

# Buying a Home in Halton Hills



A guide to what you should know and ask before buying a home in Halton Hills

## Welcome to the Town of Halton Hills in the Region of Halton.

At the Town of Halton Hills, we have been asked many questions by prospective homebuyers as well as residents who have recently purchased a home.

This brochure provides you with answers to the most frequently asked questions of builders, developers, your local levels of government and agencies regarding buying a home.

We have compiled information to address many of the questions and concerns we have handled over the years to prepare this guide. This information will help you identify what you should know and ask about before you buy a home in our community to help you make an informed decision about one of the most important purchases that you may make in your lifetime.

This information guide primarily applies to residential development in the Urban Areas of Georgetown and Acton and the Hamlets of Glen Williams, Norval and Stewarttown. The 401 Corridor is reserved for prestige employment uses only. (See Map on inside front cover) Some existing homes in Halton Hills have been Designated under the Ontario Heritage Act or Listed on the Town of Halton Hills Heritage Register. If you wish to determine a home's heritage status please call Clerk's at 905-873-2601, EXT. 2356 or visit [www.haltonhills.ca/residents](http://www.haltonhills.ca/residents).

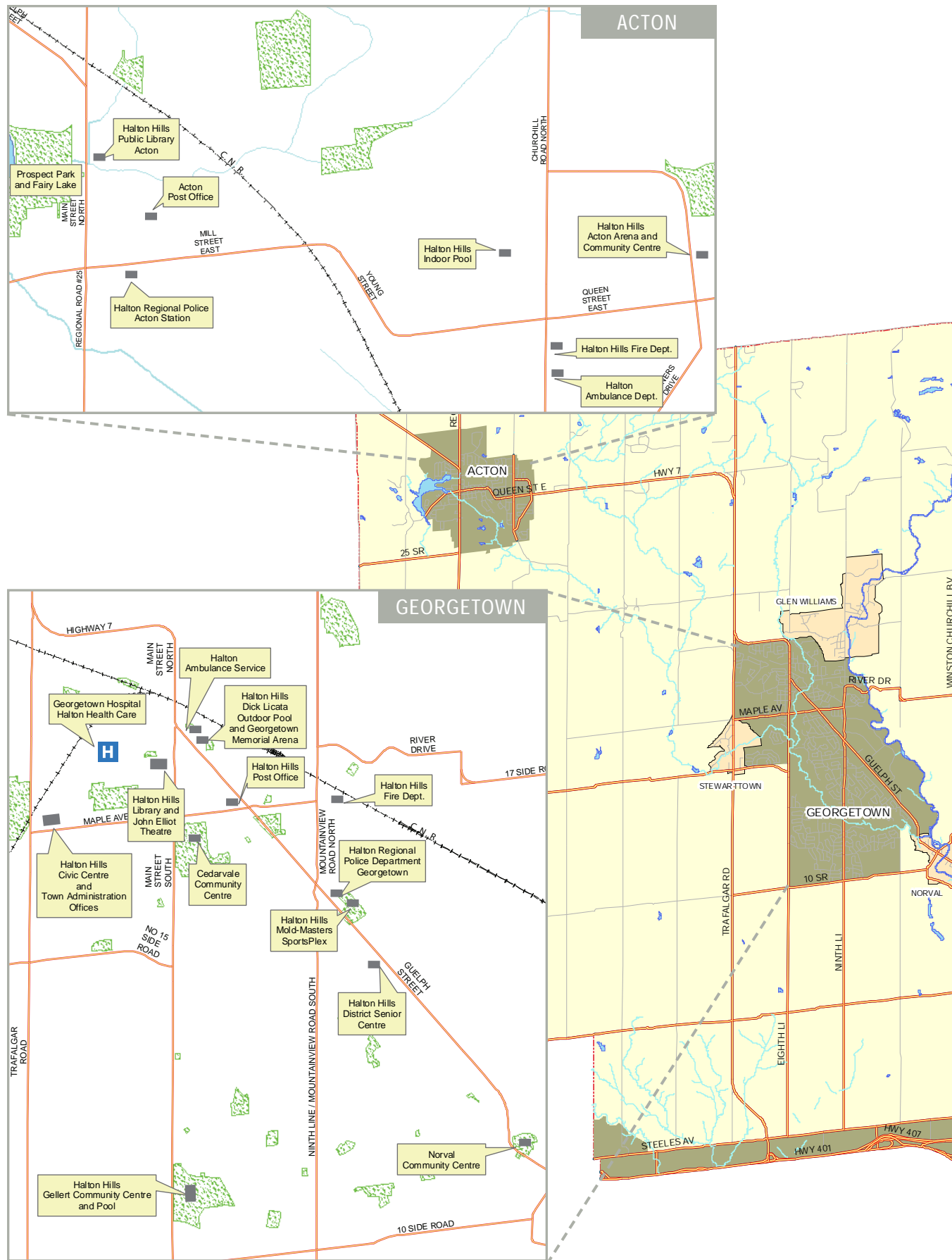
In lands outside of the Urban Areas and Hamlets (in the Greenbelt Plan Area, Niagara Escarpment Plan Area or Agricultural Area), new residential development is not permitted. (There are some exceptions for property in rural clusters. Please consult a Town planner at 905-873-2601, EXT. 2298 or 2290)

