



Town of Hawkesbury Official Plan

Draft
January 2026

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Land Acknowledgement

The Town of Hawkesbury recognizes that our community is located on lands that have been inhabited by Indigenous people since time immemorial. It is acknowledged that the Town is located on the traditional territory of the Anishinaabe, Mohawk and Algonquin people, recognized by the Crawford Purchase of 1783.

Today, Hawkesbury is still the home to many Indigenous people from across Turtle Island. The community is grateful to have the opportunity to work, live and play on this land.



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1 Introduction

1.1 Purpose and Effect of the Official Plan

The purpose of this Official Plan (OP) is to provide direction for the physical growth of the Town of Hawkesbury. It is an essential planning document which is designed to manage future growth, development and change in the municipality. The Plan will be used by Town Council and Staff to guide land use decisions on private land, as well as decisions for public infrastructure investment. As decisions which implement growth and development have long-lasting impacts, this OP provides a framework for the next 20 years, until 2046. It is incumbent on everyone to ensure that decisions reflect community values and will result in a liveable community which is economically and environmentally sustainable.

1.2 Legislative Authority

The Official Plan is a policy document required and enabled under the *Planning Act*. The *Act* similarly requires that all land use decisions, by-laws, permits and authorizations by the Town must conform to the intent and direction provided by the policies of this Official Plan.

The *Planning Act* permits Hawkesbury to prepare and adopt this Official Plan, which covers the full extent of its territory. Section 16 of the *Planning Act* contains direction for the content of Official Plans, which include goals, objectives and policies established primarily to manage and direct physical change and the effects on the social, economic, built and natural environment of the planning area.

The *Act* also identifies matters of provincial interest which are further defined by the Provincial Planning Statement (PPS). The Town's Official Plan must be consistent with the policies of the PPS, which includes definitions of numerous terms used in its policies. Where these terms appear in this Official Plan, they are to have the same meaning as prescribed in the PPS. In the event of a conflict between a policy in this OP utilizing a defined term and the direction of the PPS, the meaning within the PPS shall prevail.

The Official Plan was drafted, reviewed and adopted in conformity with the requirements of the *Planning Act* and the content of the OP is consistent with the PPS issued under Section 3 of the *Planning Act*.

As required by the *Planning Act*, this OP similarly meets the policies of the Official Plan for the United Counties of Prescott and Russell (UCPR). As the upper-tier approval authority with an approved Official Plan, UCPR has approval authority for the Town of Hawkesbury Official Plan.

This Official Plan was prepared by the Town of Hawkesbury in partnership with the residents of the Town, its community organizations and UCPR.

1.3 Structure of the Plan

This document shall be known as the Official Plan for the Corporation of the Town of Hawkesbury. The Official Plan contains written policy and schedules. The policies in this Plan are structured into ten (10) Parts and begin with broad policy directions and

objectives through to specific land use and policies, and implementation measures as outlined below:

Part 1 - Introduction explains the role and structure of the Official Plan and the political and administrative framework within which land use planning is carried out in Ontario.

Part 2 – Basis of the Plan provides the background information on the Town and a discussion on managing growth that shaped the policy approach for this Official Plan.

Part 3 - General Policies contains development policies that apply to all land use designations.

Part 4 – Land Use Designations is the core of the Official Plan, as it establishes land use designations and associated policies which will guide decisions for the use of land through the planning horizon. The Part is divided into the following sub-parts:

Part 4.1 – Downtown Core

These policies provide for the future of the Town’s downtown area. The Plan envisions maintaining the character of this unique area while facilitating an evolution to a mix of uses.

Part 4.2 – Parks and Open Space

These policies focus on spaces that allow visitors and residents to connect with the natural outdoor environment. Parks and open spaces including lands along the Ottawa River, generally permit uses that provide opportunities for public recreation uses while ensuring protection of sensitive environmental features.

Part 4.3 – Gateway Mixed Use Policy Area

These policies guide development along main routes into the Downtown Core. The permitted uses and built form of these areas will provide a transition to those of the Downtown Core. Lands within this designation are considered Commercial Lands as referenced in this Plan.

Part 4.4 – Community Commercial Policy Area

These policies accommodate retail and service commercial uses intended to serve Town residents. The designation generally applies to locations along Arterial or Collector roadways. Lands within this designation are considered Commercial Lands as referenced in this Plan.

Part 4.5 - Regional Commercial Policy Area

These policies apply to areas that are considered the “commercial lands” within the Town, permitting a full range of commercial development in areas outside of the other commercial policy areas. Lands within this designation are considered Commercial Lands as referenced in this Plan.

Part 4.6 - Employment Policy Area

These policies accommodate a range of employment uses that may generate adverse impacts on surrounding sensitive land uses. Lands within this designation are considered Employment Areas for the purposes of the PPS and the *Planning Act*.

Part 4.7 - Mixed Industrial Policy Area

These policies of these two sections are intended to reserve land for employment uses that require separation from sensitive land uses due to impacts resulting from normal operations.

Part 4.8 – Neighbourhood Policy Area

These policies guide residential and non-residential development in Hawkesbury's neighbourhoods, institutional and recreational uses.

Part 5 –

Natural Heritage Resources contains policies intended to maintain and enhance Hawkesbury's natural heritage systems to advance sustainability goals in the community.

Part 6 –

Public Health and Safety contains policies to ensure the protection of public health and safety and includes policies for hazard areas, contaminated soils and the control of incompatible uses.

Part 7 – Infrastructure contains policies addressing the need to provide appropriate infrastructure to ensure sustainable development, including sanitary, water and sewer systems, as well as waste management, communication, energy and other required services.

Part 8 – Mobility contains policies affecting multi-modal transportation networks in the Town.

Part 9 – Implementation enables and actions various policy and regulatory tools available to the Town to implement the Official Plan's policies, including direction for development applications.

Part 10– Interpretation provides technical information related to the interpretation and administration of the Official Plan.

Part 11 – Schedules contains the following schedules:

Schedule A: Land Use Policy Area Plan

Schedule B: Transportation Network Plan

1.4 How to Use This Official Plan

The Official Plan for the Town of Hawkesbury provides guidance for members of the public, Town Staff, and Town Council on land use planning matters.

The steps below are provided to assist the reader when development on a property is proposed.

1	Find the property on the Schedules of this Plan. Be sure to check each Schedule, as each one illustrates different policies.
2	Review Section 3 (General Policies) to determine if this Plan offers specific guidance for the proposed land use application
3	Consult the Schedules and policies of UCPR's Official Plan to determine if there are sections within that document that are applicable.
4	Find the policies that relate to the applicable land use designations in Section 4 (Land Use Designations).
5	The property to be developed maybe subject to natural heritage resources and/or have the potential to effect public health and safety. Review Section 5 (Natural Heritage Resources) and Section 6 (Public Health and Safety) to ensure proper mitigation and protect of these elements.
6	Components of the transportation and infrastructure systems could impact site development; therefore Section 7 (Infrastructure) and Section 8 (Mobility) should be read to determine applicability.
7	Consult Section 7 (Implementation) to understand the next steps, including the requirements and triggers for development applications.
8	Contact the Town of Hawkesbury for questions or additional information.

1.5 Community Vision

The vision for this Official Plan is derived from the work done as part of Hawkesbury's Strategic Plan initiative. The Town strives to be...

*A hub for growth in Eastern Ontario. A
great place to live, visit, work and do
business!*

The Town of Hawkesbury strives to build upon its place as a gateway, capitalizing on its geographic location, commercial offerings, natural features and services. This Official Plan lays the framework for the Town to create a place where the current and future populations can benefit from the Town's economic and social prosperity.

The Official Plan also encapsulates the Town's understanding that it needs to embrace change, being able to modify, adapt, and innovate in the face of a constantly evolving reality to address the needs of a growing community.

Offering a range of housing options for existing and new residents and workers, the community will be an attractive, affordable, and accessible place to call home.

A range of employment sectors will be fostered in Hawkesbury, drawing a talented and diverse labour market to contribute to the growth of a dynamic local economy. Primary sectors such as health care, education, manufacturing and industrial operations provide a strong economic foundation for the community. The concentration of retail, health and support services provide a destination for those in Hawkesbury and beyond.

This Official Plan was created with community members providing meaningful input, with opportunities to engage in planning processes continuing beyond adoption of the Plan. Council encourages ongoing dialogue and collaboration between the Town government and community organizations that contribute to the development and vitality of Hawkesbury.

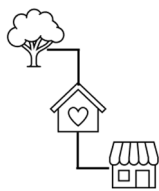
The Town recognizes the dynamic nature of land use planning, and that internal and external forces can influence Hawkesbury's present and future. While the Plan's vision is long term, its directions are crafted to guide the building of a safe and resilient community with each incremental planning decision. The Town of Hawkesbury is committed to balanced and sustainable growth to achieve a sense of place that respects the community's historical, cultural and natural heritage.

1.6 Guiding Principles

The following guiding principles were generated through consultation with citizens, stakeholders, and Town Staff in Hawkesbury and form the core of the Official Plan's policies. The policies of this Plan are premised on these principles.

Throughout the Plan, these guiding principles are marked with icons linking them to the policies. These connections are intended to enhance the reader's understanding of the Plan and illustrate how these core elements serve to organize the document.

Liveable Neighbourhoods



A liveable Hawkesbury prioritizes economic vitality, social cohesion and the health and well-being of its residents. Achieving these outcomes depends upon a healthy natural and built environment. Policies to encourage the evolution of neighbourhoods into healthy, inclusive and neighbourhoods with a diverse mix of land uses, including a range of housing, shops, services, employment, mature trees, greenspaces and pathways.

Natural Heritage, Waterfront and Recreation



This Official Plan will continue to protect and value natural heritage systems, including the Ottawa River waterfront. Recreational opportunities will be enhanced and expanded, where feasible.

Climate Change



Policies in this Plan identify goals, objectives and actions to mitigate greenhouse gas emissions and to provide for adaptation and resiliency to a changing climate. Land use planning decisions in Hawkesbury will support sustainable development and the importance of environmental protection.

Housing



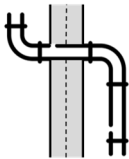
This Official Plan provides for a broad range of housing forms and a balanced mix of appropriate residential densities to meet projected demographic and market requirements of current and future residents of Hawkesbury. Policies will ensure affordable housing and an appropriate range of housing types through sustainable and economically viable land use development patterns.

Employment



Compatible employment will contribute to the economic development goals of Hawkesbury, further diversifying the local economy and providing opportunities for residents. This Official Plan will help maintain and increase the Town's employment base with land use policies which support the development of employment-generating uses while ensuring compatibility with surrounding uses.

Infrastructure



Effective infrastructure services are required to realize the goals of this Official Plan. Policies support the development of linear services such as roads, pipes and sewers, as well as public facilities such as schools, libraries, parks, and recreation facilities to support growth and provide critical services to residents.

2 Basis of the Plan

2.1 Planning Context

The Town of Hawkesbury, with its location along the Ottawa River, acted as an important link between the Great Lakes region and the northeastern part of the continent. Once occupied by Indigenous peoples, it was incorporated as a Town in 1896 and has a long history of industry, beginning with lumber. The community now serves as an important regional centre for trades and services, capitalizing on its location between Ottawa and Montreal.


Within UCPR, it is identified for its urban character and population density. According to the 2023-2025 Citizens' Guide, "Hawkesbury stands as a community rich in assets that holds appeal for families, businesses, and visitors alike."


2.2 Growth Management


Planning for a community begins with an understanding of demographic and growth projections for the planning area. For the Town of Hawkesbury, detailed studies were prepared for UCPR, with findings and resulting directions incorporated into their Official Plan. In general, UCPR further refines its projections by municipality, resulting in community-specific directions for population growth and associated land requirements. These projections form the basis for this Plan.

The Town of Hawkesbury is planned to accommodate growth in a way that will ensure a strong economy and a liveable community. Policies addressing growth consider financial impacts, Town character, logical development and protection of natural heritage features and resources.

Policies

- 

1. The Town shall ensure that an adequate supply of land and a range of housing types and densities is available to accommodate residential growth and the demands for residential development for at least 15 years within the Town of Hawkesbury settlement area. The supply of land may be achieved through a combination of greenfield development, redevelopment, and intensification.
- 

2. The Town shall ensure that an adequate supply of land serviced with municipal water and sanitary services is available to accommodate a three-year supply of housing within the Town of Hawkesbury settlement area.
- 

3. The Town shall ensure adequate water, sanitary, drainage, and road infrastructure is available to service development across the municipality.

2.2.1 Population and Housing Projections

2.2.1.1 Population

According to Statistics Canada Census data, Hawkesbury had a population of 10,194 residents in 2021 with an average age of 49.7 years old. The Town has experienced a downward population trend in recent years with a growth rate of -0.7% from 2016-2021.

The PPS requires that planning authorities base their population forecasts on Ontario Population Projections published by the Ministry of Finance. The PPS also directs that a lower-tier municipality such as Hawkesbury should reflect the allocation of population assumed in by the upper-tier municipality in their Official Plan. UCPR projected a 2046 total population of 11,620 for Hawkesbury in their Official Plan (Table 1), contributing to the Counties projected population of 125,000.

Table 1 – Town of Hawkesbury Population Projections

Year	Hawkesbury Population
2021	10,380 (actual)
2026	10,950 (projected)
2036	11,260 (projected)
2046	11,620 (projected)
Growth 2021-2046	1,240

Source: Growth Management Strategy Update, prepared for The Corporation of the UCPR by Hemson, March 30, 2022.

Using the 2021 Census information, the age breakdown specific to the population in Hawkesbury was 32% seniors (65 and older), 56% working-age adults (15 to 64) and 12% children (under 15). In the same Census year, Hawkesbury had a higher proportion of seniors at 22% and a lower proportion of working-age adults compared to the UCPR as a whole. Considering the current age proportions within Hawkesbury, without immigration, the region could experience a decrease in population, with less working-age adults, and an increase in the percentage of seniors over the horizon of this Plan.

While the UCPR is projected to grow overall, growth within Hawkesbury is generally anticipated to be limited.

2.2.1.2 Housing

According to the 2021 Census, there were 5,080 households in Hawkesbury, with a homeownership rate of 51.4%. While single-detached dwelling represents the most common housing type in the community, the majority of households live in multi-unit-built forms. The housing stock in the Town is a mix of older housing stock complemented by new residential development, with 60% of the housing stock built before 1980.

