in a Sensitivity 1 or 2 WPA.

2. All Category A uses shall be prohibited in any Wellhead Protection Area (Sensitivity 1-4).
3. All Category B uses shall be prohibited on lands within a Sensitivity 1 and 2 WPAs. Category B uses may be permitted in Sensitivity 3 and 4 WPAs subject to the performance requirements outlined below in Section 3.1.4.5.3.
4. All Category C uses shall be prohibited on lands within a Sensitivity 1 WPA. Category C uses may be permitted in Sensitivity 2, 3 and 4 WPAs subject to the performance requirements outlined below in Section 3.1.4.5.4.
5. New development on individual on-site water and sewage disposal systems (wells and septic tanks) shall not be permitted save and except for Category B and C uses, where such uses meet the performance requirements set out below in Sections 3.1.4.5.3 or 3.1.4.5.4.

3.1.4.5.3 Performance Requirements for Category B Uses

Category B uses may be permitted in a Sensitivity 3 or 4 WPA provided such uses are permitted in the underlying land use designation and subject to the following requirements.

1. The preparation of a disclosure report specifying the nature of the proposed use, its associated required services and facilities, the activities and operations to be conducted on-site and the substances and their quantities to be used or stored on-site.
2. The preparation of a detailed hydrogeological study using protocols acceptable to the MOE that predicts the net groundwater and/or surface water quality impacts likely to occur on the subject property, on down-gradient properties and on the municipal well. The ***cumulative impacts*** of development in the WPA shall also be addressed in the report. The study shall include mitigating measures for the design, construction and post-construction monitoring of the proposed use and where the impacts of the use cannot be adequately mitigated within an acceptable risk to groundwater and (surface water) quality to the satisfaction of the municipality, the use shall not be permitted.
3. The preparation of a spill prevention and contingency plan outlining design measures, facilities and procedures to avoid and mitigate the effects of spillage of any contaminants.

The cost of the disclosure report, the hydrogeological study and the spill prevention and contingency plan shall be borne by the developer.

3.1.4.5.4 Performance Requirements for Category C Uses

Category C uses may be permitted in a Sensitivity 2, 3 or 4 WPA provided such uses are permitted in the underlying land use designation and subject to the following requirements.

1. The preparation of a disclosure report specifying the nature of the proposed use, its associated required services and facilities, the activities and operations to be conducted on-site and the substances to be used or stored on-site.
2. The preparation of a detailed hydrogeological study using protocols acceptable to the MOE that predicts the net groundwater and/or surface water quality impacts likely to occur on the subject property, on down-gradient properties and on the municipal well. The ***cumulative impacts*** of development in the WPA shall also be addressed in the report. The study report shall include mitigation measures for the design, construction and post-construction monitoring of the proposed use and where the impacts of the use cannot be adequately mitigated within an acceptable risk to groundwater and (surface water) quality to the satisfaction of the municipality, the use shall not be permitted.
3. The preparation of a spill prevention and contingency plan outlining design measures, facilities and procedures to avoid and mitigate the effects of spillage of any contaminants.
4. Despite the policy prohibiting Category C Risk Uses, new or expanding intensive livestock operations and associated manure storage facilities and land applications may be permitted in a Sensitivity 2, 3 or 4 WPA, where farming is a permitted use, subject to meeting the requirements of the Nutrient Management Act, 2001 and associated regulations.

The cost of the disclosure report, the hydrogeological study and the spill prevention and contingency plan shall be borne by the developer.

3.1.4.5.5 Land Application of Manure, Biosolids or Septage

Land application of manure, biosolids and septage is regulated by the MOE in accordance with the Nutrient Management Act and the Environmental Protection Act. Land application of manure, biosolids and septage shall address the requirements of the above noted legislation as appropriate. The MOE and the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) are encouraged to consult the Almonte WPA Study when considering proposals under the above noted legislation.

3.1.4.6 Abandoned Wells

Prior to new development, proponents shall be required to carry out an investigation for abandoned water, oil and gas wells within any WPA and provide

for the proper sealing/plugging of same, in accordance with relevant provincial legislation and regulations.

3.1.4.7 Aggregate Resources

New sand and gravel pits or the expansion of existing sand and gravel pits may be permitted within Sensitivity Area 2, 3 and 4 Wellhead Protection areas, subject to the following:

1. The impacts of all sand and gravel extraction operations on lands within Sensitivity Area 2, 3 or 4 WPAs are assessed and found to be acceptable relative to potential **adverse effects** on the quantity and quality of surface water and groundwater and on municipal and domestic water supplies and groundwater recharge and discharge areas.

3.1.4.8 Development Criteria

1. Development may be permitted in a Wellhead Protection Area if the use is permitted in the underlying land uses designation and where it is not a prohibited use and it meets the required performance standards.
2. The cost of any studies or investigations required as a condition of development shall be borne by the developer.
3. Where stormwater or drainage controls are required for any development, such studies shall be integrated with source protection measures for WPAs.
4. In addition to meeting the requirements for water quality, any proponent of development shall meet the water quantity requirements of this Plan.
5. Consideration shall be given to the technical merit of a development proposal, as well as to how its approval shall serve to enhance water quality or source protection.
6. The Town may consult with any technical agency deemed appropriate in the review of a development proposal in a WPA.

3.1.4.9 Best Management Practices

Best management practices shall be promoted in farming, other industries and commercial enterprises as a means to minimize the risk of land use activities in and around a WPA. This would include voluntary initiatives, such as the completion of Environmental Farm Plans, spill and contingency planning and implementing measures beyond that required by legislation and regulation.

3.1.4.10 Monitoring

The Town or a delegated authority shall maintain a data base of information collected as part of the development review process and such information may be used to enhance the decision-making process for future applications.

The Town may implement a program to establish a system of monitoring wells within WPAs in order to help identify contaminants in the groundwater before they reach the municipal well.

3.1.4.11 Adjacent Lands

Despite the above policies, other land uses may be regulated outside of the WPAs where they are considered to have a potential impact on source protection.

3.1.4.12 Zoning By-law

The Zoning By-law shall incorporate appropriate requirements to implement the policies for wellhead protection. More specifically, the Zoning By-law shall identify prohibited uses, performance requirements and other policies described. The By-law shall require a re-zoning for any use not prohibited in a WPA subject to first meeting the performance requirements and development criteria outlined above. The Zoning By-law may set out minimum distance separations between a municipal well and any land use, building or structure where the use is located within a WPA or is in the vicinity of a WPA.

3.1.4.13 Site Plan Control

Site plan control shall apply to all development and use of land within a WPA. Site plan control shall be used as a means of incorporating mitigating and remedial measures, proper siting and containment of storage facilities, lot grading and drainage and site design plans identified through the development review process.

3.1.4.14 Public Education

The Town may institute a program of public education aimed at enhancing public understanding of voluntary initiatives and regulatory measures designed to protect and enhance the quality of groundwater and in particular, such measures as:

- the appropriate siting and maintenance of private wells and septic tanks
- the proper storage and use of fuels, domestic cleaners, solvents, pesticides and herbicides and the temporary storage of household wastes
- the proper temporary storage and disposal of household **hazardous** wastes
- the installation and use of water-saving plumbing fixtures and water conservation practices
- household environmental audits

3.1.4.15 Alternative Protection Measures

The Town may consider the use of additional source protection measures within a WPA, including, but not limited to, land acquisition, the use of conservation easements, growth management, land exchange, tax incentives, etc.

3.1.4.16 Land Division

1. Within any Sensitivity 2, 3 or 4 WPA as shown on Schedules D1 and D2, any application for a consent or a subdivision shall be accompanied by a hydrogeological study or other investigation as may be required pursuant to the performance standards set out in the wellhead protection policies of this Plan, and provided that the intended use of land is not a prohibited use in the wellhead protection area.
2. In a Sensitivity 1 WPA, the creation of new development lots shall not be permitted.
3. A consent may be permitted in a Sensitivity 1 WPA only for the purposes of a public authority acquiring land for the protection of the wellhead.
4. The policies for lot creation in a WPA shall be in addition to other applicable land creation policies of this Plan.

3.2 AGRICULTURAL POLICIES

The agricultural industry found in Pakenham and Ramsay is a major economic and social contributor in Mississippi Mills. Directing approximately \$30 million per year into the local economy based on farm gate sales of \$12.1 million, Mississippi Mills' agricultural industry is one of the largest in Lanark County. Approximately 16,000 hectares (38,500 acres) of land or 30% of the total land base of Mississippi Mills is covered by Classes 1 to 3 soils. This represents roughly 35% of the prime agricultural lands and 70% of the Class 1 soils found within Lanark County.

Over the last 30 years, there has been a fundamental change in our rural areas with the influx of non-farm residential development. This influx has placed pressures on the available agricultural lands and the way in which modern agriculture is carried out. Farmers need to be assured that their investment in and commitment to agricultural production shall not be adversely affected by conflicting land uses.

Recognizing the importance of the agricultural industry and the threats faced by the urbanization of the rural lands, this Plan establishes a policy direction which shall ensure the protection of the agricultural land base within Mississippi Mills from conflicting land uses.

This Plan recognizes the significance of local farmers and the positive impact both large scale and small scale agricultural operations have on the local economy. The Town shall work with local commodity groups, the Ontario Federation of Agriculture, the County of Lanark Agricultural Committee and other groups supportive of the agricultural industry in order to maintain a positive climate for farmers to invest into the local agricultural industry.

The "Agricultural" designation has been placed on provincially significant ***prime agricultural areas*** which are predominantly characterized as having soils within Classes 1 to 3 of the Canada Land Inventory. The soil classification of lands within Mississippi Mills was determined by the federal Ministry of Agriculture in 2001 through a comprehensive soil survey. In determining the Agricultural designation the objective is to create areas predominately comprised of Class 1 to 3 agricultural soils which are as large as practical and uninterrupted by non-agricultural designations. This recognizes and accepts that Class 4, 5, 6 and 7 soils will occur within prime agricultural areas as part of the soil complex.

This Plan also recognizes that there are productive locally significant agricultural operations located outside of the Agricultural designation on smaller pockets of good soils, as well as on poorer soils. These operations also require protection from conflicting land uses. The specific policies related to these areas are found in Section 3.3 of this Plan.

This Plan recognizes that traditional rural uses of land, notably ***agricultural uses***, forestry uses, rural recreational activities such as hunting, fishing and

snowmobiling, and pit and quarry operations take place in the rural area and should be allowed to continue to take place. Through the specific land use policies of this Plan, these traditional uses shall be permitted as integral parts of the rural character of the Town. In this regard, future developers and residents should be aware that there are certain activities associated with these uses which result in noise, odours, traffic, hours or seasons of operations, etc. which may be viewed as being incompatible with other uses, particularly rural non-farm residential uses. The Plan attempts to separate non-compatible rural land uses and protect all aspects of rural character of the Town. However, those who live in the rural areas must expect to continue to encounter traditional rural land uses.

The following goals, objectives and policies apply to lands placed within the “Agricultural” land use designation.

3.2.1 Goal and Objectives

It is a goal of this Plan to:

Protect agricultural resources for *agricultural use*.

The following objectives are designed to implement the goal:

1. Identify the Agricultural designation as those lands which have large contiguous areas of Classes 1, 2 and 3 soils as per the Canada Land Inventory.
2. Restrict development on agricultural lands to those uses which are compatible with or supportive of the agricultural industry.
3. Prohibit farmer “retirement lot” severances within the Agricultural designation.
4. Require development within rural areas to be buffered and setback from the boundary of the Agricultural designation.
5. Encourage the agricultural industry to carry out sustainable stewardship of the land in accordance with Environmental Farm Plans, Nutrient Management Plans and Provincial Best Management Practices.

3.2.2 Permitted Uses

On lands designated as “Agricultural”, permitted uses shall include:

- (i) **agricultural uses** including the growing of crops (including nursery, market gardens and horticultural crops), the raising of livestock and other animals for food or fur, (including dairy or beef cattle, poultry, swine, sheep, fish and non-traditional livestock, such as deer, bison, emu, pheasant, etc), equine related activities, aquaculture, apiaries, forestry, maple syrup production, orchards and associated farm buildings and structures;
- (ii) agriculturally related businesses and services, such as farm implement dealers, feed mill or seed cleaning plants, livestock assembly points, grain drying, animal husbandry services, storage for farm produce, abattoirs, custom machinery operators, or similar agri-businesses. These uses may be permitted upon lands designated as Agriculture provided it has been demonstrated that there are no reasonable alternative locations which avoid Agricultural designated lands and that there are no reasonable alternative locations within the Agriculture designation with lower priority agricultural lands. Such uses shall be placed in a separate zoning category.
- (iii) farm gate retailing, home-based businesses (Section 3.6.11 of the Plan), agriculturally related tourist commercial uses, such as farm vacations and pick-your-own operations, value-added packing and processing of primary agricultural products, agricultural education enterprises and similar activities which are secondary and incidental to the farming operation are also permitted;
- (iv) special consideration will be given to compatible commercial and industrial operations that reuse traditional agricultural buildings which are no longer appropriate for agricultural uses;
- (v) forestry;
- (vi) conservation and management of the natural environment;
- (vii) residential dwellings which are accessory to an **agricultural use**, including additional dwellings for farm help or retiring farmers;
- (viii) non-farm residential dwellings and accessory uses, including garden suites (Section 3.6.13 of the Plan), home-based businesses (Section 3.6.11 of the Plan), group homes (Section 3.6.12 of the Plan) and bed and breakfast establishments (Section 3.6.10 of the Plan), as defined in the Residential section of this Plan.

The identified permitted uses are set out and subject to the Zoning By-law.

3.2.3 General Policies

1. The establishment of new buildings and structures or the expansion or change of use of existing structures within the Agricultural designation shall be subject to the appropriate **Minimum Distance Separation (MDS)** calculation as developed by the Ontario Ministry of Agriculture and Food and as amended from time to time.
2. The establishment of new non-farm buildings and structures on lands adjacent to the Agricultural designation shall maintain a setback of 150 metres from the boundary of the Agricultural designation. The creation of new lots adjacent to the Agricultural designation shall ensure that there is an appropriate building envelope outside of the 150 metre setback. Where development is on an existing lot of record and the 150 metre setback cannot be achieved, development may take place within the 150 metre setback subject to the approval of the Committee of Adjustment. Such development proposals shall be assessed in terms of availability of natural vegetative screening, level and type of agricultural activity taking place on the abutting lands, characteristics of surrounding agricultural activities, existing and/or emerging agricultural trends and the likelihood for negative impact. The Committee of Adjustment may impose a condition on the decision including the registration of a covenant on the title of the property stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.
3. Within the Agricultural designation there may be pockets of land which are of lower potential for **agricultural use** due to their size, shape, topography, soil, drainage or other characteristics. These limitations shall not constitute justification for an Official Plan amendment to permit the designation of the lands to a non-agricultural designation. The use of such pockets for permitted commercial and industrial **agricultural uses** or other similar agricultural permitted uses which do not require sites with high potential for agriculture shall be encouraged.

3.2.4 Land Stewardship, Sustainable Operations and Nutrient Management

1. Agricultural operations will be subject to nutrient management legislation regulated by the province under Bill 81. Bill 81 provides for the management of materials containing nutrients in ways that shall achieve optimal crop yields and product quality, manage input costs and enhance the protection of soils and **water resources**. It provides for a sustainable future for agricultural operations and rural development.
2. Agricultural operations shall be encouraged to operate their business under **best management practices** and to participate in farmer-led stewardship initiatives, such as the Environmental Farm Plan, which protect the long term productivity of soils and minimize or eliminate

negative environmental impacts. In order to minimize ***negative impacts*** on water bodies, agricultural operations are encouraged to maintain appropriate setbacks or buffer strips from water bodies.

3.2.5 Residential Development

Residential development within the Agricultural designation shall be subject to the following policies:

- (i) one single detached dwelling and related accessory structures shall be permitted on a lot having frontage on an open and maintained road and subject to other provisions of this Plan and the Zoning By-law;
- (ii) a second dwelling shall be permitted for farm help or a retiring farmer on the same lot as the principal dwelling;
- (iii) a permitted second dwelling may be a permanent dwelling or a temporary mobile home which may be removed once it is no longer needed;
- (iv) a permitted second dwelling shall not be allowed to be severed from the balance of the property; and,
- (v) all residential dwellings shall be subject to the ***Minimum Distance Separation*** calculation.

3.2.6 Agricultural Commercial & Industrial Development

Permitted agricultural commercial or industrial development within the Agricultural designation shall be subject to the following policies:

- (i) the ***Minimum Distance Separation*** calculation shall apply;
- (ii) development shall be subject to Site Plan Control;
- (iii) any accessory residence remains as part of the commercial or industrial holding and shall not be permitted as a separate lot;
- (iv) it shall be demonstrated that there are no other reasonable alternative locations designated other than Agriculture and there are no reasonable alternative location in the Agricultural designation with lower capability soils for agriculture; and,
- (v) such uses shall be placed in a separate zoning category in the Zoning By-law.

3.2.7 Severances and Lot Creation

Severances and the creation of lots within the Agricultural designation shall be limited to the following:

1. Farm-related severances may be considered for a farm dwelling, built prior to 1978, made surplus to a farming operation as a result of farm consolidation. Farm consolidation means the acquisition of additional farm parcels to be operated as one farm operation. Farm consolidation may

- include existing situations where a farm operation has two dwellings located on separate agricultural holdings. Only farmers who are expanding their farm holdings shall qualify for **surplus farm dwelling** severances. The Town shall impose a condition on the severance of the **surplus farm dwelling** which shall require a zoning by-law amendment prohibiting the construction of a new residential dwelling on the farm land parcel rendered vacant as a result of the severance. Council may consider reversing the prohibition on residential development on the retained land only if the proposed residential dwelling is accessory to new agricultural buildings and structures located on the same property.
- The Town may request a condition on the Land Division Committee decision to sever to require the registration of a covenant on the title of the property stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.
- The lot area and frontage for **surplus farm dwelling** lots should be kept to a minimum in order to keep as much land in agricultural production as possible, but generally should not be less than 0.4 ha in size.
2. Severance for boundary adjustments between agricultural holdings may be permitted provided that no new lot is created and the size of the lots are appropriate for the type of agriculture proposed.
 3. Farm-related severances may be considered for the creation of a new agricultural holding provided that:
 - i) Generally, the minimum lot area for agricultural parcels shall be approximately 100 acres. To this extent, this Plan encourages the creation of agricultural parcels in accordance with the **original township lot** fabric of the area. Nothing in this Plan shall prohibit severance applications which result in the creation of **original township lots**. For the purpose of this Plan an **original township lot** shall be considered a holding.
 - ii) The size of the parcels to be severed and retained is appropriate for the type of agriculture being carried out in the area.
 - iii) The minimum lot area shall be sufficiently large to ensure the long-term flexibility of land to accommodate future **agricultural uses**.
 4. Severance of a permitted agricultural commercial or industrial use may be considered provided the lot size is kept to a minimum in order to keep as much land in agricultural production as possible. Efforts should be made to locate the operation on land of low capability for agriculture. The creation of such lots must meet the **Minimum Distance Separation** calculations. The severance of a commercial or industrial property shall not result in a situation where there have been more than 2 severances for commercial, industrial or residential purposes from the holding since July 1973.

3.2.8 Prime Agriculture Area Redesignation

In evaluating an amendment to this Plan to change the designation from Agriculture to another designation, the Town shall be satisfied that there is a demonstrated need for the proposed use for which the amendment is sought, and that it cannot be reasonably located on lands outside the Agricultural designation or on lands within the Agricultural designation with a lower agricultural capability. In the case of adjusting the urban designated lands upon lands designated as Agricultural then it must also be demonstrated that the Town does not have sufficient lands already designated urban to accommodate projected growth.

3.3 RURAL POLICIES

When Ramsay and Pakenham townships were first settled, agriculture and forestry represented the predominant economic base. To a large extent, these primary industries have defined the rural character of Mississippi Mills. The land base of rural Mississippi Mills tends to be highly varied and fragmented. The large areas of ***prime agricultural lands*** have been placed in the Agricultural designation, the balance of lands have been placed in the Rural designation.

During the last 20 years, there has been a significant influx of urbanites into the rural areas of the Town living on severed non-farm residential lots and in rural estate subdivisions.

The pressure for residential development on rural lands is clearly recognized and can be beneficial to the municipality provided that it is limited and does not encroach upon agricultural operations, other resource-based industries and environmental features.

This Plan recognizes the significance of local farmers and the positive impact both large scale and small scale agricultural operations have on the local economy. The Town shall work with local commodity groups, the Ontario Federation of Agriculture, the County of Lanark Agricultural Committee and other groups supportive of the agricultural industry in order to ensure a positive climate for farmers to invest into the local agricultural industry is maintained.

This Plan recognizes that traditional rural uses of land, notably ***agricultural uses***, forestry uses, rural recreational activities such as hunting, fishing and snowmobiling, and pit and quarry operations take place in the rural area and should be allowed to continue to take place. Through the specific land use policies of this Plan, these traditional uses shall be permitted as integral parts of the rural character of the Town. In this regard, future developers and residents should be aware that there are certain activities associated with these uses which result in noise, odours, traffic, hours or seasons of operations and other nuisances associated with traditional rural land uses which may be viewed as being incompatible with other uses, particularly rural non-farm residential uses. The Plan attempts to separate non-compatible rural land uses and protect all aspects of rural character of the Town. However, those who live in the rural areas must expect to continue to encounter traditional rural land uses.

The following goals, objectives and policies apply to lands placed within the "Rural" land use designation.

3.3.1 Goal and Objectives

It is a goal of this Plan to:

Provide for an appropriate range of rural land uses which protect rural resources, traditional land uses, and environmental features.

The following objectives are designed to implement this goal:

1. Identify locally significant agricultural lands as those which have soils within Classes 1 to 3 of the Canada Land Inventory located outside of the “Agricultural” designation and that are part of a productive agricultural operation. Schedule A shall identify such lands as an overlay referred to as “Rural – Agriculture”.
2. Require development within rural areas to be buffered and setback from the boundary of the “Agricultural designation” and other non-compatible rural resources.
3. Provide direction to the location of new rural non-farm residential lots and the placement of houses on such lots is to be considerate of traditional rural land uses and environmental features.

3.3.2 Permitted Uses

On lands designated as “Rural” the following shall be permitted:

- (i) **agricultural uses** including the growing of crops (including nursery, market gardens and horticultural crops), the raising of livestock and other animals for food or fur, (including dairy or beef cattle, poultry, swine, sheep, fish and non-traditional livestock, such as deer, bison, emu, pheasant, etc), aquaculture, apiaries, forestry, maple syrup production, orchards and associated farm buildings and structures;
- (ii) agriculturally related businesses and services, such as farm implement dealers, feed mill or seed cleaning plants, livestock assembly points, grain drying, animal husbandry services, storage for farm produce, abattoirs, custom machinery operators, or similar agri-businesses. Wherever possible, these uses shall be located on land that is of low capability for agriculture and shall not adversely affect agricultural operations in the general vicinity. Such uses shall be placed in a separate zoning category.
- (iii) farm gate retailing, home-based businesses (Section 3.6.11 of the Plan), agriculturally related tourist commercial uses, such as farm vacations and pick-your-own operations, value-added packing and processing of primary agricultural products, agricultural education enterprises and similar activities which are secondary and incidental to the farming operation are also permitted;
- (iv) forestry;
- (v) conservation and management of the natural environment;
- (vi) residential dwellings which are accessory to an **agricultural use**, including additional dwellings for farm help or retiring farmers; and,
- (vii) non-farm residential dwellings and accessory uses, including garden suites (Section 3.6.13 of the Plan), home-based businesses (Section 3.6.11 of the Plan), group homes (Section 3.6.12 of the Plan) and bed and breakfast establishments (Section 3.6.10 of the Plan), as defined in the Residential section of this Plan.
- (viii) Small scale rural commercial and industrial enterprises which primarily engage in the buying and selling of goods and services to area residents, farms, business or to the traveling public. Such uses include but are not limited to antique and craft shops, artisan studios, butcher and bakery shops, farm-related commercial and industrial, sawmills, feed mills, agricultural processing facilities, contractor’s yards, and tourist commercial establishments.
- (ix) Rural commercial and industrial uses shall be limited to those that can operate on private services without danger of pollution or a serious drawdown of groundwater supplies and which create minimal obnoxious sound, odour, dust, vibration, fumes, smoke or

- solid waste disposal problems and are not deemed to be obnoxious uses in accordance with Ministry of Environment Guidelines.
- (x) special consideration will be given to compatible commercial and industrial operations that reuse heritage agricultural buildings which are no longer appropriate for agricultural uses;
 - (xi) Resource-based or resource-related industries shall be permitted.
 - (xii) An accessory residential dwelling for the owner or operator of a permitted rural commercial or industrial use may be permitted on the same lot as the principal rural commercial/industrial use where the type of commercial/industrial activity presents no reason to prohibit a residential dwelling.
 - (xiii) the following tourist commercial uses shall be permitted:
 - a. tourist lodging facilities (such as hotels, motels, resorts, country inns, rental cottages), summer camps, clubs, places of entertainment, recreational facilities (such as hunt camps, marinas and existing ski hills and golf courses and existing tent and trailer campgrounds);
 - b. retail commercial establishments catering to the day-to-day needs of the tourist;
 - c. cultural uses, such as sites of historic interest, museums and related facilities;
 - d. maple syrup bushes, maple syrup processing facilities, accessory pancake houses, museums and meeting rooms shall be permitted; and,
 - e. an accessory residential dwelling for the owner or operator of a permitted principal commercial/industrial use.

The identified permitted uses are set out in the Zoning By-law.

3.3.3 General Policies

1. The establishment of new buildings and structures or the expansion or change of use of existing structures within the Rural designation shall be subject to the appropriate **Minimum Distance Separation** (MDS) calculation as developed by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).
2. The establishment of new non-farm buildings and structures on lands adjacent to the Agricultural designation shall maintain a setback of 150 metres from the boundary of the Agricultural designation. The creation of new lots adjacent to the Agricultural designation shall ensure that there is an appropriate building envelope outside of the 150 metre setback. Where development is on an existing lot of record and the 150 metre setback cannot be achieved, development may take place within the 150 metre setback subject to the approval of the Committee of Adjustment. Such development proposals shall be assessed in terms of availability of

natural vegetative screening, level and type of agricultural activity taking place on the abutting lands, characteristics of surrounding agricultural activities, existing and/or emerging agricultural trends and the likelihood for negative impact. The Committee of Adjustment may impose a condition on the decision including the registration of a covenant on the title of the property stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.

3. Agricultural operations within the Rural designation shall operate with the Land Stewardship and Sustainable Operations policies found in the Agricultural policies of this Plan (Section 3.2.4).

3.3.4 Locally Significant Agricultural Operations

In order to protect the existing agricultural operations located outside of the Agricultural designation, this Plan has established a “Rural - Agriculture” overlay for lands within the Rural land use designation. Lands identified as locally significant are relatively small, isolated pockets of Classes 1 to 3 soils. There are other areas within the Rural designation which are not classed as locally significant and which support active agricultural operations. It is the direction of this Plan to assess development applications in the rural area in terms of their impact on active agricultural operations and land base. When lands are affected by the Rural - Agriculture overlay or where the subject property or surrounding lands support active agricultural activities, the following additional criteria shall be used to assess the merits of the development proposal:

1. The establishment of new non-farm buildings shall maintain a setback of 30 metres from lands which are being utilized as part of an active agricultural operation. The creation of new lots adjacent to an active agricultural operation shall ensure that there is an appropriate building envelope outside of the 30 metre setback.
2. Where development is on an existing lot of record and the 30 metre setback cannot be achieved, development may take place within the 30 metre setback subject to the approval of the Committee of Adjustment. Such development proposals shall be assessed in terms of availability of natural vegetative screening, level and type of agricultural activity taking place on the abutting lands and the likelihood for negative impact. The Committee of Adjustment may impose a condition on the decision including the registration of a covenant on the title of the property stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.

3.3.5 Residential Development

Residential development within the Rural designation shall be subject to the following policies:

1. One single detached dwelling and accessory structures shall be permitted on a lot having frontage on an open and maintained road and subject to other provisions of this Plan and the Zoning By-law.
2. For active farming operations, a second dwelling shall be permitted for farm help or a retiring farmer on the same lot as the principal dwelling. In such cases the second dwelling may be a permanent dwelling or a temporary mobile home which may be removed once it is no longer needed.
3. A permitted second dwelling shall not be allowed to be severed from the balance of the property.
4. All residential dwellings shall be subject to the **Minimum Distance Separation** calculation.
5. A garden suite, home-based business and bed and breakfast operation shall be permitted in accordance with the Residential policies of this Plan.
6. When placing a residential dwelling and associated accessory structures on a rural property, special consideration should be given to the visual impact the development may have on the surrounding rural character. The Zoning By-law shall contain specific setback requirements which move rural residential dwellings an appropriate minimum distance back from the road. Special provisions may be established for development abutting scenic or heritage roads in accordance with Section 4.6.8 of this Plan. Efforts should be made to take advantage of existing topography, trees and fence lines when choosing a building location so as to fit in with the surrounding area.
7. Development shall take place in accordance with the Rural Design Guidelines of this Plan (Section 4.2.3).

3.3.6 Severances and Lot Creation

Severances and the creation of lots within the Rural designation shall be limited to the following:

1. Farm-related severances may be considered for a farm dwelling built prior to 1978, made surplus to a farming operation as a result of farm consolidation. Farm consolidation means the acquisition of additional farm parcels to be operated as one farm operation and may include existing situations where a farm operation has two dwellings located on separate agricultural holdings. Only farmers who are expanding their farm holdings shall qualify for **surplus farm dwelling** severances.

The Town shall impose a condition on the severance of the **surplus farm dwelling** which shall require a zoning by-law amendment prohibiting the

construction of a new residential dwelling on the farm land parcel rendered vacant as a result of the severance.

The lot area and frontage for **surplus farm dwelling** lots should be kept to a minimum in order to keep as much land in agricultural production as possible.

The Town may request a condition on the Land Division Committee decision to require the registration of a covenant on the title of the property stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.

2. Severance for boundary adjustments between agricultural holdings may be permitted provided that no new lot is created and the size of the parcels are appropriate for the type of agriculture proposed.
3. Farm-related severances may be considered for the creation of a new agricultural holding provided that:
 - i) Generally, the minimum lot area for agricultural parcels shall be approximately 100 acres. To this extent, this Plan encourages the creation of agricultural parcels in accordance with the **original township lot** fabric of the area. Nothing in this Plan shall prohibit severance applications which result in the creation of **original township lots**. For the purpose of this Plan an **original township lot** shall be considered a holding.
 - ii) The size of the parcels to be severed and retained are appropriate for the type of agriculture being carried out in the area.
 - iii) The minimum lot area shall be sufficiently large to ensure the long-term flexibility of land to accommodate different **agricultural uses** in the future.
4. The number of rural non-farm residential lots created by severance per land holding shall be limited to two lots created plus the remnant lot, except where otherwise specifically provided for in this Plan. A holding is defined as a parcel of land held in a conveyable ownership as of July 1, 1973 or an **original township lot**. Consents for a boundary adjustment, partial discharge of mortgage, easement or right-of-way shall not be considered toward the maximum number of consents per holding. A rural non-farm residential severance must be consistent with the following policies:
5. The permitted uses on a rural residential lot include a single dwelling, a home-based business, garden suite, bed and breakfast establishment and limited agricultural activities.
 - (i) The access point of the driveway onto the public road must be located so that no safety hazards are created. A severance shall be permitted only where the centre of the driveway shall be 150 metres from immediate neighbouring driveways on the same

- side of the road. Council may reduce the 150 metre requirement where soil conditions, topography, safety, sight lines or other sound planning considerations suggest that a lesser distance would be appropriate.
- (ii) There is a demonstrated capacity for the lot to support the proposed development on private services.
 - (iii) The lot has frontage on a maintained public road of acceptable standard to support year round maintenance and emergency vehicle access. Direct access onto a County Road or Provincial Highway shall be discouraged.
 - (iv) Each lot must be at least one hectare. Council may require larger lots when site conditions warrant an increase in lot size. The minimum lot size shall not include lands within the "Flood Plain" designation.
 - (v) The creation of non-farm lots adjacent to an active agricultural operation within the Rural designation shall ensure that there is an appropriate building envelope outside of the 30 metre setback from lands which are being utilized as part of an active agricultural operation.
 - (vi) The placement of a rural residential severance must avoid having an adverse impact on significant landscape features, significant vegetation, wildlife habitats or other significant natural resources on the property.
 - (vii) Council may permit two or more lots to share a single driveway where soil conditions, topography, safety, sight lines or other sound planning considerations suggest that such an arrangement would be beneficial.
 - (viii) Residential uses (including accessory structures), private or communal wells and sewage disposal facilities, and access road shall not be permitted on **prime agricultural lands**, or where there are aggregate resources, wetlands, flood plains or significant habitat of endangered or **threatened species**. Where the development affects lands adjacent to **natural heritage features** or areas, the appropriate policies of this Plan shall be followed.
6. A severance of a permitted commercial or industrial use may be considered provided the lot size is kept to a minimum in order to keep as much land in agricultural production as possible and efforts have been made to locate the operation on land of low capability for agriculture. The severance of a commercial or industrial property shall not result in a situation where there have been more than 2 severances for commercial, industrial or residential purposes from the holding since July 1973.

