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**KLMPLANNING.COM**

File: P-3458

December 23, 2025

Town of Halton Hills  
Planning and Development Department  
1 Halton Hills Drive  
Halton Hills, ON  
L7G 5G2

**Attn: John McMulkin, Senior Planner – Development Review**

**RE: Applications for Official Plan Amendment and Zoning By-law Amendment  
Castlegrove Developments Inc.  
97 Bower Street  
File Number: D00ENQ24.007**

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Dear Mr. McMulkin,

KLM Planning Partners Inc. is the land use planner on behalf of Castlegrove Developments Inc. (the "**Owner**" or "**Client**"), with respect to the development of their lands at 97 Bower Street, legally described as Lots 268 and 272 on Registrars Compiled Plan 1098 (the "**Subject Lands**"), in the Town of Halton Hills (the "**Town**" or "**Halton Hills**") in the Region of Halton (the "**Region**").

On behalf of our client, we are please to submit applications for Official Plan Amendment and Zoning By-law Amendment in order to facilitate the development of a residential apartment building.

The Subject Lands have an approximate area of 0.96 hectares (2.37 acres) with approximately 18.41 metres of frontage along Bower Street. The Subject Lands are located east of Main Street North, north of Mill Street East and south of the Goderich-Exeter rail line.

The Subject Lands are designated "Urban Area" as per Map 1 - Regional Structure in the Region's Official Plan. The Subject Lands are also located within a Major Transit Station Area as per Map 3 - Functional Plan of Major Transportation facilities. Major Transit Station Areas are intended to accommodate growth and development within the Region.

The Subject Lands are within the "Urban Area" as per Schedule A6-1 - Acton Built Boundary and Intensification Areas and are designated "Low Density Residential Area" as per Schedule A6 - Acton Urban Area Land Use Plan in the Town of Halton Hills Official Plan. The Subject Lands are currently zoned "Low Density Residential One (LDR1-4(6)(H1))" and "Environmental Protection One (EP1)" as per the Town of Halton Hills Zoning By-law 2010-0050. High-density residential uses are currently not permitted and as such, an Official Plan Amendment and a Zoning By-law Amendment are required.

### **Proposed Development**

An initial pre-consultation meeting was held on February 15, 2024 and a pre-consultation checklist was provided identifying submission requirements. The Official Plan Amendment and Zoning By-law

Amendment applications will facilitate the development of the Subject Lands for a high-density residential apartment building. The proposed development contemplates a five (5) storey apartment building with eighty (80) units. A total of ninety-two (92) parking spaces are proposed, fifty-nine (59) at grade and thirty-three (33) within one (1) level of underground parking.

In accordance with the Pre-Consultation Checklist, please find enclosed the following materials:

1. Cover Letter, prepared by KLM Planning Partners Inc., dated December 23, 2025;
2. Pre-Consultation Meeting Minutes, dated February 15, 2025;
3. Legal Survey prepared by Schaeffer, Dzaldov, Purcell Ltd., dated March 15, 2024;
4. Draft Official Plan Amendment, prepared by KLM Planning Partners Inc.;
5. Draft Zoning By-law Amendment, prepared by KLM Planning Partners Inc.;
6. Planning Justification Report, prepared by KLM Planning Partners Inc.;
7. Urban Design Brief, prepared by KLM Planning Partners Inc.;
8. Architectural Plans prepared by 4Architecture, dated September 23, 2025;
9. Shadow Study prepared by 4Architecture, dated September 23, 2025;
10. Transportation Impact Study, prepared by Paradigm Transportation Solutions Ltd, dated August, 2025;
11. Functional Servicing Report, prepared by Pearson Engineering, dated September, 2025;
12. Phase One and Phase Two Environmental Site Assessment, prepared by Palmer, dated September 27, 2024;
13. Environmental Impact Study, prepared by Palmer, dated October 31, 2025;
14. Preliminary Ecological Constraints Map, prepared by Palmer;
15. Geotechnical Investigation, prepared by SLR Consulting, dated October 8, 2025;
16. Hydrogeological Investigation, prepared by SLR Consulting, dated October 6, 2025;
17. Noise and Vibration Feasibility Study, prepared by HGC, dated October 6, 2025;
18. Stage 1 & 2 Archaeological Assessment, prepared by Archaeological Consultants Canada, dated June 5, 2024;
19. Cultural Heritage Impact Statement, prepared by LHC Heritage Planning and Archaeology Inc., dated, September 12, 2025;
20. Landscape Plan prepared by Landscape Architects, dated June, 2025;
21. Arborist Report, prepared by Grey Matter Forestry Consulting, dated September 1, 2025;
22. Tree Protection and Preservation Plan, prepared by Grey Matter Forestry Consulting, dated September 1, 2025;
23. A cheque in the amount of \$155,500.00 as per the Town of Halton Hills Fee By-law 2025-0049;
24. A cheque in the amount of \$10,969.18 as per the Region of Halton's OPA/ZBA Review fees;
25. A cheque in the amount \$5,303.00 as per the Credit Valley Conservation Authority OPA/ZBA Review fee

We trust that the enclosed materials are in order and will allow staff to deem the applications complete and circulate to internal departments and external agencies for review and comment. Should you have any questions, please do not hesitate to contact the undersigned.

Yours truly,

KLM PLANNING PARTNERS INC.



Marshall Smith, BES, PMP, MCIP, RPP  
Partner



Ian Franklin, BPHIL, BURPI, MCIP, RPP  
Senior Planner

cc. Castlegrove Developments Inc.