Some new greenfield subdivisions have been developed on the edges of the Town in recent decades. While they contain single-detached dwellings, these subdivisions also include denser housing forms, such as townhouses, mirroring the trend in other communities in Ontario and across Canada. This Official Plan anticipates this shift in housing needs, encouraging the development of denser forms of housing which will:

- / Contribute to housing affordability;
- / Create more efficient development forms, with consideration for economies of scale;
- / Reflect demographic changes, including changing housing needs of older generations and smaller households; and,

- / Implement policy changes at the Provincial, Counties, and municipal levels that encourage a greater range of housing forms.

The UCPR Official Plan anticipates that 12,350 new housing units will be required between 2021 and 2046 to meet the demand. Accordingly, Hawkesbury will contribute 570 new units to reach the projected total of 5,650 housing units in the Town by 2046.

2.2.1.3 Commercial Lands

Retail services are concentrated in two areas. Large format, “big box” stores are along County Road 17 and additional smaller-scale businesses are located mainly along Main Street East (Highway 4).

The Town generally has sufficient land supply to accommodate commercial needs in the community.

2.2.1.4 Employment

The Town of Hawkesbury features a diverse employment profile, with numerous established businesses, most of them small businesses. A limited number of organizations employ over 100 people, such as the Hawkesbury and District General Hospital, IKO Industries and schools. Most businesses involve in-person work, but in recent years many have started offering options for hybrid or fully remote models. The workforce is comprised of education, health care, food and industrial manufacturing jobs.

The UCPR projected 7,140 jobs in Hawkesbury over the planning horizon, which equates to 360 new jobs from 2021 to 2046. Assuming densities of 25-35 jobs per net hectare for industrial uses, the Town requires 10 net hectares to accommodate this growth. Considering that there are approximately 63 vacant hectares within the Employment Policy Area designation, additional employment lands are not required to accommodate the projected employment needs.

Policies



1. When development is proposed within 300 metres of the Employment Policy Area, the Town will consider the impacts of the proposed uses and appropriately mitigate in order to protect the long-term economic viability and expansion of employment lands.

2.2.2 Settlement Areas

Settlement areas are defined in the 2024 PPS as built-up areas where development is concentrated, and which have a mix of land uses and lands that have been designated in an Official Plan for development over the long-term planning horizon.

The Town of Hawkesbury’s settlement area is defined as all the land located inside the Town’s corporate limits. Sufficient land is designated within the Town’s settlement area to accommodate this growth, in accordance with requirements in the Provincial Planning Statement.

The following policies provide the planning framework as it relates to the settlement area.

Policies



1. The settlement area of Hawkesbury shall permit a full range of urban land uses, including residential, commercial, industrial, institutional, and recreational and open space uses. Policies for each land use designation in the settlement area are included in Section 4 (Land Use Designations) of the Official Plan.
2. Future residential and non-residential growth and development shall occur in the Town's settlement area shown on Schedule A.
3. Future development shall occur through logical planned extensions of existing developed areas, through infill on existing vacant lands within the settlement areas or through redevelopment of existing developed lands.
4. Growth within the settlement area shall be serviced with municipal water and sanitary services, provided that sufficient reserve system capacity is available to service the proposed growth.
5. As the settlement area abuts other municipalities and the Ottawa River, an expansion to the settlement area would require annexation of lands within adjacent municipalities. This Plan does not contemplate annexation of additional lands, but shall not preclude its possibility, subject to a municipal restructuring process approved by the Minister of Municipal Affairs. Where annexation proceeds, this Plan shall be amended to reflect the new municipal boundaries and expansions to the settlement area, as applicable.



2.2.2.1 Intensification Within the Settlement Area

Intensification refers to the development of a property or area at a higher density than currently exists. Intensification can generally occur through redevelopment of a property, the development of a vacant site, infill development, or the expansion or conversion of an existing building. Prioritizing intensification in a community growth strategy represents a sound planning approach, as it encourages compact built form, and makes efficient use of existing or planned infrastructure and community facilities.

Policies

1. The Town supports a modest increase in the density and intensity of land use through the redevelopment or re-use of existing vacant or underutilized buildings and properties, subject to the policies of this Plan.
2. As established in the Official Plan for UCPR, the Town of Hawkesbury targets 15 percent of new residential units to be built through intensification.
3. All types of residential intensification are permitted, including:
 - a. The development and redevelopment of underutilized commercial and institutional sites for residential use;
 - b. The addition of residential units above commercial uses;
 - c. Development and introduction of new housing options within previously developed areas; and,

- d. Redevelopment, which results in a net increase in residential units.
- 4. This Plan encourages the redevelopment of brownfield sites, in accordance with the Brownfield Redevelopment policies of this Plan.
- 5. Intensification shall be designed to:
 - a. be appropriately suited in the context of the physical environment and compatible with the surrounding land uses, by considering heights, massing and scale;
 - b. provide adequate privacy and sunlight for existing and new residents;
 - c. mitigate negative impacts on existing residential areas;
 - d. respects and reinforce the existing character of the streetscapes, parks and open space areas;
 - e. minimize the traffic generated by the proposed development;
 - f. screen loading and service areas; and,
 - g. comply with applicable urban design and built form policies of this Plan.

2.2.2.2 Employment within the Settlement Area

Employment areas are designated for clusters of business and economic uses, including manufacturing, research and development, warehousing, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities. While not all employment in the community is located an Employment designation, reserving land in strategic locations for this purpose is an important component of the overall employment strategy for the Town.

The following policies apply to the creation and administration of employment areas in the Town of Hawkesbury to support the development of industrial uses.

Policies



1. Areas designated for employment uses are shown on Schedule A. Employment areas are reserved to accommodate a portion of projected employment needs by segregating impactful land uses from more sensitive areas.
2. For the purposes of the *Planning Act*, lands subject to the Employment Policy Area designation shall qualify as areas of employment.
3. Through its planning activities and other measures, the Town shall promote economic development and competitiveness by:
 - a. Providing for an appropriate mix of employment uses to meet long-term needs;
 - b. Maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, considering the needs of existing and future businesses;





- c. Ensuring that the necessary infrastructure is provided to support current and projected employment areas;
- d. Identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seek to address potential barriers to investment;
- e. Encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and,
- f. Addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses, in accordance with the policies of this Plan.



- 4. The Town shall protect employment areas that are located in proximity to major goods movement facilities and corridors, including Goods Movement Routes and rail corridors, as well as facilities and corridors identified in provincial transportation plans.
- 5. In considering new employment areas, or expansions to existing employment areas, Council shall consider:



- a. Compatibility with surrounding land uses, particularly sensitive land uses, in accordance with the Land Use Compatibility policies of this Plan;



- b. Proximity to transportation infrastructure, with a preference for employment lands to be located near UCPR Roads and Goods Movement Routes identified in the UCPR Official Plan;

- c. Existing or potential lot sizes, ensuring employment-scale land uses can be accommodated;




- d. The potential to service the land with public water and sanitary services, and the capacity of those services to accommodate future development of employment uses; and,

- e. General economic viability of the employment areas.

- 6. The Town encourages the redevelopment of brownfield sites as a means of repurposing existing employment lands.

- 7. The Town may remove lands from employment areas only where it has been demonstrated that:

- a. There is an identified need for the removal and the land is not required for employment area uses over the long term;
- b. The proposed uses would not negatively impact the overall viability of the surrounding employment area by:
 - i. Avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned employment area uses; and,

- ii. Maintaining access to major goods movement facilities and corridors;
-  c. Existing or planned infrastructure and public service facilities are available to accommodate the proposed uses; and,
- d. The Town has sufficient employment lands to accommodate projected employment growth to the horizon of this Plan.

3 General Policies

The land use policies in this section apply to all lands and development in the Town of Hawkesbury.



3.1 General Community Policies

The Town of Hawkesbury is committed to building a sustainable, resilient, and inclusive community through thoughtful planning and policy development. The following policies aim to enhance quality of life, support long-term environmental stewardship, and promote economic and social well-being for the Town.

3.1.1 Age-Friendly and Inclusive Planning

The Town of Hawkesbury is a place for residents of all ages, with access to amenities and services that support a diverse range of needs. This Plan intends to support residents throughout their lives, allowing people to age in place comfortably. Age-Friendly Planning is an approach that encourages development that fosters longevity, community, and safety.


Policies

1. Council shall encourage the provision of age-friendly social and physical environments to enhance the independence and quality of life for all people, including:
 - a. Infrastructure;
 - b. Municipal services; and,
 - c. Municipal programs.
2. Through its planning activities, the Town shall consider the following elements to foster the creation of accessible, inclusive, and age-friendly communities.
 -  a. The development contributes to a range of housing options, including affordable and attainable housing;
 - b. Compact form to encourage active modes of transportation;
 -  c. Provisions of barrier-free public spaces, parks, trails, open space, infrastructure and public service facilities;
 - d. The need for indoor and outdoor activities for youth and children;
 - e. The need for indoor and outdoor gathering places accessible to seniors;
 - f. Childcare facilities; and,
 - g. A full range of health care facilities and services for all residents.



3. Council shall identify opportunities to better support people of all ages and abilities in the Town. Planning decisions shall consider health, wellness and


security of all residents to enable them to remain in their community as long as possible.


4. Development proponents are encouraged to employ universal design principles and best practices to create healthier and safer communities.
-  5. Long-term care homes and seniors-appropriate housing, including residential care facilities and transitional care facilities, are important elements of the housing spectrum, and the Town shall permit these housing typologies wherever residential uses are permitted to contribute to a range of dwelling types in the community.
6. Day care facilities providing daily temporary care of persons including but not limited to children, seniors, and persons with disabilities, shall be permitted within the Downtown Core, Neighbourhood Policy Area and Commercial Lands. The Zoning By-law may include provisions to regulate the type, size and location of day care facilities.
7. The Town, in collaboration with the several school boards serving its students, will consider and encourage innovative approaches in the design of new schools and associated childcare facilities to meet the current and future needs of Hawkesbury.

3.1.2 Community Gardens and Urban Agriculture

The areas surrounding Hawkesbury contribute to community food systems, involving a cycle of production, processing, distribution, access, consumption and resource/waste recovery. As the Town plays a part in these food systems, their interconnected elements should be considered in land use planning decisions. The Town also recognizes the challenge of rising food costs, alongside a continuing demand for locally-grown and locally-produced food and food products. The policies in this section protect and expand upon the vital agriculture practices and traditions of food systems.

Policies

1. In making land use planning decisions, the Town shall apply a Food System approach, in accordance with the policies of this Plan, including at the community, site, and building levels.
2. The Town shall encourage community gardens and rooftop gardens as important resources to support alternative sources of food for residents.
3. Community gardens and rooftop gardens shall be permitted in Downtown Core, Neighbourhood Policy Area and Commercial Lands.
4. All development initiatives are encouraged to incorporate community gardens, where appropriate.
-  5. Where feasible, the Town will identify sites, including public parks, for the establishment of community gardens.
6. The Town of Hawkesbury supports the production and consumption of local food, including urban agriculture, and elements of a successful agri-food network, including:

- a. Regional and local infrastructure and transportation networks;
 - b. Agricultural operations in neighbouring municipalities;
 - c. Agricultural services, farm markets, and distributors; and,
 - d. Vibrant, agriculture-supportive communities.
7. Council may pass a by-law permitting forms of urban agriculture not explicitly contemplated by this Plan.
- a. The implementing Zoning By-law may establish provisions for community gardens and urban agriculture, provided that:
 -  i. Adequate water servicing is available;
 - ii. The community garden is located:
 - Accessory to the following uses: Institutional uses; Large-scale multi-unit residential buildings, including apartments or seniors housing; and Parks; or,
 - On a rooftop of a building accessible to residents or tenants.

3.1.3 Cultural Heritage

Cultural heritage contributes to the Town's identity, economic prosperity, quality of life, and overall sense of place.

In Ontario, heritage planning, preservation, restoration and demolition is guided by the *Ontario Heritage Act* and archaeological activities are governed provincially by the Ministry of Citizenship and Multiculturalism. Under the *Ontario Heritage Act*, heritage properties may be recognized and/or protected through designation of built heritage resources or cultural heritage landscapes. This section of the Plan recognizes the importance of conserving cultural heritage resources so that they can be experienced by current and future generations.

Policies

1. The Town of Hawkesbury shall conserve protected heritage property, which may contain built heritage resources or cultural heritage landscapes, and encourages the identification, protection, management and use of these resources.
2. Pursuant to the *Ontario Heritage Act*, the Town may enact by-laws to:
 - a. Designate properties to be of cultural heritage value or interest;
 - b. Define the Town, or any area or areas within its boundaries, as areas to be examined for designation as a heritage conservation district; or,
 - c. Define the Town, or any area or areas within its boundaries, as a heritage conservation district.

3. The identification and designation of built heritage resources or cultural heritage landscapes shall be consistent with provincial regulations and may reflect one or more of:
 - a. Design or physical value;
 - b. Historical or associative value; and/or,
 - c. Contextual value.
4. The Town shall proactively consider opportunities for designation of built heritage resources or cultural heritage landscapes in accordance with the provisions of the *Ontario Heritage Act* and the policies of this Plan.
5. Council may designate one or more heritage conservation districts within the Town under the *Ontario Heritage Act*. Prior to the designation of a heritage conservation district, the Town:
 - a. May pass a by-law defining an area or areas to be examined for future designation as a heritage conservation district;
 - b. May prepare a study for the area or areas to determine the feasibility of designation, the delineation of the district boundaries, an evaluation of the area's heritage; and,
 - c. Shall ensure that the heritage conservation district meets the criteria for determining cultural heritage value or interest in O.Reg 9/06 of the *Ontario Heritage Act*, as amended.
6. The Clerk of the Town shall maintain a Register of Properties, which will include properties that have been designated under Parts IV and V of the *Ontario Heritage Act*. Non-designated properties that council believes to be of cultural heritage value or interest may also be included on the municipal heritage register, in accordance with the relevant provisions of the *Act*. The Register shall be updated regularly to ensure effective conservation and shall be available on a publicly accessible website.
7. Council may establish a Municipal Heritage Committee under the *Ontario Heritage Act* to advise and assist Council on matters pertaining to Parts IV and V of the *Act*.
8. The Town will engage with local Indigenous communities and ensure their interests are considered when identifying, protecting and managing built heritage resources and cultural heritage resources.
9. The implementing Zoning By-law may provide appropriate development standards for properties containing protected heritage property.
10. The Property Standards By-law may be used to establish minimum maintenance standards for protected heritage property.

3.1.3.1 Development On and Adjacent To Protected Heritage Property

1. The Town shall not permit development and site alteration on or adjacent to protected heritage property lands unless the heritage attributes of the

protected heritage property will be conserved. For the purposes of this policy, adjacent lands are defined as properties located within 30 metres of the protected heritage property. The Town may require a Cultural Heritage Impact Study to assist with the evaluation of development applications that may impact protected heritage property.