3.3.7 Cluster Lot Development

A cluster lot development is a grouping of three to five lots (not including the retained parcel) created by consent for clustered rural non-farm residential development. The main purpose of this alternative form of rural residential development is to direct housing away from public roads, reduce the visual impact of strip development, and increase the financial viability of scattered rural residential development.

Since the cluster lot development is a new approach to rural residential development, it will be treated initially as a pilot project. The maximum number of residential lots which can be created under the pilot project within Mississippi Mills shall be 40. The cluster lot development policies and the success of their implementation shall be assessed during the three year review of this Plan. If necessary, appropriate changes to the policies will be made following the review of this Plan.

The number of lots permitted in any specific cluster lot development proposal shall be determined based on the number of lots which were previously severed from the **original township lot**. The number of previous severances shall include all lots, including those created prior to July 1973:

- a) If an **original township lot** has had one (1) or fewer previous severances, a cluster lot development proposal involving the maximum of five lots could be considered.
- b) Where the **original township lot** has had two (2) previous severances, a cluster lot development proposal involving four lots could be considered.
- c) Where the **original township lot** has had three (3) previous severances, a cluster lot development proposal involving the minimum three lots could be considered.
- d) In no case shall a cluster lot development proposal, plus previous severances result in a situation where there are more than six lots created from an **original township lot**, excluding the remnant parcel.

Generally, the establishment of cluster lot development shall be discouraged within 1 kilometre of the Almonte urban boundary.

If there is an **original township lot** which has not had any previous severances, the property owner may be able to pursue the creation of lots under severance policies of Section 3.3.6 or a cluster lot development proposal, but not both. This means that previous severances from an **original township lot** used in the above calculations must have existed prior to the date of the adoption of this Plan by the Town Council.

The following policies shall apply to cluster lot development proposals:

1. The parent property from which the cluster lot development proposal is severed has a minimum lot area of 50 acres.
2. The single internal road serving the cluster lot development shall be a private road built and maintained to standards set by the Town in accordance with the private road policies of this Plan found in Section 4.6.9.
3. The access point to the development from the public road must be located so that no safety hazards are created at the intersection.
4. Lots are to be serviced either by private individual water and sewage systems or by communal systems. A communal water and sewage system shall be built in accordance with the requirements of the Town and the province. Appropriate servicing studies, including a hydrogeological review in accordance with Section 4.1.3 of this Plan, shall be required.
5. The overall density of development shall be approximately one residential lot per hectare of land. The size of the individual building lots may be as small 0.4 hectares provided sufficient common land is provided to meet the overall density of one residential lot per hectare of land. The minimum lot size shall not include lands within the “Flood Plain” designation.
6. Generally, the placement of dwellings within the cluster lot development shall be determined based on the following considerations:
 - (i) houses should either be set back from the nearest public road a minimum of 100 metres or the dwellings must be screened from such road by topography or mature vegetation;
 - (ii) the siting of dwellings shall take into consideration the significant landscape features, vegetation, wildlife habitats or other resources on the property and avoid such areas;
 - (iii) Identifiable features of rural character are maintained or enhanced through the location of the dwellings;
 - (iv) the siting of dwellings shall blend as much as possible with the natural landscape so that the rural character is relatively undisturbed;
 - (v) when the 100 metre setback is waived due to a screen of mature vegetation, agreements must be entered into that ensure the screening effect of the vegetation is not compromised. The site plan control process shall be used to carry out this requirement.
7. Appropriate buffering, in accordance with Sections 3.3.3 or 3.3.4 of this Plan, shall be provided where a cluster lot development is in close proximity to an active agricultural operation.
8. The cluster lot development may include land held in common ownership to be used as open space for recreation, as a site for communal systems or for an access road right-of-way. Once common land is set aside, it cannot be developed further. Such land may be managed under a “common elements condominium”.

9. In the event that the lots are being proposed within significant natural features or lands adjacent to such features, an Environmental Impact Assessment shall be required in accordance with 3.1.2.7 of this Plan.
10. If the private road accessing the cluster lot development crosses private land, a deeded right-of-way adequate for right-of-use, road construction and maintenance must be provided, together with an agreement for the maintenance of the right-of-way by the benefiting owners.
11. Residential uses (including accessory structures), private or communal wells, sewage disposal facilities and access roads shall not be permitted on **prime agricultural lands**, or where there are aggregate resources, wetlands, flood plains, or significant habitat of endangered or **threatened species**. Where the development affects lands adjacent to **natural heritage features**, the appropriate policies of this Plan apply.
12. Proponents of cluster lot development proposals shall be required to submit an accurate site plan which identifies lot sizes, frontage, lands to be held in common ownership, proposed building and septic system envelopes, natural features including treed areas, slopes, watercourses, drainage courses and low areas subject to ponding/flooding.
13. The Town shall develop design guidelines for cluster lot development proposals.

3.3.8 Rural Commercial & Industrial

Various commercial and industrial uses are appropriate in rural areas by virtue of their specialized function. Rural commercial and industrial development which is supportive of sustainable economic development in the rural area must demonstrate compatibility with surrounding uses, environmental features, and natural resources and be consistent with the rural character they are located in.

It is the intention of this Plan to direct most commercial and industrial activities to Almonte, Pakenham village and the smaller villages,. Rural areas will generally be the focus of resource activity, resource-based recreational activity and other rural uses.

3.3.8.1 Rural Commercial & Industrial Policies

1. The proposed commercial/industrial use shall be compatible with surrounding uses and shall have minimal impact on the environmental features, natural resources and rural character of the surrounding area. Such development must meet the **Minimum Distance Separation** from agricultural operations.
2. Rural commercial and industrial uses should not exert demands for water beyond those considered necessary for the private use of employees. Uses requiring considerable amounts of water must be accompanied by an approved hydrogeological report which addresses adequacy of groundwater supply and soil suitability for disposal of wastes.

3. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements. Such lots shall have frontage on and direct access to an open public road, maintained year-round.
4. Access to and from rural commercial and industrial uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads.
5. Council may require a traffic study or evaluation to determine the volume of traffic to be generated, needs and/or standards for entrances, turning lanes, vehicle stacking, signalization, on-site directional movements, parking, etc. Traffic engineering should include the integration of both on-site traffic movement and the configuration, type and width of roadways.
6. Lighting poles and utility structures shall be carefully sited in keeping with good design and highway safety practices. Lighting shall be in accordance with the Town's responsible lighting by-law.
7. Signage shall be carefully sited in keeping with good design and highway safety practices. Signage shall be in accordance with the Town's sign by-law.
8. Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on a property such that large expanses of parking fronting on public streets are avoided. The visual appearance of parking areas and structures shall be enhanced through the use of diversity of plant forms, rural landscaping methods, naturalized landscape or other architectural elements. Parking areas adjacent to residential areas shall be appropriately screened.
9. Outdoor storage areas (equipment, garbage, etc.) shall be screened or fenced from adjacent uses and the street. Permanent display areas shall not be located in designated parking areas. Temporary or seasonal displays shall be permitted where they do not conflict with traffic flows or the safety of pedestrians.
10. Where rural commercial and industrial development is located adjacent to residential uses, appropriate screening, buffering, distance separation or other measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.
11. Rural industrial development shall also be subject to the policies found in Section 3.7.5.2 of this Plan.
12. The Zoning By-law shall place rural commercial and industrial uses in a separate zoning category.
13. Rural commercial and industrial development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.3.8.2 Tourist Commercial Policies

Tourism is an important part of our local economy with many of our tourism assets are located in the rural area. This Plan shall allow for tourist-related commercial development in the rural area in accordance with the following policies:

1. New tent and trailer campgrounds, golf courses and ski hills shall only be permitted through an amendment to this Plan.
2. The proposed tourist commercial use shall be compatible with surrounding uses and shall have minimal impact on the environmental features, natural resources and rural character of the surrounding area. Such development must meet the **Minimum Distance Separation** from agricultural operations.
3. Uses requiring considerable amounts of water shall be assessed in accordance with the Surface and Ground Water Site Specific Development Criteria of Section 4.1.3 of this Plan.
4. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, amenity areas, open space, landscaping and buffering requirements. Such lots shall have frontage on and direct access to an open public road, maintained year-round.
5. Access to and from tourist commercial uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads.
6. Council may require a traffic study or evaluation to determine the volume of traffic to be generated, needs and/or standards for entrances, turning lanes, vehicle stacking, signalization, on-site directional movements, parking, etc. Traffic engineering should include the integration of both on-site traffic movement and the configuration, type and width of streets, roadways and sidewalks.
7. Lighting poles and utility structures shall be carefully sited in keeping with good design and highway safety practices. Lighting shall be in accordance with the Town's responsible lighting by-law.
8. Signage shall be carefully sited in keeping with good design and highway safety practices. Signage shall be in accordance with the Town's sign by-law.
9. Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on a property such that large expanses of parking fronting on public streets are avoided. The visual appearance of parking areas and structures shall be enhanced through the use of diversity of plant forms, landscaping methods or other architectural elements. Parking areas adjacent to residential areas shall be appropriately screened.

10. Outdoor storage areas (equipment, garbage, etc.) shall be screened or fenced from adjacent uses and the street. Permanent display areas shall not be located in designated parking areas. Temporary or seasonal displays shall be permitted where they do not conflict with traffic flows or the safety of pedestrians.
11. Where a tourist commercial development is located adjacent to residential uses, appropriate screening, buffering, distance separation or other measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.
12. The Zoning By-law shall place tourist commercial uses in a separate zoning category.
13. Tourist commercial development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.3.8.2.1 Golf Courses

Mississippi Mills has two existing golf courses and one vacant property zoned to permit a golf course. The existing courses provide a high quality recreational opportunity. Golf courses include a number of accessory uses, such as club houses, pro shops, driving ranges, banquet halls, reception areas, maintenance shops, storage sheds and other similar uses catering to the day-to-day needs of the clientele and management of the operation.

New Golf Courses shall only be permitted through an amendment to this Plan. Golf courses shall not be permitted within the agricultural designation. In reviewing an application for a golf course, consideration shall be given to the proposal's ability to satisfy the following development criteria, in addition to other relevant sections of this Plan:

1. A golf course must be located an adequate distance from sensitive land uses so that the amenities of such areas or uses are protected. In determining appropriate separation distances, the Town shall assess design of the golf course in relation to surrounding lands uses.
2. Lot size shall be adequate for the type of golf course being developed.
3. Appropriate studies shall be undertaken to determine the general need of the proposed operation, potential impact on environmental features, natural resources, rural character and the requirements for services.
4. Golf courses shall be required to present a number of studies, prepared by qualified individuals, including hydrogeological assessment, stormwater management, nutrient management and pesticide management. Development proposals will be required to demonstrate compliance with Section 4.1.3 Surface and Ground Water Site Specific Development Criteria.
5. The Zoning By-law shall place golf courses in a separate zoning category.

6. All lands placed in the golf course zone in the Zoning By-law shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.3.8.2.2 Tent and Trailer Campgrounds

Tent and trailer campgrounds include seasonally operated parks for tents and recreation vehicles, including park model trailers and such facilities as an accessory dwelling, marina and convenience store catering to the day-to-day needs of the visitors and non-permanent/seasonal residents.

New tent and trailer campgrounds shall only be permitted through an amendment to this Plan. In reviewing an application for a new tent and trailer campground, consideration shall be given to the proposal's ability to satisfy the following development criteria, in addition to other relevant sections of this Plan:

1. The minimum lot area for a tent and trailer campground shall be two hectares. The minimum campsite shall be 235 square metres with a minimum width of at least 15 metres at one point in the campsite. The density shall not generally exceed 30 campsites per hectare. The maximum number of sites for a Travel Trailer Park or Commercial Campground development shall generally not exceed 100. Provisions may be made for group camping sites.
2. Central water stations and toilet facilities satisfactory to the Town and the appropriate approval authority shall be provided by the owner.
3. Each campsite shall have adequate buffer planting at the rear and side of each site. No campsite shall be located within the **floodplain**.
4. Adequate buffer planting shall be provided between the Travel Trailer Park and Commercial Campground and any adjacent residential areas and such buffer planting or screening shall include the provision of grass strips, berms, trees, shrubs and screening, as required.
5. Adequate on-site parking shall be provided and the internal road system shall provide for safe movement of vehicular, pedestrian and emergency vehicle traffic.
6. Existing topographic and physical features of the site shall be retained in their natural state as far as possible. Existing trees shall be preserved, where possible. Vegetation and landscaping plans may be required to demonstrate incorporation of natural features and retention of existing vegetation.
7. As part of the development review process, the developer shall provide to the Town information regarding:
 - (i) existing site conditions including soil capability, drainage, erosion susceptibility, forest stands, unique wildlife habitats, unique flower species and access (Where the existing site has high capability for agriculture or low recreation capability, reasons shall be given for the selection of the site. Furthermore, information shall also be

- included concerning the preservation of any existing natural features);
 - (ii) the demand for the type of facility proposed exists taking into account the existing supply; and,
 - (iii) satisfactory methods of sewage disposal and water supply.
- Proposed servicing shall meet the approval of the MOE.
8. The Zoning By-law shall place tent and trailer campgrounds in a separate zoning category.
 9. Tent and Trailer campgrounds shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.3.8.3 Wrecking and Salvage Yards

Wrecking Yards provide for the storage, dismantling and salvage of used motor vehicles or other equipment. Such sites need to be chosen carefully because of the appearance and characteristics of this use. New wrecking or salvage yards shall only be permitted through an amendment to this Plan. The following policies shall regulate wrecking or salvage yards.

1. A wrecking yard shall be located an adequate distance from sensitive land uses so that the amenities of such areas or uses are protected. In determining appropriate separation distances, the Town shall have regard for "Guideline D-6, Compatibility between Industrial Facilities and Sensitive Land Uses", produced by MOE.
2. The lot size shall be adequate for the proposed use.
3. Appropriate studies shall be required to determine the general need for the proposed operation, potential impact on ground water, natural resources, and rural character and the requirements for services.
4. The wrecking yard shall be adequately screened from public view either naturally or by fencing, berming or planting. There shall be a requirement to maintain the visual screen.
5. Access to the wrecking yard shall be controlled by fencing, gates or other appropriate devices.
6. The wrecking yard shall be an adequate distance from any waterbody or designated wetland to reasonably ensure that pollution of the waterbody or designated wetland does not occur.
7. The Zoning By-law shall place wrecking and salvage yards in a separate zoning category.
8. Wrecking and salvage yard development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.4 RURAL SETTLEMENT AREAS & VILLAGES

A number of small settlement areas are located throughout Mississippi Mills. These settlement areas consist of three long established small villages: Appleton, Blakeney and Clayton and a number of existing rural estate lot subdivisions. Both of these forms of settlement are designated as “Rural Settlement Areas & Villages” in this Plan.

The three villages represent concentrations of development in a community setting consisting of dwellings, local commercial and business uses, as well as supporting services, such as churches, post offices, and recreational areas. The villages were originally established as service centres to the largely agricultural economy. Over the years, the villages have experienced some growth and change through infilling and minor expansions and each has evolved with its own identity. There are also some common characteristics among the villages which can serve as the basis for developing policies for future growth in these areas.

The rural estate lot subdivisions have been largely created during the last 30 years and typically consist of single detached residential development and accessory uses, such as home-based businesses and bed and breakfasts. For the most part, the existing rural estate lot subdivisions are fully developed.

Existing rural settlement areas and villages shall be defined with a fixed boundary on Schedule “A” of this Plan. These boundaries shall recognize the existing developed area with some potential for infilling.

The following goals, objectives and policies apply to lands placed within the “Rural Settlement Areas & Villages” land use designation.

3.4.1 Goal and Objectives

It is a goal of this Plan to:

Preserve the general character as well as the individual identity of each rural settlement area or villages.

The following objectives are designed to implement the goal:

1. Ensure that the established pattern of development is continued.
2. Enhance or encourage a focal point for each settlement area.
3. Encourage good pedestrian access and public interaction spaces.
4. Promote the natural and heritage attributes as an integral part of the community.

3.4.2 Permitted Uses

1. The uses permitted within the three existing villages include low density residential and accessory uses, multiple residential, garden suites (Section 3.6.13 of the Plan), home-based businesses (Section 3.6.11 of the Plan), group home (Section 3.6.12 of the Plan), bed and breakfast establishments (Section 3.6.10 of the Plan), local commercial, institutional and public uses, parks and recreational facilities and limited agricultural activities.
2. The uses permitted within the rural estate lot subdivisions include low density residential and accessory uses, including garden suites, home-based businesses and bed and breakfast establishments, and parks and recreational facilities.

3.4.3 Policies

1. The boundaries shown on Schedule A represent the limits for development within each rural settlement area or village. Any proposal for the expansion of the boundaries shown on Schedule A shall only take place in accordance with Section 2.5.3.2.3 of this Plan. Any such amendment shall have regard for the relevant policies of this Plan, specifically the growth and settlement, environmental, agricultural and design sections.
2. All new development and redevelopment shall demonstrate adequate water supply and sewage disposal facilities. Only those uses which do not require large volumes of water or produce large volumes of sanitary waste shall be permitted. The Town may require a hydrogeological or other servicing study to be provided with any planning application. Such studies shall be prepared to the satisfaction of the Town and the province or its delegate.
3. New local commercial uses may be permitted subject to a site specific zoning by-law amendment and in accordance with the following policies:
 - (i) the site is large enough to accommodate the building and servicing **infrastructure**;
 - (ii) adequate off-street parking and loading space are provided;
 - (iii) the range of identified uses is appropriate for the area;
 - (iv) uses which generate significant amounts of traffic shall be located or designed to minimize the impact on surrounding uses and existing transportation **infrastructure**;
 - (v) the development satisfies the environmental and design policies of this Plan with respect to sustainability and compatibility;
 - (vi) the style and character of the building integrates reasonably well with surrounding properties;
 - (vii) sufficient new landscaping is provided on the site; and,
 - (viii) local commercial uses shall be subject to site plan control.
4. The Town, together with the community associations, shall carry out further studies to define the existing focal points within the rural settlement

- areas and villages and to develop strategies for enhancing and improving on the elements that contribute to these communities.
5. Minimum lot sizes within rural settlement areas and villages shall be based on the appropriate requirements for the proposed water and sewage systems as well as site specific considerations of topography and vegetation. Generally, single detached residential lots should be a minimum of 0.4 hectares (1 acre) in size. In waterfront situations, larger minimum lot sizes will most likely be required to ensure sufficient area to accommodate the 30 metre setback from the highwater mark, shoreline buffering requirements, flood plain considerations and other environmental constraints.
 6. New multiple residential uses within the three existing smaller villages, such as row housing or low rise apartment buildings, may be permitted subject to a site specific zoning by-law amendment and in accordance with the following criteria:
 - (i) the site is large enough to accommodate the building and servicing **infrastructure**;
 - (ii) adequate off-street parking is provided;
 - (iii) the development satisfies the environmental and design policies of this Plan with respects to sustainability and compatibility;
 - (iv) the style and character of the building integrates reasonably well with surrounding properties;
 - (v) sufficient landscaping is provided on the site; and,
 - (vi) multiple residential uses shall be subject to site plan control.
 7. Institutional uses within the three existing smaller villages may include education centres, day care centres, health care facilities, museums, churches, libraries, community centres, service clubs and other similar public or quasi-public uses and facilities. New institutional uses shall be permitted subject to a site specific zoning by-law amendment and in accordance with the following policies:
 - (i) the site is large enough to accommodate the building and servicing **infrastructure**;
 - (ii) adequate off-street parking and loading space are provided;
 - (iii) uses which generate significant amounts of traffic shall be located or designed to minimize the impact on surrounding land uses and existing transportation **infrastructure**;
 - (iv) the development satisfies the environmental and design policies of this Plan with respect to sustainability and compatibility;
 - (v) the style and character of the building integrates reasonably well with surrounding properties;
 - (vi) sufficient new landscaping is provided on the site; and,
 - (vii) institutional uses shall be subject to site plan control.

3.4.4 Special Uses

The following special policies have been established through an amendment to previous official plans.

3.4.4.1 Special Policy Area 1

On the lands designated as Special Policy Area 1 in the Appleton village, the following special conditions shall apply exclusively:

1. The permitted uses shall be restricted to a private hydro electric power generating facility and related buildings and structures and to the existing semi-detached dwelling.
2. Any structures relating to the power generating facility shall meet all of the requirements of the Lakes and Rivers Improvement Act.
3. Any structure which has an impact on water levels shall satisfy the requirements of Mississippi Valley Conservation.
4. Access to the power generating facility and to the existing semi-detached dwelling may be from a private right-of-way registered on title.

3.4.4.2 Special Policy Area II

On the lands designated as Special Policy Area II in the Clayton village, the following special conditions shall apply in addition to the other relevant policies of this Plan that apply to multiple residential development:

1. The dwelling type allowed shall be limited to a one storey multiple residential building.
2. The maximum number of dwelling units permitted shall be 25.
3. No development shall be permitted below the 1:100 year flood line of the Indian River as established by MVC.

3.5 AGGREGATE & MINERAL RESOURCES POLICIES

Aggregate resources include gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite and rock, all of which are suitable for construction, industrial, manufacturing and maintenance purposes. Aggregates are a non-renewable natural resource and are essential for road building and maintenance as well as for construction projects.

The aggregate resources of Lanark County have been assessed and identified in Open File Report 5550 produced by MNR. This assessment classifies the important resources in terms of sand and gravel deposits and bedrock resources.

In Mississippi Mills, there are only small reserves of sand and gravel and these are generally of low quality. Mississippi Mills does contain large areas of good bedrock resources east of the Canadian Shield. The Town is required to identify and protect the aggregate resources that exist within Mississippi Mills.

The licensing, regulation and enforcement of aggregate operations within the Town is the responsibility of MNR.

This Plan recognizes that aggregate resources are necessary and valuable and has established policies which protect the viable sand and gravel resources and licensed bedrock resources. At the same time, the Plan recognizes that the utilization of aggregate resources has an impact on other land uses and the environment and has sought to ensure adequate protection for both the aggregate industry, the environment and surrounding land owners in the vicinity of the resource.

This Plan recognizes the authority of the Ontario Ministry of Northern Development and Mines to regulate mineral resources.

The following goals, objectives and policies apply to lands placed within the "Aggregate Resource" land use designation.

3.5.1 Goal and Objective

It is a goal of this Plan to:

Protect a sufficient supply of the non-renewable aggregate resources and to ensure proper utilization of the resource.

The following objectives are designed to implement the goal:

1. Designate the resources on the Land Use Schedule so that resource areas are clearly identified.
2. Ensure that the utilization of the resources takes place in an orderly and controlled manner.

3. Protect legally existing extractive operations.
4. Restrict development on and adjacent to known aggregate deposits to those uses which are compatible with and/or supportive of the aggregate industry.
5. Prohibit new residential lots on aggregate deposits or within the influence area of the Aggregate Resource designation.
6. Require that development within rural areas is buffered and set back a minimum distance from aggregate deposits.
7. Require that extraction and processing of aggregate deposits has a minimal impact on the natural and built environments.
8. Require the timely and satisfactory rehabilitation of lands once the resource is exhausted in accordance with the Aggregate Resources Act licences and site plans.

3.5.2 Aggregate Resource Boundaries and Permitted Uses

On the Land Use Schedule, the areas designated as Aggregate Resource have been further identified as Pit or Quarry. These designations include both existing licensed operations as well as reserve areas. The following policies apply to lands designated Aggregate Resource.

1. In the areas identified as Aggregate Resource-Pit, only pit operations together with accessory uses, such as crushing facilities, stockpiles, offices, open and enclosed storage and screening operations shall be permitted.
2. In the areas identified as Aggregate Resource-Quarry, pit and quarry operations shall be permitted together with accessory uses, such as crushing facilities, stockpiles, offices, open and enclosed storage and screening operations. Asphalt plants, ready-mix concrete plants and aggregate transfer stations may also be permitted within the land designated as Aggregate Resource-Quarry.
3. Within the reserve areas, interim land uses, such as agriculture, forestry and outdoor recreational uses which require minimal investment and site alterations may be permitted provided that these do not include buildings or activities which would preclude the establishment of a pit or quarry.
4. For the areas designated as Aggregate Resource-Quarry, the area to be zoned or licensed must be located within the boundaries of the designation shown on the Schedule. Any proposal to expand beyond these limits shall require an amendment to the Official Plan. For the areas designated as Aggregate Resource-Pit, the area to be zoned or licensed may extend beyond the boundaries of the designation shown on the Schedule, provided such expansion is reasonable, respects any separation distances, does not encroach on existing uses in the area and meets the environmental and water resource goals of this Plan.

3.5.3 Aggregate Resource General Policies

1. All pit and quarry operations must be licensed by the Ministry of Natural Resources and must meet the requirements of the Aggregate Resource Act. Through the licensing procedure, Council may recommend to MNR that certain conditions be placed on the licence.
2. Generally, only existing licensed pit and quarry operations shall be zoned in the Zoning By-law. The zoning shall define the specific uses to be allowed as well as the zone requirements that shall apply.
3. Within the areas designated Aggregate Resource, the establishment of a new pit or quarry or the expansion of an existing operation onto lands not zoned for such use, must be within the license area approved by MNR.
4. The lands within the Aggregate Resource designation which are not zoned for a pit or quarry may be placed in a separate zone category which protects the lands from incompatible development.

5. All pits and quarries must satisfy the requirements of MOE with respect to pumping and dewatering, water supply, waste water, solid and liquid waste disposal, dust and all emissions to the atmosphere including noise and vibrations.
6. Small pit operations (Class B licence) which excavate up to a maximum of 20,000 tonnes of material per year shall be permitted on lands designated Rural or Agriculture in this Plan. Such operations normally provide fill material where large demands are not warranted or expected. It is intended that by limiting the amount of material to 20,000 tonnes per year, that this type of operation can proceed and should have minimal impact on surrounding uses. Any such pit must be zoned in accordance with the appropriate zone category in the Zoning By-law. Such operations must also be licensed by MNR, meet the requirements of MOE and comply with any other relevant provisions of this Plan including the ***influence areas*** set out in Section 3.5.4. Any pit operation which exceeds the limit of 20,000 tonnes per year which is not within an area designated Aggregate Resource shall require an amendment to this Plan.

3.5.4 Aggregate Resource Influence Area

1. The concept of an ***influence area*** is recognized as a means of protecting sensitive land uses from pits and quarries and protecting existing pits and quarries and lands designated Aggregate Resource from encroachment by incompatible land uses. The Zoning By-law shall incorporate the following separation distances from sensitive land uses:
 - 150 m for licensed pits above the water table
 - 300 m for licensed pits below the water table
 - 300 m for Aggregate Resource-Pit reserve areas
 - 500 m for licensed quarries above or below the water table
 - 500 m for Aggregate Resource-Quarry reserve areasThese distances shall apply reciprocally, meaning that new pits and quarries must be set back from sensitive land uses and new sensitive land uses must be set back from lands designated for pits and quarries.
2. Where development is on an existing lot of record and separation distances cannot be achieved, development may take place within the separation distance subject to the approval of the Committee of Adjustment. Such development proposals shall be permitted only if:
 - The resource use would not be feasible; or
 - The proposed land uses or development serves a greater long term public interest; and
 - Issues of public health, public safety and environmental impact are addressed.

The proposal will also be assessed in terms of availability of natural vegetative screening, level and type of aggregate activity taking place on the abutting lands, characteristics of surrounding agricultural activities and

the likelihood for negative impact. The Committee of Adjustment may impose a condition on the decision including the registration of a covenant on the title of the property stating that the lot is adjacent to an aggregate resource and may therefore be subjected to noise, dust, odours and other nuisances associated with aggregate activities.

3. The establishment of new non-farm buildings and structures on lands adjacent to aggregate resources shall maintain the separation distances. The creation of new lots adjacent to aggregate resources shall ensure that there is an appropriate building envelope outside of the separation distances.

3.5.5 Removal or Expansion of Aggregate Resource Designation

1. The removal of part of the Aggregate Resource designation from the Land Use Schedule shall require an amendment to this Plan. Such an amendment shall provide justification for the change in designation and clearly demonstrate and document the need for the alternate land use. In considering such amendments, Council shall take into account the following:
 - (i) evidence provided by the applicant that aggregate extraction is not feasible due to quality, quantity or other development constraints;
 - (ii) the necessity of the alternate land use in comparison to the necessity of the aggregate resource;
 - (iii) the reason for the choice of the location and consideration given to alternate locations on non-aggregate lands;
 - (iv) the consideration given to the option of sequential land use in which the aggregate is removed prior to development of land for the proposed use; and,
 - (v) the aggregate resource has been depleted and the site fully rehabilitated in accordance with the conditions of the Aggregate Resources Act licence and site plans.
2. The establishment of any new Aggregate Resource area shall require an amendment to this Plan. In proposing any such amendment, the applicant must provide sufficient information for Council to properly evaluate the proposal. The information that the applicant shall provide may include, but not necessarily be limited to, the following:
 - (i) the type and location of any neighbouring land uses;
 - (ii) the location of access routes, including consideration of upgrading of existing roads; and
 - (iii) reports from qualified professionals regarding noise, blasting, hydrogeology, drainage and any other relevant matters.

3.5.6 Aggregate Extraction on Prime Agricultural Lands

Aggregate extraction may be permitted on ***prime agricultural lands*** provided that the site is rehabilitated by restoring substantially the same area and the

same average soil quality for agriculture. Complete agricultural rehabilitation shall not be required in the following circumstances:

- (i) there is a substantial quantity of aggregate below the water table warranting extraction or the depth of planned extraction in a quarry makes restoration of pre-extraction agricultural capability unfeasible;
- (ii) other alternatives have been considered by the applicant and found unsuitable. The consideration of other alternatives shall include resources in areas of Canada Land Inventory Class 4 to 7 soils, resources on lands identified as designated growth areas, and resources on prime agricultural lands where rehabilitation is feasible. Where no other alternatives are found, prime agricultural lands shall be protected in this order of priority: specialty crop areas, Canada Land Inventory Classes 1, 2 and 3; and,
- (iii) agricultural rehabilitation shall be maximized in remaining areas.

3.5.7 Wayside Pits and Quarries

Wayside pits and quarries are temporary operations established by or on behalf of a public authority on short notice to fulfil temporary projects for road construction or road maintenance. Wayside pits and quarries are permitted throughout the Town without the need to amend this Plan or the Zoning By-law, except in areas of existing development, settlement areas, wetlands, **ANSIs** or **natural heritage features** and areas. Prior to the establishment of a wayside pit or quarry for provincial purposes, Council shall be satisfied that the proposed operation qualifies as a wayside pit or quarry. Prior to the establishment of a wayside pit or quarry for municipal purposes, Council shall be advised by the Director of Public Works that the proposed operation qualifies as a wayside pit or quarry. Where a wayside pit or quarry is located on prime agricultural lands, the site shall be rehabilitated in accordance with Section 3.5.6 of this Plan.

3.5.8 Portable Asphalt Plants and Portable Concrete Plants

1. **Portable asphalt plants** and portable concrete plants used on public road authority contracts are permitted throughout the municipality without the need to amend this Plan or the Zoning By-law except in areas of existing development, settlement areas, wetlands, **ANSIs** or **natural heritage features** and areas. Prior to the placement of a **portable asphalt plant** or a portable concrete plant, the operator shall notify the Town in writing of the proposed location for the plant and the anticipated completion date of the construction project.
3. **Portable asphalt plants** and portable concrete plants shall be subject to the following requirements:
 - (i) a **portable asphalt plant** and portable concrete plants shall be removed from the site upon completion of the contract;

- (ii) the minimum separation distance requirements of MOE shall apply and a Certificate of Approval must be obtained from MOE;
- (iii) where a **portable asphalt plant** or a portable concrete plant is located on **prime agricultural lands**, the site shall be rehabilitated in accordance with Section 3.5.6 of this Plan; and,
- (iv) approval of MOE shall be obtained for the discharge of water from washing or screening operations.