For information about all of these areas, please consult the Town of Halton Hills Official Plan. The entire Plan is available on the Town website [www.haltonhills.ca](http://www.haltonhills.ca) or can be purchased from the Town's Planning & Development Department. You are also encouraged to contact Town planning staff regarding the Plan as well as other on-going long range planning programs that will affect land use and transportation.



Planning & Development  
905-873-2601, EXT. 2298 or 2290

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(The 401 Corridor is reserved for prestige employment uses only.)

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**In your neighbourhood...**  
 For more information, call  
 general inquiry 905-873-2600  
 or Planning & Development  
 905-873-2601 ext. 2298 or 2290  
 or visit [www.haltonhills.ca](http://www.haltonhills.ca)



**Stay informed...**  
 Visit [www.haltonhills.ca](http://www.haltonhills.ca).  
 There is a wealth of  
 information available at  
 the Town of Halton Hills  
 website.

# Understanding Your Neighbourhood

## Ask about surrounding land uses

There can be a wide variety of planned uses for vacant land in your neighbourhood, such as different types of residential buildings, institutional facilities, stores, offices or industrial buildings. These land uses may not be definite when you sign your **“Builder/Homeowner Purchase and Sale Agreement”** and the use of the land surrounding your neighbourhood could change.

If you have questions about nearby features or facilities, that you are not sure of, please speak with a Town planner to find out what is planned for your neighbourhood. For example, vacant property next to your lot may be attractive to you as it is now, but may already be designated for development. Also mature trees in the area may be removed to make way for new houses or other types of development.

If you are paying a “premium” for your lot, ask your builder or a representative from the home sales office for exact details on what will be provided for the “premium.” The Town has no role in the definition or value of the “premium.” Ensure the “premium” is clearly defined in your “Builder/Homeowner Purchase and Sale Agreement.”



**Planning & Development**  
**905-873-2601, EXT. 2298 or 2290**

## Open spaces near your lot

If your lot is next to a public woodlot, trail, hydro/gas corridor, stormwater management pond or stream, please recognize that these are public spaces for all to enjoy and there may be pedestrian and/or cycling traffic through these areas.

These naturalized areas will not receive routine maintenance such as grass and weed cutting. When you move in, please respect the environmental significance of these areas by not doing any maintenance on your own.

If you have a fence that was installed by a developer that separates your lot from a public open space area or park, the fence is located entirely on Town property. Installation of a gate requires a gate permit from the Director of Recreation and Parks.

In rural areas a home may be adjacent to an operating farm or conservation area. Unless specifically designated for public use, these areas should be recognized and respected as private property, to be enjoyed only for the view and not trespassed upon.

There are however many opportunities for use of rural trails and open space in Halton Hills. (for example Bruce Trail, Conservation Halton and Halton Hills Recreation and Parks locations) See Community Services section (below) for information.