2. Adaptive re-use of protected heritage property is encouraged, provided that the cultural heritage values identified in the designation are maintained.
3. The Town shall require any person who proposes to demolish or alter a property designated under Part IV of the *Ontario Heritage Act* to submit an application to the Town for approval under the *Act*, accompanied by material prescribed in O.Reg 385/21, as amended.

3.1.3.2 Archaeological Resources

Archaeological resources include artifacts, archaeological sites and marine archaeological sites, as defined under the *Ontario Heritage Act*. Archaeological resources are often of significance to the understanding of the history of people or place, including First Nations.

Policies

1. Archaeological sites and areas of archaeological potential are kept confidential by the Ministry of Citizenship and Multiculturalism. The Town will obtain available archaeological site data locations from UCPR and consult the "Criteria for Evaluating Archaeological Potential" checklist published by the Ministry of Citizenship and Multiculturalism to inform heritage conservation planning.
2. Development and site alteration will be permitted on lands containing archaeological resources or areas of archaeological potential only where the archaeological resources have been assessed, documented, and conserved. Any alterations to known archaeological sites shall only be performed by licensed archaeologists.
3. Where a development proposal affects areas containing an archaeological site or which are considered to have archaeological potential, an archaeological assessment prepared by an archaeologist licensed under the *Ontario Heritage Act* shall be required.
4. The Town may conserve the integrity of archaeological resources by enacting zoning by-laws to prohibit any land use activities or the erection of buildings or structures on land which is a site of a significant archaeological resource.
5. When development has the potential to impact a known or suspected cemetery or burial site, the Town shall require an archaeological assessment by a licensed archaeologist. Provisions under both the *Ontario Heritage Act* and the *Funeral, Burial and Cremation Services Act* shall apply.

3.1.4 Development Criteria

The compatibility and appropriateness of any new development or redevelopment is important to ensure the thoughtful planning of the community. The policies in this

section address the need for existing and new development to work together to achieve the goals of this Plan.

Policies

1. Council shall consider the following development criteria when reviewing the compatibility and appropriateness of any new development or redevelopment:
 - a. The provision of safe access onto or from a provincial highway, Town or Country road;
 - a. Adequate access to, and provision of, off-street parking;
 - b. Barrier-free access to public and commercial buildings and the designation of accessible parking spaces;
 - c. Access and maneuvering of emergency vehicles in providing protection to public and private properties;
 - d. The availability of municipal services and the cost of upgrading such services;
 - e. Adequate grade drainage or storm water management and erosion control;
 - f. The screening, buffering or fencing of aesthetically displeasing or dangerous land uses or open storage;
 - g. The provision of landscaping, the creation of privacy and/or open space areas around buildings and other uses, and the establishment of setbacks to maintain proper distance separation;
 - h. Adequate exterior lighting for access and parking areas;
 - i. The control of signs and advertising;
 - j. Protection of the environment by avoiding air, soil or water pollution;
 - k. The preservation and protection, whenever possible, of street trees, street tree canopies and the urban forest;
 - l. The adequacy of school board facilities to accommodate new development or redevelopment;
 - m. Protection or enhancement of natural resource values;
 - n. Conserving cultural heritage resources;
 - o. The physical suitability of the land for the proposed use; and,
 - p. Safety and security.

3.1.5 Drive-Through Facilities

A drive-through facility is an establishment that provides or dispenses products or services, through an attendant or an automated machine, to persons remaining in vehicles that are in designated stacking aisles. A drive-through facility may be ancillary to another use, such as a bank, restaurant or gas station.

Policies

1. A drive-through facility may be permitted in the Regional Commercial Policy Area and Gateway Mixed Use Policy Area, subject to the Land Use Compatibility and Mobility policies of this Plan. Drive-through facilities are prohibited in other designations, except through an amendment to this Plan.
 - a. In considering an application for an amendment pursuant to Policy 1 above, the Town shall have regard to the following criteria:
 - i. Traffic management and safety, including queuing length, access, and pedestrian and cyclist movements;
 - ii. Site design and aesthetics, including location of building entrances, landscaping, lighting and signage; and,
 - iii. Environmental and community impacts, including noise, odour and hours of operation.
2. In the Gateway Mixed Use Policy Area, drive-through facilities shall not be located between a main building and the public street. In the Regional Commercial Policy Area, drive-through facilities are encouraged to be designed to avoid locating the queuing lanes in front or exterior side yards, where possible.
3. Drive-through facilities shall not impede safe pedestrian and vehicular movements.
4. The implementing Zoning By-law shall establish provisions for drive-through facilities, including definitions, size limitations, and queuing requirements.

3.1.6 Economic Vitality

The direction of this Plan supports the development of commercial, institutional, tourism and industrial opportunities while protecting the natural environment, and promoting liveable communities. A high quality of life in Hawkesbury depends on continued and enhanced economic activity.

The residents of Hawkesbury value the parks, public services and retail offerings, so its growth and enhancement must be guided by the preservation and enhancement of these elements. Key to any future development is the strengthening of public and private enterprises that foster a strong sense of community in the Town.

Primary sources of employment in the community include health care, education, manufacturing and industrial operations. The policies below are intended to encourage economic growth in the community, while creating an economic environment that attracts and retains a talented and diverse labour market, investments and employment across a diversity of sectors.

Policies



1. The Town encourages the retention of existing employment opportunities and the creation of new opportunities. Council may prepare economic development strategies, either independently or in partnership with other municipalities in UCPR, to encourage the maintenance and expansion of existing businesses and establish programs to promote new business start-ups.
2. New retail and commercial development are encouraged, particularly in the Downtown Core, which represent an opportunity for revitalization. Along Main Street, small-scale and street-front commercial operations are particularly encouraged to support independent, local businesses and maintain the vitality of the downtown.
3. The Downtown Core will be promoted as a distinctive and attractive location for retail, office, institutional, tourism and civic uses. The presence of the Ottawa River as a defining feature in Hawkesbury provides a unique advantage to this area.
4. Businesses that may have begun as home-based business operations and grow to require larger workspaces and facilities will be encouraged to relocate into the Downtown Core or within any Commercial Lands.
5. The Town supports and encourages the remediation and/or redevelopment of derelict or contaminated commercial and industrial lands and buildings.
6. Where an existing industrial use is located in a context inappropriate for the use in accordance with the Land Use Compatibility policies of this Plan, the Town encourages the relocation of the incompatible industrial use to the Employment Policy Area.

3.1.6.1 Destination Hawkesbury

The proximity to the Ottawa River, the presence of waterfront areas, parks, commercial mainstreet and the growth and promotion of cycling routes creates an opportunity for the Town of Hawkesbury to enhance its status as a desirable tourist destination. Whereas the Ottawa River was once viewed as critical infrastructure for resource industries, today it represents a prime asset for tourism and recreation. The following policies will encourage the growth of the tourism in Hawkesbury.

Policies

1. In partnership with industry, the Town may devise and implement a comprehensive tourism strategy that:
 - a. Recognizes and encourages the growth of water-based tourism and recreation in Hawkesbury;
 - i. Balances tourism promotion and environmental protection; and,
 - ii. Assists in the promotion of the Downtown Core as a destination for shopping, walking tours and other events;

- b. Creates a recognizable identity for Hawkesbury and an effective marketing plan for tourism promotion;
 - c. Encourages other organizations to assist in the promotion of tourism through special events such as cultural festivals, tours and fairs;
 - d. Provides direction for larger facilities or operations, while recognizing the need for smaller-scale activities and retail to connect components of the tourism system; and,
 - e. Requires the consideration of the tourism and recreation industry in future infrastructure investments, including active transportation, bridges, flood control, parkland, and open space planning.
2. In advancing tourism development in Hawkesbury, the Town will consider the policies of this Plan, including the Greenspace Strategy.

3.1.7 Excess Soil

Policies

1. The Town of Hawkesbury encourages efficient use of excess soils removed through development to ensure that:
 - a. Excess soil is reused on-site or locally to the maximum extent possible, in accordance with Provincial Regulations;
 - b. Where feasible, excess soil reuse planning is undertaken concurrently with development planning and design; and,
 - c. The quality of fill received and the placement of fill at the site will not cause an adverse effect with regard to the current or proposed use of the property, the natural environment or cultural heritage resources, and is compatible with adjacent land uses.
2. Development proposals in the Town shall incorporate best practices for the management of excess soil generated and fill received during any development or site alteration, in accordance with Provincial Regulations.




3. Notwithstanding the policies of this section, the following land use designations are not appropriate for receiving excess soils:
 - a. Lands affected by Natural Heritage Resources;
 - b. Areas within a flood plain; and,
 - c. Areas of particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.
4. Development and site alteration undertaken by the Town will endeavour to adhere to the excess soils policies of this section.

3.1.8 Healthcare Uses

Health care services are a core part of complete communities and are vital to ensure a healthy population. Hawkesbury seeks to build upon its existing health care facilities and services over the planning horizon to ensure that valuable services are provided to current and future residents.

Policies


1. The Town of Hawkesbury encourages the development of new health care and health service uses to support local residents.
2. Health care and health care services may take a variety of forms, including:
 - a. Public service facilities such as hospitals or long-term care facilities;
 - b. Health clinics and offices;
 - c. Pharmacies; and,
 - d. Health-related personal service home occupations.
-  3. In accordance with the policies of this Plan, the Town encourages the development of new and diverse housing options to meet the range of present and future community needs. Among other housing types, the Town supports the development of housing for:
 - a. New and existing health care workers;
 - b. Existing residents who seek to maintain long-term health by downsizing to a smaller dwelling unit;
 - c. Retirees who may require varying levels of in-home health care support; and,
 - d. Those requiring supportive or accessible housing.


3.1.9 Environmental Sustainability


As the planet warms, communities are experiencing impacts resulting from a changing climate. Occurrences of a range of hazards, including flooding, extreme temperatures, ecosystem changes, threats to food and water safety, extreme weather, changes to air quality, vector-borne diseases, and enhanced solar ultraviolet (UV) radiation are increasing. These hazards are anticipated to strain infrastructure, private property, and government finances, as well as generate or exacerbate negative public health outcomes.

Among other government tools and strategies, land use planning like the policies below can play a role in reducing, mitigating and adapting to these hazards, with the ultimate goal of supporting community resiliency and environmental sustainability.

Policies

-  1. With consideration of the policies of this Plan, the Town of Hawkesbury shall mitigate the impacts of a changing climate by:

- a. Supporting active transportation infrastructure and complete streets design, where applicable;
 - b. Promoting reductions in private vehicle travel through the creation of complete communities and promoting walkability in new and existing development, where applicable;
 - c. Encouraging a mixed-use development to shorten commute journeys;
 - d. Encouraging the installation of charging stations in new or existing parking lots or parking garages to enable a transition to electric vehicles in the community;
 - e. Encouraging high performance design for buildings which maximizes energy efficiency and conservation;
 - f. Encouraging architectural building design that:
 - i. Reduces and optimizes building surface area and window area;
 - ii. Reduces the complexity of the building envelope and external features that increase thermal bridges; and,
 - iii. Considers building orientation and fenestration to increase solar exposure;
 - g. Supporting compact built form, including attached forms for housing within the Town;
 - h. Encouraging tree planting and soft landscaping within the Town to increase permeable surfaces and provide shade to reduce the heat island effect.
 - i. Planting of deciduous trees near windows to provide shade in summer months and allow solar penetration in winter months;
 - j. Promote energy efficiency by encouraging new development to employ design techniques which result in efficient orientation of streets, lots and buildings; and,
 - k. In new greenfield residential development, consider:
 - i. Rooftop solar panels;
 - ii. Building orientation to ensure solar access; and,
 - iii. Functional landscaping (windbreaks, boulevards, and planting).
2. The Town of Hawkesbury shall encourage adaptation to the impacts of a changing climate by:
-  a. Protecting wetlands and greenspaces that provide ecological services;
 - b. Considering expected storm and flooding conditions in land use mapping and development review;

- c. Introducing vegetation, green infrastructure and reducing hard surfaces, where feasible; and,
 - d. Considering the changing climate through infrastructure planning initiatives.
- 3. The Town of Hawkesbury shall foster community resilience to a changing climate by:
 -  a. Planning for social infrastructure, such as parks and gathering spaces, in infrastructure planning and development review;
 - b. Supporting the local food system;
 - c. Encouraging and providing adequate supports for vulnerable populations, who may be disproportionately impacted by a changing climate, such as housing, employment, health, and social programs; and,
 - d. Providing cooling centres and warming centres for emergency support.
- 4. The Town of Hawkesbury will work with other levels of government and associated agencies, including the Eastern Ontario Health Unit, to implement programs and strategies to advance mitigation, adaptation, and resilience in response to a changing climate. These measures may include the preparation and adoption of a Climate Change Plan and/or educational programs.

3.1.9.1 Water Conservation

Policies

- 1. The Town encourages water conservation through:
 - a. The use of efficient fixtures and appliances in buildings;
 - b. The use of rain harvesting, such as rain barrels; and,
 - c. Municipal education programs.
- 2. Water conservation methods, such as efficient landscape irrigation and low impact design (LID) approaches, will be encouraged in new developments and in the rehabilitation and upgrading of existing sites and buildings.

3.1.9.2 Energy Conservation

Policies

- 1. New development will be encouraged to employ design techniques which result in efficient orientation of streets, lots and buildings.
- 2. The Town will encourage rooftop solar panels and strategic building orientation to ensure passive solar gain.
- 3. Functional landscaping, including windbreaks, boulevards, and plantings, should be considered during the design phase of new development.

4. The Town will encourage the use of technologies and building materials to prevent energy loss in buildings.

3.1.9.3 Air Quality

The Town intends to mitigate greenhouse gas emissions and adopt measures to improve air quality in accordance with the policies of this section.

Policies

1. To support low carbon transportation options, the Town will support and, where feasible, implement sustainable transportation infrastructure. Examples may include segregated cycle tracks and electric vehicle charging stations along streets and within parking areas.
2. As trees play a vital role in carbon capture, the Town will grow the tree canopy by encouraging tree planting as part of new development and infrastructure works.

3.1.9.4 Renewable Energy Generation

Renewable forms of energy generation can contribute to a sustainable and affordable electricity grid over the long term. The intent of this section is to provide guidance for the development and siting of structures associated with alternative energy generation.