3.5.9 Mineral Resources

It is the intention of Ministry of Northern Development & Mines to obtain information regarding mineral resources, to identify areas of mineral potential and abandoned mine sites.

For the purpose of this Plan, mining is understood to include above the ground and underground work, pits and quarries used for mineral extraction, as well as associated processing, transportation, waste and tailings storage, and directly related activities. Mining excludes pits and quarries used for aggregate extractions as part of the Aggregate Resource policies of this Plan.

1. Mineral exploration and mine development will be encouraged through the identification of mineral deposits and areas of mineral potential as “Areas of Mining Potential” on the land use schedules once this information becomes available.
2. Mining and related activities will only be permitted outside of identified settlement areas. The compatibility of mining activities with surrounding land use designations will determine the specific nature of permitted mining related activities.
3. The establishment of mining related activities shall be subject to the approval of the Ministry of Northern Development and Mines under the Mining Act.
4. An influence area will be used as a means of protecting existing land uses in the vicinity of proposed mining operations from a land use conflict and reciprocally to protected areas of high mineral potential and mining operations from the encroachment of incompatible land uses. Development may be permitted in the influence area only where demonstrated that the activity will not have a negative impact on mining operations and identified areas of high mineral potential. The influence area arc shall be 1,000 metres (3,280 feet) from the proposed mining operation. The establishment or modification of the influence area should be carried out in consultation with the Ministry of Northern Development and Mines and the Ministry of Environment and may be done without an amendment to this Plan.
5. Known abandoned mine sites, along with a 1,000 metre influence area have been identified on Appendix A, as a Abandon Mine Site. No development within the influence area shall be approved until the nature

and extent of any hazards have been determined and mitigated to the satisfaction of the Ministry of Northern Development and Mines. Development within the influence areas of the abandoned mines may be subject to site plan control.

3.6 RESIDENTIAL

In 2002 Canada Mortgage and Housing conducted a case study on the residential housing market of Mississippi Mills. The report concluded that the proximity of Mississippi Mills to Ottawa, the attractiveness of the area for young retirees and the focus on the creation of larger single detached home both within Almonte and the surrounding rural areas had resulted in significant increases in the cost of houses and a dramatic decrease in the availability of “affordable” housing.

The report called for a strong commitment in the Community Official Plan to promote a more balanced supply of housing, with less focus on larger single detached homes and more emphasis on a diversified, affordable housing stock.

This Plan strives to make affordable housing a major priority. The Residential goals, objectives and policies of this Plan direct the development industry to provide for a broader range of housing options in terms of housing types and rental opportunities (i.e. tenure).

The following policies shall apply to all lands designated Residential lands within the urban settlement areas of Almonte and Pakenham village detailed in Land Use Schedules B and C of this Plan.

3.6.1 Goal and Objectives

It is a goal of this Plan to:

Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community.

The following objectives are designed to implement the goal:

1. Promote and support development which provides for affordable, rental and/or increased density of housing types.
2. Designate a sufficient supply of land to meet the residential goals of the Plan.
3. Ensure that land use policies and zoning do not establish barriers to a more balanced supply of housing.
4. Direct the majority of new residential development to areas where municipal sewer and water services are/will be available and which can support new development.
5. Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of design.

6. Permit a range of activities in residential areas including home-based businesses, bed and breakfasts, group homes, churches, schools, community facilities and open space.
7. Work in conjunction with other levels of government and non-government organizations to establish necessary social housing.

3.6.2 Residential Permitted Uses

Lands designated "Residential" shall be predominately used for low and medium density residential uses and associated accessory uses.

Other uses compatible with residential neighbourhoods may also be permitted, such as parks, public and community facilities, bed and breakfasts, home-based businesses, group homes, garden suites, day nurseries, country inns, and local commercial use, subject to policies contained in this Plan.

On lands designated "Residential – Community Facility" the permitted uses shall be limited to identified uses in Section 4.7, Community Facilities of this Plan.

3.6.3 Affordable Housing

Affordable housing figures are to be updated on a yearly basis with the assistance of Canada Mortgage and Housing Corporation (CMHC). They are to be used to determine what the affordable housing thresholds for both owner occupied and rental accommodation should be, using the **affordable** definition found in Section 5.15 of this Plan.

The data to be used to determine affordable housing figures in 2005 are as follows. The average MLS house sale price for the majority of the Mississippi Mills area in 2003 was \$193,000. The 2003 median market rents for Lanark County are: Bachelor - \$465, 1 Bedroom - \$560, 2 Bedroom - \$670, 3 Bedroom – \$810, 4+ Bedroom - \$905. The 2001 Census has 60% of all Mississippi Mills households with a 2000 gross household income under \$70,000.

1. The Town shall encourage an adequate supply of affordable housing.
2. The Town shall attempt to have 25% of all new residential construction affordable. In a given year the residential development may meet, exceed or fall short of the 25% target and therefore, to achieve a more realistic picture of the progress made in achieving this target, three year averages shall be used to meet affordable housing objectives.
3. The Town shall ensure that the Zoning By-law does not require standards which preclude the development of affordable housing, especially as it relates to house and lot sizes.
4. The Town may use incentives, such as reduced development charges or the increased height and density provisions in order to achieve the affordable housing policies of this Plan.

3.6.4 Supply of Serviced Residential Land

1. In order to accommodate projected residential demand, the Town shall strive to maintain a three year supply of residential units available through lands suitably zoned to facilitate residential intensification and

- redevelopment and land with servicing capacity in draft approved or registered plans.
2. The Town shall maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment, and if necessary, lands which are designated and available for residential development.
 3. The Town shall establish and maintain an on-going inventory of potential sites for affordable or supportive housing projects.
 4. The Town shall negotiate with developers in efforts to establish plans that include the types of housing needed within the community.

3.6.5 Range of Housing Types

1. The Town shall support a wide range of housing types, zoning standards and subdivision design standards.
2. The Town has established the following housing mix targets:
 - Low Density - 70%
 - Medium Density - 30%
3. Low density residential development shall include single detached, semi-detached, duplex, converted dwellings, and triplex housing. In general, the **gross density** for low density residential development shall be 15 units per hectare (6 units per acre).
4. Medium density residential development shall include four-plex housing, townhouses, 3 storey apartments, converted dwellings of three or more units and similar multi-unit forms of housing. In general, medium density residential development shall have a maximum **net density** of 35 units per net hectare (15 units per net acre).
5. All medium density residential development proposals shall address the following criteria:
 - (i) Proximity to shopping, parkland, health care, education and other community amenities;
 - (ii) compatibility with existing land uses in the immediate area and the historical character of existing buildings;
 - (iii) designed with a maximum of three (3) stories and where possible, a building profile which conforms visually with the surrounding residential structures;
 - (iv) availability of adequate off-street parking and appropriate access and circulation for vehicular traffic, including emergency vehicles;
 - (v) necessary buffering from abutting uses;
 - (vi) suitable landscaping, lot grading, drainage and on-site amenities;
and,
 - (vii) the availability of full municipal services to accommodate the proposed density of development.
6. Medium density residential development shall be placed in separate zones in the Zoning By-law and shall be subject to Site Plan Control.

7. The Town shall strive to maintain the existing mix of housing tenure. To this end, the Town establishes the following housing tenure targets:
 - Ownership - 70%
 - Rental - 30%

3.6.6 Special Needs Housing

1. The Town shall seek to improve access to housing for people with special needs, including assisted housing for low income people, seniors housing and housing for physically and developmentally handicapped individuals.
2. The Town shall work with local groups to determine the demand for special needs housing. The Town shall support appropriate applications and proposals for special needs housing.
3. The Town shall consider alternative approaches to providing housing targeted specifically to the seniors' population.

3.6.7 Infilling

1. The Town shall give priority to the infilling of existing residential areas as a means of efficiently meeting anticipated housing demand. Infilling shall be considered small scale residential development within existing residential neighbourhoods involving the creation of new residential lots or the development/redevelopment of existing lots.
2. Infilling development proposals in existing residential neighbourhoods should be in character with the surrounding building form and setbacks of existing development in an effort to blend in with the residential neighbourhood. Specific design policies for infill development are found in the design section of this Plan.
3. Infilling development proposals shall be required to prepare "lot grading and drainage plans" that take into consideration potential drainage impacts on abutting properties.
4. Infilling development may be subject to site plan control.

3.6.8 Residential Conversion Policy

The conversion of existing single detached residential dwellings into multiple unit dwellings is a means of providing affordable rental housing. Residential conversion is permitted within the Residential designation subject to the requirements of the Zoning By-law. Residential conversion proposals shall address the following development criteria:

- (i) the dwelling is structurally sound and of sufficient size to allow the creation of one or more dwelling units in accordance with the minimum unit sizes set out in the Zoning By-law;
- (ii) the lot is of sufficient size to allow the required off-street parking and allow for any proposed additions to the residential structure;
- (iii) adequate amenity areas can be retained on the lot;

- (iv) the exterior renovations have specific regard for the relationship of the building to adjacent structures;
- (v) required fire escapes preferably located at the side or rear of the building;
- (vi) adequate access and circulation for vehicular traffic, including emergency vehicles is provided; and,
- (vii) suitable landscaping and lot grading and drainage are provided.

Residential conversion may be subject to Site Plan Control.

3.6.9 Apartment in Houses Policy

One accessory apartment dwelling unit may be permitted within a single detached dwelling within the Residential designation subject to the requirements of the Zoning By-law.

The Zoning By-law may provide for apartment-in-housing regulations which allow for such units without an amendment to the Zoning By-law provided the following criteria are satisfied:

- (i) only one apartment per single detached dwelling;
- (ii) all requirements of the Zoning By-law are met, including adequate off-street parking, and minimum floor area for apartment units; and,
- (iii) all building code and fire code requirements are addressed.

3.6.10 Bed & Breakfast Policy

Bed & Breakfast operations are permitted within a single detached dwelling subject to the requirements of the Zoning By-law. The Zoning By-law may provide Bed & Breakfast regulations which ensure:

- (i) the residential character of the area is not changed;
- (ii) adequate off-street parking, minimum floor area for guest rooms;
- (iii) the use is conducted in the principal residence of the operator; and,
- (iv) the maximum number of guest rooms for overnight accommodations shall not exceed 3.

Bed & Breakfast operations may be subject to Site Plan Control.

3.6.11 Home-Based Business Policy

Home-based businesses are an important means of realizing small business start-ups and stay-at-home self employment. Home-based businesses are permitted subject to the requirements of the Zoning By-law. The Zoning By-law may provide home-based business regulations which:

- (i) include a detailed list of permitted home-based business uses;

- (ii) generally limit the number of employees, other than residents of the house to two individuals;
- (iii) provide a maximum percentage of the floor area of the residence which may be used for the home-based business, or in the case of a rural residence the maximum floor area of an accessory structure;
- (iv) ensure the external appearance of the residence is maintained and regulate outdoor storage and signs;
- (v) provide appropriate parking standards for such uses; and,
- (vi) limit traffic impact, ensure safe access and prohibit uses that are deemed to be significant traffic generators.

Home-based businesses may be subject to Site Plan Control.

3.6.12 Group Home Policies

The term Group Home is used to describe a residence for the accommodation of three to ten persons, exclusive of staff, living under supervision in a single housekeeping unit and who, by reason of their emotional, mental, social or physical condition or legal status, require a group living arrangement for their well being. Group homes permit residents a degree of independent living in a residential setting that ensures that their specific needs are provided for.

It is the intent of this Plan to recognize the need for group homes, the needs and concerns of the residents of the Town and to ensure the effective integration of group homes into the community so that they shall function successfully and obtain community acceptance. Group homes are permitted subject to the requirements of the Zoning By-law.

1. The operators of new group homes shall be required to prepare and implement a community acceptance plan in accordance with the regulations of the municipality.
2. Group homes shall be registered with the Town on an annual basis, as per the registration policies and procedures established by the Town.
3. A group home shall be licensed or funded under an Act of Parliament of Canada or the Province of Ontario. Council shall provide input to licensing or funding agencies on applications for group homes within the Town, to ensure that in addition to the housing needs of the residents, additional supportive services and facilities exist for the residents.
4. The Zoning By-law shall permit group homes in all residential zones subject to the approval for use under the licensing or funding agency.
5. The Zoning By-law shall set out criteria and regulations on such matters as:
 - the type of group home (i.e. custodial and non-custodial),
 - health, safety and building code compliance,
 - number of residents and staff,
 - parking requirements and amenity areas

6. On site parking requirements shall be established on the basis of the expected number of residents, support staff and visitors.
7. Group Homes may be subject to Site Plan Control.

3.6.13 Garden Suite Policies

The term Garden Suite is used to describe a temporary dwelling unit accessory to a primary residence which offers an alternative arrangement for housing elderly parents, handicapped family members or other similar individuals.

Garden Suites may be permitted subject to the requirements of the Zoning By-law.

1. The Zoning By-law may provide Garden Suite regulations which:
 - (i) sets out the duration of the temporary nature of the dwelling unit;
 - (ii) require the dwelling unit to be accessory to a primary residential dwelling;
 - (iii) allow the garden suite dwelling unit to be attached or detached;
 - (iv) restrict any business or commercial enterprise from taking place within the garden suite; and,
 - (v) require the dwelling unit to meet all requirements of the Zoning By-law, including yard setbacks and parking.
2. The Town may enter into an agreement with the property owner which addresses issues, such as:
 - (i) conditions under which the Garden Suite shall be removed from the property or converted so that it is no longer a separate dwelling unit;
 - (ii) the Garden Suite not be used as a rental dwelling unit for profit or gain;
 - (iii) the Garden Suite meets all health, safety, servicing and building code standards;
 - (iv) the need for bonding or security to ensure that certain conditions of the agreement are met; and,
 - (v) other issues deemed important by the Town.
3. Garden Suites may be subject to Site Plan Control.

3.6.14 Day Nurseries

The term "Day Nursery" is used to describe a licensed facility that receives more than five children, primarily for the purpose of providing temporary care or guidance for children under the age of ten years and/or developmentally handicapped children under the age of 18 years.

Day Nurseries may be permitted within the Residential designation subject to the following requirements of the Zoning By-law.

1. The Zoning By-law may provide Day Nursery regulations which require:
 - (i) a demonstrated community need exists for the facility;
 - (ii) the establishment of the facility does not negatively impact upon the

- residential character of the neighbourhood and that specific attention be paid to the noise impact associated with play areas;
- (iii) a safe area for the drop-off and pick-up of the children; and,
 - (iv) all requirements of the Zoning By-law, including yard setbacks, signage and parking are met.
2. The facility shall be licensed by the Ministry of Community and Social Services under the Day Nurseries Act, R.S.O., 1990, as amended.
 3. The facility shall provide for the temporary care or guidance of the children for a continuous period not exceeding 24 hours.
 4. The facility shall meet all health, safety and building code standards.
 5. Day Nurseries may be subject to Site Plan Control.

3.6.15 Country Inn

The term "Country Inn" is used to describe a unique form of accommodation for the travelling public, similar to a Bed and Breakfast, but of a slightly larger scale. Such facilities are ideally suited for older buildings with historic character. In addition to serving meals to those seeking accommodation, Country Inns may also serve meals to the general public, although this should not be the principal function of the Inn.

Country Inns shall be placed in a separate zoning category and subject to the following requirements.

1. Country Inns within the Residential designation shall be located in residential buildings with heritage value and the unique historic characteristics of the building shall be preserved in keeping with the heritage and design sections of this Plan.
2. The Zoning By-law may provide Country Inn regulations which ensure:
 - (i) that the Country Inn maintains the residential facade of the building being utilized and not significantly change the residential character of the area;
 - (ii) all requirements of the Zoning By-law are met, including adequate off-street parking, minimum floor area for guest rooms, signage, and buffering between surrounding uses;
 - (iii) such uses have a minimum of four guest rooms and a maximum of ten; and,
 - (iv) that the Country Inn is generally located on or near an arterial road and has minimal traffic impact, including safe vehicle and pedestrian access.
3. Country Inns shall meet all licensing, health, safety and building code standards for motels/hotels.
4. Dining facilities associated with a Country Inn shall be located in the principal building of the Country Inn.
5. Country Inns shall be subject to Site Plan Control.

3.6.16 Residential Abutting Agriculture Lands

Within the Almonte and Pakenham village there are vacant lands designated “Residential” which abut non-urban lands designated “Agriculture” shown on Schedule “A”. This Plan requires vacant residential lands in Almonte and Pakenham village to develop on full municipal services by way of a plan of subdivision. During the subdivision design and approval process all residential development proposed within 150 metres of the Agriculture designation shall be assessed in terms of potential land use conflicts. Appropriate mitigating measures shall be incorporated through the subdivision design and approval process which would reduce the potential negative impacts the two land uses may have on each other.

The subdivision proposals shall be assessed in terms of availability of natural vegetative screening, level and type of agricultural activity taking place on the abutting lands, characteristics of surrounding agricultural activities, existing and/or emerging agricultural trends and the likelihood for negative impacts. The Town may request that conditions be imposed on the subdivision, including the registration of a covenant on the title of individual properties stating that the lot is adjacent to an agricultural area and may therefore be subjected to noise, dust, odours and other nuisances associated with agricultural activities.

Under no circumstance shall the subdivision design result in residential dwellings being located closer than 30 metres to the boundary of the Agriculture designation.

3.7 COMMERCIAL AND INDUSTRIAL LAND USE POLICIES

The economic base of Mississippi Mills is very diverse. The local economy consists of a strong agricultural industry, a vibrant small business sector, tourism and growing arts and high tech sectors. There is also a very successful home-based industry. Like many rural-small town communities, the public sector (health, education, local government) represents the largest source of employment.

Recognizing the strengths of the local economy and the challenges that exist by being located close to a major urban market, this Plan establishes a clear policy direction which shall provide a positive climate for economic investment and job creation. The Plan also undertakes to identify an adequate supply of land to allow existing businesses to expand and for new businesses to locate within the Town.

Inherent in the growth and development of the local economy is the preservation of the area's small town character. This is achieved through a strong commitment to the existing downtown cores of Almonte and Pakenham village as vibrant mixed use areas.

The land use policies relating to commercial and industrial development are intended to permit a broad mix of land uses and to provide entrepreneurs with a clear set of policies on which to make investment decisions. The various areas of commercial and industrial development are intended to complement each other through a varying scope of permitted uses.

The following policies shall apply to all lands within the various commercial and industrial land use designations within Almonte and Pakenham village detailed in Schedules B and C of this Plan.

3.7.1 Goal and Objectives

It is a goal of this Plan to:

Develop the economic potential of the area and create employment opportunities which strengthen the social fabric of the community.

The following objectives are designed to implement the goal:

1. Promote economic development which shall generate a balanced tax base and offer a comprehensive range of services within the community.
2. Promote the expansion and retention of existing business and economic sectors and promote opportunities for new business in order to diversify the area's economy, add to the commercial/industrial tax base and create new employment opportunities.

3. Direct the majority of new business to established commercial and industrial locations, including the downtown areas of Almonte and Pakenham village, the Mississippi Mills Business Park and established highway commercial areas.
4. Promote and preserve the downtown cores of Almonte and Pakenham village as vibrant mixed-use areas with potential for infilling and redevelopment.
5. Permit a broad range of home-based businesses in residential and rural areas, provided they are compatible with surrounding uses.

3.7.2 Downtown Commercial

The “Downtown Commercial” land use designation applies to the two established downtown commercial areas within Mississippi Mills in Almonte and Pakenham village. Each has similar characteristics and distinct differences. This Plan shall promote and preserve the uniqueness and vibrancy of these two areas.

Generally, downtown commercial areas should contain a mix of commercial, residential and institutional land uses, which together make for a people-oriented, vibrant downtown core. The image of our downtown areas is based on their rich architectural heritage, visual landmarks, mix of land uses and importance to the community’s social fabric. Sustaining this image and strengthening the economic role of these areas shall be dependent upon:

- conservation and renewal of the building stock;
- streetscaping measures;
- improving parking;
- encouraging the development of people places, such as riverwalks, rest areas, parks and open spaces, pedestrian walkways and public art.

3.7.2.1 Permitted Uses

On lands designated as “Downtown Commercial” permitted uses shall serve the whole of the Town’s market area. Such uses include:

- i) a wide variety of retail, office, service, administrative, cultural, institutional, medical and entertainment uses (service uses include hotels, restaurants, personal service establishments and financial institutions). Retail uses in the storefront of buildings shall be encouraged;
- ii) residential uses, in the form of apartments above or behind the principal commercial use of the building, and providing that residential uses on the ground floor do not exceed 25% of the total gross floor area of the ground floor;
- iii) existing residential development;
- iv) high density residential development, as defined in the Residential section of this Plan, subject to an amendment to the Zoning By-law and provided the goals and objectives of this Plan are satisfied; and,
- v) notwithstanding Section ii), permitted residential development within the Downtown Commercial area of Pakenham village include all types of residential development in accordance with the Residential section of this Plan.

New commercial uses which are oriented to vehicle traffic, such as automobile dealerships, gas stations, truck depots and motels shall be discouraged within

the Almonte Downtown Commercial designation and shall be directed to more appropriate lands within the Highway Commercial, Industrial, or Business Park designations.

3.7.2.2 Downtown Commercial Policies

1. The Plan shall provide for commercial and accessory residential intensification and infilling within the lands designated Downtown Commercial as a means of creating a compact downtown commercial core.
2. Development and redevelopment within the Downtown Commercial designation shall conserve the architectural and heritage characteristics of the existing street in terms of building profiles, massing and height. Specific design guidelines are found in the Design and Heritage sections of this Plan.
3. New development shall maintain the average height profile of the main buildings in the area. Generally, buildings should not exceed three (3) stories in height. New development in excess of three stories shall be considered through the increased height and density provisions of this Plan.
4. Development and redevelopment within the Downtown Commercial designation shall maintain the established setback pattern on the street.
5. The Town, in conjunction with the owners and/or operators of businesses within the Downtown Commercial designation, shall maintain and improve the streetscapes of the downtown areas by undertaking improvements to the lighting of public areas and walkways, the provision of street furniture and rest areas, the identification of pedestrian crossings, the planting of trees, consistent signage, and such initiatives as a riverwalk.
6. No open storage of goods or materials shall be permitted in the Downtown Commercial designation.
7. The Town may use the increased height and density provisions and development charges provisions of this Plan to promote and achieve the Downtown Commercial policies.
8. All development within the Downtown Commercial designation shall be subject to site plan control.

3.7.2.3 Downtown Commercial Parking Policies

The Town recognizes public and private parking as important resources within the Downtown Commercial areas.

1. All development and/or redevelopment shall be required to provide adequate off-street parking and loading facilities. Access to the parking areas be limited in number and designed to ensure traffic safety. Parking areas should be linked with pedestrian walkways. The sharing of mixed-use parking areas shall be permitted.

2. In downtown areas, off-street parking facilities shall be encouraged to locate to the rear and side of the buildings.
3. Off-street parking, drive-ways and/or loading areas adjacent to residential uses shall be screened or buffered through the use of fences, or other appropriate landscape treatment.
4. All parking areas shall be appropriately illuminated in accordance with the Town's responsible lighting by-law.
5. The Town, in conjunction with the owners and/or operators of businesses, shall strive to improve the management and supply of parking resources within the Downtown Commercial areas.
6. The Town, in conjunction with the owners and/or operators of businesses, shall provide an adequate number of conveniently located bicycle racks within the Downtown Commercial areas.

3.7.2.4 Cash-In Lieu of Parking Policy

The Zoning By-law contains provisions prescribing a minimum number of parking spaces for specific land uses. In some circumstances, a commercial development proposal is unable to accommodate the required number of parking spaces. In such cases, the Council may enter into an agreement with an owner of a building that is being developed or redeveloped to provide for the payment of cash-in-lieu of parking in accordance with the following:

1. If a commercial development is unable to provide enough parking spaces, the Council has the authority to offer an exemption from the parking requirements of the Zoning By-law and accept a cash payment in-lieu of each parking space not provided. The cash payment may be a one time charge or an annual charge and shall be detailed in the Town's Cash-In-Lieu By-law.
2. The Council shall adopt a Cash-In-Lieu By-law enabling it to accept cash payments from developers of commercial development proposals unable to provide the necessary number of parking spaces.
3. This Plan considers the payment of cash-in-lieu of parking as an effective mechanism for encouraging a compact, efficient and viable downtown core.
4. Monies raised through cash-in-lieu of parking shall be placed in a special fund, separate from general revenues, dedicated to managing existing public parking resources and/or establishing new parking facilities. The Town will maintain a list of those properties which have contributed to cash-in-lieu of parking.
5. In order to determine the actual costs of providing a parking space and the appropriate fee to be charged for each space levied, the Council shall undertake periodic parking studies.
6. In order to encourage development/redevelopment within the downtown core, the Town may wish to have a cash-in-lieu fee which is less than the true cost of providing new parking spaces.

7. This Plan encourages a Downtown Parking Study for Almonte and Pakenham village. The details for such a study are found in the Parking Policies of the Transportation Section of this Plan.

3.7.3 Highway Commercial

The “Highway Commercial” land use designation applies to the following commercial areas within Mississippi Mills:

- between Paterson Street and County Road #17, along Ottawa Street in Almonte
- along County Road #29 in Almonte
- along County Road #20 (Kinburn Side Road) in Pakenham village

Generally, highway commercial areas contain uses that are largely automobile-oriented.

Where highway commercial areas abut residential areas, appropriate buffering and pedestrian linkages shall be established. This Plan encourages pedestrian-friendly design and connection between commercial development and residential neighbourhoods.

The type and size of uses permitted in highway commercial areas should complement the inventory and function of existing commercial uses and areas, especially the downtown commercial cores.

The highway commercial areas at the edge of urban areas function as the entrances to the urban communities in which they are located. To this extent, there needs to be special attention paid to the design of these areas, so as to maintain a co-ordinated and pleasing gateway to our urban communities.

3.7.3.1 Permitted Uses

On lands designated as “Highway Commercial” permitted uses include:

- (i) Uses dependent upon high volumes of traffic or which are heavily transportation oriented. The scope of uses include, but not be limited to, restaurants, recreational and automotive sales, repair and services establishments, building contractors, building supply and home furnishing retail and wholesale outlets, farm machinery, hotel/motel, lodging facilities, garden centres and nurseries, warehousing and distribution centres.
- (ii) Retail stores, factory outlets and business offices that require large land areas and/or have large parking and/or outdoor storage or display requirements not consistent with the compact nature of downtown commercial cores.

3.7.3.2 Highway Commercial Policies

1. This Plan encourages the intensification and best use of existing highway commercial lands so as to limit the linear expansion of the Highway Commercial designation.
2. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements.
3. Access to and from Highway Commercial uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads.
4. Council may require a traffic study or evaluation to determine the volume of traffic to be generated, the needs and/or standards for entrances, turning lanes, vehicle stacking, signalization, on site directional movements, parking, etc. Traffic engineering should include the integration of both on-site traffic movement and the configuration, type and width of streets, roadways and sidewalks. The developer shall be responsible for the installation of sidewalks and road improvements required by the traffic study.
5. Development shall provide for safe, convenient and barrier free pedestrian travel within the site, between the site and adjacent properties and public pedestrian walkways.
6. Lighting poles and utility structures shall be carefully sited and in keeping with good design and highway safety practices. Lighting shall be in accordance with the Town's responsible lighting by-law.
7. Signage shall be carefully sited and in keeping with good design and highway safety practices. Signage shall be in accordance with the Town's sign by-law.
8. Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on the property such that large expanses of parking fronting on public streets are avoided. The visual appearance of the land surrounding parking areas and structures shall be enhanced through the use of professionally designed landscaping methods incorporating a diversity of plant forms. Parking areas adjacent to residential areas shall be appropriately screened. Landscape plans shall be incorporated as part of the approved site plans.
9. Outdoor storage areas (equipment, garbage, etc.) shall be screened or fenced from adjacent uses and the street. Permanent display areas shall not be located in designated parking areas. Temporary or seasonal displays shall be permitted where they do not conflict with traffic flows or the safety of pedestrians.
10. Where highway commercial development is located adjacent to residential uses, appropriate screening, buffering, distance separation or other

- measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.
11. The Zoning By-law shall place highway commercial uses in a separate zoning category.
 12. Highway commercial development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.7.3.3 Highway Commercial Areas as Community Gateways

It is the intent of this Plan to improve the visual image of highway commercial areas and develop them as gateways to the urban communities. Highway commercial areas shall also be used to define the edges of the urban areas and rural areas. This may be achieved through a program of beautification and the establishment of design standards for highway commercial areas.

1. The Town shall work with property owners and interested parties in the design and development of comprehensive gateway plans. Such plans may include design and landscaping standards related to tree/vegetative planting, sidewalks and boulevards, and lighting. Signage and advertising shall be integrated with landscaping with the intent of minimizing the number and visual impact of signs having regard for highway safety and human scale.
2. New development proposals shall be required to implement gateway features in their design.
3. Once completed, the Town shall implement the preferred design options recommended by the Ottawa Street Gateway Study.

3.7.3.4 Shopping Centre Commercial Development

There are presently two properties within the highway commercial designation which have been approved for shopping centre commercial development within Mississippi Mills, both along Ottawa Street in the Almonte Ward. Shopping centre commercial development is defined as a group of retail, service commercial or other similar uses under separate ownerships which function as a unit within an enclosed building, with common parking and loading facilities and egress and ingress under one ownership. Freestanding buildings shall be permitted on lands zoned for shopping centre commercial development provided they do not adversely affect access or traffic circulation within the shopping area. In addition to the general highway commercial policies, the following policies shall also apply to lands zoned for shopping centre commercial development:

1. Shopping Centre Commercial development shall be permitted on lands designated Highway Commercial subject to an amendment to the Zoning By-law, placing the lands in a separate shopping centre commercial zoning category.

2. Where a proposed shopping centre commercial development would exceed 3,500 square metres of gross leasable floor area or where there is a proposal to expand an existing shopping centre beyond 3,500 square metres of gross leasable floor area, the implementing zoning by-law amendment shall be supported by a current market analysis study.
3. A market analysis study shall demonstrate that the additional retail floor space is justified by reason of changes in population, personal disposable income, retail sales per capita and inventory of existing retail floor space within the Town or relevant services area.
4. In order to facilitate the review of shopping centre commercial development proposals, the following information shall be supplied by the developer to support the proposed zoning by-law amendment:
 - (i) a breakdown of the amount of floor space and size of individual leasable units to be devoted to food shopping, department store type merchandise, general retail and ancillary services within the Town or relevant service area;
 - (ii) gross floor space of the proposed development;
 - (iii) a study of the impact of the proposed development on existing commercial areas within the Town and an estimate of the anticipated recovery period from this impact; and,
 - (iv) a traffic impact analysis.

3.7.4 Business Park

The “Business Park” land use designation applies to lands on the east side of Almonte, south of County Road 49. Lands designated Business Park are planned to function as a major employment centre within the Town. The development policies are intended to promote high quality and consistent development standards for the Mississippi Mills Business Park. In addition to the Highway Commercial and Industrial policies of this Plan, the following shall apply to lands designated Business Park.

3.7.4.1 Permitted Uses

On lands designated as “Business Park” permitted uses shall include:

- (i) Highway Commercial uses including those typically dependent upon high volumes of traffic or which are heavily transportation oriented. The scope of uses shall typically include, but are not limited to, restaurants, recreational and automotive sales, repair and services establishments, building contractors, building supply and home furnishing retail and wholesale outlets, farm machinery, hotel/motel, lodging facilities, garden centres and nurseries, warehousing, wholesaling and distribution centres;
- (ii) Retail stores, factory outlets and business offices that require large land areas and/or have large parking and/or outdoor storage or

- display requirements not consistent with the compact nature of downtown commercial cores;
- (iii) Medical clinics, rental outlets, garden centres, education and training facilities, industrial and business services, research and development facilities, computer, electronic or data processing establishments, scientific or technological establishments, communication and information establishments; and
 - (iv) Light Industry (Class I) and Medium Industry (Class II) as defined in the Industrial section of this Plan.