Trail locations are carefully planned and integrated into existing neighborhoods and as part of any development application for new homes. Environmental studies provide the rationale for trail locations, and homeowners should look for specific warning clauses or on-site signage illustrating the location of parks, open spaces and trails as part of any new development.



**Recreation and Parks**  
**905-873-2601, EXT. 2261**



# Who Does What, Regarding Services To My Home?

## Roads to and from your house

If you buy an existing house on a public road or after a new housing subdivision is assumed with public roads, road maintenance is a municipal responsibility. In most cases residential lots will front directly on a public road. However some private road access may occur in condominiums, street town home developments, apartment complexes and by historic private arrangements shown on title to properties. These roads are not maintained by the Town of Halton Hills.

The type of road that your house is on will determine the amount and type of traffic you can expect. In Halton Hills some roads are owned and maintained as Provincial, or Halton Regional roads and others are local Town of Halton Hills roads.



 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2603

## Water and sewer supply



All of Halton Hills (with the exception of a small area near Highway 401) is on a water supply system from municipal and/or private wells. In rural areas and some hamlets it is normal to have individual wells and septic waste systems privately owned on your lot. In the urban areas of Halton Hills, there is municipal water treatment with piped water systems and municipal sewage treatment systems.

Whether you must connect to municipally owned water and sewer services depends on the location of the property and the conditions of the original subdivision.

You can get information about the availability of sewer and water services from the Region of Halton. All permit permissions for new private well services and construction and maintenance of all publicly owned water and sewer facilities are the responsibility of the Region of Halton.

 **The Regional Municipality of Halton**  
Toll free: 1-866-4HALTON (1-866-442-5866)  
or 905-825-6000  
A customer service representative will connect you after the information selection message.  
 [www.halton.ca](http://www.halton.ca)

Halton Hills Hydro does the water bill payment collection on behalf of the Region of Halton.

 **Halton Hills Hydro Inc.**  
43 Alice Street, Acton, Ontario, L7J 2A9  
519-853-3701  
 [www.haltonhillshydro.com](http://www.haltonhillshydro.com)



When planning for private services:

- the permit for a new well is required and only available from the Region of Halton (contact as above)
- the permit for a private sewage disposal system is required and only available from the Town of Halton Hills

 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2234

## Garbage collection and recycling

The Region of Halton is responsible for all urban garbage collection, recycling and waste disposal. The Region of Halton produces a waste collection calendar, showing your collection dates and how to obtain and use your blue boxes for recycling. The calendar is available at the Town Civic Centre and at the Town Public Works office (11620 Trafalgar Road, Georgetown)

 **The Regional Municipality of Halton**  
Toll free: 1-866-4HALTON(1-866-442-5866)  
or 905-825-6000  
A customer service representative will connect you after the information selection message.  
 [www.halton.ca](http://www.halton.ca)

## Parks

Parks are provided in neighbourhoods in order to meet the needs established by policies in the Recreation Master Plan and Official Plan. Parks are created to provide amenity areas that link to neighbourhood streets, open spaces and/or other municipal facilities and can provide a range of facilities based on their size and location.

Parkland in the area where you are hoping to buy may not be fully designed at the time you buy your home and may not be fully developed when you are ready to move in.

Entire parks or certain sections of some parks may be developed as naturalized areas and will not receive routine maintenance such as grass and weed cutting.

There are many different types of parks in our community, which may impact the lighting, traffic and noise around your home:

- Parkettes may include walkways, playgrounds, shade structures and passive amenity areas.
- Neighbourhood, Community Parks or Town wide parks are larger open space areas used for public recreation and leisure and may include walkways, bikeways, playgrounds, trails, sports fields (lit or unlit), splash pads, visitor parking, multi-use courts and indoor facilities.

Since these park facilities may be used in the evenings and on weekends, you may experience additional traffic or noise if your house is close to one of these types of parks.