Policies

1. The Town will support alternative and renewable-source energy generation facilities developed in accordance with this Plan and Provincial and Federal legislation, policies, and regulations.
2. Renewable energy generation facilities may be permitted through a Zoning By-law Amendment. In evaluating applications, the Town will consider:
 - a. Access;
 - b. Setbacks and buffering; and,
 - c. Landscaping and reducing visual impacts.
3. Renewable energy generation projects will be encouraged to locate in areas where their adverse impacts on adjacent lands and natural features are minimized and mitigated to the greatest extent possible.

Wind Energy

4. The development of wind farms comprising one or more wind turbines, where electrical wind energy is sold to the electrical grid, may be permitted through a Zoning By-law Amendment and Site Plan Control, provided that they are in full compliance with applicable Provincial and/or Federal legislation.
5. Where wind turbines are proposed, the turbine shall be set back a minimum distance equal to the distance of the height of the wind turbine structure plus the length of one blade.



6. The development of wind farms is not permitted in the habitat of Endangered and Threatened Species.
7. The development of individual wind turbines at a scale consistent with the provision of electricity to a private home or business is permitted subject to the following;
 - a. The Zoning By-law must contain provisions to ensure that there will be no negative impacts on surrounding users. The provisions will at minimum specify setback and height requirements for these structures.

Solar Energy

8. The installation of photovoltaic panels on expansive roof structures, such as large-format retail buildings and large-scale institutions and facilities, is encouraged.
9. The development of rooftop or ground solar energy conversion systems for individual residential uses or for large-scale commercial or industrial facilities are permitted subject to the following;
 - a. The Zoning By-law must contain provisions to regulate these features.

Battery Energy Storage Systems



10. Battery Energy Storage Systems shall be permitted in the Mixed Industrial Policy Area, subject to the policies of the designation and of this section.
11. Battery Energy Storage Systems may be permitted in the Regional Commercial Policy Area or Neighbourhood Policy Area, subject to an amendment to this Plan and to the Zoning By-law.
12. In evaluating applications for a new Battery Energy Storage System, the Town will consider:
 - a. Adequate buffering is provided from sensitive land uses, including residential uses;
 - b. The facility is sited appropriately in relation to public streets and surrounding uses;
 - c. Access to and through the site is appropriate and will not generate undue traffic or safety impacts on surrounding streets; and,
 - d. Landscaping features are included to provide visual screening.

3.1.10 Urban Design

Urban design is a collaborative, interdisciplinary process that shapes the physical environment of an area to create safe, sustainable, and healthy spaces. Elements considered through urban design include streets, public spaces, buildings, protected areas, and neighbourhood character.

The policies in this section are intended to outline Hawkesbury's urban design program and supporting initiatives, which will contribute to the overall image of the Town.

Policies



1. The Town of Hawkesbury recognizes the value and benefits of ensuring the creation of high-quality built and natural environments for residents and visitors. The Town shall apply the policies of this section in the review of development applications and when undertaking municipal public works.
2. In the review of development and through its own public projects, the Town will pursue excellence in design so that new development contributes to a sense of place, ensures physical safety, promotes social interaction and enjoyment, provides human scale to the cultural environment and promotes the integration of land uses.
3. In all development, the Town will encourage the enhancement of the public realm, including through the following measures:
 - a. Street furniture and other related streetscape elements will be designed to be welcoming and comfortable for all people, avoiding hostile elements that intentionally prevent people from using the space;
 - b. Providing and augmenting visual amenity through landscaping, innovative architecture, vistas, and streetscaping;
 - c. Reinforcing a sense of safety; and,
 - d. Ensuring accessibility for all community members and modes of transportation.



4. Development should enhance pedestrian movement, access, comfort and safety on public sidewalks, trails, pathways, and other corridors through:
 - a. Locating pedestrian entrances to buildings in proximity to the public street;
 - b. Maintaining or creating mid-block pedestrian connections;
 - c. Installing new or widened grade-separated sidewalks; and/or,
 - d. Connecting new and existing pedestrian circulation facilities.

5. Development shall respond to the policy direction of this Plan, while being sensitive to existing community character and site conditions.



6. Development should seek opportunities to incorporate new vegetation to bolster the tree canopy, introduce permeable surfaces, and provide visual amenity.
7. Where applicable, development should respond to identifiable gateway features and landmarks through sensitive design that achieves a respectful relationship with the feature.



8. New street networks should be designed in accordance with the policies of this Plan and should:
 - a. Integrate with the surrounding road network;
 - b. Generally align on a grid or modified grid pattern;
 - c. Create development blocks appropriately-sized for their intended uses and potential future uses;
 - d. Provide appropriate access for vehicles, pedestrians and cyclists;
 - e. Create view corridors and vistas, where appropriate; and,
 - f. Allow adequate space for utilities and services.
9. The creation of rear-lot development (flag-shaped lots) for residential purposes is discouraged unless the following design considerations are all addressed:
 - a. Each lot shall separate pedestrian and vehicle access;
 - b. Sufficient space beside driveways is provided to buffer the adjacent properties with landscaping and fencing;
 - c. Adequate space for waste collection pick-up and snow storage is provided at the street; and,
 - d. Adequate outdoor amenity space is provided for existing and proposed dwelling units.
10. The Town may apply special treatment for strategic streets, including in accordance with the direction of this Plan. Measures may include planted boulevards, theme lighting fixtures, unique street furniture, or other design features.
11. Development design should consider the needs of people of diverse ages, abilities, life stages, and backgrounds.
12. The Town of Hawkesbury encourages development to incorporate high-quality architectural design and building materials reflective of the character of the Town.
13. Opportunities will be explored to commemorate the culture, history and current interests of the Anishinaabe, Mohawk and Algonquin peoples through place-making, naming, wayfinding, monuments, interpretive features, public art, streetscaping, landscaping, signage, and programming.

3.1.10.1 Crime Prevention Through Environmental Design (CPTED)

Crime Prevention Through Environmental Design (CPTED) is a multi-disciplinary approach to crime prevention that is implemented through the management of built and natural environments. CPTED policies are included in this Plan in an effort to reduce crime, deter offender decisions that precede criminal acts, and ultimately build a sense of community among inhabitants.

Policies



1. The Town shall apply a CPTED lens to development applications as a means to reduce crime in the community.
2. In evaluating development applications, the Town may consider elements including, but not limited to:
 - a. Outdoor lighting;
 - b. Sightlines to outdoor public spaces;
 - c. Pedestrian and cycling circulation and connection; and,
 - d. Enabling an appropriate mix of uses that promotes activity at various times of the day and night.

3.1.10.2 Dark Sky-Friendly Lighting

Dark sky-friendly lighting refers to the responsible design and use of outdoor light fixtures to minimize light pollution, protect the night sky, save energy, and improve safety. The policies in this section are intended to help preserve natural dark skies, which benefits wildlife, ecosystems, and human enjoyment of the night.

1. In all development, the Town will encourage dark sky-friendly lighting, including:
 - a. Encouraging the use of shielded fixtures to prevent light spilling sideways or upwards into the sky;
 - b. Encouraging building architects and operators to use warm-colored lights with appropriate brightness levels to produce less skyglow;
 - c. Limiting the lighting of an area only when it is essential for safety and security; and,
 - d. Encouraging the installation of motion sensors or timers on outdoor lights so they only illuminate when a person is present or a specific area needs to be lit.

3.2 Generally Permitted Uses

The following general policies are related to various types of land uses permitted throughout the planning area regardless of the land use designation.

3.2.1 Accessory Uses

Wherever a use is permitted in the land use designation, uses, buildings or structures incidental, accessory or essential to the use shall also be permitted.

Policies



1. Accessory uses, buildings and structures shall be permitted in all land use designations.

2. The implementing Zoning By-law shall establish provisions for accessory uses, including definitions, setbacks and size limitations.

3.2.2 Public Uses and Utilities

Public infrastructure and land uses are required to provide critical services to residents, businesses, and property owners. The Town of Hawkesbury, UCPR, the Government of Ontario and the Government of Canada, as well as and associated boards and agencies, all provide services of various scales in the community. The policies of this section govern land use and development activities by public bodies.

3.2.2.1 Public Uses

Policies

1. Public uses shall be permitted in all land use policy designations. Such public uses may include, but are not limited to:
 - a. Buildings to fulfill government functions;
 - b. Public infrastructure, including:
 - i. Linear utilities;
 - ii. Electricity generation, transmission, and distribution;
 - iii. Land-, water-, or air-based transportation infrastructure; and,
 - iv. Communications infrastructure.
 - c. Parks, landscaped areas, recreation facilities, and conservation areas.
2. In accordance with Section 24 of the *Planning Act*, any public works undertaken by the Town of Hawkesbury shall conform to the policies of this Plan and shall be planned and implemented in accordance with the applicable Class Environmental Assessment under the *Environmental Assessment Act*, as amended.
3. Notwithstanding the power of the Town, United Counties, Provincial and Federal Governments to undertake public works as permitted in Policies 1 and 2 above, the Town shall endeavour to ensure that such use is necessary in the area and that its development follows the general intent of this Plan, including by:
 - a. Ensuring compatibility with its surroundings, including through appropriate mitigation measures;
 - b. Providing adequate off-street parking and loading facilities; and,
 - c. Discouraging the construction of permanent buildings in all areas which have been identified as environmentally sensitive.
4. Council encourages UCPR the Federal and Provincial Governments to consult with them whenever a use of land or public work is proposed which is not permitted by this Plan, in order that the proposal may be evaluated with

regards to its effect on the achievement of the goals and objectives of this Plan and on the provision of Town's services and facilities.





5. Public uses are not permitted in areas of Endangered or Threatened Species habitat. Where public uses are to be located on lands adjacent to natural heritage or resource designations, such public uses shall not result in a negative impact on the natural features or ecological functions for which the area is identified.
6. Town facilities may close from time to time, leaving sites for redevelopment. In these cases, Hawkesbury will first consider the feasibility of repurposing the site to other uses before declaring the lands surplus.

3.2.2.2 Public Utilities

Utility and communications facilities and corridors include a wide variety of utilities owned and operated by public entities, such as hydro-electric power generation and supply facilities, telecommunications and natural gas distribution networks and other utilities. The well-being of Hawkesbury's economy is closely linked to the presence of these utilities.

Policies

1. The development of public utilities shall not require an amendment to this Plan provided that they are in full compliance with applicable Provincial and/or Federal legislation, including Ontario Building Code, *Radio Communication Act* and guidelines issued by Innovation, Science and Economic Development Canada.
-  2. The development of utilities is not permitted in the Habitat of Endangered and Threatened Species.
-  3. Utility installations that may pose a hazard shall be located away from residential areas.
4. Secondary uses, such as active and passive recreation, urban agriculture, community gardens, other utilities and uses such as parking lot and outdoor storage that are accessory to adjacent land uses, are encouraged on utility corridor lands, where compatible with surrounding land uses and satisfy the following criteria;
 - a. The primary use of the utility corridor for transmission and distribution is not impacted; and,
 - b. Secondary uses receive approval from the associate utility provider.
5. Consideration shall be given to the location of utilities within the public right of way as well as on private property. Utilities shall be clustered or grouped where possible to minimize visual impact. The Town encourages utility providers to consider innovative methods of containing utility services on or within streetscape features such as gateways and lamp posts when determining appropriate locations for large utility equipment and utility cluster sites.

6. Where new development is proposed the proponent shall confirm that utility and telecommunication providers are able to provide services and that appropriate locations for utility equipment and utility cluster sites have been determined.
7. The Town of Hawkesbury encourages proponents of public utilities to consult with Town Staff prior to installation.

3.2.2.3 Telecommunication Facilities

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 4, entitled “Radiocommunication and Broadcasting Antenna Systems”).

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 local municipalities and that the process operates in a timely fashion. Industry Canada does not require the participation of the Town in this process and further, Hawkesbury nor UCPR do not have the authority to prohibit the establishment of such facilities, if approved by the federal government.

Applicants for radio communication facilities, such as antenna structures and related facilities are required to consult with the local municipalities regarding the design and location for future antenna sites. The policies of this section outline the responsibilities for proponents of radio communication facilities.

Policies

1. Applicants for radio communication facilities are required to:
 - a. Notify UCPR and Hawkesbury regarding the intent to establish a new radio communication facility; and,
 - b. Provide the Town with the requirement for the establishment of such a facility, the 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 Hawkesbury is opposed 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 intent to establish such a structure.
3. Applicants and antenna structure owners are intended to work together to allow for the sharing of antenna structures so as to minimize their numbers and impact.
4. The Town is encouraged to establish policies in regard to the consideration of applications for telecommunication communication facilities.

3.3 General Residential Policies

Housing is a core element of complete communities, providing permanent or temporary accommodations for all residents, workers, and visitors. Housing must be adequate for the diversity of households in the Town of Hawkesbury, including size, tenure, location, and typology.

The Town generally has a range of low-density housing types, including single dwelling units in planned subdivisions, apartment dwellings in multi-storey buildings, and mixed-use buildings with commercial and residential uses, among many others. Hawkesbury also features a mix of housing tenures.

Over the horizon of this Plan, affordable and attainable units are encouraged across all housing types to support existing residents and to attract future community members, workers and families. In appropriate circumstances, permitting some types of economic activities within dwellings can facilitate local business growth, without compromising the residential character of the housing unit and surroundings.

The following policies apply to residential uses within the Town to consider the character of existing residential neighborhoods while Hawkesbury evolves to provide for new housing opportunities through intensification and re-development of vacant buildings.

3.3.1 General Housing Policies




1. A full range and mix of housing types and tenures will be permitted in the Town of Hawkesbury. In accordance with the policies of this Plan, the following housing types, forms and arrangements are contemplated in appropriate locations within the Town:
 - a. Single-detached dwellings, semi-detached dwellings, and rowhouses;
 - b. Stacked townhouses, multiplexes, and multi-residential dwellings;
 - c. Additional dwelling units, laneway housing, and garden suites;
 - d. Additional needs housing, supportive housing, and transitional housing;
 - e. Housing related to employment or education;
 - f. Institutional housing, such as long-term care homes; and,
 - g. Freehold, condominium, and land lease community homes.