3.7.4.2 Business Park Policies

1. This Plan shall encourage the intensification, infilling and best use of existing business park lands so as to limit the need to expand the Business Park designation.
2. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements.
3. Access to and from Business Park uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads.
4. The Town shall maintain business park design guidelines which set out a unified master plan approach to the development of the business park. The design guidelines are intended to ensure high quality aesthetic standards for the Park and provide quality control assurances to protect the long term investment of property owners and tenants. The design guidelines establish overall business park elements, such as entrances and streetscapes, as well as individual development standards. Development within the Business Park shall be in accordance with the Business Park Design Guidelines.
5. The Zoning By-law shall place the business park lands in a separate zoning category.
6. Business park development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.7.5 Industrial

The Town's primary industrial investment area is the Mississippi Mills Business Park and designated "Business Park". There are also a number of industrial uses located throughout the rural and urban areas of the community which are designated "Industrial". Industrial development is an important component of the

Town's economic base. This Plan recognizes existing industrial uses and provides for an adequate supply of land for future industrial development.

The intent of this Plan is to encourage the development of light (Class I) and medium (Class II) industries, since these types of uses are most compatible with the nature of the area. The scope of permitted uses shall be sufficiently broad to enable the Town to attract a variety of industrial types and to focus on more specialized types, such as the high tech industry.

It is the desire of the Town to have industrial development that is both an aesthetic and economic asset to the community. To this extent, there needs to be special attention paid to the design of these uses.

3.7.5.1 Permitted Uses

On lands designated as "Industrial" permitted uses include:

- i) **Class I Industry – Light Industrial**
A place of business for a small scale, self contained plant or building that produces, manufactures, assembles or warehouses a product which is contained in a package and has a low probability of fugitive emissions e.g. noise, odour, dust and vibration. Such industries generally operate in the daytime only with infrequent movement of products and/or heavy trucks and no outside storage. Examples may include: electronics manufacturing and repair, high technology industries, furniture repair and refinishing, beverage bottling, package and crafting services, small scale assembly, parts supply.
- ii) **Class II Industry – Medium Industrial**
A place of business for medium scale process and manufacturing with outdoor storage of wastes or materials (e.g. it has an open process) and where there are periodic or occasional outputs of fugitive emissions e.g. noise, odour, dust and/or vibration. Shift operations occur and there is frequent movement of products and/or heavy trucks during daytime hours. Examples include dry cleaning services, printing establishments, paint spray booths, welding shops, courier and transport services, heavy vehicle repairs, bulk fuel storage, raw product storage (aggregates, logs/lumber), warehousing, contractors' yard.
- iii) Ancillary uses, excluding residential uses, may include the incidental retailing or wholesaling of goods and services produced, manufactured or offered which have been produced on the premises. The scale of ancillary commercial uses should be relatively minor compared to the primary industrial use.
- iv) Uses shall not be permitted that are considered to represent a significant health or safety risk to the residents of Mississippi Mills or the environment by reason of noise pollution, pollution of the

- environment or by virtue of any other adverse environmental impact.
- v) Uses that are compatible with industrial uses, such as banks, restaurants, wholesale, offices, research and communication facilities and other quasi-industrial or service industrial uses may be permitted.
 - vi) An accessory residential use, such as a caretaker's residence may be permitted.

Class III Industries (Heavy Industry) shall only be permitted through an amendment to this Plan. Class III industry is defined as a place of business for large scale manufacturing or processing with large physical size, outside storage of raw and finished products, large production volumes and continuous movement of products and employees during daily shift operations. It has frequent outputs of point source and fugitive emissions of significant impact and with a high probability of fugitive emissions.

3.7.5.2 Industrial Policies

The following policies apply to both urban and rural industrial activities.

1. The intensification and best use of existing industrial lands shall be encouraged, provided there are no **adverse effects** that cannot be mitigated and the **influence area** requirements between industrial uses and **sensitive land uses** can be met for the area of land on which any expansion occurs.
2. **Influence areas** for Classes I, II and III industrial uses shall apply between industrial uses and **sensitive uses** (reciprocally). **Sensitive uses** shall not be permitted within the **influence area** unless it is clearly demonstrated by a developer that **adverse effects** are clearly and fully mitigated to the satisfaction of Council and, where applicable environmental approval has been obtained from the Ministry of Environment. The **influence area** shall be measured from the nearest point of the property line of an industrial use to the nearest point of the property boundary of the **sensitive land use**. Where industrial development is located adjacent to a **sensitive land use**, appropriate screening, buffering, distance separation or other measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.
3. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements, as well as the potential for future business expansion.
4. Access to and from Industrial uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible,

- consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads. Industrial traffic shall be directed to and from industrial areas by designated collector roads.
5. Council may require a traffic study or evaluation to determine the volumes of traffic to be generated, the needs and/or standards for entrances, turning lanes, signalization, on site directional movements, parking, etc. Traffic engineering should include the integration of both on-site traffic movement and the configuration, type and width of streets, roadways and sidewalks.
 6. Lighting poles and utility structures shall be carefully sited in keeping with good design and highway safety practices. Lighting shall be in accordance with the Town's responsible lighting by-law.
 7. Signage shall be carefully sited in keeping with good design and highway safety practices. Signage shall be in accordance with the Town's sign by-law.
 8. Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on a property such that large expanses fronting on public streets are avoided. The visual appearance of parking areas and structures shall be enhanced through the use of diversity of plan forms, landscaping methods or other architectural elements. Parking areas adjacent to residential areas shall be appropriately screened.
 9. Outdoor storage areas (equipment, garbage etc) shall be screened or fenced from adjacent uses and the street.
 10. This Plan shall support and encourage the relocation of industrial uses from areas not designated as industrial where the uses are not compatible with surrounding land uses.
 11. All industrial uses shall comply with the requirements of the appropriate regulatory agencies regarding the disposal of wastes and water **quality and quantity**. Industries may be required to provide proof of compliance with other regulatory agencies requirements and licensing.
 12. Industrial uses may be required to produce reports detailing demands for water and sanitary services, pollution abatement, emergency response and waste generation.
 13. Industrial uses shall be placed in a separate zone in the Zoning By-law.
 14. Industrial development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

3.7.5.3 Influence Areas

The **influence area** for a Class I Industry is 70 metres.

The **influence area** for a Class II Industry is 300 metres.

The **influence area** for a Class III Industry is 1,000 metres.

3.8 PARKLAND & OPEN SPACE

The Town of Mississippi Mills recognizes that rural and urban public parkland, waterfront areas and open spaces are essential to the overall character, quality of life and health of the community. Parkland and open spaces are valued for a variety of reasons:

- active recreational areas for sport activities, festivals and community events;
- playgrounds for tots and youth;
- passive areas for leisure and nature appreciation;
- open space linkages for recreational trails, bicycle paths and pedestrian ways;
- natural areas; and,
- “green” open spaces.

Mississippi Mills is fortunate to have a wide range of high quality public parks and open spaces. It is important that as the community grows, so too does the quantity and quality of its parks.

In 2000, the Town undertook a Recreation and Culture Operational Review. This review recognized recreation as a social service in the same sense as health and education services. A number of the policy directions contained within this Plan are intended to implement the recommendations of the Operational Review.

This Plan acknowledges that the Town is only one provider of public parkland and open spaces. The Province of Ontario, County of Lanark, Mississippi Valley Conservation, North Lanark Agricultural Society, the school boards and other public and private bodies all own and maintain significant open space lands within Mississippi Mills.

The following goals, objectives and policies apply to rural and urban lands designated “Parkland and Open Space”.

3.8.1 Goal and Objectives

It is a goal of this Plan to:

Promote and develop public open spaces to service the recreation, leisure and quality of life needs of the community.

The following objectives are designed to implement the goal:

1. Adopt a public open space and municipal park system that accommodates a broad range of interests and needs in the area.
2. Create an inventory of public spaces within Mississippi Mills.

3. Establish a program to acquire new public lands.
4. Establish appropriate signage to identify public lands.
5. Support the continued maintenance and operation of public lands owned by the County of Lanark, Mississippi Valley Conservation and the provincial government.
6. Assist and encourage groups and organizations to develop and maintain trails throughout the community.
7. Involve members of the community in the design and development of public spaces.
8. Recognize Mississippi Lake, Clayton Lake, White Lake, Madawaska River and the Mississippi River and its tributaries as major recreational, social and economic assets within the community.
9. Preserve unopened road allowances for future access to water and other public uses.
10. Maintain and improve local beaches as important public spaces.
11. Encourage the development of riverside foot paths in both Almonte and Pakenham village which are linked to a broader trail system throughout the community.

3.8.2 Permitted Uses

In areas designated Parkland & Open Space, the predominant use of land shall be oriented towards active and passive recreation and natural conservation activities. Permitted uses shall include public parks, natural areas, pedestrian walkways and bicycle paths, playgrounds, picnic areas, swimming areas, sport fields, community centres, arenas, farmers' markets, food services, tourist information centres, museums and other similar uses. Public utilities and cemeteries may also be permitted within the Parkland and Open Space designation. New cemeteries may be considered through an Official Plan Amendment.

3.8.3 Parkland Classification

This Plan establishes a parkland hierarchy and classification system that shall guide the Town in the development and acquisition of parkland and open spaces. The classification system shall include neighbourhood parks, community parks, and regional parks.

1. Neighbourhood parks should generally be located in residential areas and accommodate multigenerational, neighbourhood interests. They should provide for unorganized play activities, quiet seating or rest areas, sports areas for minor leagues, such as mini soccer pitches, outdoor skating rinks, water play, playgrounds, neighbourhood events and informal activities. Wherever possible, neighbourhood parks should be established adjacent to or in conjunction with an elementary or secondary school. Neighbourhood parks are generally less than 4 hectares in size and located within ½ kilometre radius of the population being served. They should be easily accessible by pedestrians from local roads and pathways. They should be designed with extensive street frontage for visibility and safety.
2. Community parks should accommodate multigenerational social, cultural, education and physical activities of particular interest to the community, including multi-purpose, year round, day/night activities, and organized recreational sports with some spectator space. Wherever possible, community parks should be established adjacent to or in conjunction with elementary or secondary schools. Community parks may vary in size from 1.5 to 10 hectares. There should be approximately ½ to 1 hectare of community park for every 1000 persons, located within a 2 kilometre radius of the population being served. Such parks should be directly accessible by arterial or collector roads and pedestrian networks and may have facilities for off-street parking.
3. Regional parks should provide specialized facilities for a wide segment of the population, including preservation of unique historical, cultural or

- natural areas and may include more passive activities. Regional parks may vary in size from 10 to 70 hectares.
4. In addition to blocks of parkland provided in accordance with the park classification system, the Town shall strive to develop pedestrian linkages between public open spaces throughout the Town. Public components of the linked open space system may include municipal lands, provincial, County or Conservation Authority lands, watercourses, utility corridors, schools, unopened road allowances, and other public areas. Where appropriate and necessary, the Town shall attempt to secure a public right-of-way over private land in order to achieve a linkage between public open spaces. Wherever possible, the Town's pedestrian networks should be designed to connect with regional trail networks.
 5. The Town shall establish an inventory guide of available parkland and open spaces.

3.8.4 Development Standards for Parks

1. The development of new parks or significant changes to existing parks shall be carried out through a three-stage process. The first stage shall involve public consultation on the function of the park, needs of the anticipated uses and specific features or characteristics valued by the residents. The second phase shall include the development of a general concept plan and cost estimate, prepared by a recreation planner or landscape architect, in conjunction with interested members of the public. The final stage shall include a detailed site development plan and the implementation and phasing of the park plan.
2. When designing parks the following criteria should be considered:
 - Landscaping which will be used to enhance the visual appearance of the park, provide shade and screen activities or functions which may negatively affect **adjacent land** uses;
 - Responsible lighting which does not negatively impact on the **adjacent land** uses in conjunction with the Town's responsible lighting by-law;
 - Pedestrian and vehicle access and potential for negative traffic impact;
 - Adequate parking and drop-off areas;
 - Adequate frontage along roadways to ensure greater visibility and security, reduce conflicts with adjoining land uses and provide on-street parking opportunities;
 - Accessibility;
 - Incorporation/protection/enhancement of existing and/or native vegetation, habitat or natural features on the property;
 - Linkages with other public open spaces;
 - Consideration of four season usage; and,
 - Demands for ongoing maintenance.
3. To improve the visibility of parkland and open spaces, the Town shall clearly sign and identify such lands.

3.8.5 Parkland Acquisition

The Town may acquire parkland or open spaces through all methods available including dedication as part of plans of subdivision, purchase, donation or bequest.

Under the Planning Act:

1. The Town, as a condition of the subdivision of land for residential purposes shall require that 5% of the land proposed for development be conveyed to the Town for park purposes, pursuant to the provisions of the Planning Act. Alternatively, the Town may require cash-in-lieu of parkland in accordance with the provisions of the Planning Act.
2. Where subdivision developments are large enough that the parkland dedication would constitute an appropriate park size and where there is insufficient parkland available within a reasonable distance, the Town shall require the dedication of land for park purposes.
3. Where the lands to be dedicated are too small to create an appropriate sized park or where there is already sufficient parkland in the vicinity, the Town may require a cash-in-lieu of parkland payment to be made. Such payments shall be used for acquiring, developing or maintaining parkland.
4. Land conveyed to the Town as part of the required parkland dedication will generally be classed as neighbourhood parks and will be expected to meet minimum standards for drainage, grading and shape in accordance with the intended function of the park and shall be assessed based on meeting one or more of the following criteria:
 - (i) the lands are located near or adjacent to and have linkage to school yards or natural areas;
 - (ii) the lands are within easy walking distance of the residential neighbourhood to be serviced by the park and are integrated into the design of the subdivision;
 - (iii) the lands have adequate street frontage to provide for visibility and safety;
 - (iv) where the lands being developed contain waterfront property, as much waterfront property as possible shall be dedicated as public parkland;
 - (v) the lands are level, regularly shaped and not susceptible to major flooding, poor drainage or other environmental or physical conditions which would interfere with their development or use for public recreational purposes; and,
 - (vi) the lands represent important scenic vistas or possess unique natural qualities.

3.8.5.1 Public Waterfront Access

The Mississippi and Madawaska River systems are defining natural features of Mississippi Mills. In addition to protecting the natural environmental features

associated with the river systems, this Plan intends to enhance and maintain public access to the waterways to allow public enjoyment of these natural features.

Development proposals on lands abutting the area's lakes and rivers shall incorporate opportunities for public access and enjoyment of the waterways and shall comply with the policies of Section 3.1.3, Environmental Hazards and Constraints of this Plan. In addition, the Town shall pursue the following policies:

1. The Town shall establish a waterfront access and walkway plan which identifies possible points of access to **water resources** and possible routes for waterfront walkways/trails. It is recognized that access points to the water are most common in rural areas while walkways are more urban features. Such a plan shall utilize existing unopened road allowances, streets and other public lands as much as possible when determining access points and walkway routes.
2. It is the intention of the Town to use its parkland dedication provisions under the Planning Act to assemble identified private lands which are important waterfront access points and/or walkway routes. The Town may also use the increased height and density provisions of this Plan or other tools available in order to achieve this policy. Such walkways may be located within the "environmental hazard" lands provided the environmental integrity of the shoreline is maintained.
3. In terms of existing waterfront development, the Town shall pursue efforts to obtain and maintain public access points and walkways along waterfront areas where it is deemed appropriate.

3.8.5.2 Outside of the Planning Act

1. This Plan encourages new lands being added to the public land inventory through purchase, donation or bequest. The Town should adopt a "public lands acquisition policy" to provide guidance to Council on this matter. Particular emphasis should be given to obtaining additional rural public lands.
2. Where sufficient parkland cannot be obtained through parkland dedication requirements under the Planning Act, efforts should be made to acquire and develop additional parkland where needed.
3. The Town may accept additional lands over and above the parkland dedication required under the Planning Act and may incorporate these lands into its park and open space system. Such lands may include:
 - i) stormwater management areas;
 - ii) lands having environmental or physical conditions which render them unsuitable for development; and,
 - iii) lands which represent important scenic vistas or possess unique natural qualities.

4. The establishment of future parkland areas shall, wherever feasible, be co-ordinated with the School Boards in order to achieve the integration of facilities and to maximize the recreational opportunities and use of the facilities.
5. The Town may establish a reserve fund to be dedicated to the development of recreation trails, bicycle paths, sidewalks and pedestrian walkways. Such funds may be used for the acquisition of necessary lands.

3.8.6 Non-municipal Public Lands

Mississippi Mills has extensive areas of public lands and open spaces owned and/or operated by other public authorities which contribute significantly to the rural character of the Town and are a major component of the tourism/recreation economy. This Plan designates lands, such as the Burnt Lands Provincial Park, the County of Lanark Agreement Forest and the Mill of Kintail as “Parkland and Open Space”.

1. This Plan recognizes that the Town does not have the jurisdiction to enforce provisions of this Plan as it relates to public lands owned by the Province, County or Conservation Authority. However, the Town shall work cooperatively with those public authorities in achieving the parkland and open space goal and objectives of this Plan and to ensure existing public lands remain within the public domain.
2. The Mississippi Lake and River, Clayton Lake, White Lake and Madawaska River represent important areas of open space and are defining features of the physical landscape of Mississippi Mills. This Plan shall strive to maintain and enhance public access to these water bodies. The Town shall undertake a program to clearly identify public access points along its water bodies.

3.8.6.1 Land Trusts

1. The Town endorses the concept of Land Trusts as a means of protecting natural and cultural areas. Land trusts:
 - protect and manage areas of natural, cultural and historical value,
 - are non-governmental and operate for the public benefit,
 - secure and protect heritage sites through land purchase or donation, conservation easements, or cooperative programs with landowners,
 - are community-supported through memberships, donations and volunteer involvement.
2. The Mississippi-Madawaska Land Trust Conservancy is a locally established, incorporated body which has the following objectives:
 - To acquire, secure and manage lands and interests in lands of environmental, heritage or landscape interest located within the general region of the drainage basin of the Mississippi River and of adjoining lands northward to the Madawaska River;

- To identify, conserve and restore the natural environment and heritage sites, including sites of ecological, scientific, scenic, open space, historic, architectural or archaeological interests;
- To identify, conserve and restore working landscapes and to develop trails within the framework of careful and sustainable stewardship;
- To receive, manage and disburse funds, donations and bequests;
- To research and educate about the natural environment, heritage sites and landscapes; and,
- To co-operate with individuals, organizations, government agencies, conservation authorities and others bodies having similar aims and to encourage them in their activities.

4 GENERAL POLICIES

The following General Policies shall apply to all development within Mississippi Mills.

4.1 GENERAL ENVIRONMENT

The following general environmental policies shall apply to all development within Mississippi Mills.

4.1.1 Surface and Ground Water Protection

Water is a precious resource and vital to all life. The protection of the **quality and quantity** of surface water and ground **water resources** and the function of ground water recharge/discharge areas is a central concern of this Plan.

4.1.1.1 Goals and Objective

It is a goal of this Plan to:

Protect the quality and quantity of surface and ground water resources.

Protect surface and ground water resources from contamination associated with certain land uses and the long term protection of a potable water supply for existing residents and businesses.

The following objective is designed to implement the goals:

1. Protect the quality and quantity of surface and ground **water resources** through:
 - The identification and mapping of **water resources**,
 - Co-ordinated watershed planning, and
 - The establishment of site specific development review criteria.

4.1.1.2 Identification and Mapping of Water Resources

Identification and mapping of surface and ground **water resources** and major ground water users, is one of the key components of protecting these resources. In the past, efforts were made to identify and map specific resources, such as provincially significant wetlands and regulatory flood plains. There are, however, many **water resources** that have never been mapped and are therefore difficult to protect. This Plan promotes efforts for the identification of all **water resources**.

During the preparation of this Plan, the Town participated in the Almonte Well Head Protection Study. This Study identified and mapped the **influence areas** of

the aquifers supplying groundwater to the Almonte municipal water system. This mapping and related policies have been incorporated into this Plan (Section 3.1.4).

The Town, in partnership with the Mississippi Valley Conservation (MVC) and other relevant organizations, shall undertake to identify and map **water resources** within the Town. In addition to identifying these **water resources**, efforts should be made to establish setbacks or development restrictions on the types of land uses permitted in order to adequately protect **water resources**. Efforts should also be made to maintain an up-to-date inventory of major ground water users.

Once **water resources** are mapped and appropriate policies and regulations established, the Town shall incorporate the information into this Plan and the Zoning By-law through an amendment to the respective documents.

4.1.1.3 Watershed Planning

Watershed planning is an integrated, ecosystem approach to land-use planning based on the boundaries of a watershed. Watershed plans identify the environmental features and functions of the watershed, such as river and stream systems, groundwater resources and woodland and wetland habitats. They typically document existing conditions within the watershed, identify significant natural features and linkages within the watershed, assess potential impacts of existing and future land use activities, recommend measures to mitigate impacts, establish water budgets and identify opportunities to restore and enhance natural features.

To date, the Town has participated in a Regional Groundwater Aquifer Study and the Almonte Well Head Protection Study, each of which contained specific recommendations which are incorporated into this Plan.

1. The Town shall work in partnership with the MVC, neighbouring municipalities, government agencies and interested bodies to undertake watershed or subwatershed studies for the area.
2. Once the recommendations of a Watershed or Subwatershed plan have been approved by Council, the Town shall incorporate the policy, regulations and mapping into this Plan and the Zoning By-law through an amendment to the respective documents.

4.1.1.4 Site Specific Development Criteria

Site specific development criteria focus on regulating certain types of land uses which are potentially harmful to **water resources**, establishing setbacks from the **highwater mark** of **water resources**, requiring water impact analysis for development in close proximity to **water resources** and establishing sound drainage and stormwater management practices.

Site specific development criteria related to ground **water resources** are as follows:

1. Individual development proposals which require 50,000 litres or more of water per day will require a water taking permit from the Ministry of Environment.
Notwithstanding the foregoing policy, the watering of livestock shall not require a water taking permit.
2. The taking of 50,000 litres or more of water per day shall be classed as a “land use” in this Plan and the Zoning By-law, and may be placed in a separate category within the Zoning By-law. The Town shall require all development proposals which require a water taking permit from the Ministry of Environment to prepare a water impact assessment. The Town shall establish terms of reference for water impact assessments. The taking of water shall not exceed the ability of the aquifer to recharge itself.
3. Land uses which may cause contamination of **water resources** are identified in Section 3.1.4.4. Given the potential to contaminate **water resources**, the establishment of uses identified in Section 3.1.4.4 will be conditional upon a satisfactory completion of a water impact assessment. In cases where the risk of contamination of **water resources** cannot be mitigated or is too great, development will not be approved.
4. Development proposals involving the creation of new lots or redevelopment on existing lots using private water supply and sewage disposal systems may be required to demonstrate as a condition of consent that:
 - (i) sufficient quantity of groundwater exists on site to support the new development and any existing development dependent upon the same aquifer;
 - (ii) a well can be constructed on the property that will provide potable drinking water in accordance with MOE guidelines;
 - (iii) the operation of an on-site sewage disposal system will not adversely impact the on-site well or wells on neighbouring properties.
5. Where impact on the **water resource** cannot be mitigated or it is anticipated that the water quality/quantity objectives of this Plan cannot be upheld, development will not be approved.
6. Where existing development is determined to be causing or has the potential to cause a negative impact on **water resources**, Council shall encourage appropriate mitigated measures to be undertaken to improve the situation and to meet the water quality/quantity objectives of this Plan.
7. For lands located with the Almonte Well Head Protection Areas identified on Schedule “D1” and/or “D2” reference shall be made to the policies and regulations detailed in Section 3.1.4 of this Plan.

8. The establishment of new municipal wells or communal wells will require that well head protection areas be defined and that appropriate policies be established to ensure the protection of the well head protection area.

4.1.1.4.1 General Policies

Site specific development criteria related to surface **water resources** are as follows:

1. Where no **water resource** mapping has been included in the Zoning By-law, all buildings and structures except for electric power transmission lines and other public utilities, marinas and marine facilities, shall be set back a minimum of 30 m from the **highwater mark** of an identified **water resource**. The 30 metre setback from the **highwater mark** of a **water resources** will also apply to sewage disposal systems. Where **water resource** mapping has been included in the Zoning By-law, all buildings and structures shall be located outside of the **floodplain** or 30 metres from the **highwater mark** of an identified **water resource**, whichever is greater.
2. Decreases to the 30 metre setback from the **highwater mark** of a **water resources** for development on existing lots of record shall only take place through an amendment to the Zoning By-law and will require an environmental impact assessment. Decreases to the 30 metre setback will only be considered when there is no other practical alternative for development of the land. Wherever possible, existing vegetation between buildings or structures and the high water mark should remain undisturbed. In some instances, the Town may require vegetative planting as part of the site plan control requirements for new development. The creation of new lots shall be required to accommodate the 30 metre setback from the **highwater mark** of a **water resource**.
3. Notwithstanding Section 2, expansions or enlargements of existing legal non-conforming uses located within the setback from the **highwater mark** of **water resources** may be reviewed through the Committee of Adjustment. An application to the Committee of Adjustment shall require an environmental impact assessment as supporting information. Further encroachment into the 30 metre setback, including lateral additions to existing structures, shall be discouraged and will only be considered when there is no other practical alternative for development of the land. Wherever possible, existing vegetation between buildings or structures and the **water resource** should remain undisturbed. The Committee of Adjustment may require waterfront vegetative planting as part of the site plan control requirements for new development in an effort to obtain a **net environmental gain**. The **cumulative impact** the development will have on the area's **water resource** shall be assessed when reviewing such development proposals.

4. This Plan shall require the retention and if necessary, the establishment of a natural vegetative buffer on lands within 15 metres of a surface **water resource**, including rivers, streams, wetlands and lakes. Development subject to an approval process (official plan amendments, zoning by-law amendments, subdivisions, consents, minor variances, site plan control) shall be required to identify and maintain the natural vegetative buffer abutting the surface **water resource**. The use of native species in the vegetative buffer will be promoted. The Town may require vegetative planting as part of the requirements for new development. Notwithstanding the 15 metre natural vegetative buffer, a surface **water resource** access area of a maximum width of 9 metres may be permitted provided the natural shoreline is disturbed as little as possible. The balance of the waterfront outside of the access area shall be maintained in a natural state.
5. Development within 60 metres of the **highwater mark** of a **water resource** and/or within the Fill and Construction Regulated area may be required to prepare an erosion and sediment control plan that demonstrates how erosion of the site will be minimized during construction.
6. Surface **water resources** will be maintained in their natural condition. Any alteration of a surface **water resource** will require the preparation of an environmental impact assessment, approved by the Town and MVC and any other appropriate government body (Ministry of the Environment, Department of Fisheries and Oceans, Ministry of Natural Resources, etc.).
7. Existing development will be encouraged to protect and enhance **water resources**.
8. The establishment of subdivisions or resort type development adjacent to water resources shall be required to undertake an assessment of the impact of the proposed development on the quality of the surface water. Council may consult with the Ministry of the Environment and the Mississippi Valley Conservation in regards to reviewing such studies. Factors typically assessed in this type of study include existing water quality of the water resource, surface water runoff, impact and loadings of phosphorus from septic systems, type of soils, stormwater management and nature of vegetation.

4.1.1.4.2 Stormwater Management Policies

Effective control of stormwater shall be designed to control flooding, ponding, erosion and sedimentation and enhance water quality and **fish habitat** of the surface **water resources** located within the Town. The following policies shall be designed to achieve effective control of stormwater:

1. **Best management practices** and techniques to maintain stormwater **quality and quantity** shall be applied to all development.

2. The Town shall undertake the development of a Master Drainage Plan for the Almonte Ward, in co-operation with MVC in order to establish a stormwater management program and to control the amount of stormwater entering the sanitary sewer system.
3. Once a Drainage Master Plan is approved by Council, development proposals shall be required to include a drainage plan which manages stormwater in accordance with the Master Drainage Plan.
4. Where appropriate, all new development shall be required to prepare a Storm Water Management Report which incorporates the "Major-Minor" stormwater system concept, and:
 - The Major system shall be designed to manage the anticipated increase in stormwater runoff created by the development, over pre-development conditions. The Major system should accommodate the 1:100 year storm event and where necessary, shall require retention or temporary storage facilities to control discharge rates to predevelopment levels.
 - The Minor system shall accommodate stormwater runoff from more frequent storms (5 year events and 20 year events) up to the design capacity of an existing receiving system and where necessary, shall require retention or storage facilities to control discharge rates to predevelopment levels.
 - In cases where stormwater control is an identified constraint to an area, development proposals may be required to provide additional detention storage.
5. Where required, storm water management reports will identify the methods of surface water disposal and any impacts on adjacent or affected properties.
6. The principles which the Town intends to utilize in its review of stormwater management plans are as follows:
 - (i) that natural hydrological characteristics are maintained and where possible, enhanced as the means of protecting the base flow of watercourses;
 - (ii) that the natural infiltration of water on lands which are developed are maximized;
 - (iii) that proposed development will not result in increased downstream flooding or erosion or cause **adverse effects** on receiving waters;
 - (iv) that alterations to natural drainage systems are minimized through retention of natural vegetation and by leaving stream channels in their natural form;
 - (v) that sanitary and storm water sewers are separated;
 - (vi) that fish and wildlife habitats are protected, enhanced or restored where they may be affected by the discharge or outlet of stormwater;
 - (vii) that a sustainable environmental approach is utilized in protecting surface **water resources**; and,

- (viii) that water quality is monitored on an ongoing basis in order to evaluate the effectiveness of stormwater management practices.
7. Prior to approving any development proposal, the Town shall be satisfied that stormwater and drainage is being directed to a legal and adequate outlet.
8. Development proposals involving the creation of new lots, subdivisions, site plan control and zoning amendments shall be required to prepare a stormwater management plan in accordance with the following:
 - (i) that post development water flows originating from the site will not exceed predevelopment flows; and,
 - (ii) details on erosion and sediment control, **best management practices**, downstream impact assessment, base flow of the watercourse, water quality and quantity, impact on **fish habitat** and aquatic life, maintenance of natural **water resource** features, groundwater characteristics and potential impacts on the existing natural environment shall be presented where appropriate.
9. The establishment of a dwelling on an existing lot of record may require the preparation of a basic lot grading and drainage plan as part of the building permit process.

4.1.2 Air Quality and Greenhouse Gas Emissions

The federal Climate Change Plan challenges municipalities to reduce greenhouse gas (GHG) emissions and increase and protect GHG sinks through action on transportation, land use planning and education. This Plan shall strive to reduce GHG emissions from municipal operations as well as from overall community sources.

In cooperation with organizations, such as the Federation of Canadian Municipalities, the Town shall prepare an Air Quality and Greenhouse Gas Emission strategy which establishes emission inventories, action plans that set targets and measures to meet those targets, implementation strategies, public education and ongoing monitoring.

In addition, there are numerous policies within this Plan which make significant contributions to reducing greenhouse gas emissions, air pollution and improving energy efficiency. These include:

- growth and settlement policies which direct the majority of development to full serviced urban areas;
- urban design which promotes compact and mixed use development, energy efficiency, reduces automobile travel and increases walking and cycling;
- rural design which promotes energy efficiency and the protection of natural features;
- tree retention and protection of significant forest cover; and,

- protection of natural **heritage resources**, such as wetlands.

The policies developed for air quality and greenhouse gas emissions are as follows:

1. Development which contributes to air pollution shall require approval by the Ministry of Environment and demonstrate that emissions levels are within established limits.
2. New development shall be required to demonstrate actions to be undertaken to bring about enhanced energy efficiency.
3. Existing development shall be encouraged to improve energy efficiency.
4. The Council shall work with groups such as the “Environmental Advisory Committee” to research new opportunities to reduce our greenhouse gas emissions and improve air quality.
5. Agricultural operations shall not be required to comply with the above noted policies.

4.1.3 Night Skies

The high quality of darkness of the night skies in Mississippi Mills is a defining element of the rural character of the area. The Fred Lossing Observatory, located at the Mill of Kintail, is a significant regional facility and very much dependent upon high quality of darkness of the night sky for its function.

“Good Neighbour” lighting is described as the practice of installing and maintaining outdoor lighting fixtures that direct sufficient light downward and minimizes light trespass and blinding glare.

Good Neighbour lighting enhances the safety of citizens and increases the security of property. Outdoor lighting is used to illuminate roadways, parking lots, yards, sidewalks and pathways, public meeting areas, work sites and home and building exteriors. Good Neighbour lighting increases the visibility of hazards, improves the safety of citizens and provides a sense of security in the community.