 **Recreation and Parks**  
905-873-2601, EXT. 2261

## Property taxes may change on newly built properties

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing all properties in Ontario. A newly constructed home may be assessed for the land portion only. It may take up to three (3) years for MPAC to assess and add the value of the house, and other building(s), to the assessment roll. MPAC will notify home owners and the Town of the additional assessment. The Town will issue a supplementary tax bill for property taxes relating to the additional assessment calculated back to the original date of occupancy. **Owners are strongly urged to make provisions for payment of the outstanding taxes back to the original date of occupancy.**

 **Finance**  
905-873-2601, Ext. 2930

## School facilities

The Town is serviced by four public school boards: English public, English separate, French public and French separate.


Schools on designated sites in the area are **not** guaranteed as the property may be sold and used for other purposes. Attendance at schools in the areas that still have to be constructed is also **not** guaranteed. Students may be accommodated in temporary portables or directed to schools outside of the area.

School buses and pick-up points

- School buses will **not** enter cul-de-sacs.
- School bus pick up points will generally be located on through streets convenient to either school board concerned. Pick up points will **not** be located within the subdivision until major construction activity has been completed.

## Living next to a school

If you purchase a lot near a school site, please note that portables may be located on the school property close to your house and some school areas may be lit at night.

 **Halton Catholic District School Board**  
905-632-6300 [www.haltonrc.edu.on.ca](http://www.haltonrc.edu.on.ca)  
**Halton District School Board**  
905- 878-8451 [www.haltondsb.on.ca](http://www.haltondsb.on.ca)

**French Catholic School Board**  
416-397-6564

**French Public School Board**  
416-614-0844



**Buying from a developer's subdivision plans? This section applies to you.**

**Q** What is a Subdivision Agreement?

**A** Prior to the registration of a plan of subdivision, the developer is required to enter into a Subdivision Agreement with the Town. The Subdivision Agreement details the obligations of the developer to construct roads, sewers, watermains, parks, open spaces and other services in your subdivision. The developer provides the Town with monetary security to ensure completion of these works. Subdivision Agreements may also contain warnings/notices to prospective purchasers related to noise, trails, special building set backs, etc. Public notice of the Subdivision Agreement is given through its registration on title to all building lots created by the plan.

**Q** How can I access the plans for my house and/or lots?

**A** Homeowners or purchasers should contact their builder for specific plans and drawings. The Town does keep plans on file as part of the building permit process. They may be viewed in the Town offices. A fee may be charged for copies. For information contact Engineering, Public Works and Building Services 905-873-2601 EXT. 2941

**Q** What are "purchaser warning" and "advisory clauses"?

**A** All "Builder/Homeowner Purchase and Sale Agreements" include purchaser warning clauses that alert new homeowners of potential issues regarding their subdivision. Purchasers should carefully review these clauses. When in doubt, homeowners should contact the Town's Planning and Development Services for clarification at 905-873-2601, EXT. 2298 or 2290.

**Q** What is the developer's responsibility?

**A** The developer is responsible for roadway construction, grading, sodding and drainage; construction of sewers, watermains, completion of roads, curbs and sidewalks;

street lighting, tree planting, perimeter fencing in the subdivision, and cleaning of construction mud from the roadways, until the development is "finally accepted or assumed" by the Town. (see below)

**Q** My developer and builder are different. What is the builder's responsibility?

**A** The builder is usually responsible for constructing your house, lawn, driveway and lot landscaping. Check your "Builder/Homeowner Purchase and Sale Agreement" for specific details, since sometimes the builder passes some of these obligations on to homeowners.

**Q** What does "final acceptance" or "assumption" of new subdivision mean?

**A** Final acceptance and/or assumption of a subdivision occurs when the municipality assumes responsibility for the maintenance of all municipal services. This typically occurs within three to six years after the registration of the subdivision, or when all obligations of the developer have been fulfilled. Until this happens, the developer is responsible for all municipal and regional services and maintenance of the streets with the exception of snow clearance, garbage pick-up and public park maintenance.

**Q** What does it mean to wait for "final lot grading certification"?

**A** A professional engineer, working on behalf of the developer, must certify the final grading of lots to ensure it meets with the drainage plan approved by the municipality. This certification takes place after the property has been graded and sodded. In the interim, homeowners should not alter lot grading without permission from the developer. Homeowners can

contact the Town's Engineering, Public Works and Building Services to determine the status of final lot grading certification or for additional clarification at 905-873-2601, EXT. 2941.