2. In this Plan, shall be referenced for housing densities, their corresponding typologies and required distribution.

Table 2 - Residential Typology, Density and Distribution

	Target Density	Unit Typology Examples	Distribution of Housing Mix
Low-density	up to 35 uph	single-detached, semi-detached	70%
Medium-density	36 to 55 uph	semi-detached, duplex, row, and triplex	20%
High-density	56 to 75 uph	stacked townhouse and apartment dwelling	10%

*uph means units per net hectare. A net hectare is defined as the net area of the site developed for residential purposes. This term excludes roads, roads right-of-way and areas that have been dedicated to the local municipality or another public agency

3. The Zoning By-law will zone land to enable the development of compatible housing forms based on the land use, built form, and servicing context. In implementing the policies of this Plan, the provisions of the Zoning By-law will permit densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation.
4. The Town of Hawkesbury supports the development of medium-density and medium-profile housing developments, commonly known as “missing middle” housing, including housing forms such as:
 - a. Row or townhouse dwellings;
 - b. Stacked townhouse dwellings;
 - c. Walk-up apartments; and,
 - d. Triplex dwellings.
5. Subject to the policies of this Plan, municipal by-laws, and the Ontario Building Code, the Town encourages the development of innovative or unconventional forms of housing that contribute to the achievement of housing policies, including:
 - a. Use of alternative construction methods or building materials;
 -  b. Adaptive re-use of existing buildings, including heritage buildings or former institutional buildings;
 - c. Inclusion of housing units in mixed-use buildings, subject to the Land Use Compatibility policies of this Plan;
 - d. Flexible household formats, such as co-housing, co-living, or shared housing; or,

- e. Alternative dwelling sizes, including smaller, efficiently-designed units commonly known as tiny homes.
- 6. The Municipality encourages the maintenance, improvement and adaptation of existing housing.

3.3.2 Affordable Housing

The provision of affordable housing is a key component of healthy communities. The policies in this section will assist in allowing people and households to secure adequate accommodations in an appropriate form, tenure and location.

Ownership housing affordability is defined as follows: 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 housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the municipality.

Affordable rental housing is defined as follows: a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or a unit for which the rent is at or below the average market rent of a unit in the municipality.

Policies



1. Affordable housing shall include affordable ownership housing, rental housing, housing for families, seniors accommodation, transitional housing and any other housing type that has not been contemplated by this Plan.
2. The minimum targets for the provision of housing that is affordable to low- and moderate-income households stated in the UCPR Official Plan are applicable to the Town of Hawkesbury:
 - a. 30% of new housing, or units created by conversion, to be affordable;
 - b. 10% of new residential units to be affordable housing; and,
 - c. Annual targets for new construction of affordable units in Hawkesbury are 10 to 14 units.
3. The Town of Hawkesbury encourages the development of attainable housing, where defined by the *Development Charges Act*, 1997, S.O. 1997, c. 27, as amended.
4. Hawkesbury shall encourage affordable and attainable housing in the Town through residential intensification, non-profit housing, land leases, land banks, and a mix of housing types.
5. The Town of Hawkesbury shall work in collaboration with UCPR's Social Services Department (Housing Services), the Province of Ontario, the Government of Canada, and other non-profit housing providers to facilitate development of affordable and attainable housing units to meet local needs.
 - a. The provision for this type of housing shall be encouraged in all areas that permit residential use.

6. Where appropriate, and in accordance with the policies of the Implementation section of this Plan, the Town will endeavour to ensure adequate and affordable housing is provided to the residents of Hawkesbury by:
 - a. Acquiring and holding land, with or without buildings, for the purposes of a housing project;
 - b. Surveying, clearing, grading, subdividing, servicing and otherwise preparing such land for the purposes of a housing project;
 - c. Selling, leasing or otherwise disposing of such land for a nominal fee or other consideration for a housing project;
 - d. Permitting and encouraging innovative dwelling types and homeownership and rental models, such as modular housing;
 - e. Protecting the existing rental housing stock by discouraging the demolition or conversion of rental tenure to condominium or freehold ownership; and,
 - f. Controlling the diversion of long-term rental housing units and residential land to dedicated short-term rental use, including through online sharing-economy platforms that enable dwelling units to be rented on a short-term basis.

3.3.3 Additional Dwelling Units

Additional dwelling units are an alternative solution to mass-constructed purpose-built rental housing, typically advancing housing affordability by sharing the costs of services and land. Additional dwelling units are intended to be subordinate to a primary dwelling unit and make efficient use of residential lands which are either developed or intended to be developed with a primary dwelling unit.

Policies



1. Where the following housing forms are permitted by this Plan, up to two additional dwelling units are permitted, exclusive of the primary dwelling:
 - a. Single-detached dwellings;
 - b. Semi-detached dwellings; or,
 - c. Row dwellings.
2. Permissions for additional dwelling units in Policy 1 above shall be limited to the following configurations:
 - a. All residential units contained within a single building; or,
 - b. Two residential dwelling units, including the primary dwelling unit, are contained within a single building, with a maximum of one additional dwelling unit located in an accessory building.



3. Water and sanitary servicing for all additional dwelling units shall be connected to the primary dwelling, with adequate capacity available.

4. A maximum of one parking space shall be required in association with an additional dwelling unit. The Zoning By-law shall include a provision implementing the limited parking requirement.

3.3.4 Garden Suites

Garden suites are a special class of residential dwelling permitted on a temporary basis under the *Planning Act*. Garden suites are defined as a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable. Garden suites are permitted on a temporary basis by means of a Temporary Use By-law.

Policies

1. A garden suite may only be permitted through a Temporary Use By-law passed under Section 39.1 of the *Planning Act*.
2. Where a garden suite is permitted through a Temporary Use By-law, the time period of use permission shall not exceed 20 years from the day of the passing of the By-law.
3. Where permitted, a garden suite shall be classified as an ancillary additional dwelling unit and shall be subject to all applicable policies of this Plan. Where a lot contains a garden suite, an additional ancillary dwelling unit shall not be permitted.
4. In evaluating an application for a garden suite, the Town shall consider the siting, orientation and compatibility of the garden suite in accordance with the policies of this Plan.
5. Council shall require the owner of the garden suite or any other person to enter into an agreement with the Town to address such matters related to the temporary use of the garden suite as Council considers necessary or advisable, including:
 - a. The installation, maintenance and removal of the garden suite;
 - b. The period of occupancy of the garden suite by any of the persons named in the agreement; and,
 - c. Financial considerations to address actual or potential costs to the Town related to the garden suite.

3.3.5 Group Homes

A group home is a housekeeping unit in a residential dwelling in which a maximum of ten (10) residents, excluding staff, live under responsible supervision.

Policies





1. Group homes are permitted in all designations in which residential uses are permitted.

2. A group home must be contained within a permitted single, semi-detached or duplex dwelling provided that both units are occupied by one group home operation. For clarity, the group home must occupy the whole of the building.
3. All group homes shall be licensed or approved under provincial statute and shall be in compliance with the applicable provisions of the Zoning By-law.
4. An accessory dwelling unit or a garden suite shall not be permitted on the same lot as a licensed group home.

3.3.6 Mobile Home Parks

A mobile home park is a parcel of land subdivided into smaller lots where residents rent the land and own their mobile or manufactured homes, creating a residential community with shared amenities like roads and possibly recreational facilities.



Policies

1. Mobile home parks shall be permitted in the Neighbourhood Policy Area, subject to a Zoning By-law Amendment.
2. The Zoning By-law shall include a zone that permits exclusively mobile home parks and related uses.
3. An application for a new mobile home park shall:
 - a. Be compatible with surrounding land uses;
 -  b. Be serviced exclusively by municipal water and sanitary services; and,
 - c. Not generate undue traffic impacts on the surrounding street network.
4. An application to establish a new mobile home park, or to expand an existing mobile home park, shall be subject to Site Plan Control. The Town will review the following elements of the design:
 - a. Vehicle entrances, exits and internal circulation;
 - b. On-site parking for residents and visitors;
 - c. On-site open space and recreational activity areas;
 - d. Landscaping, fencing and buffering;
 - e. Size, orientation and spatial separation of the mobile home dwellings;
 -  f. Municipal water and sewage servicing connections;
 - g. Grading and stormwater management; and,
 - h. Outside storage

3.4 Waterfront Development

With the Ottawa River bordering the entirety of the northern limit of the town waterfront development is possible in Hawkesbury. Waterfront development is the process of building, redeveloping, or enhancing an area where land meets a body of water. Considering the other policies of this Plan this development can include creating public spaces, residential housing, commercial uses and recreation areas to serve tourism and economic opportunities for the Town. Where permitted by the underlying land use designation waterfront development shall follow the policies of this section.

Policies

1. Any waterfront development shall be subject to Site Plan Control.
2. In considering applications for waterfront development, Council shall ensure that cultural heritage resources both on shore and in the water are not adversely affected. When necessary, Council will require satisfactory measures to mitigate any negative impacts on significant cultural heritage resources
-  3. The development is setback sufficiently from the high-water mark to ensure protection of the existing natural shoreline. The minimum setback shall generally be 30 metres however the setback may be increased or decreased where it can be demonstrated that there will be no negative impact on the waterfront's natural features and that the resulting development will be safe and secure.
-  4. Shoreline structures should be located in such a manner as to minimize the visual impact on neighbouring properties, and should avoid sensitive environmental features, both on shore and in the water. The Zoning By-law may provide standards to require a minimum visibility triangle to regulate the visual impact of shoreline structures on neighbouring properties.
5. The development shall, whenever possible, be designed to minimize any loss of river views from adjacent properties.
6. Water Lots, being those lots that extend beyond the shoreline into the river where ownership has been legally confirmed to include the bed of the river, may be developed in accordance with the following:
 - a. Only those lands located above the high water mark may be developed;
 - b. When reviewing compliance to the Zoning By-law, only those lands located above the high water mark may be used to establish zoning conformity; and,
 - c. Other policies of this section shall apply.

3.5 Home Occupations and Home Industries

Home occupations and home industries are services or places of employment located on a residential lot that is subordinate to the primary residential use.

Home occupations typically provide a direct service, such as personal or professional services. Home industries are small-scale light industrial operations, such as wood-working shops, auto body and auto repair shops, welding, electrical, carpentry, and machine shops. Some of these businesses are client- or public-facing, which has the potential to create traffic, noise, lighting or visual impacts to surrounding properties.

Policies

1. Where a dwelling is permitted by this Plan, a home occupation may also be permitted, subject to the policies of this Plan. A home occupation shall be ancillary and clearly subordinate to the primary residential use.
2. A home industry may be permitted through a Zoning By-law Amendment. In evaluating the Zoning By-law Amendment, the Town shall be satisfied that the home industry will not impact neighbouring lots.
3. Where permitted, a home industry shall be conducted within an accessory building to the primary dwelling unit.
4. Retail operations in Hawkesbury are best-suited for concentrations of commercial activity in the Downtown Core or within Commercial Lands. Where retail sales are offered as part of the home occupation, the scale of the retail component shall be limited to minimize the frequency of customer visits and ensure that the operation remains subordinate to the primary residential use.
5. The Zoning By-law shall contain regulations to ensure functional and visual compatibility of home occupations and home industries with surrounding residential areas. The provisions will address elements including, but not limited to:
 - a. Size or floor area;
 - b. Number of employees;
 - c. Parking;
 - d. Signage;
 - e. Physical changes to the dwelling;
 - f. Limitations on mechanical equipment; and,
 - g. Outdoor storage.

3.6 Bed and Breakfast Establishments

Bed and breakfast establishments are short-term lodgings offered in a private dwelling, representing an alternative accommodation experience for visitors to Hawkesbury.

Policies

1. Bed and breakfast establishments shall be permitted in a single-detached dwelling in all land use policy designations, where the single-detached dwelling is a permitted use.
2. Bed and breakfast establishments shall maintain the residential character of the dwelling in which it operates and shall be compatible with surrounding residential uses. The implementing Zoning By-law shall contain provisions to ensure compatibility.
3. An expanded bed and breakfast establishment in which lodgings are offered in an accessory building shall be permitted, in accordance with the Additional Dwelling Unit policies of this Plan. An expanded bed and breakfast establishment may use a maximum of one accessory building for the bed and breakfast operation.
4. All bed and breakfast establishments shall be owner-occupied. The provision of short-term accommodations in a dwelling that is not occupied by the owner shall not be permitted.

3.7 Short-Term Accommodations

Short-term accommodations also considered home-sharing, is generally understood to refer to individuals renting out their residence, or part of their residence, for short periods of time. The policies of this section will assist Hawkesbury in responding to the sharing economy in a way that is thoughtful, adaptable and innovative.

Policies

1. The Town may consider developing a Short-Term Rental By-law to regulate non-owner-occupied establishments. Such a by-law should address such matters as;
 - a. licensing and registration;
 - b. location and types of residences permitted to host short-term accommodations requirements;
 - c. occupancy limits;
 - d. health and safety standards; and,
 - e. taxation requirements.
2. Through its Zoning By-law, the Town may establish provision to:
 - a. Use the land for the purpose sharing residential dwellings;
 - b. Classify the sharing of residential dwellings as a residential or non-residential use; and/or,
 - c. Define the zone classes in which the sharing of residential dwellings is permitted.

3.8 Residential Care Facilities

Residential care facilities are defined as residential facilities which accommodate residents who live in a supervised setting and receive room and board, as well as assistance with daily living. There are a variety and range of residential care facilities which may be categorized as group homes, second level boarding/lodging homes, transitional care facilities, or treatment centres, depending upon their program, funding, size, operator, and/or Provincial licensing.

Policies



1. The Zoning By-law shall establish that residential care facilities will be permitted within land use designations that permit high-density residential uses. The Zoning By-law will also provide specific definitions for residential care facilities and associated performance standards. New programs may emerge over time, depending upon Provincial funding and licensing, and further amendments to the Zoning By-law may be required, as warranted.
2. This Plan supports the provision of an adequate regional supply of residential care facilities, subject to appropriate funding from senior government agencies, the provision of adequate community services for clients, and proper siting of such facilities in accordance with the policies of this Plan.

4 Land Use Designations

This section establishes policies for each land use designation shown on Schedule . The policies indicate the range of permitted uses as well as general development standards.


4.1 Downtown Core

The downtown core is one of Hawkesbury's greatest assets. Over time, a significant amount of effort has been dedicated to facilitating its renaissance into a vibrant main street with linkages to the waterfront. The Downtown Core is envisioned to be a vibrant, walkable, economically thriving hub for the community, providing residents, visitors, shoppers, and workers with a safe, attractive, and interesting place for gathering, commerce, tourism and recreation.