The Town benefits from responsible, well-designed lighting in the following ways:

- it minimizes energy use;
- it reduces operating and maintenance costs;
- it increases the safety of citizens;
- it maintains and enhances the quality of darkness of the night skies; and,
- it can enhance property values.

Poor lighting can give rise to:

- glare which can severely hamper the vision of drivers, pedestrians and cyclists and which can reduce security by producing dark shadows;
- light trespass which may direct light onto neighbouring properties and into windows thereby reducing privacy;

- sky glow which directs lighting upwards and undermines the integrity of night sky resources. Sky glow symbolises wasted energy and washes out our view of the night sky;
- energy waste which increases operating and environmental costs associated with energy production.

The policies developed for the protection of night skies are as follows:

- The Town shall maintain its lighting by-law.
- Development shall be required to demonstrate responsible, well designed lighting in accordance with the Town's lighting by-law.
- The Town's lighting by-law shall provide for special protection of the night sky around the Fred Lossing Observatory

4.2 DESIGN

A recurrent theme in this document and the discussions leading up to this Plan is the desire to maintain the small town and rural character as the defining element of Mississippi Mills. In order to maintain and enhance the tangible elements of the area's small town and rural character, special attention must to be paid to design.

Design involves matters related to the visual character, aesthetics, compatibility of land use and the qualitative aspects of development. Design guidelines will supplement the policies that apply to each of the land use designations, as well as to those matters that fall under the zoning and sign by-laws, site plan control and the lot creation process.

The Design Section of this Plan shall be used primarily for guideline purposes, except where Council has the clear authority under the Planning Act to influence tangible elements of design. The implementation of design shall focus on cooperation amongst developers, landowners, residents and the Town Council and staff in the preparation and review of development proposals and public works.

All development shall be required to demonstrate compliance with the design goals, objectives and policies of this Plan. Council may establish a design committee to assist with the preparation of design guideline documents, both urban and rural, that would assist developers and decision makers in implementing the design policies of this Plan.

There is a fundamental difference between design in an urban setting and design in a rural setting. Accordingly, this Plan shall set out both urban and rural design guidelines.

Development within the Town shall be directed by the following Design goals, objectives and policies.

4.2.1 Goal & Objectives

It is a goal of this Plan to:

Require new development and redevelopment to respect the scale and form of the area's small town and rural character.

The following objectives are designed to implement the goal:

1. Adopt urban design policy which reflect the elements of small town character and the principles of smart growth.
2. Define tangible elements of small town character to include lot size, size of buildings, building height, lot coverage, landscaping, setbacks from streets

- and lot lines, accessory structures, park land, open space, visual impact, street width, sidewalks, lighting, signage, and services.
3. Require residential intensification, infilling and redevelopment within existing neighbourhoods to be compatible with surrounding uses in terms of density and design.
 4. Adopt rural design policy which reflect the elements of rural character and the principles of smart growth.
 5. Define tangible elements of rural character to include lot size, location of buildings, setbacks from roads and lot lines, accessory structures, park land, open space and visual impact.
 6. Require new non-farm residential dwellings in the rural area to be set back from the road and where possible, screened from view by taking advantage of natural tree cover and terrain.
 7. Promote development which incorporates environmentally sustainable design.
 8. Establish the Zoning By-law, sign by-law and site plan control as planning tools to ensure that the design goal and objectives are addressed.

4.2.2 Urban Design

Good urban design helps create lively places with distinctive characteristics, using quality architecture. It creates meaningful connections between people and places and provides the means to shape the built environment into enjoyable places to live and work. The components of the built environment where design plays a key role are:

- Built form including buildings, structures, bridges, signs, fences and anything else that has been constructed, added or created on a piece of land;
- Green and open spaces including parks, plazas, courtyards, front yards, parking areas and other natural or open spaces;
- Streets and **infrastructure**, including sidewalks, pedestrian and bicycle routes, utilities, streetlights and any other above or below-ground **infrastructure** servicing the community.

Together, these physical components of the built environment create lasting impressions, where streetscapes and neighbourhoods contribute to a community identity that is more than the sum of its parts.

The following design policies express the tangible physical characteristics of site design and built form that are important to the creation of liveable communities. These criteria will be used to review development proposals. It is recognized that development proposals vary in terms of size and detail and may be able to address design matters in different ways. In some instances, one design feature may be deemed more important than others and therefore may have more attention paid to it.

Plans of subdivision will establish street patterns and lot orientation and connections to established neighbourhoods and natural features in a sustainable manner. The Zoning By-law will establish heights, distances from property lines and street setbacks which begin to form the interface with the public realm. Site plan control can deal with the layout of the site and its relationship to its surroundings through specific application of the design criteria. As well, Council and the Committee of Adjustment will use these guidelines when making their decisions on specific development proposals. With any given development proposal, detailed design characteristics may be requested through the public consultation process that demonstrate how the development reflects the specific character of a given area.

4.2.3 General Policies

1. Development proposals will need to demonstrate how the following aspects of the built environment are addressed through design:

- (i) natural features including trees, vegetation, rivers and waterways, ravine lands, rock outcrops and variations in topography;
 - (ii) historical development patterns and cultural landscapes;
 - (iii) the physical character of the surrounding built environment; and,
 - (iv) connected network or grid of roads, pathways and corridors that are modified to fit the environment and the surrounding patterns of development.
2. Development proposals will need to consider the impact they may have on the character and quality of the surrounding built and natural environment and will:
 - (i) ensure that sites are large enough to accommodate the scale and intensity of the proposed development and amenity areas;
 - (ii) mitigate impacts from noise, odours, traffic, outdoor storage and dust originating from the subject property;
 - (iii) demonstrate that the density, form, bulk, height, setbacks, spacing and materials of development are compatible with the surrounding area;
 - (iv) recognize the public street as the basic public element of design;
 - (v) demonstrate how the development supports the pedestrian focus of the Plan;
 - (vi) minimize the shadowing of adjacent properties, particularly outdoor amenity areas;
 - (vii) design and locate lighting to control spillage on adjacent properties; and,
 - (viii) identify and protect significant natural environmental features.
3. To create visually appealing buildings and enhance the special quality of our streets and public spaces, development proposals will:
 - (i) design new buildings that help define streets, community gateways, intersections, parks and publicly accessible open spaces;
 - (ii) design buildings so as to maintain or enhance the established architectural integrity, heritage value and decorative elements that are present in the community;
 - (iii) design buildings to be pedestrian-friendly and directly accessible from the street;
 - (iv) demonstrate that the orientation to the street of new buildings and the height of the buildings are consistent with the community (exceptions will be considered in areas where existing situations allow for more compact form of development to occur in accordance with the general design policies of the Plan);
 - (v) design new buildings to maximize the direct exposure to natural light and minimize the reduction of natural light exposure to surrounding uses;
 - (vi) establish mechanical apparatus and other site servicing requirements with the overall architectural and site design, so as not to occupy prominent visible locations;

- (vii) discourage building types with garages and service elements that dominate the streetscape in new and infill development;
 - (viii) consider façade and skyline details that enhance or complement existing situations; and,
 - (ix) consider the incorporation of public art into the design of public spaces and buildings.
4. To connect and enhance natural features and landscapes and make them accessible to everyone, development proposals and public works will:
- (i) define the edge of rivers, ravines and other natural features with public roads or pedestrian walkways and preserve public access points and views of the features;
 - (ii) design, install and maintain all landscaped areas so that significant trees on the site are protected during construction and are maintained;
 - (iii) provide street trees and other planting areas in association with decorative lighting and fencing on both public and private lands (such features should work together to define the street and pedestrian areas and to soften the impacts of parking and development);
 - (iv) provide public amenity spaces, such as plazas, parks, community gardens and green spaces;
 - (v) design stormwater management facilities to be integrated with landscape features;
 - (vi) design open spaces with sufficient frontage on the street and other public areas so as to provide for visibility and access from public spaces;
 - (vii) prevent the location of large parking lots between the street and the front façade of buildings that face the street within downtown commercial areas (the location, amount and position of parking areas and their potential to erode the qualities of the public streetscape shall be assessed in order to lessen their visual impact);
 - (viii) divide large parking areas into smaller components with landscaping;
 - (ix) provide a clearly defined network of sidewalks, pathways and cycle routes that are linked to established public areas;
 - (x) provide traffic control devices to protect and provide priority to cyclists and pedestrians at locations where sidewalks and pathways may conflict with traffic; and,
 - (xi) link buildings, parking areas and public spaces with onsite networks of pathways and sidewalks that are linked to public sidewalks and/or pathways.
5. To design sustainable buildings, open spaces and streets that are efficient, durable and adaptive over time, proponents of development proposals and public works will:

- (i) encourage sustainable designs that reduce energy consumption and maintenance costs;
 - (ii) promote the re-use, not demolition of existing buildings that are structurally sound;
 - (iii) encourage street layouts, building orientation, and landscaping to maximize potential gains from solar energy and exposure to light;
 - (iv) ensure public outdoor spaces are shielded from extreme effects of winter winds and summer sun through site design measures, such as the placement of suitable plant species;
 - (v) recommend the use of local building materials and/or durable, environmentally sustainable building materials; and,
 - (vi) recommend outdoor lighting fixtures that will promote public safety and be of a design that reduces energy consumption and direct light away from the abutting properties and the night sky.
6. Development proposals involving residential intensification as a means of increasing available housing stock, affordability and efficient use of land should be compatible with the surrounding neighbourhood. Residential intensification development proposals will:
- (i) be compatible with the existing neighbourhood character in terms of features, such as scale, massing, height, siting, setbacks, building orientation, coverage, parking, privacy and amenity areas;
 - (ii) minimize the impacts on existing vegetation; and,
 - (iii) Minimize significant sun-shadowing for extended periods on adjacent properties, particularly outdoor amenity areas.

4.2.4 Rural Design

Rural character is defined by the elements that differentiate rural landscapes from urban areas. Components of rural landscape include open spaces, forests, rivers and waterways, farms, small settlement areas, natural resource areas, wilderness and natural habitat and landforms. Rural character is not homogeneous and is represented by different features throughout the Town.

The variety of rural landscapes must be understood and addressed in efforts to conserve rural character. Moreover, rural landscapes are constantly changing and evolving. Preservation of rural landscapes is one element of rural design. The challenge is to manage change so that what is good is protected, while allowing new and appropriate forms of development to emerge.

Over the past 30 years, the rural areas of Mississippi Mills have been subjected to significant alterations as a result of increased rural non-farm residential development. The objective of this Plan is to chart a new course for development in the rural area and pay more attention to the location of new rural land uses. Focus will be on locating development with minimal impact on natural resource and visual integration into the rural landscape.

The tangible elements of rural character where design can play a key role include: rural roads, roadside trees, hedgerows, rail and rock fences, barns, old log and post and beam agricultural buildings, pastoral vistas, building design, building setbacks, signage, size and location of lots, integration into natural habitat and landscape, protection of natural resources. Together, these components of the rural landscape help define the rural character of Mississippi Mills.

The tangible elements of rural design and built form are important in maintaining rural character and attractive rural landscapes. These criteria will be used to review development proposals. It is recognized that development proposals vary in terms of size and detail and may be able to address design matters in different ways. In some instances, one design feature may be deemed more important than others and therefore may have more attention paid to it.

The single most significant form of development will be the creation of rural non-farm residential lots. This form of development has historically had the greatest visual and physical impacts on the traditional rural landscape of Mississippi Mills. Other forms of development in the rural area should also be assessed against these design criteria.

The following policies shall not apply to agricultural land uses, including residential dwellings accessory to an agricultural operation.

4.2.3.1 General Policies

1. The construction and maintenance of existing roads shall take into consideration the roadscapes that exist or are common to an area. Efforts will be made to maintain existing trees and traditional rail fences along existing roads. Wherever possible, the existing character of the road will be enhanced through specific tree plantings and fence design. Professional advice on the pruning and cutting of trees and fence design along road allowances shall be encouraged.
2. The creation of new non-farm residential lots shall generally be directed towards areas having natural tree cover, scenic views and rolling terrain rather than flat, open land. Further, the existing vegetation and terrain should be disturbed as little as possible and the houses should be encouraged to be screened from view, especially from Arterial, Collector and Scenic Roads.
3. The creation of new lots and rural development proposals will need to demonstrate how the following aspects of the rural landscape are addressed through design:
 - (i) natural features including fence lines, trees, vegetation, rivers and waterways, ravine lands, rock outcrops and variations in topography;
 - (ii) historical development patterns and cultural landscapes, including fence lines and hedgerows;

- (iii) the physical character of the surrounding built environment; and,
 - (iv) visual impact from roadways.
4. Development proposals will need to consider the impact they may have on the natural environment and will:
- (i) ensure that the setbacks from natural features, rural resources and agricultural lands expressed elsewhere in this Plan are adhered to;
 - (ii) ensure that the site is large enough to accommodate the scale and intensity of the proposed development; and,
 - (iii) design and locate lighting to control spillage on adjacent properties and protect the night sky.
5. To create visually appealing buildings and enhance the rural character, development proposals will:
- (i) demonstrate that new buildings and their setback from the road are consistent with traditional rural development;
 - (ii) the Zoning By-law shall establish increased setbacks for new non-farm residential development and other forms of rural development;
 - (iii) encourage new residential buildings to be designed to maximize the direct exposure to natural light;
 - (iv) encourage building types which are traditional to the rural area;
 - (v) establish rural residential design guidelines to assist in identifying the characteristics of traditional rural residential design;
 - (vi) protect or enhance natural areas between the roadway and the structures;
 - (vii) encourage rural non-farm residential development to establish traditional fence designs, such as rail fences and rock fences.
6. To design sustainable buildings that are efficient, durable and adaptive over time, all proponents of plans, development proposals and public works will:
- (i) encourage sustainable designs that reduce energy consumption and maintenance costs;
 - (ii) promote the re-use, not demolition, of existing buildings that are structurally sound;
 - (iii) encourage street layouts, building orientation, and landscaping to maximize potential gains from solar energy and exposure to light;
 - (iv) recommend the use of local building materials and/or durable, environmentally sustainable building materials; and,
 - (v) use outdoor lighting fixtures that will promote public safety and be of a design that reduces energy consumption and directs light away from the abutting properties and the night sky.

4.2.5 Rural Settlement Areas and Village Design

The traditional villages of Clayton, Appleton and Blakeney and the modern day rural settlement areas located throughout the rural areas of Mississippi Mills, possess unique design character features. Future rural settlement areas shall be

designed respecting the unique characteristics of traditional villages and the natural environment and not that of the existing rural residential subdivisions.

Development proposals for the expansion of villages or the creation of new rural settlement areas shall be subject to an official plan amendment and assessed based on the following design guidelines. In addition to the following policies, the Town shall develop a set of design guidelines specifically related to road and lot layout and streetscapes.

This Plan envisions the expansion of existing villages and the creation of new rural settlement areas as more than residential subdivisions. In designing such development, the following principles should be considered:

1. Define public spaces and parks with a purpose. Instead of being the left over bits of land they should be consciously and deliberately planned from the very beginning as critically important, value-adding elements of the community.
2. Focus on the core rather than on the boundary. The importance of core areas serving as centres of gravity to draw people together, such as parkland, bodies of water and neighbourhood businesses, helps define a community. Without them, convenient opportunities for residents to interact casually are severely reduced.
3. Use order rather than repetition. The neat order of village streetscapes create a sense of cohesion without the repetition of identical design.
4. Use human proportions. Whether it is the sidewalk to porch distances that allows casual conversation or walkways or public open spaces, it is important to design at a scale comfortable for people to be in.
5. Encourage walking and cycling rather than automobiles.
6. Encourage a range of housing sizes and types rather than only one type. A variety and mingling of house and lot dimensions allow people to remain in their community as their housing needs change.
7. Use housing shapes and styles that reflect traditional villages and small towns.
8. Encourage a mix of uses rather than purely residential land uses.
9. Fit within the environment rather than on top of it.

Generally, the expansion of existing villages or new rural settlement areas should:

- (i) result in a community of 80 to 120 dwellings with a sewer and water servicing strategy which can support densities of 2 to 5 residential units per acre;
- (ii) be pedestrian friendly and include walkways connecting the public lands;
- (iii) establish a central core fronted by a number of buildings devoted to commercial, institutional or mixed uses;
- (iv) include a variety of building setbacks (most having a 10 to 20 foot front yard setback for homes from the street);

- (v) include non-uniform lot widths, areas, and shapes; and,
- (vi) promote rear garages and parking where practical.

4.3 HERITAGE RESOURCES

The ***heritage resources*** of Mississippi Mills are a defining feature of the community. They contribute to the character, civic pride, tourism potential, economic development and historical appreciation of the rural and urban areas of the Town. Perhaps more than any other element of design, our ***heritage resources*** define what is unique and distinct about Mississippi Mills.

This Plan recognizes the importance of ***heritage resources*** and promotes the conservation of those resources in a manner which respects their value to the community. This Plan encourages the restoration and conservation of heritage resources.

4.3.1 Goals and Objectives

It is a goal of this Plan to:

- Recognize the area's heritage as being of central importance to the community's sense of identity.**
- Protect and enhance the area's built and natural *heritage resources* for their cultural, historic, architectural and/or economic value to the community.**

The following objectives are designed to implement the goals:

1. Encourage new growth and development that reflects and acknowledges the heritage character and values of the community.
2. Conserve, protect and enhance existing buildings, structures, streetscapes, roads, and vistas which contribute to the identity and history of the area.
3. Support the Heritage Committee as the main body responsible for heritage conservation.
4. Consider the establishment of Heritage Conservation Districts in concentrated areas of ***heritage resources***.
5. Require that new development, redevelopment and infill development be compatible with and sensitive to the heritage character and values of the area.
6. Adopt heritage conservation design guidelines.

4.3.2 Heritage Committee

1. The Town shall maintain a citizens' heritage advisory committee known as the Heritage Committee, established under the Ontario Heritage Act, to advise and assist on heritage resource matters.
2. Under the direction of the Heritage Committee, a program to identify, research and document the **heritage resources** of Mississippi Mills will be established. Efforts should be made to locate and categorize all buildings, structures, roads and areas of cultural heritage value or interest located within Mississippi Mills.
3. The Heritage Committee shall maintain an inventory and evaluation of identified **heritage resources** within the community, including heritage roads in accordance with Section 4.6.8 of this Plan and agricultural buildings and structures. The Heritage Committee is encouraged to publish this inventory in order to inform the public of the range of **heritage resources** and their importance.
4. Council and the Heritage Committee will encourage individuals and organizations that undertake the conservation of **heritage resources**.
5. Council and the Heritage Committee will cooperate with other levels of government in the conservation and protection of **heritage resources**.
6. Council and the Heritage Committee will establish a program for commemorating **heritage resources** with heritage plaques, awards and other forms of recognition.

4.3.3 Development Review and Heritage Resources

1. Council shall consult with the Heritage Committee on development proposals and all other matters involving **heritage resources** or on lands adjacent to **heritage resources**.
2. Development and redevelopment will be permitted in and adjacent to **heritage resources** provided that they are compatible with the conservation or enhancement of the heritage values of the resource.
3. The retention and re-use of heritage resources, including agricultural structures shall be encouraged.
4. When undertaking public works, efforts will be made to enhance the environment surrounding **heritage resources** through such means as tree planting, landscaping, street improvements, underground wiring and the provision of street furniture, lighting, signage and other streetscape components.
5. Where feasible and desirable, incentives may be provided to developers in exchange for preservation of significant **heritage resources**. This can be accomplished through the increased height and density provisions of this Plan, tax incentives, assistance through a trust fund, heritage conservation easements and/or other means considered appropriate for heritage resource conservation.

6. The Town shall adopt heritage design guidelines which assist in the design and review of redevelopment of heritage features as well as for development adjacent to **heritage resources**.

4.3.4 Heritage Resource Conservation

1. Council may use the Zoning By-law and Maintenance and Occupancy By-law to facilitate the maintenance and conservation of **heritage resources**, and to ensure that the application of these by-laws is not detrimental to heritage conservation.
2. Council will administer the Building Code and other regulations to permit maximum conservation and re-use of **heritage resources** while ensuring the health and safety of the public.
3. Council will work with local museums to promote the conservation of **heritage resources** which are within the museums' collections.

4.3.4.1 Individual Sites Designation

1. Council, in co-operation with the Heritage Committee and in consultation with property owners, may designate, by by-law under the Ontario Heritage Act, individual buildings, structures, sites and landscapes as heritage properties.
2. Council and the Heritage Committee may be consider the following guidelines, as well as any other the Heritage Committee develops, when assessing the value of features, such as buildings, structures, sites and landscapes for heritage designation:
 - (i) has the feature been associated with the life of a historic person?
 - (ii) is the feature an important example of the architectural or construction style of a specific period or the work of an important builder, designer, or architect?
 - (iii) are comparable features rare?
 - (iv) does the community support the designation of the feature based on its architectural and visual values?
 - (v) does the feature retain a large part of its original character and craftsmanship?
 - (vi) is the feature a landmark or an integral part of a distinctive area of the community? and,
 - (vii) what are the building's architectural features, such as; style, plan and the sequence of spaces; use of materials and details including windows, doors, signs, ornaments; colours, textures, and lighting; and the relationships of all these components to neighbouring buildings?
3. After considering the proposal to designate a heritage resource, Council may pass a by-law designating the property and cause a copy of the by-law, together with the reasons for the designation, to be registered against the title of the property.

4. Council can give immediate consideration to the designation of any heritage resource under the Ontario Heritage Act, if that resource is threatened with demolition.

4.3.4.2 Heritage Conservation Districts

1. Council, upon recommendation from the Heritage Committee, may designate groups of buildings and areas as heritage conservation districts by by-law under the Ontario Heritage Act.
2. When considering the establishment of a heritage conservation district, the area shall be assessed based on its ability to satisfy at least one of the following criteria:
 - i) it represents a group of architecturally significant buildings due to their craftsmanship, originality, style, age or representation of a particular period;
 - ii) it is associated with past events of distinguished individuals;
 - iii) it is locally recognized as an area of special interest;
 - iv) it can be associated with a former way of life which is of significance to the community; or,
 - v) it is an aesthetically pleasing environment that contributes positively to the atmosphere of the Town by means of offering diversity and interest within its contemporary setting.
3. Once a certain area has been chosen as a potential heritage conservation district, Council shall pass a by-law under the Ontario Heritage Act. Such by-law shall clearly identify the area to be studied, contain a brief description of the properties to be included, state the aspects of the area to be investigated and state the manner in which the area is to be studied.
4. Council, with the assistance of the Heritage Committee shall undertake the necessary studies and preparation of a Heritage Conservation District Plan for the area selected. The necessary studies may include an examination of the land use, pedestrian and vehicular patterns, the condition and historical/architectural significance of individual buildings and sites, ownership patterns, the visual environment, socio-economic characteristics of the area, and the potential for development and redevelopment of the area.
5. Council and the Heritage Committee will conduct an extensive public education and consultation program during the preparation of the Heritage Conservation District Plan.
6. A Heritage Conservation District (HCD) Plan will function as a secondary plan for the identified area and may be incorporated into this Plan through an amendment. The HCD Plan shall identify the defining aspects of the District which attribute to its special characteristics or sense of place. It shall identify the actions and policies necessary to conserve the heritage feature of the District. There may be a need to amend the Zoning By-law

- or other documents in order to establish regulations to implement the HCD Plan.
7. Once a Heritage Conservation District Plan is complete and accepted by Council, it shall be forwarded to the appropriate government Ministry for approval.

4.3.4.3 Alterations to designated properties

Alterations to a designated building or property shall be made in accordance with the following policies:

- (i) No owner of property so designated shall alter the property or permit the alteration of the property where the alteration is likely to affect the reason for the designation, unless the owner applies to the Town, through the building permit process and Council consents in writing to such alteration.
- (ii) Those wishing to alter a designated property shall be required to submit a detailed plan and shall set out such information as Council may require through the Building Permit process.
- (iii) Council, after consultation with the Heritage Committee, may consent to the request to alter a designated property, upon certain terms and conditions or refuse the request and shall cause notice of its decision to be given to the owner.

4.3.4.4 Demolition or removal of designated buildings

Demolition of a designated building or structure shall be made in accordance with the following policies:

1. No owner of property so designated shall demolish or remove a building or structure on the property or permit the demolition or removal of a building or structure on the property unless the owner applies to the Town Council and receives consent in writing to the demolition or removal.
2. Those wishing to demolish a building or structure on the designated property shall be required to submit a detailed plan and shall set out such information as Council may require.
3. Council, after consultation with the Heritage Committee, may consent to the request to demolish a designated building or structure, consent to the request upon certain terms and conditions, or refuse the request and shall cause notice of its decision to be given to the owner.

4.3.5 Archaeological Heritage Resources

1. Council shall require archaeological assessments conducted by archaeologists licensed under the Ontario Heritage Act as a condition of any development proposal affecting an area containing known archaeological resources or considered to have archaeological potential. Archaeological assessment reports conducted by licensed archaeologists

- are to be in compliance with technical guidelines and licensing requirements developed under the Ontario Heritage Act.
2. When archaeological resources are discovered, the Ontario Ministry of Recreation and Culture shall be contacted.
 3. Development and site alteration may be permitted on lands containing archaeological resources or areas of archaeological potential if significant archaeological resources have been conserved by removal and documentation, or preservation on site. Where significant archaeological resources must be preserved on site, only development and site alteration which maintains the heritage integrity of the site will be permitted.
 4. The Council may pass an amendment to the zoning by-law prohibiting any use of land and the erecting, locating or using of any class or classes of buildings, or structures on land that is the site of a significant archaeological resource.

4.3.6 Design Issues

In addition to the general design policies of this Plan, when reviewing development and redevelopment proposals involving **heritage resources** or lands adjacent to **heritage resources**, specific consideration shall be given to:

- (i) the density, profile and character of adjacent heritage buildings;
- (ii) the width and height of nearby heritage buildings;
- (iii) the established setback pattern and sight lines along on the street;
- (iv) landscaped open space;
- (v) locating parking areas so as to be compatible with the heritage layout of the streetscape; and,
- (vi) Ensuring that utilities are in locations that do not detract from the visual character or architectural integrity of the heritage resource.

4.4 ECONOMIC DEVELOPMENT

The economic base of Mississippi Mills is very diverse. With the agricultural industry as an economic main stay, a strong and vibrant small business sector, an expanding tourism and arts sectors and a growing high tech sector, the Mississippi Mills economy has many positive attributes on which to grow. Given the Town's relatively low commercial/industrial versus residential assessment ratio (5:95 ratio in 2004). There is a need to increase the amount of commercial/industrial development in order to achieve many of the goals of this Plan.

This Plan recognizes the social and environmental benefits of living and working within the same community. However, it is recognized that the majority of the resident labour force of Mississippi Mills works outside of the community. The majority of these "commuters" work in nearby Ottawa. With the growth in the retail sector in the west end of Ottawa in areas, such as the Kanata Centrum Mall, Mississippi Mills faces significant challenges in retaining and expanding its retail economic base.

Promoting the strengths of the local economy and the challenges which exist, this Plan establishes a clear policy direction which will provide a positive climate for economic investment and job creation.

In addition to the following economic development policies, individual land use policies relating to commercial and industrial development are intended to provide entrepreneurs with a clear set of policies on which to make investment decisions.

There are four main themes to Mississippi Mills' economic development strategy:

- (i) that Mississippi Mills is a special place to live and work and future commercial and industrial investment can add to and benefit from what is offered;
- (ii) that the retention and expansion of existing businesses and economic sectors within the community represent the best way in which to expand the Town's economy;
- (iii) that home-based businesses represent an important business start-up opportunity and help keep entrepreneurs within the community; and
- (iv) a successful economic development strategy requires strong and committed partnerships, both within the community and regionally.

It is acknowledged that a successful economic development strategy requires more than a supportive policy framework. It requires the action and co-operation of many private and public sector interests. This Plan provides a solid foundation for such actions by conserving the natural resource for their environmental,

economic and social values and by supporting or providing land use activities which can create new investment and employment opportunities.

4.4.1 Goal and Objectives

It is a goal of this Plan to:

Develop our economic potential and create employment opportunities which strengthen the social fabric of the community.

The following objectives are designed to implement the goal:

1. Promote economic development which will generate a balanced tax base and offer a comprehensive range of goods and services within the community.
2. Promote the expansion and retention of existing business and economic sectors and promote opportunities for new businesses in order to diversify the area's economy, expand the commercial/industrial tax base and create new employment opportunities.
3. Direct the majority of new business to established commercial and industrial locations, including the downtown areas of Almonte and Pakenham, the Mississippi Mills Business Park and established highway commercial areas.
4. Permit a broad range of home-based businesses in residential and rural areas, provided they are compatible with surrounding uses.

4.4.2 Business Development Policies

1. The downtown commercial areas of Almonte and Pakenham village shall be promoted as traditional community focal points of activity and commerce. New or expanding development in these areas shall be sympathetic to the traditional design characteristics of the compact downtown cores. Specific policies on downtown development are located in the Commercial Policy section of this Plan.
2. The area within Almonte around Ottawa Street and the Mississippi Mills Business Park will be promoted as a new commercial/industrial centre. New commercial and industrial development within this area should be an aesthetic as well as economic asset to the community. Such development should contribute to maintaining the character and identity of the community. To this extent, the design policies of this Plan shall establish guidelines that are intended to ensure high quality aesthetic standards for all commercial/industrial development and provide quality control assurances to protect investments. These guidelines may deal with matters, such as building design and siting, streetscape, parking locations, signage and linkages to residential and open space areas, etc.
3. Home-based businesses shall be recognized as an important component of the economic base of Mississippi Mills. Policies within the various land use sections of this Plan shall provide direction that promotes the establishment of home-based businesses, presents clear approval processes and limits the impact on surrounding land uses.
4. The implementation section of this Plan shall present a timely approval process for development which conforms to the policies of this Plan.
5. The Town shall attempt to expand its commercial/industrial tax base and thereby improve the 2004 commercial/industrial versus residential assessment ration of 5:95. The Town will strive to improve this ratio to 15:85 during the life of this Plan.
6. This Plan recognizes the significance of local farmers and the positive impact both large scale and small scale agricultural operations have on the local economy. The Town shall work with local commodity groups, the Ontario Federation of Agriculture, the County of Lanark Agricultural Committee and other groups supportive of the agricultural industry in order to maintain a positive climate for farmers to invest into the local agricultural industry.

4.4.3 Land Use Policies

1. This Plan shall permit a broad mix of land uses and shall identify an adequate supply of land available for a wide range of economic activities.
2. The resource management policies of this Plan shall strive to manage the renewable and non-renewable resources of the area in a sustainable manner.

3. The environmental policies of the Plan shall ensure the conservation of the environmental attributes and ***natural heritage features*** of the community.

4.4.4 Amenities and Infrastructure

1. The ***infrastructure*** policies of the Plan shall strive to sustain the level of ***public services*** and ***infrastructure*** required to support the growth and development of the community.
2. This Plan shall promote the maintenance of the building stock and the ***heritage resources*** and values which contribute to the area's image. New buildings and structures will contribute to this image in accordance with the relevant policies of this Plan.
3. This Plan recognizes the importance of an advanced, accessible telecommunications ***infrastructure***. Council shall work with surrounding municipalities and the telecommunication industry to provide a consistent level of telecommunication services to all areas of the Town.

4.4.5 Partnerships

In order to maximize efforts and available resources, the Town shall establish coordinated partnerships with other private and public sector bodies interested in the marketing and promotion of Mississippi Mills as a community to visit, live in and invest in.

4.5 ARTS AND CULTURE

The Mississippi Mills arts and culture sector is an important part of the Town's local economy and contributes to the area's overall quality of life and health of the community. This Plan defines arts and culture in the broadest sense.

Cultural activities are broadly defined to include activities ranging from museums, community festivals and fairs, musical and visual performances, literary arts, media arts, arts education, cultural heritage events, sporting events and the celebration of many diverse interests.

Public art is broadly defined to include art as landscape, site-specific art, art incorporated into buildings and structures, art as **infrastructure**, art as temporary art and art as performance.

4.5.1 Goals and Objectives

It is a goal of this Plan to:

Promote and foster the arts and culture sector as a major contributor to the area's economy and quality of life.

The specific objectives are:

1. Recognize that the arts and culture sector consists of a broad and diverse collection of individuals, businesses and volunteer organizations.
2. Promote public art as an investment in the Town's quality of life.
3. Support the Mississippi Mills Arts Council as an overseeing body which is responsible for the co-ordination and promotion of arts and culture.
4. Establish dedicated space for cultural and art activities.