**Q** When can I construct a pool, fence, patio, shed or deck on my property?

**A** In most cases prior to final lot grading certification, you will require approval from the builder, since fencing, pools and other works alter grading or landscape work done by the builder on your property. Be aware that builders can request that homeowners dismantle, fences, decks, sheds etc., if necessary to complete their work. Do not install anything including pools, that may alter the grading and/or drainage on your lot, or that of a neighbouring lot. When in doubt, homeowners should contact the Town's Engineering, Public Works and Building Services for clarification at 905-873-2601, EXT. 2298 or 2941.

**Q** After "final lot grading certification" and "final acceptance" or "assumption" of a new subdivision can I build a pool?

**A** The Town has a pool enclosure By-Law that requires adequate fencing of swimming pools. Homeowners are required to apply for a permit for pools to ensure conformity with setbacks, gates, fencing and security. For information call the Town's Engineering, Public Works and Building Services at 905-873-2601, EXT. 2234.

**Q** When will my driveway be paved?

**A** Driveway construction within the public road allowance is the responsibility of the developer. Some portion of your front yard may look like your lot but may be actually part of the public road allowance. It is often

recommended that paving a driveway be delayed so that natural settlement may occur. Always refer to your lot on the plan of subdivision and your "Builder/Homeowner Purchase and Sale Agreement" regarding driveway construction responsibility and timing.

**Q** Who do I contact for problems or deficiencies in my new home?

**A** Your builder is responsible for any deficiencies in your new home. First, give your builder a chance to act on your complaints. Then if the builder fails to respond, notify TARION (formerly Ontario New Home Warranty Program) and request assistance within the proper timeframe for your warranty. It is important to record all complaints in writing to both your builder and TARION. For more information contact the offices of TARION at 1-800-668-0124, visit [www.tarion.com](http://www.tarion.com), or e-mail [info@tarion.com](mailto:info@tarion.com).

**Q** What is my house address?

**A** Your builder will be provided with street addresses when the subdivision is finally registered. Please contact your builder for the street addresses. Postal codes are to be obtained from the local post office at 905-877-2911. Questions regarding addresses can be directed to Engineering, Public Works and Building Services at 905-873-2601, EXT. 2323.

**Q** Who do I contact regarding construction nuisances?

**A** All new subdivisions have nuisances pertaining to noise, truck traffic, dust and debris. The Town does require the developer/builder to mitigate these nuisances and work to reduce them where possible. Concerns can be directed to Engineering, Public Works and Building Services 905-873-2601, EXT. 2941.

## Medical services

The Georgetown Hospital services Halton Hills and surrounding areas. We have doctors in our community who are pleased to accept new patients. See [www.physicianopportunities.ca](http://www.physicianopportunities.ca) or call the Halton Region, Physician Recruitment Coordinator at 1-866-442-5866, EXT 7929.

 **Georgetown Hospital  
Halton Healthcare Services  
1 Princess Anne Drive  
L7G 2B8  
905-873-0111**

## Public library services

There are two public library branches serving Halton Hills. Anyone who lives, works, attends school in Halton Hills or who pays local property taxes is eligible for a free library card. For more information visit the library's website. [www.library.hhpl.on.ca](http://www.library.hhpl.on.ca).

 **Georgetown Branch  
9 Church Street  
905-873-2681**

**Acton Branch  
17 River Street  
519-853-0301**

 [www.library.hhpl.on.ca](http://www.library.hhpl.on.ca)

## Public transit

Halton Hills does **not** provide regularly scheduled public transit.

Local transportation arranged by appointment is provided for the disabled **and seniors over 65 years of age** through ActiVan which is a service subsidized by the Town. There is a small charge for each use of this service.

Halton Hills is serviced by East and West GO Transit bus service to Guelph, Brampton, Mississauga and Toronto and by commuter rail GO service from the GO station in Georgetown to Toronto. This allows passengers the opportunity to link with GO Transit bus services to Acton, Mississauga, Toronto and Guelph.