Policies

1. The Downtown Core is envisioned as a mixed-use area to maintain and enhance the vibrancy and character of the downtown area. Permitted uses shall include the following:
 - a. Medium- and high-density residential uses;
 - b. Retail commercial uses;
 - b. Personal service establishments;
 - c. Offices;
 - d. Restaurants;
 - e. Overnight accommodations;
 - f. Institutional uses; and,
 - g. Community service uses.
2. The Downtown Core is considered the "Community Core" as outlined in UCPR's Official Plan This designation is for older neighbourhoods that are characterized by a main traffic artery and mixed land uses. The purpose of establishing a Community Core is for each of the cities, towns and villages of the Counties to have an area to focus on compact, mixed-use and pedestrian-friendly activity nodes. As such the Downtown Core of Hawkesbury is also guided by the policies in Section 2.3.4 of UCPR's Official Plan.
3. Mixed-use development is encouraged in the Downtown Core designation. Residential and office uses may be permitted on upper storeys of multi-storey buildings.
4. Despite Policy 3, development consisting solely of residential dwelling units may be permitted where:
 - a. The development meets the requirements for high-density development established in Table 2; and,

- b. Each street-fronting ground floor unit features independent access to the abutting street.
- 5. Multi-storey buildings are encouraged throughout the Downtown Core designation, particularly along Main Street. In all buildings, high floor-to-ceiling heights on the ground floor are encouraged to effectively accommodate retail uses.
- 6. Building heights in the Downtown Core designation shall generally be limited to four storeys. Buildings of up to ten (10) storeys may be permitted provided that the building incorporates massing transition in the form of setbacks, stepbacks, and articulation, as appropriate.
- 7. Intensification in the Downtown Core designation is encouraged, subject to the policies of this Plan. Intensification in the designation may include the creation of new land parcels or the addition of new uses, in accordance with the policies of this section. Development in the Downtown Core designation shall be designed to continue or establish a continuous street wall by incorporating shallow setbacks abutting streets and narrow or minimal setbacks in side yards. The Zoning By-law may contain provisions to establish a building envelope consistent with this design direction, including maximum setbacks.
- 8. The lot fabric in the Downtown Core designation shall reflect the land needs of the permitted mix of uses, including the provision of lots of sufficient size to accommodate larger street-oriented buildings. The Town shall support both land division and lot assembly to achieve this policy, where appropriate.
- 9. Transportation infrastructure in the Downtown Core designation shall be designed to be accessible to residents and visitors having a range of abilities and shall be of a scale and design to encourage pedestrian movements along streets and between destinations.
- 10. Buildings in the Downtown Core designation should be attractive, with:
 - a. High-quality building materials suitable to the local context;
 - b. Massing consistent with the character of a main street in the Hawkesbury context;
 - c. Prominent entrances oriented to abutting streets;
 - d. Ample window coverage, particularly on ground floor façades; and,
 - e. Appropriate architectural articulations, including recesses, projections, balconies, porches, verandahs, or other elements that add visual interest.
- 11. All development in the Downtown Core designation shall:
 - a. Be located on a lot having sufficient size to accommodate the proposed use;
 - b. Consider appropriate on-site parking to accommodate the anticipated demand generated by the proposed use; and,

- c. Not generate undue traffic impacts on the surrounding street network.
12. As will be implemented in the Zoning By-law, notwithstanding Policy 11 b) above, parking shall not be required for:
 - a. Non-residential development up to 1,000 square metres; or
 - b. Up to 5 residential units; or,
 - c. For mixed use developments up to 1,400 square metres of combined Gross Floor Area (GFA).
 13. Where off street parking is provided, such parking shall generally be located to the side or rear of establishments in order to foster a pedestrian friendly environment
 -  14. The Town will encourage the planting and maintenance of street trees in the Downtown Core designation. Where possible and appropriate, the Town may establish a requirement to plant street trees through the Site Plan Control process.
 15. Council may adopt urban design guidelines applicable to lands subject to the Downtown Core designation. Where adopted, development applications within the designation will be reviewed for consistency with the guidelines.
 16. The Zoning By-law shall establish a Downtown Core Zone to permit a range of uses appropriate to the central area of the Town and establish effective performance standards to ensure compatibility between uses.

4.2 Parks and Open Space

Residents and visitors alike rely on the Ottawa River to reconnect with the natural environment. This River in combination with parks, open spaces, and recreation areas are essential components of complete communities, providing opportunities for recreation, leisure, and respite. Public spaces include the waterfront, large active programmed spaces, such as sports fields, as well as passive spaces, such as naturalized areas.

In recognition of the essential value of these spaces the following policies shall apply to the area designated Parks and Open Space as shown on Schedule A.

Policies

1. Uses permitted in the Parks and Open Space Designation are:
 - a. Those existing as of the day of approval of this Plan, including redevelopment of these uses, provided that the overall scale of the redevelopment is similar to the existing land use;
 - b. Open space and recreational uses such as parks and pedestrian / recreational trails; and,
 - c. All uses associated with the clean-up and remediation of contaminated lands.

2. The Town shall protect public access to land within the Parks and Open Space designation where appropriate.
3. Acquisition of land for public walkways, or to create new or to add to existing windows to lands within the Parks and Open Space designations, specifically waterfront lands shall be considered where new development or re-development provides an opportunity to do so.
4. Parks and related facilities shall be designed to provide safe, attractive and inviting places for public use and to visually separate private and public open spaces.
5. Parking areas shall be designed and landscaped to complement the environment and to maximize recreational and cultural open space uses.
6. A balanced transportation network for pedestrians, cyclists and motorists shall be implemented as development and re-development occurs within the Parks and Open Space designations as resources permit.
7. As opportunities and resources allow a continuous pedestrian walkway will be implemented through development and/or redevelopment along the Ottawa River waterfront.
8. Landscaping plans for waterfront open space shall encourage the enhancement of natural habitat by means such as the use of native plants and reinstatement of disturbed lands to their natural state.
9. The Town shall establish a Parks and Open Space Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.




4.3 Gateway Mixed Use Policy Area

The Gateway Mixed Use Policy Area has been established to act as a transition area from the uses and character along the main routes into the Downtown Core. In contrast to the Downtown Core designation, development within the Gateway Mixed Use Policy Area has more varied building forms and siting, as well as broader permissions for single-use residential buildings.

Policies

1. The Gateway Mixed Use Policy Area is envisioned as a mixed-use area that transitions between the downtown core and outlying areas. Permitted uses shall include:
 - a. Medium- and high-density residential uses;
 - b. Retail commercial uses;
 - c. Personal service establishments;
 - d. Offices;
 - e. Restaurants;


- f. Institutional uses; and,
 - g. Community service uses.
2. Permitted uses in the Gateway Mixed Use Policy Area may be developed in a single-use building or combined in a mixed-use building. Where a mixed-use building contains retail uses, the retail use shall be located on the ground floor with a minimum of one street-facing entrance.
 3. Multi-storey buildings are encouraged in the Gateway Mixed Use Policy Area. Building heights shall be limited to a maximum of four storeys. High floor-to-ceiling heights are encouraged on floors intended to accommodate retail uses.
 4. Intensification in the Gateway Mixed Use Policy Area is encouraged, subject to the policies of this Plan. Intensification in the designation may include the creation of new land parcels or the addition of new uses, in accordance with the policies of this section.
 5. All development is encouraged to be designed and sited to establish a close relationship with the public street through means such as shallow front-yard setbacks and front-facing main entrances.
 6. The lot fabric in the Gateway Mixed Use Policy Area designation shall reflect the land needs of the permitted mix of uses, including the provision of lots of sufficient size to accommodate commercial or multi-unit residential buildings. The Town shall support both land division and lot assembly to achieve this policy, where appropriate.
 -  7. The Town shall provide transportation infrastructure in the Gateway Mixed Use Policy Area that accommodates both active and vehicular modes of travel.
 8. On-site parking is encouraged to be located to the side or rear of buildings to foster a pedestrian-friendly environment along the public street.
 9. The Town shall establish a Gateway Mixed Use Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.

4.4 Community Commercial Policy Area

The Community Commercial Policy Area is intended to accommodate retail and service commercial development that is typically located on an Arterial or Collector roadway. Uses are generally intended to serve Town residents.

Policies

1. The Community Commercial Policy Area is reserved for a range of commercial uses that serve local markets. Permitted uses shall include:
 - a. Retail commercial uses;
 - b. Personal service establishments;

- c. Restaurants;
 - d. Small-scale food stores;
 - e. Medical and dental clinics;
 - f. Automotive sales and services; and,
 - g. Gas stations.
2. Building heights in the Community Commercial Policy Area designation shall generally be limited to two storeys. Tall single-storey buildings should be designed to reduce massing impacts through changes in articulation and materiality.
 3. Intensification of permitted uses in the Community Commercial Policy Area is encouraged, subject to the policies of this Plan. Intensification shall ensure that adequate parking remains available for existing and proposed uses.
 4. Land parcels in the Community Commercial Policy Area shall be of sufficient size to accommodate the range of permitted uses in the designation.
 5. Buildings in the Community Commercial Policy Area are encouraged to be sited to frame the public street, with parking areas located at the rear of side of the building.
 6. Development in the Community Commercial Policy Area shall be designed to manage vehicular circulation and parking in association with permitted commercial uses. Shared driveways and parking facilities are encouraged to enable efficient vehicle movements and reduce the frequency of private approaches from the public street.
 7.  Development in the Community Commercial Policy Area shall minimize potential impacts on adjacent residential neighbourhoods or other sensitive land uses through:
 - a. Setbacks;
 - b. Landscaping; and,
 - c. Screening.
 8. Despite the permitted uses listed in Policy 1 above a Research Center is permitted on the lands described as Part of Lot 13, of the Concession Broken Front, formerly in the geographic Township of West Hawkesbury, now in the Town of Hawkesbury, County of Prescott.
 9. The Town shall establish a Community Commercial Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.

4.5 Regional Commercial Policy Area

The Regional Commercial Policy Area designation is intended to guide the development of regional-scale commercial retail facilities located along County Road

17. Regional commercial development will promote the efficient distribution of goods and services and satisfy the consumer needs of Town residents, as well as visitors from the broader area.

Policies

1. The Regional Commercial Policy Area is reserved for a range of medium- and large-scale commercial uses that serve local and regional markets. Permitted uses shall include:
 - a. Anchor stores such as supermarkets, department stores, apparel, home furnishings, building materials, and pharmacies;
 - b. Medium- and large-scale retail and service commercial uses;
 - c. Movie theatres and other entertainment venues;
 - d. Overnight accommodations;
 - e. Office commercial uses; and,
 - f. Medical and dental clinics.
2. Building heights in the Regional Commercial Policy Area shall generally be limited to four storeys. Multi-storey buildings are encouraged, and single-storey buildings that are over 4.5 metres tall should be designed to appear as multi-storey through changes in articulation and materiality.
3. Intensification of permitted uses in the Regional Commercial Policy Area is encouraged, subject to the policies of this Plan. Intensification shall ensure that adequate parking remains available for existing and proposed uses.
4. Land parcels in the Regional Commercial Policy Area shall be of sufficient size to accommodate the range of permitted uses in the designation.
5. Buildings in the Regional Commercial Policy Area are encouraged to be sited to frame the public street, with parking areas located at the rear of side of the building.
6. Development in the Regional Commercial Policy Area shall be designed to manage vehicular circulation and parking in association with permitted commercial uses. Shared driveways and parking facilities are encouraged to enable efficient vehicle movements and reduce the frequency of private approaches from the public street.
7. Development in the Regional Commercial Policy Area shall incorporate landscaping features:
 - a. Around the perimeter of the development site; and,
 - b. Within the development site to the extent feasible, including within parking lots.

8. The Town shall establish a Regional Commercial Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.

4.6 Employment Policy Area

The Employment Policy Area is intended to accommodate a range of employment uses that may generate adverse impacts on surrounding sensitive land uses. The Employment Policy Area is classified as an Employment Area for the purposes of the PPS and the *Planning Act*.

Policies



1. The Employment Policy Area is intended to reserve land for uses that generate employment opportunities for residents and which typically require separation from sensitive land uses. Permitted uses include:
 - a. Manufacturing uses;
 - b. Uses related to research and development in connection with manufacturing;
 - c. Warehousing uses, including uses related to the movement of goods;
 - d. Retail uses and office uses that are associated with uses listed in (a) to (c) above;
 - e. Facilities that are ancillary to the uses listed in (a) to (d) above; and,
 - f. Any other business and economic uses prescribed in the *Planning Act* or its Regulations.
2. Permitted land uses in the Employment Policy Area designation may be developed in single-use or mixed-use buildings. Development may consist of individual buildings or may alternatively be clustered in an industrial park format with shared parking, infrastructure, and management. Developments may be freehold or condominium tenure.
3. Land parcels in the Employment Policy Area shall be of sufficient size to accommodate the range of permitted uses in the designation, with larger sizes generally maintained to offer investment-ready sites for new and emerging employment uses.
4. Development in the Employment Policy Area shall be designed to accommodate vehicular circulation, including by larger trucks and machinery.
 - a. Freight-intensive land uses will be directed to this designation as it is well served by highways and rail facilities.
5. Development in the Employment Policy Area shall incorporate landscaping features around the perimeter of the development site.
6. In evaluating development applications for uses within the Employment Policy Area, the Town shall apply the Land Use Compatibility policies of this Plan.

7. The Town shall establish an Employment Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.

4.7 Mixed Industrial Policy Area

The Mixed Industrial Policy Area designation is intended to permit a range of industrial and commercial land uses that contribute to the employment base in Hawkesbury. The scope of permitted uses is broad to remain adaptable to changing trends in the local, regional, and global economy. The Mixed Industrial Policy Area is not classified as an Employment Area, as defined by the PPS and the *Planning Act*.

Policies

1. A range of industrial and commercial uses is permitted in the Mixed Industrial Policy Area, including:
 - a. Office uses;
 - b. Light industrial uses, including light manufacturing, warehousing, distribution and storage;
 - c. Automotive or heavy equipment sales and service;
 - d. Yards and offices for trades and contractors; and,
 - e. Retail uses ancillary to a permitted use.
2. Other land uses, including in emerging industries, may be permitted subject to a Zoning By-law Amendment application. In evaluating an application for a new use under this policy, the Town shall be satisfied that:
 - a. The use of land or existing buildings offers significant opportunities for employment in the Town;
 - b. All uses comply with applicable federal and provincial legislation, including the *Ontario Building Code Act*;
 - c. The use or building:
 - i. Integrates with existing on-site development, if any;
 - ii. Is compatible with surrounding land uses, in accordance with the Land Use Compatibility policies of this Plan;
 - iii. Incorporates appropriate mitigation measures to ameliorate any anticipated impacts on surrounding development; and,
 - iv. Features functional transportation and servicing infrastructure.
3. Building heights in the Mixed Industrial Policy Area shall generally be limited to four storeys, or equivalent.

4. Land parcels in the Mixed Industrial Policy Area shall be appropriate to accommodate the range of permitted uses in the designation.
5. Development in the Mixed Industrial Policy Area shall be designed to manage vehicular circulation and parking in association with permitted uses. Shared driveways and parking facilities are encouraged to enable efficient vehicle movements and reduce the frequency of private approaches from the public street.
6. Development in the Mixed Industrial Policy Area shall incorporate landscaping features:
 - a. Around the perimeter of the development site; and,
 - b. Within the development site, to the extent feasible.
7. The Town shall establish a Mixed Industrial Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.