4.5.2 General Policy

1. The Town shall support the development and promotion of arts and culture within Mississippi Mills.
2. The Town shall encourage coordinating bodies, community groups, businesses, museums and individuals that promote and organize a diverse balance of arts and cultural activities, including festivals, which contribute to the overall quality of life of the community and/or attract visitors to the community.
3. The Town shall promote and provide opportunities for public art in public spaces, buildings and civic structures and shall encourage proponents of private development to invest in and provide for public art.
4. The Town shall encourage in the establishment of a community and cultural centre while encouraging the use of established public spaces and buildings for cultural activities.
5. The Town shall recognize small-scale arts and culture businesses as permitted home-based businesses. The specific regulations affecting home-based businesses are detailed in the Residential section of this Plan.

4.6 TRANSPORTATION

The transportation system within Mississippi Mills is an essential component of planning for the rural and urban areas of the Town. It influences both land uses and the quality of life within the community. The transportation system includes: roads for use by cars, trucks, bicycles; sidewalks, walkways and trails for pedestrians; a railway for the movement of goods; lakes and rivers for recreation; and supportive **infrastructure**, such as parking and bicycle racks.

From a transportation planning perspective, the main intent of this Plan is to provide an integrated, diverse transportation system for all residents and businesses that is safe, convenient, affordable, efficient and energy-conserving while minimizing environmental impacts. The primary role of the system is to provide for the movement of people and goods, safely and efficiently within the Town and to adjoining areas.

While cars and the roads they travel on will continue to be the main focus of the transportation system within the Town, this Plan will promote a more balanced system which encourages other, more environmentally sustainable forms of transportation, particularly in the urban areas. There is also a need to continue to work cooperatively with the Province, County and neighbouring municipalities to improve the road **infrastructure** within the Town.

The Growth and Settlement Strategy of this Plan attempts to reduce our reliance on the car as the primary mode of transportation by minimizing the amount of scattered rural residential development and directing the majority of new development to urban areas. It is hoped that the result will be a land use pattern that reduces the need to travel great distances by car from home to work or to shopping and thus encourage alternatives to car travel.

4.6.1 Goal and Objectives

It is a goal of this Plan to:

Encourage a balanced transportation system which integrates pedestrian movement, vehicular travel and commercial transport and is designed to minimize congestion.

The following objectives are designed to implement the goal:

1. Maintain and enhance the road network as the primary transportation corridor.
2. Promote accessible pedestrian, bicycle and watercraft travel and add new systems in existing areas where the need has been established according to this Plan.

3. Maintain, enhance and link existing sidewalk, path, trail and waterway systems.
4. Maintain transportation corridors that are abandoned by railways for future transportation needs.
5. Establish public transit linkages between Mississippi Mills and Ottawa and facilities which encourage the reduced use of automobiles such as “park and ride” facilities.
6. Direct commercial and industrial traffic away from residential areas.
7. Promote an adequate supply of parking and require new development to provide necessary onsite parking.
8. Establish clear guidelines under which “cash-in-lieu” of parking may be used when considering the change of use or redevelopment of properties.
9. Establish a road classification system which includes road standards, widths and level of service which can be expected.
10. Include “scenic road” and “historic road” categories within the road classification system.
11. Promote the planting and retention of trees along roadways.
12. Establish uniform signage which identifies roads, the location of major community facilities, historical features, recreational opportunities and commercial activities.
13. Define a continuous arterial road through the Almonte Ward.
14. Investigate the need for a vehicle by-pass associated with the passage of traffic through the main urban areas of the Town.

4.6.2 Provincial Highway

Highway No. 7 in the south end of Town is presently the only provincial highway within Mississippi Mills. This highway is a Special Controlled Access Highway and is under the jurisdiction of the Ministry of Transportation. It is intended to carry a high volume of traffic at high speeds.

1. Any development which is proposed within the permit control area of the MTO will be carried out in accordance with the setback requirements, access and building permit controls of the Ministry of Transportation (MTO).
2. Any buildings, structures or signs proposed within 45 metres from highway property line and/or 395 metres from the centrepoint of the intersection and/or 800 metres for major development will be subject to the approval of MTO prior to any local municipal permits being issued and construction or grading being undertaken.
3. Direct access onto a provincial highway will be restricted and subject to the requirements and permits of MTO.
4. Transportation studies may be required by MTO as a prerequisite to the approval of any new access or a change to an existing access, entrance or intersection on the provincial highway or to assess the impact of new development on the highway corridor.
5. Traffic impact studies (indicating the anticipated traffic volumes) and stormwater management plans (addressing the intended treatment of the calculated runoff) may be required by MTO prior to any construction being undertaken.
6. Noise impact studies may be required by MTO for sensitive development proposals within 250 metres of the highway.
7. The creation of new lots fronting on and obtaining direct access from a provincial highway shall be discouraged.

4.6.3 County Roads

Mississippi Mills is presently serviced by County Roads 9, 11, 16, 16A, 17, 20, 22, 24, 29, and 49. These roads function as arterial and collector roads and are under the jurisdiction of the County of Lanark. They are designed for the distribution of medium to high volumes of traffic at relatively high speeds.

1. Any development adjacent to a County road will be carried out in accordance with the setback requirements, access and building permit controls of the County of Lanark.
2. Any buildings, structures or signs proposed adjacent to a County road will be subject to the approval of the County of Lanark prior to any local municipal permits being issued and construction or grading being undertaken.

3. Direct access onto a county road should be minimized and subject to the requirements and permits of the County of Lanark.
4. The County of Lanark may require the use of shared entrances for two or more properties as a means to provide for a safe entrance.
5. Transportation studies may be required by the County of Lanark as a prerequisite to the approval of any new access or a change to an existing access, entrance or intersection on a County road or to assess the impact of new development on the county road.
6. Noise Impact studies may be required by the County of Lanark as a prerequisite to approval of the creation of lots or change in use adjacent to County roads.
7. In rural areas, access to a County road is restricted to one entrance for each 150 m of road frontage.
8. Generally, the right of way width for a County road is 20 to 25 metres.
9. The creation of new lots fronting on and obtaining direct access from a County road where access from a local road is available shall be discouraged.

4.6.4 Local Municipal Roads

All public roads, which are not provincial highways or county roads, are local municipal roads and are under the jurisdiction of the Town of Mississippi Mills. These roads are intended to provide direct access to abutting properties. Generally, they are designed to accommodate medium to low volumes of traffic at moderate speeds. Some local roads may be identified as “scenic” or “historic” roads with specific design standards.

4.6.4.1 Access

1. Direct access onto a local municipal road shall be subject to the approval of the Town of Mississippi Mills.
2. Entrances onto a local municipal road will only be permitted in locations which can accommodate traffic in a safe manner and where sight lines are adequate. Generally, new entrances shall not be permitted on curves or hills where safety may be compromised.
3. The Town may require the use of shared entrances for two or more properties as a means of providing safe access.
4. Where the character of the road will not be adversely affected, an individual may be permitted to improve a deficient entrance, at the owner’s expense, in a manner acceptable to the Town.

4.6.4.2 Right-of-Way

1. Generally, the right of way width for a local road should be 15 to 20 metres.

2. Through a condition of subdivision, severance or site plan, the Town may require the dedication or conveyance of land for part of the local municipal road system. This may include the acquisition of additional land to meet municipal right-of-way widths, corner triangles at intersections, railway crossings and as required, auxiliary lands (including turning lanes) where site traffic warrants.
3. The Town may, through a condition of consent, accept the dedication or conveyance of land for part of the local municipal road system in an effort to allow for the enlargement of an existing lot of record created by consent since March 1979. All costs associated with this type of road widening shall be borne by the developer.

4.6.4.3 New Local Municipal Roads

1. New local municipal roads extended to existing lots or which are established under a plan of subdivision or consent may be assumed by the Town, provided the standards for road construction have been met.
2. The Town may assume a private road into the local municipal road system the same as it would a new road established under a plan of subdivision, provided the standards for road construction have been met.
3. Prior to deciding on the assumption of a road into the local municipal road system, the Town may require a cost-benefit analysis to determine if the operational costs of assuming and maintaining the road will be offset by property tax revenues.
4. All costs associated with developing new roads to be assumed into the local municipal road system shall be borne by the developer and/or adjacent property owners (i.e. survey, legal, design and construction costs).
5. All new roads shall provide for the necessary width required to accommodate paths and sidewalks.

4.6.4.4 Seasonal Local Municipal Roads

1. The Town may post seasonally maintained local municipal roads with signs to indicate that maintenance is limited. Where such roads are classified and posted with a sign, the Town will not be obliged to provide winter maintenance services. There is no obligation by the Town to convert a seasonally maintained road into a year round maintained road.
2. The Zoning By-law will regulate new development on seasonally maintained roads.

4.6.4.5 Unopened Road Allowances

1. This Plan recognizes that the public may use unopened public road allowances even though they are not maintained by the Town. The Town will not provide services to land fronting on an unopened road allowance.
2. The Town shall retain ownership of all unopened road allowances unless it is clearly demonstrated that there is no use for the road allowance for roadways, pedestrians, cycling or recreation trail or walkways, utility corridors, public access to waterways, recreational vehicle trails or any other possible future public use.
3. All private works or improvements to unopened road allowances shall require prior approval from the Town. The intentional or unintentional blocking up of an unopened road allowance by a private body shall be prohibited.
4. The use of unopened road allowances as lanes to gain access to year round residential development shall be discouraged.

4.6.4.6 Public Capital Works

1. Tree lined streets and roads and rural rail fences and hedgerows have been identified as significant contributors to the rural and small town character which people value. Accordingly, construction and maintenance of roads shall take into consideration the streetscape or roadscape which exists or are common to an area. Efforts will be made to maintain existing trees and traditional rail fences along existing streets and roads. Wherever possible, the existing character of the street or road will be enhanced through specific tree plantings and fence design. The Town may seek advice on the pruning and cutting of trees along road allowances.
2. The construction or maintenance of existing local roads and sidewalks will be based on a multi-year program of capital expenditures and needs assessment as established by the Town. The Town shall establish municipal road standards and maintenance guidelines to govern the construction and maintenance of local roads.
3. The Town shall co-ordinate its planned road works with groups and organizations who may wish to introduce, enhance or replace utilities located on/in the public road allowances.
4. The Town shall undertake a Transportation Study which identifies the type, function and design standards for various municipal roads within the Town. Such a study should assess the existing and projected use of any given road, potential impacts on surrounding land uses and opportunities for the pedestrian use of the road allowance.

4.6.5 Commercial/Industrial Traffic

1. The Town shall attempt to minimize the impact of truck traffic through residential neighbourhoods caused by the presence of commercial

- vehicles and their noise, vibration and emissions. Heavy truck traffic may be restricted to designated truck routes to minimize the negative impact that this traffic may have on residential areas.
2. Land uses that generate significant truck and commercial traffic shall be directed to appropriate locations.
 3. The design and location of buildings adjacent to truck routes shall consider means to mitigate any adverse impacts the truck traffic may have.
 4. Development proposals which have frequent delivery of goods shall be required to establish appropriate loading facilities. Loading facilities shall be encouraged to be located on-site. The location of specific loading facilities shall be established through site plan control.
 5. The Town shall establish regulations related to reduced load restrictions for all municipal roads. Generally, reduced load restrictions are in force between the middle of March and the end of May.

4.6.6 Traffic Flows

Efforts shall be made through accepted traffic management techniques to control the volume and use of roads within residential, shopping and employment areas with special attention given to intersections of pedestrian routes with roads. This will be done to ensure public safety, environmental goals, efficiency in travel and facilitate pedestrian travel in these areas.

4.6.7 Laneways

The use of public and private laneways may be permitted subject to an evaluation by the Town of the functional, operational, servicing and financial issues.

4.6.8 Scenic or Heritage Roads

Various roads within the Town have been identified as scenic or heritage roads. These roads have scenic or historic value or provide access to areas of scenic or historic value.

1. The Town, with the assistance of the Heritage Committee, shall undertake a program for the identification and classification of scenic or heritage roads. Specific design standards shall be established for scenic and heritage roads which reflect and enhance their values.
2. In reviewing development proposals adjacent to scenic or heritage roads, consideration will be given to whether the proposal is compatible with the values and function of the road. Where the effects of non-compatible development on scenic or heritage roads cannot be mitigated, the development may be refused.

4.6.9 Private Roads

A private road is defined as a road under private ownership which serves two or more legally conveyable lots and may include a right-of-way registered on title. A driveway provides access to only one property or legally conveyable lot, despite the length of the access. A driveway also includes a shared access between two abutting properties.

1. There is no legal obligation on the part of the Town to maintain or repair private roads or otherwise provide services to any development located on a private road, nor is there any responsibility acknowledged for the provision of school busing.
2. New private roads shall be developed under agreement with the Town and will be required to meet a minimum standard of construction and maintenance to ensure that access can be gained for emergency vehicles in accordance with Section 3.2.5.6 of the Ontario Building Code and detailed in Appendix C.
3. The Town may, at its sole discretion, register notice on title or require that an owner enter into an agreement acknowledging that the Town will not be responsible for the repair or maintenance of private roads or the provision of services to any development located on a private road and further that the Town may not be able to provide **emergency services** to development located on a private road due to the condition of the road.
4. New private roads or extensions of private roads may be permitted provided that: any such road serves not more than a total of five separate lots; the private road is constructed to a standard capable of accommodating emergency vehicles; it is directly connected to a public road which is maintained year round; the road is owned jointly by the lot owners served by it or the lot owners have right of access set out in a deed; and, an agreement is registered against the land setting out the procedures for maintenance of the road and absolving the Town of any liability or responsibility for its upkeep or the provision of services.
5. The design and construction of a private road will be undertaken by a professional engineer or other persons competent in road construction, as approved by Town.
6. A new private road may also be permitted as part of a plan of condominium.
7. In circumstances where a private road is not being maintained to an acceptable standard, the Town may make improvements to bring the road to an appropriate standard and assess any costs relating to the work to the relevant parties. This action shall not be interpreted as the Town assuming responsibility for the private road.
8. The use of unopened road allowances as lanes to gain access to year round residential development shall be discouraged. Private roads may be permitted to cross unopened road allowances with the permission of the Town.

9. The Town shall develop guidelines for the construction of new private roads.

4.6.10 Pedestrian Policies

Within urban areas, one of the objectives of this Plan is to establish pedestrian-friendly environments. Overall, this Plan shall encourage people to walk for health reasons and to reduce their dependence on the automobile. This Plan stresses the need for a clearly defined network of sidewalks, pathways and cycle routes that are linked to established public areas.

1. Where Council considers it appropriate, new development or redevelopment will be expected to provide pedestrian walkways and sidewalks constructed to an appropriate standard. The location, size and nature of the development will determine whether sidewalks are needed on both sides or one side of the street. In some cases, sidewalks may not be required.
2. When undertaking public works and where appropriate, the Town will include the provision of facilities which address the needs of pedestrians.
3. To encourage pedestrian travel, streetscapes should be safe, convenient and attractive for pedestrians. This may include providing sidewalks, locating commercial uses at street level, encouraging building design that provides shelter and providing appropriate lighting, street furniture and landscaping.
4. The Council shall establish a pedestrian walkway plan for urban and rural areas which outlines areas where walkways exist and where they should be created within an overall network. Such a plan shall encourage pedestrian interconnections between home, schools, recreational areas, and shopping areas. The Town shall maintain and enhance the existing sidewalk network in order to achieve this policy.

4.6.11 Cycling Policies

Cycling also reduces the dependence on the automobile. This Plan shall encourage people to ride bicycles.

1. Where Council considers it appropriate, new development or redevelopment will be expected to provide bike racks.
2. When undertaking public works and where appropriate, the Town will include the provision of bike lanes and bike racks to address the needs of cyclists.
3. The Council shall establish a cycling plan for urban and rural areas which identifies cycling routes. Such a plan shall encourage the interconnections between bike routes and open space areas. Such a plan shall be designed to improve the viability of cycling as an alternative to car use.

4.6.12 Parking

An important component of the transportation system is the availability and management of parking resources. These include public and private parking areas, both on-site and off-site. In downtown Almonte and to a lesser extent Pakenham village, the availability and management of parking are critical matters.

1. Specific parking policies for the various land uses shall be contained in the appropriate land use sections of this Plan. The Zoning By-law shall detail specific parking requirements and regulations. The Town shall also establish and enforce a Parking By-law under the Municipal Act which regulates the use of public parking resources.
2. Consideration may be given to opportunities for sharing of parking in mixed use development.
3. The Town shall undertake parking studies for Almonte and Pakenham village. Such studies should assess the availability of existing parking resources, both public and private, long and short term and identify a strategy for the supply and management of existing and future parking resources. Parking studies should also be consistent with the desire to establish a pedestrian-friendly environment, and should consider the impacts on specific neighbourhoods, assess the visual impact of parking areas, the amount of land devoted to parking uses and the provision of bicycle parking. Such studies shall be updated from time to time as needed.
4. Cash-in-lieu of parking policies are found in the Downtown Commercial Parking section of this Plan.

4.6.13 Traffic Impact Assessment

Land use and transportation are closely related. When reviewing development proposals, the adequacy of the transportation system to accommodate the development will be assessed.

A Transportation Impact Assessment may be required for official plan amendments, plans of subdivision, zoning by-law amendments or major site plan development, where it is believed that the development proposal could have a significant impact on the existing transportation system.

A transportation impact assessment will be commissioned by a proponent of the development proposal and will:

- (i) identify required road, parking, pedestrian and cycling improvements deemed necessary, including the timing or staging of such developments;
- (ii) assess the impact on the overall transportation capacity of the existing road network, together with the anticipated growth levels of traffic volume;

- (iii) assess any social, economic, and physical environmental impacts on the local neighbourhood and adjacent areas resulting from increased use of the required road;
- (iv) take into account the effect of any known development potential of other lands that will utilize the area-wide road network; and,
- (v) include an assessment and make recommendations on ways in which traffic impact, including noise, may be mitigated.

It shall be the responsibility of the developer to undertake all necessary works identified through a traffic impact assessment.

4.6.14 Alternative Traffic Routes

This Plan encourages the undertaking of a study to look at an alternative traffic route around the Almonte Ward and other built up areas. Such a study should assess the need for an alternative route around urban areas based on existing and future traffic loads, the possible social, economic and environmental impacts of establishing a by-pass and options for routing of a by-pass. If such a study determines the need for an alternative route, Council shall initiate an amendment to this Plan to identify the preferred corridor on the appropriate schedule. Such a study may be part of a Master Transportation Study.

4.6.15 Public Transit

The opportunities for public transit within Mississippi Mills are somewhat limited due to geography and population density. However, the Growth and Settlement Strategy of this Plan may, in the long run make it more feasible for public transit connections to the City of Ottawa.

1. This Plan shall encourage the investigation of opportunities for public transit links with the City of Ottawa.
2. The Town shall determine the need and possible locations for car pool facilities and Park & Ride facilities.
3. The Town shall work with other jurisdictions to coordinate commuter services.
4. The Town shall co-operate with Lanark County and other public and private authorities on public transportation initiatives which are in the interest of the Town and its residents.

4.6.16 Railway

The CPR Railway, which extends through the middle of the Town of Mississippi Mills is presently being operated by Ottawa Valley Railway. At this time there are no scheduled stops along the railway within Mississippi Mills. Railways bring with them a certain amount of noise and vibration impact.

1. The creation of new lots or the development on existing lots of record in the rural areas within 250 metres of the railway right-of-way shall be required to undertake a noise impact assessment by a qualified professional. Such an assessment will identify appropriate measures to mitigate any **adverse effects** from noise associated with the railway.
2. The Zoning By-law shall set out regulations that require residential development and other sensitive land uses adjacent to railways to ensure that appropriate safety and noise impact measures, such as setbacks, sight triangles, berms and fencing are provided to an acceptable standard as determined by the railway authorities. These regulations may include urban and rural standards.
3. In the event that the railway right-of-way is no longer used for rail services, the Town shall promote keeping the right-of-way in public ownership.

4.6.17 Waterways

Having access to the many waterways within Mississippi Mills contributes to the area's quality of life.

1. This Plan shall encourage the establishment of appropriate public access points to the area's waterways.
2. The Town shall work with the appropriate agencies to identify and enhance existing public access to the waterways.
3. The Town shall not dispose of unopened road allowances which extend to waterways and which have the potential to provide public access to waterways.
4. The Town shall establish a waterfront access and walkway plan which identifies possible points of access to **water resources** and possible routes for waterfront walkways/trails. It is recognized that access points to the water are most common in rural areas while walkways are more urban features. Such a plan shall utilize existing unopened road allowances, streets and other public lands as much as possible when determining access points and walkway routes. The Town may use its parkland dedication provisions under the Planning Act to assemble identified private lands which are important waterfront access points and/or walkway routes. The Town may also use the increased height and density provisions of this Plan or other tools available in order to achieve this policy. Such walkways may be located within the "environmental hazard" lands provided the environmental integrity of the shoreline is maintained.

4.6.18 Signage

The Town's Sign By-law regulates signage.

1. The Town's Sign By-law shall regulate the location, size and nature of signs. Unique regulations may apply to signs located along scenic or heritage roads.

2. Consideration should be given to creating and maintaining signage which directs the public to the commercial areas and specific commercial businesses within the Town.
3. The Town's Sign By-law shall discourage billboard signs and pylon signs.
4. This Plan shall encourage the County of Lanark and MTO to respect the intent of the Town's Sign By-law when assessing sign permits within their respective jurisdictions.
5. A uniform directional sign program shall be developed in conjunction with the County of Lanark and MTO.

4.7 COMMUNITY FACILITIES

The wide range of community facilities located in Mississippi Mills help define the community's role as a regional service centre. Not only do these facilities draw people into the Town because of their various functions, they also provide a large number and wide range of employment opportunities. Within Mississippi Mills, community facilities are generally concentrated in the Almonte Ward, the village of Pakenham and the villages of Clayton and Appleton.

The community facilities shall include uses associated with health, welfare and education purposes, such as hospitals, schools, public libraries, places of worship, youth centres, daycare facilities, association halls, art exhibits and cultural facilities and other similar places of assembly, funeral homes, arenas and similar public recreational facilities, government offices, police or fire stations, public utilities and related uses and activities. These uses shall be permitted within the Residential, Commercial and Industrial designations. Such uses should be located in Almonte, the village of Pakenham and the villages of Clayton, Appleton and Blakeney. Such uses should generally not be located on rural lands.

4.7.1 Community Facility Policies

1. The Town shall encourage community facilities to be designed and located so as to allow for the shared/multiple use of the facility.
2. New community facilities shall satisfy the following:
 - (i) the proposal is of a scale and design which is compatible with surrounding uses and able to function as a focal point for the neighbourhood or community;
 - (ii) the anticipated level of vehicular and pedestrian traffic does not have significant ***negative impacts***;
 - (iii) the site area is adequate to accommodate buildings, future expansions, off-street parking, amenity areas and landscaping;
 - (iv) the proposed site is located within close proximity to necessary support facilities; and,
 - (v) the proposed site is strategically located in order to minimize travel time for the existing and anticipated service area population.
3. Adequate buffer space, planting or fencing shall be established between community facility land uses and ***adjacent land*** uses when required.
4. Adequate off-street parking facilities shall be provided and generally located to the rear and side of the principal building. Developers proposing parking in the front yard must demonstrate that no other feasible option exists for accommodating the needed parking.

4.8 GOVERNMENT AND ESSENTIAL SERVICES

Government and essential services are an integral part of community development and quality of life within Mississippi Mills. Such services must be delivered efficiently and effectively and meet existing and future demands.

Government and essential services consist of both hard services (such as public sewer and water supply, waste management, utilities and telecommunications **infrastructure**) and soft services (such as fire and police protection, health, social and education services).

This Plan recognizes that the Town is not the sole provider of government and essential services and that the delivery of services requires cooperation with a number of groups and other levels of government and agencies.

4.8.1 Goals and Objectives

It is a goal of this Plan to:

- Ensure a full range of affordable, municipal services to meet the existing and future social, environmental and economic needs of the community**
- Encourage other levels of government, public and private utilities and non-government organizations to maintain and enhance the range of services available to the area**

The following objectives are designed to implement the goals:

1. Ensure adequate capacity within the Almonte Ward municipal sewer and water services to support anticipated growth and development.
2. Promote acceptable water and sewer technologies which can address the water and sewer needs of existing privately serviced communities and future settlement areas.
3. Establish a waste management plan which includes decreasing the amount of waste sent to landfill by increased recycling, reduction and reuse efforts.
4. Ensure that the disposal of waste from private septic systems is conducted in an environmentally sustainable manner.
5. Promote the local delivery of services, such as health care, family support, assisted housing and youth centres.
6. Cooperate with boards of education, social and health care services to ensure that the area receives a high level of service.

7. Cooperate with private and public utilities to ensure services are available where needed.
8. Protect the sustainable use of existing regional and national utility corridors, such as pipeline and hydro corridors.

4.8.2 Public Uses and Utilities

Changes in the telecommunications industry along with increasing demands for timely information have contributed to the need for high-volume communications corridors and facilities in addition to the need for traditional utility corridors associated with hydro-electric power lines, oil and gas lines, sewer and water **infrastructure** and transmission lines for conveyance of other materials.

1. Public uses and public or private utilities, such as power, water services, roads, railways, telecommunications and gas, but not including waste disposal or sewage treatment sites, will generally be permitted in all land use designations provided that such public uses or utilities are necessary and appropriate in the location and can be made compatible with surrounding uses.
2. Wherever possible, new public uses and utilities will avoid **prime agricultural lands**, significant wetlands, fishery habitat and significant habitat of endangered or **threatened species**. New public uses and utilities will only be permitted in such areas if they have been approved through an environmental assessment process and no other reasonable alternative exists.
3. Structures which are accessory to and integral for the functioning of the utility (such as pumping stations, switching facilities and similar facilities), and any lots created to accommodate them, will utilize the minimum amount of land necessary and will be located in such a manner so as to provide access for maintenance without creating visibility problems from the road network. Above ground facilities shall generally be architecturally and visually harmonious with the surrounding area.
4. The development of electric power facilities, including transmission and generation will occur in an orderly manner to facilitate the efficient and reliable provision of adequate electric power. As such, it is the policy of this Plan that electric power facilities are permitted in all land use designations without an amendment to the Plan provided that the planning of all such facilities is carried out having regard to the policies of this Plan. Furthermore, all electric power generating authorities should consult with the Town and other appropriate agencies on the location and design characteristics of any new electric power facilities.
5. This Plan supports and encourages local electric power generating authorities to expand their boundaries to address the electrical needs of residents and businesses of Mississippi Mills.
6. Where there is a development proposal that results in the need for land for utility easements, regulation stations, substations, pumping stations, holding ponds, reservoirs or similar facilities and for access to such facilities, such land shall be provided to the appropriate agency by the developer.

7. Existing and future utility corridors shall be protected from encroaching incompatible development through the establishment of setbacks within the Zoning By-law.
8. TransCanada Pipelines Limited operates a high pressure natural gas pipeline within its right-of-way which crosses the Town and is identified in Schedule "A" to this Plan. Any development within 200 metres of TransCanada's facilities may affect the safety and integrity of the pipeline.

TransCanada is regulated by the National Energy Board which, in addition to TransCanada, has a number of requirements regulating development in proximity to the pipelines. This includes approval requirements for activities on or within 30 metres of the right-of-way such as excavation, blasting and any movement of heavy equipment. New development can result in increasing the population density in the area that may result in TransCanada being required to replace its pipeline to comply with the Canadian Standards Association Code Z662. Therefore, the Town shall require early consultation with TransCanada or its designated representative for any development proposals within 200 metres of its facilities.

A setback of 10 metres shall be maintained from the limits of the right-of-way for all permanent structures and excavations. A reduction in the 10 metre setback will only be considered if it can be demonstrated, to TransCanada's satisfaction, that it will not compromise the safety and integrity of the pipeline and if all necessary municipal approvals are obtained. In areas of more urban development, the Town will encourage the development of TransCanada's right-of-way for passive parkland or open space purposes subject to TransCanada's easement rights.

4.8.2.1 Radio Communication Systems

Industry Canada is the federal body which has approval authority and jurisdiction over the installation and operation of radio communication systems. The approval of site-specific radio and telecommunication facilities is governed by the Client Procedures Circular (CPC 2-0-03 Issue 3, entitled "Environmental Process, Radiofrequency Fields and Land-Use Consultation").

The role of Industry Canada is to implement the provisions of the Canadian Environmental Assessment Act and ensure that applicants for radio authorization involving significant antenna structures disclose their plans to the Town and that the process operates in a timely fashion. Industry Canada does not require the participation of the Town in this process. The Town does not have the authority to prohibit the establishment of such facilities, if approved by the federal government.

1. Applicants for radio communication facilities, such as antenna structures and related facilities, are required to consult with the Town regarding the design and location for future antenna sites. Applicants are required to:
 - (i) notify the Town regarding the intent to establish a new radio communication facility;
 - (ii) provide the Town with; the requirement for the establishment of such a facility; reasons for the proposed location; and, a review of alternative locations considered and reasons for their rejection, including associated costs, pattern coverage and safety.
2. In the event that the Town opposes a radio communication facility, the Town may provide Industry Canada with a report outlining their reasons for objection within 60 days of receiving official notice of the intent to establish such a structure.
3. Applicants and antenna structure owners are intended to work cooperatively to allow for the sharing of antenna structures so as to minimize their numbers and impact.

4.8.3 Sewage Disposal and Water Supply

This Plan identifies a servicing hierarchy which recognizes full municipal water and sewage disposal services as the preferred form of servicing for settlement areas. This level of servicing is presently available only within the Almonte Ward. All other areas of the Town are on private sewage disposal and water supply. Public sewage disposal and water supply services may represent a feasible option for servicing existing and expanded settlement areas. Partial services shall be prohibited except where necessary to address failed services or because of physical or economic constraints.

4.8.3.1 Public Sewer and Water Policies

Municipal water and sewage disposal **infrastructure** provides the opportunity to achieve compact development and protect public health and safety, minimize **negative impacts** on the environment and support the types of urban growth and development envisioned in this Plan.

In order to achieve the growth and settlement strategy of this Plan, constant monitoring of the capacity of the water and sewer **infrastructure** within the Almonte Ward to accommodate future planned growth shall be required.

This Plan encourages the introduction of piped water and sewer services into the village of Pakenham and other settlement areas as a means of supporting existing development, improving public health, providing for the efficient use of land, and allowing for future growth. The potential for significant future growth and development within these urban areas will not be possible until piped water and sewer services are introduced.