 **ActiVan  
Accessible Transit  
Engineering, Public Works and Building Services  
905-873-2601, EXT. 2617**


## Fire protection and prevention services

The Town's Fire Protection & Prevention Services is made up of a combination of full-time and part-time staff working out of stations at 21 Churchhill Rd in Acton and the Central Station at 53 Maple Ave in Georgetown.

Please ensure your home builder installs your municipal address/house number before completing the transfer of ownership so emergency services can locate your home in the event of an emergency. If the house number is not installed, it will become your responsibility as the new owner. In the rural area green rural numbering signs at the end of your driveway should be installed.


Working smoke alarms are now required on all levels of a residential home, including the basement.

All open air burning, including the use of Chimneas or manufactured fire pits, is **not** permitted unless an open air burning permit is issued. A permit is available from the Fire Department for a small fee.

 **Fire Protection and Prevention Services  
905-873-2601, EXT. 2102  
Central Station  
(53 Maple Ave., Georgetown, Halton Hills)**

## Electrical service

Electricity is provided by Halton Hills Hydro, a utility company owned by the Town that serves all of Halton Hills.

 **Halton Hills Hydro Inc.  
43 Alice Street, Acton, Ontario, L7J 2A9  
519-853-3701  
[www.haltonhillshydro.com](http://www.haltonhillshydro.com)**


## Natural gas service

Natural gas service is provided by Union Gas primarily in Acton and Georgetown, but may be available selectively in other areas.

 **Union Gas  
Toll free: 1-888-774-3111  
[www.uniongas.com](http://www.uniongas.com)**

## Heritage properties

The Town can tell you a home's heritage status.

 **Clerk's  
905-873-2601, EXT. 2356  
[www.haltonhills.ca/residents](http://www.haltonhills.ca/residents)**

# Changes On Your Street

## Lot changes after "Builder/Homeowner Purchase and Sale Agreement"

It can be common for you to enter into a "Builder/Homeowner Purchase and Sale Agreement" before your subdivision is registered, which is when the actual lot is created. Because of this timing, there may be some changes to your lot after you sign your Agreement. Examples of changes might include the dimension, shape or area of your lot, drainage features, the position of your home on the lot, and/or location of retaining walls and noise fencing.

## Speak to your home sales representative and your lawyer

## Sidewalk and multi-use trail locations

All sidewalk and trail locations are shown on the engineering plans approved by the Town; however, these locations may change if you are signing your "Builder/Homeowner Purchase and Sale Agreement" before these plans are approved. Representatives from the Town's Engineering, Public Works and Building Services can help you find out if the engineering drawings have been approved, and if so, what is planned for construction.

 **Engineering, Public Works and Building Services  
905-873-2601, EXT. 2941**

## Street utilities, services and furniture


The location of services such as postal boxes, utility boxes, hydro poles, street lights and fire hydrants is often not finalized until just before registration, which is normally after you have purchased your house. Representatives from the Town's Engineering, Public Works and Building Services can provide you with the status of the "Composite Utility Plan" which will help you find out the types and locations of utilities near your house.

 **Engineering, Public Works and Building Services  
905-873-2601, EXT. 2941**

## Street tree charges

As part of the subdivision agreement, the Town requires the developer to plant a substantial number of trees within the public boulevard. The financial responsibility of the tree planting program is often downloaded from the developer to the builder and subsequently to the home purchaser. The location of the trees within the public boulevard is based on the design drawings and may not result in one tree per

house. If you have any concerns within your "Builder/Homeowner Purchase and Sale Agreement" you should speak with your lawyer. For concerns related to trees in the Town public boulevard you can call the Town.

 **Engineering, Public Works and Building Services  
905-873-2601, EXT. 2941**

## Street parking

Take some time before you purchase a home to ensure there will be ample parking for your cars, keeping these restrictions in mind:

The parking by-law in the Town of Halton Hills limits on-street parking to a maximum of three hours, unless otherwise posted. Due to this limit, overnight on-street parking is not permitted.

In addition, late night parking is **not** permitted in the winter. Between November 15th and April 15th each year, the Town enforces a "winter parking ban" to allow for proper snow removal and space for snow storage. The ban prohibits all on-street parking between 2:00am and 7:00am.