4.8 Neighbourhood Policy Area

Hawkesbury's residential neighborhoods include a range of dwelling types, reflecting the diversity of housing needs for households in the community. The intent of the Plan's Neighbourhood Policy Area is to enable the continuation of the diversity and vibrancy of existing residential neighborhoods, as well as creating opportunities for new residential development through intensification and re-development.


Along with residential uses, supporting institutional, recreational, service, and commercial uses are envisioned in the designation to support residents.

Policies



1. Permitted residential uses in the Neighbourhood Policy Area shall include a full range of dwelling types, including one-unit, two-unit, three-unit, and multi-unit dwellings. The Zoning By-law shall direct appropriate locations for various housing forms.
2. Other permitted residential uses in the Neighbourhood Policy Area shall include:
 - a. Home occupations;
 - b. Bed and breakfast operations;
 - c. Home daycares;
 - d. Rooming houses;
 - e. Seniors housing; and,
 - f. Group homes and other supportive housing.
3. Supporting non-residential uses may be permitted in the Neighbourhood Policy Area subject to a Zoning By-law Amendment. In evaluating an

application to permit non-residential use in the Neighbourhood Policy Area, the Town shall be satisfied that:

- a. The use contributes to the creation of complete communities by supporting residential uses;
 - b. The use will not generate undue impacts on surrounding uses, including traffic, parking, lighting, noise, or odours;
 - c. Buildings are sited to avoid visual or massing impacts on surrounding sensitive uses;
 - d. The site is designed to facilitate pedestrian access;
 -  e. Adequate water and sanitary services are available to service the development;
 - f. No outdoor storage is proposed; and,
 - g. The proposed use is not better suited for the Commercial Lands.
4. Uses which complement residential neighborhoods may also be permitted in the Neighbourhood Policy Area without a need for a Zoning By-law Amendment. These uses may include institutional uses such as schools, and churches, open space uses such as parks and community centres, neighbourhood commercial uses such as small convenience stores and licensed daycares.
 5. For clarity the following existing uses are considered complementary uses under Policy 8 above;
 - a. The Hawkesbury General Hospital and related clinics and facilities;
 - b. La Cité Golf Club, which has potential to support future residential uses aligning with the policies of the Neighbourhood Policy Area; and,
 - c. Hawkesbury's Town office and surrounding buildings and facilities including the Public Library, Robert Hartley Sports Complex and Park Memorial
 6. The Town shall establish a Neighbourhood Zone to permit a range of uses appropriate to the designation and establish effective performance standards to ensure compatibility between uses.


4.8.1.1 Notable Sites

There are three (3) Notable Sites indicated on Schedule A. They are notable due to their size and uses within the Neighbourhood Policy Area. These notable sites require additional attention when considering development to ensure they continue to integrate and compliment their surrounding context.

Policies

1. The following criteria will apply to development on a Notable Site:
 - a. Inclusion of publicly accessible greenspaces;
 - b. Provision of pedestrian and cycling connectivity throughout the site and from the surrounding areas;
 - c. Consideration for parking both provided on site and potential impacts of off-site parking within the surrounding neighbourhood; and,
 - d. Urban design and architecture addressing the interface of the Notable Site and neighbouring properties.
2. In recognition that each Notable Site will express their character based on their differing roles and functions, the Town will ensure the implementing Zoning By-law permits uses appropriate to the role of the Notable Site and establish effective performance standards.

4.8.2 Higher Density Residential Development

1. Policies Table 2 will be directed towards locations having greater amenities or services, including sites in proximity to:
 - a. Commercial designations;
 - b. Open Space; and,
 - c. Arterial or Collector roads.
2. High-density development will only be permitted where:
 - a. The development is compatible with surrounding uses;
 -  b. Sewer and water infrastructure have adequate capacity to service higher density development; and,
 - c. The surrounding transportation network can accommodate projected increases in traffic volume.

5 Natural Heritage Resources

Natural heritage refers to a system composed of natural heritage features, areas, and linkages intended to provide connectivity and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. Natural heritage resources are important and those identified as being significant must be protected.

5.1 Natural Heritage System

The components of Hawkesbury's Natural Heritage system are identified by UCPR in their Official Plan. To maintain, restore or, where possible, improve the linkages between and among these natural heritage features, development and land use decisions shall conform to the policies below.

Policies

1. Components of the Natural Heritage Systems including natural resources and ground water recharge areas affecting properties within the Town of Hawkesbury are identified on Schedule B1, Schedule B2 and Appendix II of UCPR's Official Plan.
2. Development and site alteration within or adjacent to areas identified in Policy 1 above shall not be permitted unless conformity with the policies of UCPR's Official Plan is demonstrated.

6 Public Health and Safety

Our natural landscape and resources are constantly being shaped and reshaped by naturally occurring physical and ecological processes. These environmental conditions occasionally represent constraints to the development of land where they pose a significant threat to public health and safety.

6.1 Natural and Human-Made Hazards

Constraints to development may take the form of hazardous conditions created by natural or human-made hazards, such as the existence of floodplains, erosion hazards, unstable slopes or organic soils and mining operations. Development may also be restricted based on existing site contamination or noise concerns. The limits of these hazard areas have been shown in UCPR's Official Plan along with policies to guide development and land use planning decisions.

Policies

1. Elements affecting public health and safety, such as hazardous lands, unstable slopes and contaminated sites affecting properties within the Town of Hawkesbury are identified on Schedule C1, Schedule C2, Appendix III and Appendix IV of UCPR's Official Plan.
2. Development and site alteration within or adjacent to areas identified in Policy 1 above shall not be permitted unless conformity with the policies of UCPR's Official Plan is demonstrated.

6.1.1 Land Use Compatibility

While complete, diverse, and thriving communities require a range of land uses, some uses and activities may generate conflicts with other land uses. Typically, normal and expected activities associated with land uses such as industrial uses may result in noise, lighting, dust, odour, or contamination impacts that create hazards for public health and safety, particularly for sensitive uses. The policies of this section are intended to identify, control and mitigate these hazards.

6.1.1.1 Compatibility with Industrial Uses

Policies



1. Where an industrial use is proposed in proximity to a sensitive land use, or where a sensitive land use is proposed in proximity to an industrial use, the Town may require a Land Use Compatibility Study to ensure compatibility between the uses. The Compatibility Study shall be prepared in accordance with D-Series Guidelines prepared by the Ministry of the Environment, Conservation and Parks. The Compatibility Study shall contain, but not be limited to:
 - a. A description or calculation of influence areas around the industrial use;
 - b. An assessment of potential impacts on adjacent sensitive land uses; and,

- c. An identification of appropriate separation distances and other mitigation measures.
- 2. Separation distances between potentially conflicting land uses shall be measured in accordance with D-Series Guidelines prepared by the Ministry of the Environment, Conservation and Parks. The following minimum separation distances shall apply between industrial uses and residential or other sensitive land uses:
 - a. Class I Industries: 20 metres;
 - b. Class II Industries: 70 metres; or,
 - c. Class III Industries: 300 metres.
- 3. In the absence of a technical study identifying a site-specific influence area, separation distances required between industrial uses and sensitive land uses shall be:
 - a. Class I Industries: 70 metres;
 - b. Class II Industries: 300 metres; or
 - c. Class III Industries: 1,000 metres.
- 4. Subject to the findings of a Land Use Compatibility Study, developers may be required to provide buffering measures such as landscaping, plantings and fencing to minimize visual, massing, noise, and other impacts of the industrial activity.

6.1.1.2 Compatibility with Transportation Corridors

Policies

- 1. Development in transportation corridors that could preclude or negatively affect the use of the corridor for its identified purpose shall be prohibited.
- 2. The Town shall encourage the preservation and reuse of abandoned transportation corridors for purposes that maintain the corridor's integrity and continuous linear characteristics, including for active transportation.
- 3. New development proposed on lands adjacent to a transportation corridor shall be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, or where avoidance is not possible, minimize and mitigate negative impacts on, and adverse effects from, the corridor and transportation facilities.
- 4. Where development is proposed within 300 metres of a railway corridor as identified on Schedule B, the Town may require submission of a vibration and/or noise study. The study shall be prepared in accordance with the Guidelines for New Development in Proximity to Railway Operations, prepared by the Federation of Canadian Municipalities and the Railway Association of Canada. The study shall include measures related to safety, security, noise, vibration and trespass. Development proposals for sensitive land uses shall only be permitted where the Town, in consultation with the rail

operator, is satisfied that appropriate mitigation measures will be implemented at the time of development.

5. In lieu of requesting site-specific studies from development proponents as outlined in Policy 4 above, the Town may undertake a comprehensive study to determine appropriate mitigation measures for noise and land use compatibility in proximity to rail corridors, to be applied to development approvals. The Town shall undertake comprehensive study in consultation with rail operators in the Town, as well as applicable provincial policies and guidelines. The comprehensive study may be updated on a regular basis to reflect current rail operating conditions.
6. New residential development is prohibited within 300 metres of a rail yard.
7. Where residential development is proposed within 1,000 of a rail yard the Town may require submission of a noise study. The study shall be prepared in accordance with the Guidelines for New Development in Proximity to Railway Operations, prepared by the Federation of Canadian Municipalities and the Railway Association of Canada. The study shall include measures related to safety, security, noise, vibration and trespass. Development proposals for residential uses shall only be permitted where the Town, in consultation with the rail operator, is satisfied that appropriate mitigation measures will be implemented at the time of development.
8. Development proposals for sensitive land uses within 250 metres of a provincial highway may be required to submit a noise study, to the satisfaction of the Town, to identify appropriate noise mitigation measures.
9. Development proposals for sensitive land uses within 100 metres of a County Road may be required to submit a noise study, to the satisfaction of the Town and the County, to identify appropriate noise mitigation measures.
10. Where required, noise studies shall be prepared by qualified individuals according to the Ministry of the Environment, Conservation and Parks Environmental Noise Guideline (NPC-300).
11. Where a noise study is required, development approval shall be conditional upon the compatibility assessment and/or mitigation measures included in a noise study, which may be required to be registered on-title, at the discretion of the Town.

6.1.1.3 Minimum Distance Separation (MDS)

Policies

1. All new farm and non-farm development, including new lot creation, shall comply with Minimum Distance Separation (MDS) formulae, as amended from time to time.
2. The Town may consider a variance to the Minimum Distance Separation (MDS) II required for new or expanding livestock operations on a case-by-case basis, where the intent of the MDS II formula is achieved. Variances will be considered in the following circumstances:
 - a. Expansion or replacement of existing structures;

- b. Where the variance aids in the reduction of potential odour conflicts;
- c. Where the variance allows for the mitigation of other environmental impacts; or,
- d. The varied separation distance is measured to a lot line or road allowance, but allows the achievement of MDS setback requirements from a neighbouring dwelling or other land use.

6.1.2 Brownfield Redevelopment

Brownfield sites are undeveloped or previously-developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant. The development of brownfields can produce environmental, economic and social benefits. Policies in this section focus on translating Hawkesbury's brownfield sites into to realize these benefits.

Policies

1. The Town shall identify and promote opportunities for intensification and redevelopment of brownfield industrial sites.
2. Private sector investment in the re-use and/or redevelopment of underutilized and/or abandoned brownfield industrial lands will be encouraged through the use of Community Improvement program as enabled in this Plan, and the related financial tools including property tax and building permit fee incentives.
3. Prior to granting planning approvals to allow for development on any property which may be contaminated, the Town shall require the submission of a Record of Site Condition, prepared by a qualified person in accordance with the Ministry of the Environment, Conservation and Parks (MOECP) Guidelines, and acknowledged by the Ministry. The Town may require the submission of a Record of Site Condition as a condition of development approval.
4. The Town may apply a Holding Zone to a site where site remediation requirements are known and feasible, regardless of whether a development application is submitted. In these instances, removal of the Holding Symbol will be conditional upon the remediation of the site and the submission of a Record of Site Condition, acknowledged by the Ministry of the Environment, Conservation and Parks. Prior to remediation, land uses permitted on such properties shall be restricted to existing land uses.

7 Infrastructure

The intent of this Plan is to maintain a level of public service that is appropriate for the character and environment of the Town of Hawkesbury. Municipal services and infrastructure, which includes sanitary sewage, water, and stormwater systems, should be provided in a coordinated manner to promote conservation and efficiency, integral to land use planning, and be phased in an appropriate manner. Beyond the pipes and plants, public infrastructure also includes the greenspaces network and community facilities, these elements also have a vital role in supporting the Town and its residents and visitors.

The objective of this section of the Plan is to provide policies that will ensure adequate services are provided that recognize the Town's budget capabilities and not place undue strain on the Town's financial resources. Policies include direction for public services,

7.1 Infrastructure Planning

As the elements of this section are important in ensuring that Hawkesbury can achieve community vision of this Plan, the completion of regional and Town level studies is required to plan future capital improvements.

Policies


1. It is Council's intent to support the undertaking of a detailed inventory of infrastructure services across Town, including;
 - a. a detailed analysis of the technical, financial and environmental characteristics of each component of water, waste water and surface water infrastructure;
 - b. a servicing master plan for water, waste water, services which set out optimum service levels based on growth priorities and the ability to finance system expansions; and,
 - c. an analysis which will review how water and waste water services are delivered and administered and recommend the most effective and efficient method for the provision of these infrastructure services.
2. The Town will prepare any required amendments to the Official Plan based on the recommendations of the above-noted study.
3. It is the intention of Council to ensure that an increase in the need for eligible services and infrastructure may be recoverable through the enactment of a development charges by-law under the *Development Charges Act, 1997*, as amended.
4. The Town encourages the co-location of linear infrastructure, where appropriate, including roads, municipal services, and utilities.

7.2 Water, Sanitary, and Stormwater Management Services

7.2.1 Water and Sanitary Services

Water and sanitary services are critical to ensure the health, safety and adequate functioning of development. In Hawkesbury, municipal water and sanitary services are provided. In rare instances the Town will consider the utilization of private well and septic systems. The following policies apply to water and sanitary servicing in the Town.