1. The Town shall prepare a long term municipal water and sewage system master plan. This master plan shall identify how anticipated settlement and employment growth will be serviced in a cost effective manner. The master plan should identify and establish priorities and targets for service delivery, enhancements and upgrades.
2. The Town shall establish an on-going monitoring program for the calculation, reporting and allocation of uncommitted reserve capacity within the municipal water and sewage system to ensure the efficient use of existing servicing **infrastructure**. Should the usage at any time reach 80% of the capacity of the system the Town shall initiate a study to investigate means of securing future capacity.
3. The management of the municipal sewer system shall include measures to reduce extraneous flows into the sanitary sewer system from such sources as stormwater and thereby increase system capability.
4. The management of the municipal water system shall include measures to educate the public on the need to conserve water and to reduce requirements for additional water supply.
5. Section 3.1.4 of this Plan contains wellhead protection policies for the Almonte wells. These policies regulate the use of lands within the **influence areas** of Town operated wells.
6. Where it is determined that municipal water and sewer capacity is not able to support future planned growth in an economically feasible manner, the Town shall undertake the studies, approvals and actions necessary to provide capacity to support future development.
7. The Town shall require development and redevelopment projects to demonstrate that stormwater originating from the site is not entering the sanitary sewer system.
8. Development within the Almonte Ward will take place on the user pay/area rated municipal water and sewage services.
9. Through a zoning by-law amendment, consideration may be given to development proposals on private services within the Almonte Ward, where full municipal services are not available to support the proposed development and the extension of services is not financially feasible. In such cases, the developer will be required to enter into an agreement with the Town requiring hook-up to municipal sewer and water services in the event that such services are extended to the subject property.
10. Development within the Almonte Ward will only be approved if sufficient capacity within the municipal water and sewer system exists. Subdivision development may be permitted to proceed in a phased manner up to system capacity allowances. Limitations in the capacity or operating performance of the water/sewage works shall be recognized as a constraint to the timing of new development.
11. The Town shall develop a program that provides for the orderly and managed phasing of development. In developing any phasing program, Council shall have regard for the following:

- (i) the amount of the capacity available that would be used by the proposed or anticipated development or redevelopment and the percentage that this represents of the total capacity available;
 - (ii) the need for the proposed or anticipated development or redevelopment;
 - (iii) the cost of providing sewer service and other services to the proposed or anticipated development or redevelopment; and,
 - (iv) the timing of public works which would increase the available capacity.
12. The Town shall plan for the long term upgrading and expansion of the sewage treatment **infrastructure** to ensure adequate capacity of new development and redevelopment in an efficient and cost-effective manner.
13. The extension or enlargement of municipal water and sewer **infrastructure** to support planned development will be the sole responsibility of the developer. The Town shall pass by-laws and enter into agreements, including financial arrangements, with developers and/or property owners for the installation of municipal services.
14. New development shall be directed to areas that allow for extensions to existing municipal water and sewer **infrastructure** in an economical and practical manner provided that such expansion is consistent with the other objectives of this Plan. New development will generally be approved and permitted only in stages of orderly progression from the termination of existing services.
15. The extension of municipal water and sewer **infrastructure** beyond the limits of the Almonte Ward to support new development will be prohibited, except as permitted in policy 4.8.3.1 #16 below.
16. Notwithstanding policy 4.8.3.1 #15 above, the extension of municipal water and sewer services may be extended to service an existing designated "Rural Settlement Area" or existing development which is experiencing an identified public health or safety problem that requires the extension of services to remedy the problem, provided the following criteria are satisfied:
- (i) the existing designated Rural Settlement Area or existing development is within the immediate vicinity of the Almonte Ward;
 - (ii) the extension of services will not result in additions or intensifications of existing uses, with the exception of limited infilling;
 - (iii) the extension of services meets the overall growth and settlement strategy of the Plan;
 - (iv) the owners of the lands to be serviced agree to pay for the costs associated with the extension of services;
 - (v) there is capacity to accommodate the extension of services to the identified lands; and,
 - (vi) the extension of services is determined to be the most feasible option to address the identified problem.

17. The introduction of piped water and sewer services to the villages or existing or new rural settlement areas shall require the preparation of a secondary plan and an official plan amendment with specific policies for the growth and development of the area.
18. This Plan encourages the investigation of new water and sewer technologies which can address the water and sewer needs of the villages.

4.8.3.2 Individual On-Site Sewage Disposal and Water Supply Policies

1. Lands located outside of the Almonte Ward will generally be serviced by individual on-site (private) sewage disposal and water supply systems. Planning applications for new development on private services may be required to be supported by terrain analysis or capacity studies in order to demonstrate that development may take place on private services.
2. Where the total effluent discharged by a sewage system is 10,000 litres/day (2,200 gallons/day) or less, the approval of the system will be governed by the Building Code Act. Where services are being shared between two or more users, the combined effluent discharge will be used to determine compliance with this policy.
3. Where the total effluent discharged by a sewage system is greater than 10,000 litres/day (2,200 gallons/day), the approval authority will be the Ministry of Environment. An associated hydrogeological study shall be required to demonstrate soil suitability, sufficient area for effluent treatment and site suitability for the disposal system and compliance with the Ministry of the Environment's Reasonable Use Guideline.
4. A water supply assessment report may be required for proposals using groundwater sources (i.e. well) to demonstrate that there is an adequate supply (quantity and quality) and that there will be no interference from sewage disposal or unsustainable draw down of the water table. Consideration shall be given to the **cumulative impact** of development on the available water supply. A water conservation plan for new users may be required in this regard.
5. Holding tanks will only be permitted as an upgrade to an existing holding tank installation, to remedy an unsafe system or where no other servicing option is feasible. The expansion or enlargement or change of use of existing development on a holding tank will be discouraged and regulated through the Zoning By-law.
6. For lands serviced with an on-site water supply, well construction standards shall be required to meet Ontario Regulation 903.
7. The Town shall conduct a periodic review of its need to assume a role in the maintenance (i.e. disposal of septage) of private sewage disposal systems to ensure public health objectives are being met.
8. In order to ensure public health objectives are being met the Town, in conjunction with the public health authority, shall conduct a periodic review

of the need to assume a role in the establishment and monitoring of private water supply systems.

4.8.3.3 Communal Services

It is anticipated that most new development outside of the Almonte Ward will take place on private services. For areas of concentrated development, such as rural settlement areas, communal servicing must be considered an important servicing option. There are advantages for introducing communal services in these areas, particularly in increasing the number of options for development patterns and ensuring the long term protection of groundwater resources and public health matters.

1. The Town may consider communal servicing provided that detailed information concerning any risks to the public or financial obligations to the Town is presented and any such risks are determined to be within acceptable levels.
2. The Town will not recommend such servicing options or enter into any agreements until it is satisfied that the system will be of the highest reasonable standard to ensure reliable operation for the foreseeable future and until a performance bond or other financial arrangements have been made between the developer and the Town.
3. Where communal services are provided, the Town will assume responsibility or ownership of the system after construction of the facility and the issuance of a Certificate of Approval from the Ministry of Environment. Council may choose to operate the system or may consider entering into an agreement for the operation and maintenance of the system on a private basis, subject to approval of the Ministry of Environment.
4. The costs associated with the construction, operation and maintenance of communal services will be the responsibility of the developer and the owner of lands which are connected to the services.
5. The types of studies necessary to support communal servicing options will be determined on a case by case basis. Generally, a hydrogeological study will be required which demonstrates that an adequate quantity and quality of potable water can be provided.
6. Communal servicing systems shall be required to obtain approval from the Ministry of Environment through pertinent legislation and may be subject to the Class Environmental Assessment process.
7. The introduction of communal servicing systems into existing villages and rural settlement areas or for a new rural settlement area shall be subject to an Official Plan Amendment.

4.8.4 Fire, Police, Education, Heath Care, Library, Recreation Services

Fire, Police, Education, Heath Care, Library, Recreation and Social Services are essential services delivered to the residents and businesses within Mississippi Mills. This Plan ensures that there is adequate capacity within such services to support the existing community and accommodate projected growth during the life of this Plan.

1. The Town will monitor the impact of development on the residual capacity of **public service facilities** by consulting with and circulating development proposals to the agencies which deliver these services.
2. For those services delivered by the Town, an annual report will be required which identifies the enhancements necessary to accommodate future growth.
3. This Plan shall encourage the Town to work cooperatively with other groups and agencies to ensure that the delivery of services meets the diverse needs and interests of the residents of the municipality. Special efforts should be made to work with the area school boards and the hospitals to ensure the Town is receiving the necessary education and health services.
4. The Town shall use its authority under the Development Charges Act to assist in the financing of growth related improvements to eligible services and **infrastructure**.

4.8.5 Waste Management

Waste management is an essential service delivered by the Town of Mississippi Mills. This program consists of solid waste collection, recycling and household hazardous waste. The Town has three closed and one partially closed waste disposal sites. Two are located in Ramsay Ward, one in Pakenham Ward, while the partially closed facility is located outside of the Town in the former Township of West Carleton (now the City of Ottawa). The West Carleton facility functions as a part time transfer station.

1. The three closed landfill sites within Mississippi Mills shall be placed in Waste Disposal land use designation on the land use schedules. No use shall be made of closed waste disposal sites for a period of 25 years from the year in which the site was official closed without the approval of the Ministry of Environment.
2. The Zoning By-law shall establish setbacks for development from the boundary of the closed waste disposal sites which are consistent with the influence areas established by the Ministry of the Environment for the specific facilities.
3. New Waste Disposal sites shall be subject to an Amendment to this Plan.
4. The Town shall actively promote a waste diversion program which includes recycling, composting and hazardous waste disposal.

4.9 ACCESSIBILITY

The Town of Mississippi Mills supports the Ontarians with Disabilities Act which strives to improve accessibility for persons with disabilities by identifying, removing and/or preventing barriers which restrict their full participation within the community. The Town understands that disabled people are not a homogeneous group and that access requirements vary depending on impairment, however, designing streetscapes and buildings and delivering services according to the principle of design-for-all and universal access satisfies access requirements for various groups of disabled people.

1. The Town shall strive to provide access to all of its buildings, programs, services and information to people with disabilities that is comparable to the level of access provided to others.
2. The Town shall maintain an Accessibility Advisory Committee, established under the Ontarians with Disabilities Act to advise and assist on accessibility matters.
3. The Accessibility Advisory Committee shall be responsible for the preparation and annual updating of an “Accessibility Plan” which addresses the identification, removal and prevention of barriers to persons with disabilities in the Town’s by-laws and in its policies, programs, practices and services.
4. The Accessibility Plan shall include:
 - i) A report on the measures the municipality has taken to identify, remove and prevent barriers to persons with disabilities;
 - ii) Measures in place to ensure that the municipality assesses its buildings, by-laws, policies, programs, practices and services to determine their effects on accessibility for persons with disabilities;
 - iii) A list of the buildings, by-laws, policies, programs, practices and services that the municipality will review in the coming year in order to identify barriers to persons with disabilities; and,
 - iv) The measures that the municipality intends to take in the coming year to identify, remove and prevent barriers to persons with disabilities.
5. The Town shall adopt “access guidelines” which contain best practices for improving accessibility for persons with disabilities and the elderly.
6. The Town shall upgrade its sidewalk and pathway network to ensure it is universally accessible and includes such things as gradual grade transitions, decompressed curbs and street corners, uncluttered streetscapes and convenient and appropriately located handicapped parking spaces.
7. Sites and at-grade portions of buildings shall be designed to ensure direct accessibility from the street.
8. The needs of persons with disabilities shall be considered in each development.

5 IMPLEMENTATION SECTION

The purpose of this section is to explain how the policies of the Community Official Plan shall be put in place. The Implementation Section lists all the regulatory measures that the Town has at its disposal to manage growth and development.

This Section acts as a guide to those who wish to participate in the planning process or who propose developments within the Town. To this extent, efforts have been made to clearly explain the various planning tools available to the Town, when they may be used and the type of issues they can address.

This Section also contains the definition of the various words or phrases used throughout the Plan.

5.1 HOW TO AMEND THE COMMUNITY OFFICIAL PLAN

Circumstances may arise where an individual proposes a development which does not conform to the policies of the Community Official Plan. In order to permit such a development, the individual must submit an application to amend the Community Official Plan. The Town will give fair consideration to all Community Official Plan Amendments and notify the general public and government agencies and ministries of the nature of the proposed amendment, in accordance with the requirements of the Planning Act.

1. The processing of Community Official Plan Amendments shall be in accordance with the relevant sections of the Planning Act.
2. The submission of a Community Official Plan Amendment to the Town shall be accompanied by a detailed site plan of the proposed development and a report which addresses the following questions:
 - (i) does the Amendment comply with the Vision for the Town of Mississippi Mills?
 - (ii) does the Amendment further the Goals and Objectives of the Plan?
 - (iii) if the Amendment does not further the Goals and Objectives, have circumstances changed to make the Goals and Objectives invalid in relation to the proposal development?
 - (iv) is the Amendment in keeping with new legislation established by a senior level of government?
 - (v) is there a demonstrated need for the proposed development?
 - (vi) can the lands affected be adequately serviced to accommodate the proposed development? What improvements shall be required to properly service the land?
 - (vii) what impacts will the proposed development have on surrounding land uses, traffic movements, servicing, ***built heritage*** and natural environment? And how will these impacts be eliminated or minimized?

5.2 EXISTING USES WHICH DO NOT CONFORM TO THE OFFICIAL PLAN

There may be existing land uses within the Town which this Plan does not permit in their present location. Existing land uses which do not conform to the Community Official Plan and are considered incompatible with the surrounding uses, should cease to exist over time.

5.3 LEGISLATION PURSUANT TO THE PLANNING ACT AND MUNICIPAL ACT

The Planning and Municipal Acts make available to the Town a number of tools which can be used to implement this Plan. The Town shall take advantage of the provisions of the Planning and Municipal Acts in order to implement this Plan.

5.3.1 Zoning By-Law

The Town of Mississippi Mills Zoning By-law is the major tool available to the Town to implement the policies of the Community Official Plan. The Zoning By-law covers the entire Town and sets out detailed regulations which attempt to implement the broader land use goals, objectives and policies of the Plan.

The Zoning By-law zones land and establishes regulations to control the use of land and the character, location and use of buildings and structures in accordance with this Plan. The Town may establish a number of zones to classify and control land uses to implement this Plan.

1. When this Official Plan is approved, Council will enact a new Zoning By-law which will be in conformity with, and implement the provisions of, this Official Plan.
2. The Town should give fair consideration to all amendments to the Zoning By-law and notify the general public and government agencies and ministries of the nature of the proposed amendment, in accordance with the requirements of the Planning Act. The Town shall refuse amendments to the Zoning By-law which do not conform to this Plan.
3. Existing legal non-conforming land uses may be placed in zones that do not correspond with the Land Use Designation of this Plan. The Zoning By-law may recognize existing uses, provided the following criteria are met:
 - (i) the zone does not permit significant negative changes in the use of the property or impacts on adjacent uses;
 - (ii) the recognition of the legal non-conforming use does not represent a danger to surrounding uses and/or persons; and,
 - (iii) the legal non-conforming use does not interfere with the desirable development or enjoyment of the adjacent area.

4. Vacant land within the Town may be placed in the " Development" zone. The Development zone limits the use and development of vacant land until an appropriate development proposal is submitted. The Development zone may permit the continued use of existing buildings and structures. All new uses shall require an amendment to the Zoning By-law.

5.3.2 Increased Height & Density Provisions

The Town has the authority to pass a By-law which authorizes increases in the height and/or density for a specific development proposal permitted under the Zoning By-law. This is done in return for the developer providing facilities, services or other matters which are deemed beneficial to the Community and where it is demonstrated that the development is advancing the goals and objectives of this Plan beyond the minimum requirements. In such cases the specific development proposal should advance the intent and purpose of the Community Official Plan and address the following provisions.

1. Increased height and density shall only be awarded to developments where such increased height and density does not have a negative impact on surrounding lands uses and where more than one of the following criteria are fulfilled beyond the minimum requirements of the Plan:
 - (i) the development provides for assisted housing, seniors housing or special needs housing in accordance with the identified needs of the community;
 - (ii) the development incorporates the preservation and restoration of buildings of historic or architectural value which will serve to meet the **heritage resources** goals and actions of this Plan;
 - (iii) the development incorporates a comprehensive redevelopment plan for lands within the Downtown Commercial area of the Town, which provide for the intensification of the land use and serve to reinforce the economic viability of the downtown commercial core;
 - (iv) the development includes the provision for public art or significant community amenities and recreational facilities which serve the identified needs of the Town;
 - (v) the development provides walkways and connections to public trails and walkways and/or public access to significant **water resources**;
 - (vi) the development protects significant environmental and natural heritage areas beyond what is required;
 - (vii) the development proposes innovative building design and/or sustainable building design which surpass the community design goals of this Plan;
 - (viii) the development proposal incorporates efficient use and/or conservation of energy; and,
 - (ix) the development implements the affordable housing policies of this Plan.

2. It is the policy of the Town that the owner of lands granted increased height and density shall enter into an agreement with the Town. Such agreements will be registered on title of the property, at the owner's expense, detailing the specific criteria to be met.

5.3.3 Holding Zones

Through the Zoning By-law, the Town may pre-zone property for development where the "principle of development" has been established through this Plan. In such cases, the Town may place a Holding Symbol on the zone which prevents any development from taking place until the Town is satisfied that certain conditions have been met. In such instances, the Town can indicate its support for the principle of the development but also identify the need for additional actions prior to development proceeding.

The use of a Holding Symbol is seen as an effective tool in the streamlining of the approval process. Following a public notice, Council simply has to pass a by-law to remove the Holding Symbol once it is satisfied that the conditions have been met. There is no appeal period with such by-laws, thereby allowing development to proceed quickly once the conditions have been met.

The following policies shall apply to the use of the Holding Symbol.

1. The Town may utilize the Holding Symbol "H" or "h" for all zones in the Zoning By-law as a means of ensuring that certain conditions have been met prior to development proceeding.
2. When lands are placed under the Holding Symbol, the use of the lands and buildings shall be limited to those that existed prior to the Holding Symbol being placed on the property. In some circumstances, the Town may allow additions or alterations to existing uses.
3. Council shall pass a by-law removing the Holding Symbol from the property, in accordance with the requirements of the Planning Act, once it is satisfied that provisions are met and/or agreements entered into which ensure the orderly development of the lands.
4. The Town may use holding provisions of the Planning Act where there is a need for the owner/developer to:
 - (i) enter into a Site Plan Control or Subdivider's Agreement with the Town;
 - (ii) make arrangements for the installation of sanitary or storm sewer, water and/or road services;
 - (iii) make arrangements for environmental or physical improvements to the site;
 - (iv) provide architectural or design drawings;
 - (v) receive final approval for a plan of subdivision or condominium, and ensure that all the phasing conditions have been met;
 - (vi) make financial arrangements with the Town, including possible cash-in-lieu of parking;

- (vii) make arrangements to deal with site development constraints including decommissioning of contaminated sites; or,
 - (viii) ensure the development/redevelopment is in accordance with the design criteria of this Plan.
5. The Town may remove the holding symbol in accordance with the provisions of the Planning Act when the above circumstances are satisfied.

5.3.4 Temporary Use By-Laws

In certain circumstances, it may be desirable to pass a Temporary Use By-law to implement the policies of this Plan or to implement measures for economic development (e.g. temporary location of certain uses in vacant commercial, industrial or institutional buildings or lands) despite the fact that the identified land use may not be permitted on the specific property selected. It may also be beneficial to zone lands for temporary commercial, industrial or institutional uses in locations which do not conform with this Plan.

A Temporary Use By-law may also be used to permit garden suites.

Council may, by by-law passed under Section 39 of the Planning Act, authorizing the temporary use of lands, buildings or structures for any purpose set out therein. The maximum time period for temporary use is three years, except for a garden suite temporary use, which has a maximum time period of 10 years. In both cases, consideration may be given to renewing temporary uses once the time period is up. Notice of a Temporary Use By-law shall be given in the same manner as that of a Zoning By-law under Section 34 of the Planning Act.

As a condition of the passing of a Temporary Use By-law for garden suites, Council may require the owner of the property to enter into an agreement, to be registered on title, which deals with matters identified in Section 3.6.13 of this Plan.

Any use introduced under a Temporary Use By-law does not acquire legal non-conforming use status once the by-law has expired. Once the by-law has expired, the use must cease.

It is not the intent of this Plan that a Temporary Use By-law should be used to permit a new use while an amendment to the Community Official Plan and/or Zoning By-law is being processed to permit the use on a permanent basis. However, once a temporary use is established and it becomes apparent that the use should be permitted on a permanent basis, the use may continue under a Temporary Use By-law while any required amendments are being considered for approval.

5.3.5 Interim Control By-Laws

Council has the authority to place a freeze on development lands, as permitted under the Zoning By-law, where they have serious concerns with allowing development to continue. For example, serious environmental problems may come to the attention of the Town which could result in the development of certain areas within the Town being **hazardous** to life or property. Certain uses may result in unforeseen compatibility concerns which cause undesirable impacts.

In such cases, the Town may pass an Interim Control By-law. The Interim Control By-law shall be in force for a specific period, which shall not exceed one year from the date of the passing. Council may amend the Interim Control By-law to extend the period of time during which it will be in effect, provided that the total period of time during which the by-law is in effect does not exceed two years from the date of passing.

This freeze on development allows the Town to undertake a thorough review of its policies and take the necessary action to address the identified problem. Once an Interim Control By-law expires, the prior zoning shall automatically apply, unless new zoning provisions have been put in place.

The Town should only use Interim Control in limited circumstances, where the development of lands presents serious problems and requires study.

1. Interim Control may be used in circumstances where immediate policy review of specific issues is required.
2. An interim control by-law shall contain authorization for a study to be undertaken of identified problem(s) and may include the terms of reference for the study.
3. After placing lands under Interim Control, the Town shall undertake the identified study and bring forward the necessary corrective action, such as policies or practices.

5.3.6 Site Plan Control

The Town has the authority, under Site Plan Control, to require development proposals to include site plans and drawings which identify such things as building location, servicing, finished elevations, site buffering, lot grading and drainage, lighting, parking and environmental features. Under the authority of Section 41 of the Planning Act, the Town may, by by-law, designate certain areas or land uses as site plan control areas.

In order to implement the approved site plan, the Town may require the developer to enter into an agreement which will ensure that the necessary work is carried out. Such an agreement may contain performance requirements and security provisions which may be registered on the title of the lands affected. The following policies shall apply to the use of Site Plan Control.

1. For the purpose of this Plan, the entire municipality shall be designated as a site plan control area.
2. Generally, site plan control shall apply to: medium and high density residential development; commercial, industrial and institutional development; all development involving environmental features which require an environmental impact statement or are within close proximity of a significant environmental feature; areas of high aquifer vulnerability; private recreational development; development on existing lots of record which are less than the minimum size required in this Plan or the Zoning By-law; and, development on lots which contain physical or man-made constraints to development.
3. Within the Site Plan Control Area, the Town may require drawings showing plans, elevations and cross section views for any building to be erected.
4. The Town may require the signing of a Site Plan Agreement as a condition of the development of the lands. Such agreements shall be required prior to the issuance of a building permit.
5. In reviewing site plan proposals, the Town will circulate the proposal to appropriate bodies who are considered to have a vested interest and request their comments prior to the approval of the site plan or site plan agreement. Council may circulate site plans to the general public who have expressed an interest in the development proposal. It is important to understand that the general public have no rights of appeal regarding local decisions made under site plan control.
6. Upon the execution of a Site Plan Agreement, the agreement may be registered on title of the lands and be binding on all future land owners.
7. The Town may require any or all of the following provisions to be made through the Site Plan Approval and Agreement process:
 - (i) road widening of streets to the minimum road right-of-way widths in accordance with Section 4.6.4, Local Roads Policies;
 - (ii) access and egress onto roads and any necessary upgrading of the road;
 - (iii) off-street vehicular loading and parking facilities;
 - (iv) the location, height and type of buildings to be located on the property;
 - (v) signage;
 - (vi) lighting of lands, buildings or structures;
 - (vii) all means of pedestrian access;
 - (viii) landscaping and all finished elevations;
 - (ix) facilities for the storage of garbage and other waste material;
 - (x) required municipal or utility easements;
 - (xi) grading or alteration in elevation or contour of the land, stormwater management and legal outlet for stormwater and the improvements which may be required to such facilities;
 - (xii) provisions for site alterations during the construction phase;
 - (xiii) securities; and,

- (xiv) protection and/or enhancement of environmental features, including areas of aquifer vulnerability.

5.3.7 Minor Variances to the Zoning By-Law

In certain instances, a proposal to construct a new structure or expand an existing structure may not be able to meet one or more of the provisions of the Zoning By-law (e.g., an addition to a house cannot meet the side yard requirements). In such cases, the individual may request the Committee of Adjustment to grant a "minor variance" from one or more of the requirements of the Zoning By-law in order to permit the development to proceed.

1. The Committee of Adjustment may consider granting a minor variance to a proposed development which cannot reasonably meet one or more of the provisions of the Zoning By-law provided the development meets sound planning principles.
2. Prior to considering a minor variance application, the Committee of Adjustment may require the applicant to demonstrate that the development is:
 - (i) in keeping with the intent of the Zoning By-law;
 - (ii) in keeping with the intent of the Community Official Plan;
 - (iii) an appropriate and desirable use of land; and,
 - (iv) minor in nature.
3. If a minor variance application is approved, the Committee of Adjustment may impose conditions which shall ensure that the development has minimal impacts on surrounding uses and satisfies reasonable planning criteria, including entering into agreements which may be registered on title of the subject property.
4. The Chief Building Official for the Town shall be satisfied that all the conditions of the minor variance are met prior to the issuance of a building permit.

5.3.8 Legal Non-Conforming Uses

Certain uses, which legally existed prior to the passage of the Zoning By-law, but are not permitted in the new Zoning By-law are referred to as "legal non-conforming". To obtain legal non-conforming status, the following conditions must be satisfied:

- (i) the use was legally established prior to the passing of the Zoning By-law; and,
- (ii) the use has continued without interruption from the date of the establishment of the use; or,
- (iii) during a period of discontinuance there has been reasonable attempts to continue the use.

Legal non-conforming uses are allowed to continue to exist provided no enlargements, extensions or changes of use are made. Enlargements, extensions or changes in use require approval by the Committee of Adjustment. The following policies apply to legal non-conforming uses and the Committee of Adjustment.

1. Legal non-conforming uses should cease to exist over time. Additions, expansions or changes in use which do not meet the requirements of the Zoning By-law should be discouraged.
2. The Plan recognizes that circumstances may exist where changes to legal non-conforming uses may be desirable given their economic, cultural, social, environmental or historical importance to the Community. In such cases, the Committee of Adjustment may grant permission for an addition, expansion or change in use.
3. A change in use of a legal non-conforming use to a use which is still not in compliance with the Zoning By-law but which is more compatible than the existing use, may be permitted by the Committee of Adjustment.
4. The Committee of Adjustment shall use the following criteria to assess such proposals:
 - (i) the proposed addition, expansion or change of use shall not add to the non-conforming nature of the property;
 - (ii) the features of the non-conforming use and proposed extension and/or enlargement are considered to be compatible with adjacent uses;
 - (iii) the proposed addition, expansion or change of use shall be consistent with the environmental policies of this Plan;
 - (iv) the proposed addition, expansion or change of use shall not represent an unreasonable increase to the size and intensity of the existing use;
 - (v) the proposed addition, expansion or change of use shall have minimal impact on the surrounding built environments in terms of projected levels of noise, vibration, fumes, smoke, dust, odours, lighting, outdoor storage and traffic generation;
 - (vi) the proposed addition, expansion or change of use shall include the protection of surrounding uses through the provision of landscaping, buffering or screening, appropriate setbacks for buildings and structures or other measures which improve compatibility with the surrounding area;
 - (vii) that traffic and parking conditions not be adversely affected by the proposed addition, expansion or change of use (appropriately designed entrance and exit points to and from the site and improvements to sight conditions shall be required in order to promote maximum safety for pedestrian and vehicular traffic);
 - (viii) that adequate provisions be made for off-street parking, loading and

- unloading facilities; and,
- (ix) that applicable municipal services, such as storm drainage, water supply, sanitary sewers and roads are available or can be made available through the conditions of approval.

Failure to meet one or more of the criteria stated above may provide grounds for refusal of the application by the Committee of Adjustment.

5. The Committee of Adjustment may place conditions on the approval for the addition, expansion or change in use of non-conforming uses. These conditions may include, but are not limited to, application of Site Plan Control, entering into agreements to be registered on title, cash-in-lieu of parking, the installation of services and bonding.

5.3.9 Parking, Cash-In-Lieu Requirements

The Zoning By-law contains provisions prescribing a minimum number of parking spaces for specific land uses. In some circumstances, particularly within compact downtown areas, a development proposal is unable to accommodate the required number of parking spaces.

If a development is unable to provide enough parking spaces, the Town has the authority to offer an exemption from the parking requirements of the Zoning By-law, and accept a cash payment in-lieu of each parking space not provided.

1. The Town shall adopt a Cash-In-Lieu By-law enabling it to accept cash payments in compensation for insufficient parking spaces involving certain development or redevelopment proposals.
2. The payment of cash-in-lieu of parking shall be considered as an effective mechanism for encouraging a compact, efficient and viable downtown core.
3. Monies raised through cash-in-lieu shall be placed in a special fund, separate from general revenues, dedicated to managing existing public parking resources and/or establishing new parking facilities.
4. In order to determine the actual costs of providing a parking space and the appropriate fee to be charged for each space levied, the Town shall undertake a parking study.
5. In order to encourage development/redevelopment within the downtown core, the Town may wish to have a cash-in-lieu fee which is less than the true cost of providing new parking spaces.

5.3.10 Plans of Subdivision

Prior to approving a Plan of Subdivision, the County of Lanark requires that a developer satisfy all conditions placed upon the development by the Town or by the various authorities involved in the plan, input and review process. This process usually involves the developer entering into a subdivider's agreement with the Town.

A subdivider's agreement provides the Town with a legal and binding mechanism to ensure that the design and servicing of the subdivision meets municipal standards, as well as allowing for a performance bond should any costs be incurred by the Town in the development of the subdivision.

Subdivider's agreements usually cover such issues as lot grading and drainage, the construction of roads and the installation utilities, provision of sanitary and storm sewers and the supply of water, the establishment of parkland, landscaping and matters related to the environment.

The Town will be satisfied that the terms of a subdivider's agreement can be met prior to development taking place. The following policies shall apply to plans of subdivision.

1. The Town shall not support Plans of Subdivision that do not conform to the policies of this Plan or the provisions of the Zoning By-law.
2. Prior to permitting the development of a Plan of Subdivision, the Town shall be satisfied that the development can be supplied with municipal services, such as fire protection, water supply, storm drainage, sewage disposal facilities and road maintenance. Such development should not adversely affect the finances of the Town.
3. The Town shall enter into Subdivider's Agreements as a condition of the approval of Plans of Subdivision. Such agreements shall ensure that the necessary internal or external services will be provided by the developer to the specifications established by the Town.
4. The Town shall work with the County of Lanark to establish a procedural guide for the review and approval process for plans of subdivision.

5.3.11 Consent to Sever Land

The County of Lanark Land Division Committee has the authority for creating lots by consent and granting right-of-ways and easements within the Town of Mississippi Mills. However, the Town has a large degree of control over the creation of lots or granting right-of-ways and easements and can request that conditions be placed on the approval of such lots, similar to the conditions it may ask for with a Plan of Subdivision.

There are specific policies included in this Plan concerning the type, location and amount of development that is permitted by consent within the various land use categories.

5.3.11.1 General Lot Creation Policies

The following lot creation policies apply to all land uses whether development takes place by consent or plan of subdivision.

- i) The size of the lots must be in accordance with the requirements for the type of use and servicing method proposed. The size of lot may

- be dependent on servicing studies which will be in accordance with the requirements of the municipality and other agencies.
- ii) Nothing in this Plan shall prohibit severance applications which result in the creation of **original township lots**. For the purpose of this Plan an **original township lot** shall be considered a holding.
 - iii) Information will be provided to substantiate that an adequate and suitable water supply and conditions for a proper sewage system exist, all of which can meet the requirements of the municipality and other agencies.
 - iv) Lots will not be created on lands which are unsuitable for development because of environmental conditions.
 - v) All lots will have suitable road access in accordance with the relevant policies of this Plan. Proposals which result in the creation of land-locked parcels of land shall be strongly discouraged.
 - vi) In the creation of lots, regard must be given to appropriate separation distances from incompatible uses and natural resources, including agricultural lands.
 - vii) The lot must be in an appropriate location for the use proposed and contain a suitable building site, where applicable. Where lots are proposed for residential, commercial or industrial purposes, a site plan may also be required.
 - viii) In reviewing any application to create new lots, the convenience, safety and welfare of the future residents of these lots will be a major consideration.
 - ix) In the Rural designation, the maximum number of lots created per land holding will be two plus the remnant lot, except where otherwise specifically provided for in this Plan. A holding is defined as a parcel of land held in a conveyable ownership as of July 1, 1973 or an **original township lot**. Consents identified in Subsection 5.3.11.2.#7 will not be counted as a consent for the purposes of this section.
 - x) All sections of the Plan dealing with the creation of lots shall apply where appropriate including but not limited to the general policy for development under Section 4 of the Plan, environmental policies under Section 3.1, wellhead protection policies under Section 3.1.4.16, agricultural and rural policies under Section 3.2 and 3.3 respectively and the following sections related to consent policies and plans of subdivision.