The Town provides "parking considerations," which will allow you to exceed the three-hour limit for situations such as driveway repairs, overnight guests and special functions. (Limit: 18 parking considerations per vehicle plate per year)

On most local residential streets in new subdivisions, parking is prohibited at all times on one side of the road. This is most often on the side where the fire hydrants are located.

Where parking is allowed on the side of the street with fire hydrants, a 3 metre minimum distance is required between a fire hydrant and any vehicle.

Parking on laneways with a width of 6 metres or less is prohibited at all times on both sides of the laneway-road.

 **Clerk's  
905-873-2601, EXT. 2330**

## Road construction

Some capital projects, such as road construction, may take place after you move into your new home. We apologize, in advance, for the inconvenience and thank you for your patience as we continue to build and improve our community.

 **Engineering, Public Works and Building Services  
905-873-2601, EXT. 2941**



# Changes On Your Property

## Building additions and accessory structures (decks, fences, sheds, etc.) on your property

If you have plans for finishing a basement, future decks, fencing, garages, garden buildings, sheds, swimming pools, hot tub enclosures, or other additions, please contact a Town building and zoning representative to ensure what you have planned is allowed and to determine if you require a building permit.

 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2234

## Individual lot drainage

When you purchase a new home in a subdivision, your lot will be graded to comply with Town standards. If your lot contains a drainage swale (ditch), you **cannot** fill it in or change it in any way as it may adversely affect the drainage of your lot as well as the drainage for neighbouring properties.

If you have a rear lot catch basin (to collect surface drainage and transfer it to the local storm sewer), the Town has authority to access this area for maintenance, so construction is not

allowed in this area with the exception of fences. Maintenance of storm sewers is the responsibility of the Town of Halton Hills.

 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2941

## Accessing your back yard in a townhouse

The Town's zoning by-law requires that townhouse units must have access to the rear yard through one of the following:

- Non-habitable living space such as a laundry room or garage
- An external easement (right-of-way) across all units in the block (If access is by an easement, you are not allowed to block this easement with a fence and you must allow your neighbours access across the easement.)
- A shared ownership (condominium) common area

 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2323 or 2320

## Garages, driveways and parking spaces

Plan ahead for garage space according to the type of vehicles you drive. The minimum standards for garage sizes may not fit some of the larger trucks or sport utility vehicles.

The zoning by-law requires every house to have at least one parking spot. An entrance permit is required from the Town of Halton Hills for any widening of a driveway and access on to the Town's boulevard property and road.

The private garage forms part of the total parking area provided with your house, and is intended to be used primarily for vehicle storage. You should anticipate parking deficiencies if the number of vehicles you drive exceeds the number of parking spaces available with your home. The use of a garage for non-vehicle storage will reduce or eliminate the available parking space and may result in a parking shortage. Illegal vehicle parking, including the blocking of sidewalks, will result in the issuance of a parking ticket.

Overall, you should satisfy yourself that your new home includes adequate parking space to meet your needs, including the number of spaces available and their size.

 **Engineering, Public Works and Building Services**  
905-873-2601, EXT. 2323 or 2320

## Animals and house pets

The Town's animal control by-laws specify the number of dogs and cats that can be kept on your property. It places restrictions on exotic pets. It stipulates that dogs must be kept on a leash outdoors and requires pet owners to practice "stoop & scoop." Complete information on animal control by-laws is available at [www.haltonhills.ca](http://www.haltonhills.ca)

 **Clerk's**  
905-873-2601, EXT. 2330



## Community Services

Our Town presents a variety of recreation and leisure opportunities as well as shopping and business services. As you get closer to the time you move in, you may be interested in these resources to help you become more familiar with your new community. See the Community Activity and Service Guide. Call the Town Recreation and Parks Services 905-873-2601, EXT. 2261 or visit the Town Civic Centre for a copy.

**Shopping and Business Services:** The Town offers economic development services for new businesses locating in Halton Hills. A combined directory of business services in the Town is produced in cooperation with the Regional Municipality of Halton, the Halton Hills Chamber of Commerce, and the Georgetown and Acton Business Improvement Associations. These directories are located through the Town website [www.haltonhills.ca](http://www.haltonhills.ca) or [www.haltonhillschamber.on.ca](http://www.haltonhillschamber.on.ca)

**Community Activity and Service Guide:** This publication is issued twice each year by the Town of Halton Hills Recreation and Parks Department and will help you become more familiar with the many recreation programs and other services offered by the Town as well as vital community information. It includes information on the Town's Library facilities For more information on recreation programs, call 905-873-2601, Ext. 2275 or visit [www.haltonhills.ca](http://www.haltonhills.ca)

## How does development happen in our Town?

Generally, the Town has established planning policies which provide a framework for the growth and development of the Town. The Town's Official Plan is the main policy document. It determines the overall land use patterns and describes what is considered to be good planning for the community. The Official Plan establishes the general locations of parks, schools, houses, apartments, stores, offices and industry. All new development, including subdivisions and changes in land use (rezoning), must conform to the policy direction established in the Official Plan. As such, the main principles guiding development in the community are established long before specific applications for development have been submitted.

How can you participate?

The Official Plan is reviewed every five years to ensure that it continues to reflect the growth and development objectives of the community as well as those of the province and the region. Many of the growth objectives of senior levels of government are required to be met by the Town. As a resident, it is important for you to be aware of and participate in the Official Plan review. Through these reviews, changes may be introduced that could alter land uses in your neighbourhood. Please visit the Town's website at [www.haltonhills.ca](http://www.haltonhills.ca) for information about Official Plan reviews and to find out how to get involved.

Do you have questions or concerns about land use near your home?

If you are concerned about the future use of land around your new home, please call the Town at 905-873-2601, EXT. 2298 or 2290 to speak with a Town planner about the Official Plan, zoning designations and subdivision agreements before you finalize the purchase of your home.

Stay informed about planning

Consult these sources of information to become knowledgeable about planning and development in Halton Hills:



**Province of Ontario**  
**Ministry of Municipal Affairs and Housing or [www.mah.gov.on.ca](http://www.mah.gov.on.ca)**

**Ministry of Public Infrastructure Renewal**  
**[www.pir.gov.on.ca](http://www.pir.gov.on.ca) for the "Places to Grow, Growth Plan for the Greater Golden Horseshoe"**

**The Regional Municipality of Halton**  
**[www.halton.ca](http://www.halton.ca)**

**In addition to the website, information about the Regional Official Plan (Sustainable Halton Plan) and regional road reconstruction are advertised in local newspapers.**

**Town of Halton Hills**  
**[www.haltonhills.ca](http://www.haltonhills.ca)**

The New Town Official Plan is available for download free of charge. In addition to the website, The Independent and Free Press and The New Tanner are our local newspapers for advertising planning and development issues, events and activities.

If you have questions about planning in your community, please contact Planning & Development at 905-873-2601, EXT. 2298 or 2290 or send an e-mail to [planning@haltonhills.ca](mailto:planning@haltonhills.ca)



Our Civic Centre Municipal office is located at:

**1 Halton Hills Drive,  
Halton Hills, ON, L7G 5G2  
905-873-2600**

### **Administration**

Mayor & Town Council  
Chief Administrative Officer  
Economic Development Office  
Human Resources

### **Clerk's**

Community Standards  
Prosecutorial & By-law Services  
Licensing & Legislative Services

### **Finance**

Treasurer's Office  
Purchasing  
Revenue & Taxation  
Accounting  
Information Services

### **Engineering, Public Works & Building Services**

Development Engineering  
Engineering Design & Capital Works  
Public Works  
Building Services  
Zoning  
Transportation Services

### **Planning & Development**

Development Review  
Policy Planning  
Committee of Adjustment & Consent

### **Recreation & Parks Services**

Recreation Services  
Facilities  
Parks & Open Spaces

### **Fire Protection & Prevention Services**

Prevention & Education  
Operations

### **Library Services**

Administration  
9 Church St., Halton Hills, ON L7G 2A3  
905-813-2681

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