5.3.11.2 General Consent Policies

1. The Town shall support applications to create lots by consent when:
 - (i) the scale of development proposed or the total development potential of the property would not require a plan of subdivision;
 - (ii) the application represents infilling in an existing built up area;

- (iii) the proposed lots are in keeping with the lot area, frontage and density pattern of the surrounding neighbourhood;
 - (iv) the creation of lots would not create or worsen traffic, access or servicing problems;
 - (v) the application represents an orderly and efficient use of land, and its approval would not hinder the development of the retained lands;
 - (vi) the application does not represent strip development; and,
 - (vii) the application meets all other policies of this Plan.
2. The Town shall not support consent applications that do not conform to the policies of the Community Official Plan or the provisions of the Zoning By-law.
3. The Town may require that the developer provide supporting information related to matters, such as environmental protection, potable water supply, sewage disposal, road access, design and compatibility to justify the development proposal.
4. Prior to supporting the creation of lots by consent, the Town shall be satisfied that the development can be supplied with municipal services, such as fire protection, water supply, storm drainage, sewage disposal facilities and road maintenance. Such development should not adversely affect the finances of the Town.
5. The Town may enter into a subdivider's agreement as a condition of the approval of a consent application. Such agreements shall ensure that the necessary internal or external services are provided by the developer to the specifications established by the Town. Such an agreement may include provisions to satisfy conditions established by the Town or other commenting agencies.
6. In addition to the condition of an agreement, the Town may request other conditions to be imposed by the Land Division Committee which may include but not be limited to the following:
 - (i) a zoning amendment or minor variance;
 - (ii) site plan control;
 - (iii) dedication of land or cash-in-lieu of parkland;
 - (iv) conveyance of land or an easement for utilities, access control or drainage;
 - (v) the construction or upgrading of roads or the installation of drainage facilities;
 - (vi) the establishment of buffer strips and landscaping;
 - (vii) floodproofing;
 - (viii) the installation of water supply or sewage disposal systems;
 - (ix) financial guarantees;
 - (x) demolition of buildings or structures and/or measures to remediate the property due to **hazardous** or contaminated conditions;
 - (xi) implementation of mitigating measures to ensure compatibility amongst land uses; and,
 - (xii) the requirement for conducting studies and/or the implementation of

- any study required to support the development proposal.
7. In addition to the creation of new lots, consents may be granted for the following purposes:
 - (i) correct lot boundaries;
 - (ii) convey additional land to an adjacent lot, provided the conveyance does not lead to the creation of an undersized lot;
 - (iii) clarify title to the land;
 - (iv) permit an easement or right-of-way;
 - (v) a lease or charge/mortgage;
 - (vi) a severance which results in the creation of **original township lots**; and,
 - (vii) permit a consent for municipal or other government purposes.

5.3.12 Plan of Condominium

Condominiums are a form of property ownership which provide title to a unit, such as an individual apartment in an apartment building or a single detached dwelling in a private subdivision, along with a shared interest in the rest of the property which is common to all owners.

Condominiums can involve a brand new development or an existing development which is converted to condominium ownership. They can apply to any type of residential, commercial or industrial uses. Vacant land is not eligible.

A condominium plan is like any plan of subdivision in that it is a way of dividing property and must be approved by the County of Lanark. Applications for draft plans of condominium are not subject to the requirements of giving notice of application and holding a public meeting. However, the County is still required to give a notice of decision and the 20-day appeal period following the giving of the notice of decision applies.

The Condominium Act, 1998, amended 2001 provides for new kinds of condominium developments:

"Phased" condo. Although you may have seen condos marketed as "phased" in the past, today, they are really separate condominium corporations. Under the new *Act* units and common elements can now be added in stages, over a maximum 10-year period, as part of one condominium corporation.

"Common elements". These are condominiums that consist only of common elements, but no units. For example, homes could be on separate pieces of land, with facilities such as a golf course or recreational centre as the common elements condominium.

"Vacant land" condo. Under this type of condominium corporation the units can consist of vacant land, upon which, following registration, and owners can decide later what to build. This may be suitable for a mobile home development, for example.

"Leasehold" condo. These are units built on land that is leased by the developer—purchasers will never own the land. They buy a leasehold interest in the unit and common elements for a fixed number of years. This interest can be sold.

5.3.13 Part-Lot Control

Part-lot control may be used for existing plans of subdivision where it is necessary to re-align lot boundaries to clarify or grant title, exact specific servicing requirements as a condition of consent, such as a road widening or to further control internal development on a lot.

5.3.14 Community Improvement

The Town may, subject to an amendment to this Plan, consider the use of the provisions of the Planning Act to establish a Community Improvement Plan to carry out physical improvements within the community.

5.4 BUILDING CODE

The Building Code Act provides the authority for the Town to issue building permits through the appointment of a building official and the adoption of a building by-law. The Act also provides for the administration of property standards. A building permit cannot be issued unless the proposed structure complies with all applicable law including the Zoning By-law. The associated Ontario Building Code sets out the standards for design and construction of buildings. Building permits are generally required for:

- (i) construction of buildings or structures exceeding 10 m², including mobile homes and manufactured dwellings;
- (ii) the repair, reconstruction or retrofitting of a building or other construction which is a part of the structural support of a building;
- (iii) an extension to an existing building;
- (iv) excavating or construction of a foundation;
- (v) installing heating (including gas fire place), plumbing, air conditioning or a fire place (solid fuel appliance);
- (vi) building or placing a temporary building;
- (vii) the demolition of a building; and,
- (viii) the change of use of a building.

5.5 PROPERTY MAINTENANCE

1. In order to encourage the rehabilitation of existing buildings and property, the municipality will endeavour to ensure that the negative influence of substandard structures is minimized.

2. The Town has passed a By-law which prescribes standards for the maintenance and occupancy of property (Property Standards By-law). The Council shall review this By-law from time to time to ensure it is achieving the desired affects.
3. Any Property Standards By-law passed under the authority of the Building Code Act will have regard to, and will prescribe appropriate standards for, the physical condition of yards and passageways including the accumulation of debris and rubbish and the physical condition of all buildings and structures.
4. Any Property Standards By-law may also require substandard properties to be repaired and maintained to appropriate standards, prohibit the use of substandard property and require the demolition and clearing of such property, where the owner does not intend to repair and maintain it.
5. The Town will appoint a Property Standards Officer who will be responsible for administering and enforcing the By-law. The Town will also appoint a Property Standards Committee for the purpose of hearing appeals against an order of the Property Standards Officer.
6. The measures to be used in achieving a property maintenance program should include an education and public relations program to show people the benefits of property maintenance, together with information showing that improvements can be made without increasing assessment.
7. Complementary to the enforcement of minimum standards on private properties, the Town will undertake to keep in a fit and well-maintained condition all municipally-owned properties and structures and to provide or maintain in good repair municipal services, such as roads, sidewalks and other facilities.

5.6 ENVIRONMENTAL ASSESSMENT ACT

Prior to the construction of public works or undertakings, such as roads, sewage works, waste disposal facilities or water filtration plants, the Town is obliged to follow procedures under the Environmental Assessment Act. Some types of undertakings may fall into a “class environmental assessment” which is a more streamlined process in reviewing the environmental impacts of the proposed work. Generally, the intent of this Plan is to ensure that the following generalized procedures are followed prior to the construction of a project:

1. Consult with affected parties:
 - involve affected parties early in the process and continuously throughout;
 - encourage the identification and resolution of issues before an EA is formally submitted;
 - promote mutually acceptable, environmentally sound solutions through consultation.
2. Consider reasonable alternatives: planning must consider alternatives to the undertaking which fulfill the purpose of the undertaking in functionally

- different ways and alternative methods of implementing a particular type of alternative. The do-nothing alternative must also be considered.
3. Consider all aspects of the environment: the planning process must consider the effects on the natural or biophysical environment as well as effects on the social, economic and cultural conditions that influence the community.
 4. Systematically evaluate net environmental effects: evaluate alternatives in light of their advantages and disadvantages and the effects remaining after mitigation or enhancement measures have been addressed.
 5. Provide clear, complete documentation: the EA should strive to represent accurately the process that was followed in a clear and understandable way and to communicate the results of that process.

5.7 LOCAL IMPROVEMENTS

Council or a petitioner may request improvement to specific works, and upon the approval and adoption of a by-law, the costs thereof may be recovered from those benefiting from the improvement in a lump sum or amortized payments. Such works may include:

- Opening, widening, extending, grading, altering the grade, diverting, improving, paving of streets or establishing a new street or bridge;
- Constructing, enlarging or extending a sewer or water main;
- Constructing and landscaping a sidewalk, boulevard or park;
- Extending gas, light, heat or power systems;
- Constructing protective works along the shoreline of a water body; and,
- Constructing noise abatement works.

5.8 ONTARIO HERITAGE ACT

The Town implements its heritage goals and objective of this Plan under the authority of the Ontario Heritage Act. This legislation allows the Town to protect properties of historic or architectural value from demolition or unsympathetic alteration.

The Act allows the Town to:

1. Pass by-laws to designate individual properties as being of historic, architectural or archaeological significance to the community. The by-laws shall include a description of the property and a statement of the reasons for designation.
2. Pass by-laws to designate Heritage Conservation Districts in order to protect the **heritage resources** of an area. The by-laws shall be based on a study identifying the **heritage resources** of the area.
3. Within a Heritage Conservation District, development proposals must give consideration to protecting the heritage character of the area.

5.9 PUBLIC CONSULTATION AND A FAIR AND TIMELY PROCESS

The Planning Act sets out the minimum public notice requirements for all of the types of planning applications that are governed by that legislation. Too often, these minimum requirements have been perceived by residents as consultation after the fact. Input into the planning process and into the various planning applications must be initiated at an early stage to allow for a meaningful contribution by the public.

Council will seek to improve the public consultation process on planning matters. In particular, Council will explore and attempt to establish dispute resolution processes so that planning matters can be dealt with and resolved at the local level as much as possible.

In order to ensure that the public has ample opportunity to be involved with planning matters, Council will establish procedures for consultation which are in addition to the legislative requirements. The procedures outlined below will be mandatory. Council may, in specific instances, establish consultative procedures which are supplementary to the procedures prescribed herein.

1. The additional procedures which will be required for various types of planning applications are set out below.
 - (i) Official Plan Review/Zoning By-law Review
 - public information meeting at the beginning of the review to allow the public to help in identifying the issues which will be addressed in the review
 - establishment of appropriate committees to study major issues
 - public information meetings on each major issue studied
 - (ii) Official Plan Amendments/Zoning By-law Amendments
 - for site specific amendments: notification by newspaper and/or notification by mail to property owners within a prescribed area and notice on the subject property with an outline of the development proposal and an invitation to attend meetings at which the application is received and discussed;
 - for general amendments: notification by newspaper and notification by mail to groups and individuals who have requested notice be given, with an outline of the development proposal and an invitation to attend meetings at which the application is received and discussed
 - (iii) Plans of Subdivision
 - notification by newspaper and notification by mail to property owners within a prescribed area and notice on the subject property, with an outline of the development proposal and an invitation to attend a meeting at which the proposed subdivision will be reviewed

5.10 SIGN BY-LAW

The Town has the authority to regulate, through a by-law and permit system, the placement of signs, notices, placards or other advertising devices on private and public lands. Under such a by-law, the Town may require the removal of signs not in compliance with the by-law, levy fines for contravening the sign by-law, and require licensing of those persons supplying mobile signs.

5.11 COOPERATION WITH ADJACENT MUNICIPALITIES

The policies, activities and services of adjacent municipalities may have impacts on the long term planning goals of the Town of Mississippi Mills. Therefore, the Town adopts the following policies aimed at improving land use and servicing decisions by adjacent municipalities:

1. The Town shall adopt a process, in consultation with the community, for reviewing all commercial, industrial, institutional and residential development applications and planning policy initiatives on lands in adjacent municipalities which could impact on the integrity and viability of the Town's development.
2. The Town shall notify adjacent municipalities of all major development proposal within one kilometre of the adjacent municipality.
3. In order to ensure appropriate services to residents living within Mississippi Mills, the Town may enter into agreements that it finds advisable, relating to the sharing of community services. Such agreements may deal with roads servicing, recreation, library services, fire protection, garbage disposal and recycling.

5.12 FINANCE

This Plan makes reference to a number of initiatives under the responsibility of the Town. However, the Town should provide and improve services in a fiscally responsible manner.

The Community Official Plan has a life expectancy of 20 years and therefore all of the projects and priorities referred to in the Plan cannot be initiated or implemented as soon as the Plan is adopted.

It is the intention of the Town therefore, to only carry out those expenditures and public works that are affordable.

1. The Town shall not grant approval to any development unless it is in a financial position to provide the services required by such development.
2. The Town shall promote the establishment of a diverse and stable economic base both in terms of job opportunities and tax revenue.
3. The Town shall require those initiating development proposals to pay for works which are intended to benefit the development. The Town shall only expend funds for projects which are deemed to be in the public interest.

5.13 DEVELOPMENT CHARGES ACT

The Development Charges Act provides that the Council of the Town may by by-law impose development charges against land to pay for increased capital costs required because of increased needs of services.

In compliance with the Development Charges Act, the Town shall undertake a Development Charges Study to determine the cost of providing services to new developments. The Town shall implement a Development Charges By-law which shall authorize the Town to impose a development charge against specific land uses to pay for increased capital costs required because of growth.

It is the Town's desire to ensure that the capital cost of meeting growth related demands for or burden on municipal services does not place an excessive financial burden on the Town of Mississippi Mills or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services.

5.14 ONTARIO MUNICIPAL BOARD (OMB)

People don't always agree on how their community should grow. Disputes arise over a wide range community planning issues. When people can't resolve their differences on community planning issues, the Ontario Municipal Board (OMB) provides a public forum for resolving disagreements.

The Ontario Municipal Board is an independent adjudicative tribunal that hears appeals and applications and resolves land use disputes under a variety of legislation. The OMB listens to the appeals and concerns of individuals, public agencies or corporations that object to decisions made by such approval authorities as:

- local councils
- committees of adjustment
- land division committees
- expropriating authorities, or
- the Ministry of Municipal Affairs.

The Ontario government appoints Members to the OMB. Members include people from different areas of the province with diverse backgrounds such as lawyers, former elected officials, engineers, surveyors, planners and public administrators.

Some of the issues that the OMB deals with include:

- official plans
- zoning by-laws
- subdivision plans
- consents to sever land

- minor variances from local by-laws
- development charges
- applications for aggregate licences, and
- compensation for expropriated land.

To make impartial decisions and resolve disputes, the OMB hears evidence on:

- environmental, social and economic issues
- provincial legislation and policy statements
- municipal planning documents (e.g. official plans or zoning by-laws)
- the rights of individuals, and
- the best interests of the whole community.

5.14.1 How the OMB Resolves Disagreements

The approval authority sends documents and information about the dispute to the OMB.

Because formal OMB hearings can be time-consuming and expensive, the OMB may try to settle disputes or reduce the number of issues at a hearing by bringing parties and participants together through pre-hearings or mediation meetings.

A party in a case includes an individual or corporation set out in the legislation to be parties to a matter. For example, in the case of a zoning by-law passed by a municipality and appealed to the Board, the parties would be the municipality, the applicant for the rezoning, and any persons who filed an appeal to the Board against the zoning by-law.

Where appropriate, the Board may add parties to a case upon request. Parties participate fully in the hearing by such activities as exchanging documents, providing testimony, presenting evidence, cross-examining witnesses and making submissions to the Board. Parties may request costs, adjournments or a review of the decision.

A participant is an individual, group or corporation that may choose to attend only part of the proceedings but makes a statement to the Board on all or some of the issues in the hearing.

A group of individuals that has decided to participate in an appeal together, such as a Ratepayers Association, must file its complaint under the name of one of the members of the group if the group is not incorporated.

In making submissions to the Board, participants must swear to tell the truth and may be asked questions by the Board, other parties or their representatives. Participants generally do not call witnesses or cross-examine witnesses called by others without the permission of the presiding board member (s). Participants cannot ask for costs or request a review of the decision.

5.15 DEFINITIONS

For clarification of certain terms used throughout this Plan and to provide guidance in interpreting the policies of this Plan, reference shall be made to the following definitions:

Adjacent lands:

Those lands, contiguous to a specific natural heritage feature or area, where it is possible that development or site alteration may have a negative impact on the feature or area. The extent of the ***adjacent lands*** may be recommended by the province or based on municipal approaches which achieve the same objectives.

Adverse effects:

As defined in the Environmental Protection Act, means one or more of:

- impairment of the quality of the natural environment for any use that can be made of it;
- injury or damage to person, property or plant and animal life;
- harm or material discomfort to any person;
- impairment of the safety of any person;
- rendering any property or plant or animal life unfit for use by humans;
- loss of enjoyment of normal use of property; and
- interference with normal conduct of business.

Affordable:

- a) in the case of ownership housing, the least expensive of:
 - i) housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or
 - ii) housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area;
- b) in the case of rental housing, the lease expensive of:
 - i) a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or
 - ii) a unit for which the rent is at or below the average market rent of a unit in the regional market area.

Agricultural uses:

The growing of crops, including nursery and horticultural crops; raising of livestock and other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures.

Areas of archaeological potential:

Areas with the likelihood to contain archaeological resources. Criteria for determining archaeological potential are established by the Province, but municipal approaches which achieve the same objectives may also be used. Archaeological potential is confirmed through archaeological fieldwork undertaken in accordance with the Ontario Heritage Act.

Areas of natural and scientific interest (ANSI):

Areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study, or education.

Barrier:

Includes anything that prevents a person with disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communication barrier, an attitudinal barrier, a technical barrier a policy or a practices.

Best Management Practices (BMPs):

Techniques, facilities and structures designed to protect or improve the natural environment during land development activities and to mitigate the effects of various land uses. BMPs are implemented during the initiation and/or operation of a number of activities, such as agriculture, development servicing, aggregate extraction, woodlot management, retrofitting activities and water taking.

Examples of BMPs include, but are not limited to, land use restrictions, source controls of pollutants, stormwater management ponds, grassed swales, woodlot management, soil erosion control, crop rotation, tree windbreaks and natural fencerows.

Built heritage:

One or more buildings, structures, monuments, installations or remains associated with architectural, cultural, social, political, economic, or military history and identified as being important to a community.

Comprehensive review:

An Community Official Plan review which is initiated by the Town, or an official plan amendment which is initiated or adopted by the Town which:

- i) is based on a review of population and growth projections and allocations by upper-tier municipalities and provincial plans, where applicable; considers alternative directions for growth; and determines how best to accommodate this growth while protecting provincial and local interests;
- ii) utilizes opportunities to accommodate projected growth through intensification and redevelopment;
- iii) confirms that the lands to be developed do not comprise speciality crop areas;

- iv) is integrated with planning for infrastructure and public service facilities; and,
- v) considers cross-jurisdictional issues.

Cultural heritage landscape:

A defined geographical area of heritage significance which has been modified by human activities and is valued by a community. It involves a grouping(s) of individual heritage features such as structures, spaces, archaeological sites and natural elements, which together form a significant type of heritage form, distinctive from that of its constituents elements or parts. Examples may include, but are not limited to, heritage conservation districts designated under the Ontario Heritage Act; and villages, parks, gardens, battlefields, mainstreets and neighbourhoods, cemeteries, trailways and industrial complexes of cultural heritage value.

Cumulative impact:

The combined environmental effects or potential environmental effects of one or more development activities, including natural resource utilization or extraction, in a defined area over a particular time period.

Development:

Is a term which means the creation of a new lot, a change in land use, or the construction of buildings and structures, requiring approval under the Planning Act, but does not include:

- activities that create or maintain **infrastructure** authorized under an environmental assessment process;
- those works subject to the Drainage Act;
- underground or surface mining of minerals or advanced exploration on mining lands in significant areas of mineral potential in Ecoregion 5E, where advanced exploration has the same meaning as under the Mining Act.

Ecological functions:

The natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

Emergency services:

Services, such as those provided by fire, police and ambulance stations and electrical substations, which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion.

Endangered species:

Any native species, as listed in the Regulations under the Endangered Species Act, that are at risk of extinction throughout all or a significant portion of its Ontario range, if the limiting factors are not reversed.

Erosion hazards:

The loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined using the 100 year erosion rate (the average annual rate of recession extended over a hundred year time span), an allowance for slope stability and an erosion/erosion access allowance.

Existing use:

Land, buildings and structures in use at the date of the adoption of this Plan by Town Council and not the total land area or land holding on which the use is located.

Fish:

Fish, shellfish, crustaceans and marine animals, at all stages of their life cycles.

Fish habitat:

The spawning grounds and nursery, rearing, food supply and migration areas on which fish depend directly or indirectly in order to carry out their life processes.

Flood fringe (for river and stream systems):

The outer portion of the flood plain between the **floodway** and the flooding hazard limit. Depths and velocities of flooding are generally less severe in the flood fringe than those experienced in the **floodway**. The flood fringe is the area within a recognized two-zone, where development and site alteration may be permitted, subject to appropriate floodproofing to the flooding hazard elevation or another flooding hazard standard approved by the Conservation Authority.

Floodplain (for river and stream systems):

The area, usually low lands adjoining a watercourse, which has been or may be subject to flooding hazards.

Flooding hazards:

The inundation of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water: The flooding hazard limit is the **one hundred year flood** limit.

Floodway (for river and stream systems):

The portion of the flood plain where development (other than uses which by their nature must be located within the floodway, flood and/or erosion control works or where appropriate, minor additions or passive, non-structural uses which do not affect flood flows) and site alteration would cause a danger to public health and safety or property damage. Where the one zone concept is applied, the floodway is the entire flood plain.

Where the two zone concept is applied, the floodway is the inner portion of the flood plain, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the two zone concept applies, the outer portion of the flood plain is called the flood fringe.

Garden Suite:

A one-unit residential unit containing bathroom and kitchen facilities that is ancillary to an existing residential structure and is designed to be portable or temporary which offers alternative housing arrangement for elderly parents, handicapped family members or other similar social housing needs.

Gross Density:

The density of the residential development in an area, including all local roads and parks.

Hazardous:

Lands - property or lands that could be unsafe for development due to naturally occurring processes. Along river and stream systems, this means the land, including that covered by water, to the furthest landward limit of the flooding or erosion hazard limits.

Sites - property or lands that could be unsafe for development and site alteration due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography).

Substances - substances which, individually or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

Heritage Resources

The heritage resources of Mississippi Mills are defined under three broad categories:

Built Heritage - includes buildings, structures and sites that contribute to our understanding of heritage and are valued for their representation of that heritage. Examples include buildings, barns, groups of buildings and bridges.

Cultural Heritage Landscapes – includes rural and urban areas which exhibit features on the land, created and left by people and that represent significant historical settings which create an important understanding of our history. Examples include cemeteries, fence lines, streetscapes and historical gardens.

Archaeological - includes areas with high potential for the discovery of archaeological resources. This potential is based on the presence of a

wide range of geographic and historical features which influenced past settlement.

Highwater Mark:

The mark made by the action of water under natural conditions on the shore or bank of a body of water, which action has been so common and usual and so long continued that it has created a difference between the character of the vegetation or soil on one side of the mark and the character of the vegetation or soil on the other side of the mark.

Influence area:

The area, at or below grade, surrounding an aggregate resource area in which aggregate resource extraction might have an **adverse effect** on a **sensitive land use**. **Adverse effects** might include, but not be limited to, impacts on human health, loss of normal enjoyment of property, damage to property, or loss of values to property.

Infrastructure:

Physical structures that form the foundation for development. Infrastructure includes: sewage and water works, waste management systems, electric power, communications, transit and transportation corridors and facilities and oil and gas pipelines and associated facilities.

Low and moderate income households:

- i) in the case of ownership housing, households with income in the lowest 60 percent of the income distribution;
- ii) in the case of rental housing, households with income in the lowest 60 percent of the income distribution for renter households.

Mineral aggregate:

Gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the Aggregate Resources Act suitable for construction, but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the Mining Act.

Mineral aggregate operation:

- (i) Lands under licence or permit, other than for a wayside pit or quarry, issued in accordance with the Aggregate Resources Act, or successors thereto;
- (ii) For lands not designated under the Aggregate Resources Act, established pits and quarries that are not in contravention of municipal zoning by-laws and including **adjacent land** under agreement with or owned by the operator, to permit continuation of the operation; and
- (iii) Associated facilities used in extraction, transport, beneficiation, processing or recycling of **mineral aggregate** and derived products

such as asphalt and concrete, or the production of secondary related products.

Minimum distance separation formulae:

Formulae developed by the province to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

Minor:

In the context of the Committee of Adjustment and Section 5.3.7 of this Plan, minor is a relative term and must be interpreted in the particular circumstances involved, together with the three other tests noted in Section 5.3.7 #2. Minor is not a matter of arithmetic. Rather, minor relates to the impact of the variance – its impact on policy, neighbours, water quality, future development, planning practices, zoning regulations to name a few. Minor can only be determined in the context of the specific application before the Committee of Adjustment.

Natural heritage features and areas:

Features and areas, such as significant wetlands, fish habitat, significant woodlands south and east of the Canadian Shield, significant valleylands south and east of the Canadian Shield, significant habitat of endangered or **threatened species**, significant wildlife habitat and significant **areas of natural and scientific interest**, which are important for their environmental and social values as legacy of the natural landscapes of an area.

Negative impacts:

- (i) In regard to **fish** habitat, the harmful alteration, disruption or destruction of fish habitat, except where it has been authorized under the Fisheries Act, using the guiding principle of no net loss of productive capacity.
- (ii) In regard to other natural features and areas, degradation that threatens the health and integrity of the natural features or ecological functions for which an area is identified due to single, multiple or successive development or site alteration activities.
- (iii) In regard to degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features and their related hydrologic functions, due to single, multiple or successive development of site alteration activities.

Net density:

The density of the residential development on the site proposed for development, not including local roads and parks.

Net Environmental Gain:

Is a working principle which strives to achieve a relative increase in environmental features and natural system functions resulting from new development or new land uses or natural resource extraction rehabilitation

over the long term. Net environmental gain will be assessed using such measures as biological diversity including species diversity, ecosystem diversity and genetic diversity within a species, system function and wildlife habitat. Net environmental gain will be determined by comparing the state of the local environment at a base year prior to development or rehabilitation to the long term expected results of measures taken to protect and enhance the environment given the technical feasibility of the measures proposed. The concept of net environmental gain does not mean that there will be no changes to the state of the environment or tolerance for unavoidable loss on a project by project basis.

One hundred year flood (for river and stream systems):

That flood, based on an analysis of precipitation, snow melt or a combination thereof, having a return period of 100 years on average or having a 1% chance of occurring or being exceeded in any given year.

Organic Soils:

On soils maps, organic soils are often classified as Muck, marsh and peat type soils. Organic and peat soils are formed by humification, the decomposition of vegetative and organic materials into humus. The high percentage of organic matter results in a high moisture retention capacity, making them poorly drained. Organic soils lack structure, erode easily and compress so much that they usually can't support structures.

Original township lot:

The east or west half of a lot which was laid out as part of the original survey of Ramsay or Pakenham Townships and which is typically a 40 hectare (100 acre) parcel of land (e.g. East ½ of Lot 12, Concession 3). There are situations where the lots were originally created having less than 40 hectare or greater than 40 hectares.

Portable asphalt plant:

A facility:

- (i) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material and includes stockpiling and storage of bulk materials used in the process;
- (ii) which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

Prime agricultural area:

An area where *prime agricultural land* predominates. Prime agricultural areas may also be identified through an alternative agricultural land evaluation system approved by the Province.

Prime agricultural land:

Land that includes speciality crop lands and/or Canada Land Inventory Classes 1, 2 and 3 soils.

Public service facilities:

Land, buildings and structures for the provision of public services, but does not include *infrastructure*.

Public services:

Programs and services provided or subsidized by a government or other public body. Examples include social assistance, recreation, police and fire protection, health and educational programs, and cultural services.

Quality (of water):

Is measured by indicators, such as minimum base flow, oxygen levels, suspended solids, temperature, bacteria, nutrients, hazardous contaminants and hydrologic regime.

Residential intensification:

The creation of new residential units or accommodation in existing buildings or on previously developed, serviced land and includes infill, accessory apartments and rooming houses.

River and stream systems:

All watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

Rural areas:

Non-urban lands which are not prime agricultural areas.

Secondary uses:

Uses secondary to the principal use of the property, including home-based businesses, home industries and uses that produce value-added agricultural products from the farm operation on the property.

Sensitive land uses:

Buildings, amenity areas or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse affects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples include: residences, day care centres, and educational and health facilities.

Sensitive marine clays (Leda Clay):

These clays were deposited as sediment during the last glacial period in the Champlain Sea. Undisturbed, the clays can appear as solid and stable. But when disturbed by excessive vibration, shock or when they become saturated with water, the clays can turn to liquid, sometimes in minutes. The resulting failures or earthflows are particularly dangerous as they can involve many hectares of land. Of all the slope failures in Canada, Leda clay failures have the second highest rate of occurrence, next to rock falls. There are Leda clay deposits along sections of the Mississippi River.

Settlement areas:

Means urban areas and rural settlement areas within the Town that are:

- (i) built up areas where development is concentrated and which have a mix of land uses; and,
- (ii) lands which have been designated in the Plan for development over the term of this Plan.

Sewage and water systems:

Full municipal sewage and water services - large scale piped sewage and water services that are connected to a centralized water and wastewater treatment facility as per the Ontario Water Resources Act and the Safe Drinking Water Act, 2002.

Communal services - sewage works and sewage systems and water works as per the Ontario Water Resources Act and the Safe Drinking Water Act, 2002 that provide for the distribution, collection or treatment of sewage or water but which:

- are not connected to full municipal sewage and water services;
- are for the common use of more than five residential units/lots; and
- are owned, operated and managed by the municipality; or another public body; or a condominium corporation or single owner which has entered into an agreement with the municipality or public body, pursuant to Section 51 of the Planning Act, providing for municipal/public body assumption of the communal services in the event of default by the owner.

Individual on-site systems - individual autonomous water supply and sewage disposal systems, under the Building Code Act, that are owned, operated and managed by the owner of the property upon which the system is located and which do not serve more than five residential units/lots.

Partial services - connection to one communal service or full municipal service where the other connection will be to an individual on-site system.

Significant:

- (i) In regard to wetlands and **areas of natural and scientific interest**, an area identified as “provincially significant” by the Ministry of Natural Resources using evaluation procedures established by the Province.
- (ii) In regard to other features and areas it relates to the ecological important in terms of features, functions, representation or amount and contributing to the quality and diversity of an identifiable geographic area or natural heritage system. Criteria for determining significance may be recommended by the province, but municipal approaches that achieve the same objective may also be used.
- (iii) In regard to other matters, important in terms of amount, content, representation or effect.

Significant archaeological resources:

The remains of any building, structure, activity, place or cultural feature, which because of the passage of time is on or below the surface of the land or water and which has been identified and evaluated and determined to be significant to the understanding of the history of a people or place. The identification and evaluation of this resource is based upon an archaeological assessment.

Site alteration:

Activities, such as fill, grading and excavation, which would change the landform and/or natural vegetative characteristics of a site.

Surplus farm dwelling:

One of two or more existing farm residences built prior to 1978 and rendered surplus to the farmer as a result of farm consolidation. Farm consolidation means the acquisition of additional farm parcels to be operated as one farm operation.

Sustainable development:

Development to meet the needs of the present without compromising the ability of future generations to meet their own need.

Threatened species:

Any native species that is at risk of becoming endangered on all or a portion of its Ontario range, if the limiting factors are not reversed.

Valleylands:

A natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year.

Waste management system:

Sites and facilities to accommodate solid waste from one or more municipality and includes landfill sites, recycling facilities, transfer stations, processing sites and hazardous waste depots.

Watercourse:

A stream of water which flows along a defined channel, with beds and banks, for a sufficient time to give it substantial existence. This may include streams that dry up periodically.

Water Resource:

Includes a watercourse, wetland, lake, beaver ponds municipal drains or other similar water body features.

Wave uprush:

The rush of water up onto a shoreline or structure following the breaking of a wave; the limit of wave uprush is the point of furthest landward rush of water onto the shoreline.

Wayside pits and quarries:

A temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right of way.

Wetlands

Lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case, the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wildlife habitat:

Areas where plants, animals and other organisms live and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include: areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.

Woodlands:

Treed areas that provide environmental and economic benefits, such as erosion prevention, water retention, provision of habitat, recreation and the sustainable harvest of woodland products. Woodlands include treed areas, woodlots or forested areas and vary in their level of significance.

APPENDIX B
PROVINCIAL POLICY STATEMENT 2005

APPENDIX C

PRIVATE ROAD STANDARD

- Road Width - 4 m (13.1 ft)
- Shoulder Width - 1 m (3.3 ft) on both sides
- Right-of-way Width - flexible but generally no less than 15 m (49 ft)
- Brushing Out - 6 m (19.7 ft) wide and 5 m (16.4 ft) high
- Road Slope - maximum of 8%
- Centre Line Radius - not less than 12 m (39.4 ft)

Where the Road is greater than 90 m (295 ft) long there needs to be a turnaround (cul-de-sac or T turn)