Policies

1. In performing land use planning activities, the Town shall endeavour to optimize the use of existing municipal water and sanitary services before considering their extension. Where feasible, the Town shall encourage adaptive reuse, infill and redevelopment in areas where there is existing water and sanitary servicing capacity.
2. Municipal water and sanitary services will be provided to lands within the Town's boundaries.
3. Development shall generally be directed to areas where municipal water and sanitary services can reasonably be extended.
-  4. Council will encourage, support and promote waste water disposal systems which incorporate proven and innovative technologies to reduce waste water volumes or which improve the quality of waste water effluents. This will include, but not be limited to:
 - a. water conservation devices which reduce water usage; and,
 - b. innovative solutions to municipal or industrial waste water treatment such as the design and construction of artificial wetlands and grey water treatment and re-use.
5. Notwithstanding Policy 2, in rare instances the Town may consider private servicing for non-residential uses. Private services will only be permitted when the following criteria are met:
 - a. The Town is satisfied that providing the required extension or expansion of municipal services are not available, planned or feasible for the Town; and,
 - b. That site conditions are suitable for the long-term provision of private services with no negative impacts; and,
 - c. That private communal servicing is not feasible or economical.
6. Lands located west of 700 Main Street West, and which have frontage on Main Street, are permitted to develop with private services only where proposed development is industrial in nature. Such development shall be required to connect to full municipal services as soon as those services become available.

7. Partial services shall only be permitted in the following circumstances:
 - a. Where they are necessary to address failed individual on-site sewage services and individual on-site water services in existing development; or,
 - b. Where new development will be serviced by individual on-site water services in combination with municipal sewage services.
8. Where partial services have been provided to address failed services in accordance with Policy 7, infilling on existing lots of record may be permitted where this would represent a logical and financially viable connection to the existing partial service and provided that the private services meet the criteria of Policy 5 above.
9. Planning approvals to accommodate development on full municipal water and sanitary services shall be granted only where there is sufficient system capacity available that is not yet allocated to existing or approved development.
10. Development will not be encouraged where such development would result in, or could lead to, unplanned expansions to existing municipal water and sanitary services.
11. When sewage or water treatment plants are at or near capacity, the Town shall take appropriate actions to increase plant capacity. Development applications requiring municipal water and sanitary services may be put on hold pending the necessary increase in capacity, or may establish an increase in capacity as a condition of development approval.
12. Any capital expenditures required for the maintenance and/or expansion of municipal water and sanitary services shall be in full conformity with this Official Plan.
13. The establishment of new water and waste water servicing facilities shall be subject to Ministry of the Environment, Conservation and Parks guidelines and regulations.

7.2.2 Stormwater Management


This section contains policies for stormwater management, which are intended to control flooding, ponding, erosion and sedimentation and to protect, as much as possible, water quality and aquatic habitat or other natural habitat which depend upon watercourses and other water bodies for their existence.

The management and removal of stormwater is essential to ensure that water is conveyed safely and appropriately from properties. Stormwater management and removal is the responsibility of property owners and must be managed in accordance with the policies of this Plan and federal and provincial requirements.

Policies

1. Stormwater management will be required for all new development in accordance with guidelines, which may be developed by the Ministry of Natural Resources, the South Nation Conservation or the Town of

Hawkesbury. Stormwater management may not be required for small-scale developments such as lots created through the consent process or minor developments subject to site plan control where there is no impact on the watershed.

2. Stormwater management practices shall minimize stormwater volumes and contaminant loads and maintain or increase the extent of vegetative and pervious surfaces.
3. Stormwater Management Plans shall be required for any new development consisting of more than four residential lots or for commercial or industrial developments with large amounts of impervious area. The Stormwater Management Plan will consider the impacts of stormwater quantity and quality on lands and waters downstream.
-  4. Development which may result in erosion and changes in water balance shall minimize these impacts through the use of green infrastructure elements and low impact development measures, which may include, but are not limited to:
 - a. Natural heritage features and systems;
 - b. Parkland;
 - c. Stormwater management systems, including bioswales;
 - d. Street trees, urban forests and vegetated areas at the edge of paved surfaces;
 - e. Natural channels;
 - f. Permeable surfaces and permeable pavement; and,
 - g. Green roofs, rain gardens and exfiltration systems
5. Where development is proposed in the vicinity of a provincial highway, and where drainage is anticipated to impact the highway, the Ministry of Transportation shall require submission of a drainage/stormwater management report or plan prepared by a qualified engineer licensed in the Province of Ontario.
6. Development is prohibited in cases where the development would interfere with or reduce the drainage capacity of any natural watercourse, or where the watercourse represents a hazard to the proposed development.
7. Any development which involves the channelization, diversion, damming, walling or dredging of a natural watercourse, or the installation of a culvert, causeway or dock in a natural watercourse, is subject to the approval of the Ministry of Natural Resources and the Ministry of the Environment, in accordance with applicable legislation.

7.3 Greenspace Strategy

The Town of Hawkesbury intends to reserve and connect outdoor spaces, allowing community members to meet and remain active, supporting physical and social health and wellness.


In recognition of the essential value public, connected outdoors spaces have, the Town will seek to achieve an integrated greenspace network with the policies below.

Policies



1. The Town will plan public streets, spaces and facilities to be safe, meet the needs of persons and pedestrians of all ages and abilities, foster social interaction and facilitate active transportation and community connectivity.



2. In addition to the lands identified as Parks and Open Space on Schedule A, the Town will have additional public parks and greenspaces across Hawkesbury, providing a full range of publicly-accessible built and natural settings for recreation, including:
 - a. Facilities;
 - b. Parklands;
 - c. Public spaces;
 - d. Open space areas;
 - e. Trails and linkages; and,
 - f. Public access to shorelines.
3. The types of greenspaces listed above will be permitted in any land use designation of this Plan subject to the policies of the relevant section.
4. Hawkesbury recognizes the economic, social, environmental, and aesthetic value that its recreational trails, bring to the community. Planning decisions in the vicinity of these trails shall ensure compatibility and connectivity for the future enjoyment of residents and visitors.
5. The Town will acquire parkland in accordance with the Parkland Dedication policies of this Plan.
- 
 6. The Town will identify and implement a network of green streets in which targeted actions are taken to increase tree and other plantings. The following streets are identified as green streets:
 - a. Main Street.
7. Council may consider Town-owned properties, including those being considered for disposal, as a location to build a new park.
8. The Town may identify locations for linear parks. The linear parks are not only used for transportation; but also provide opportunities for lookouts, playgrounds, water features, art installations and places to picnic; these are spaces that encourage both movement and relaxation.
9. The Town may identify additional uses for Hamilton Island to enhance access to greenspace.

- a. To assist with this Hawkesbury will explore grants and work with other levels of government.
- 10. While this Plan provides overarching planning policy for parks, the Town may consider preparing a Parks and Recreation Facilities Master Plan which could direct the greenspace strategy for the Town and provide the background needed to prepare the By-law referenced in Policy 2 and 3 in Section 7.5 of this Plan. The Parks and Recreation Facilities Master Plan could include;
 - a. Details on the programming of parks;
 - b. Parkland classification hierarchy that will ensuring parks are appropriately designed, located, and programmed to meet community needs and land use objectives;
 - c. Direction on deciding on parkland dedication or cash-in-lieu of parkland; and,
 - d. Identifying parkland deficiencies and/or inequities.

7.3.1.1 Public Access to Shorelines

Policies

- 1. Where feasible, the Town encourages the provision of public access to shorelines of the Ottawa River.
- 2. The Town may achieve public access to shorelines by establishing easements, corridors, streets, or other modes of access as a condition of development approval.



7.4 Community Facilities

Community facilities such as hospitals, schools and major sports, recreational and cultural facilities are vital contributors to the Town and generate economic development and employment. They serve the entire Town and can draw from beyond the boundaries of Hawkesbury.

As large numbers of people require access, they have the potential to affect traffic. Some have the potential to have peak event times, while others operate continuously over a 24-hour period. These facilities can better play their role if they are seamlessly integrated into their surrounding context.

Policies

- 1. Large-scale institutions and facilities are not shown on the schedules of this Plan but shall be permitted within the Settlement Area by amendment to the Zoning By-law within the Downtown Core, Gateway Mixed Use Policy Area, Community Commercial Policy Area, Mixed Industrial Policy Area and Neighbourhood Policy Area.

2. Development that will establish a new or expand an existing community facility shall be evaluated as follows:
 - a. The policies of the underling designation shall apply to the built form and site plan;
 -  b. Facilities of this scale are about city-building and shall enhance quality of life for the surrounding neighbourhood and the Town through means such as:
 - i. Providing, tree planting and enhanced landscaping;
 - ii. Recognizing that large-scale community facilities are priority locations for their rooftop photovoltaic electricity potential to generate local renewable energy while reducing greenhouse gas emissions;
 - iii. Contributing to locations that can provide public art;
 - iv. Conserving and integrating heritage assets and natural features, where possible on large-scale community facility sites;
 - v. Designing the site in a way that makes pedestrian access the most convenient option from the surrounding neighbourhood, and from existing public streets; and,
 - vi. Service and loading areas shall be visually screened from the streets, sidewalks and parks and from abutting residential properties through building and site design.
 - c. To evaluate and mitigate potential impacts caused by traffic, a transportation impact assessment may be required; and
 -  The adequacy of public water, waste water and stormwater services to support the facility will be evaluated to ensure facilities are appropriately serviced.

8 Mobility

Safe and efficient movement of people and goods within the Town and to and from adjacent municipalities is encouraged by this Plan. The need for mobility is essential for residents, workers, and visitors to move within Hawkesbury. Movement between destinations, including for economic activities, shopping, leisure, emergency services and recreational purposes is facilitated through designated corridors, often owned and maintained by the Town or other public bodies.

Mobility may take a range of forms, including human-powered active transportation or private vehicles and rely on the appropriate transportation corridors to support those modes. Policies for mobility, as well as land use planning policies to enable the development of safe and efficient transportation infrastructure, are established in this section.

8.1.1 Active Transportation


Active transportation refers to self-propelled motion, whether on foot or using bicycles, scooters, or other human-powered vehicles. It also includes travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at comparable speed. Active transportation can also refer to collective forms of transportation in vehicles, such as shuttles and commuting services.

Promoting active transportation encourages healthy living and reduces vehicle traffic, pollution, and demands on infrastructure. The policies of this section are intended to guide planning activities in Hawkesbury to enable active transportation.

Policies



1. Schedule B indicates the Active Transportation Priority Route. Along this alignment, the Town will focus on ensuring sidewalks and where appropriate cycle infrastructure to establish or improve connections to important destinations. Universal design standards, including consideration for vulnerable populations, will guide the design of elements along the Active Transportation Priority Route.
2. In reviewing new development projects or plans of subdivision, the Town may acquire land, request easements, or permit encroachments on municipal lands to establish new trails or active transportation improvements. Hawkesbury will prioritize opportunities for new or existing development to establish or improve connections to important destinations. Improvements may include:
 - a. Establishing new trailheads, trail corridors, or connection points;
 - b. Trail crossing points;
 - c. Pedestrian easements to enable wider sidewalks; and,
 - d. Wider rights-of-way along strategic routes such as the Active Transportation Priority Route to support bike lanes, multi-use pathways, or pedestrian facilities such as refuge islands or pavement markings.

3. Wherever feasible, the Town will require sidewalks as part of new site development or plans of subdivision, especially along the Active Transportation Priority Route.
 - a. The Town will endeavour to secure space for sidewalks on both sides of all roads along the Active Transportation Priority Route, particularly on roads with higher traffic volumes.
4. Sidewalks shall be a minimum width of 1.5 metres, with 3.0 metres encouraged along the Active Transportation Priority Route.
5. The Town as part of development approvals will encourage the connection of private walkways to existing and future trails, sidewalks, and paved shoulders within the public right of way.
-  6. Active transportation shall be supported to reduce greenhouse gas emissions and mitigate negative impacts related to climate change.
7. When designing public infrastructure in street rights-of-way, the Town will prioritize pedestrian facilities to encourage walkability. Infrastructure may include sidewalks, crosswalks, elevated surfaces, contrasting paint, pedestrian cross-overs, tactile walking surface indicators (TWSIs), ramps, and tight curb radii.
8. The Zoning By-law may establish minimum rates of bicycle parking spaces for different uses.
9. A bicycle route signage program for existing roadways may be developed in accordance with recognized standards and best practices.
10. Ongoing road maintenance and new road construction and associated infrastructure shall have consideration for the bicycle in the design and placement of intersection treatments, sewer grates, manhole covers and signage.
11. All facilities operated by the Town will incorporate appropriate bicycle facilities consistent with their location in order to lead by example to promote cycling in Hawkesbury.
12. The Town recognizes the value of alternative transportation options for residents and visitors, including private shuttle and commuting services. Where possible, the Town will seek opportunities to require or provide:
 - a. Flat, clean and accessible surfaces at pick-up and drop-off areas;
 - b. Weather-protected shelter for riders;
 - c. Sufficient lighting; and,
 - d. Adequate lane, aisle, or driveway widths for shuttle vehicle circulation.

8.1.2 Roads

The management of the roadway infrastructure in Town of Hawkesbury is shared between the Province, the Counties and the Town. The transportation system is

composed of a Provincial highway, County roads and public roads opened and maintained year-round. The transportation network is shown on Schedule B, with protected rights-of-way summarized in Table 3.

Table 3 - Hawkesbury Roadway Summary

Road Classification		Protected ROW	Name
Provincial Highway		N/A	Highway 34
UCPR	Primary Arterial	Refer to UCPR's Official Plan	County Road 17
	Major Collector		County Road 4
	Minor Collector		Main Street West
Hawkesbury	Municipal Roadways <ul style="list-style-type: none"> - Arterials - Collectors - Local Streets - Private Roads 	20 m <small>*reduced right-of-way widths may be accepted through the subdivision or condominium review process</small>	Multiple

8.1.2.1 Provincial Highway 34

Provincial highways include all numbered highways under the jurisdiction of the Ministry of Transportation (MTO). The primary purpose of provincial highways is to move people and goods safely between major centres and through the Town. There is one Provincial Highway in Hawkesbury, Highway 34.

Policies

1. Development fronting on or in proximity to the provincial highway must be reviewed by the Ministry of Transportation Ontario (MTO) and development is conditional on the issuance of MTO permits, which are designed to ensure that the long-term efficiency of the highway is not compromised.
2. Development proponents will be required to consult with the MTO prior to the submission of a development application.

3. Direct access onto a provincial highway will be restricted. Where possible, development shall utilize local roads and service roads. In exceptional circumstances, direct access will be considered for those properties that meet the requirements of MTO's access management practices and principles.
4. Where permitted, the Ministry of Transportation limits each lot of record to one highway entrance. Back lot development shall not be permitted to use another entrance for access to a provincial highway.
5. Entrance permits are required from the Ministry of Transportation for any new entrance/access onto a provincial highway.
6. Any new proposed access connections with a public highway, including public roads and/or signalized intersections, shall meet MTO access management practices and principles.
7. In consultation with the MTO, the Town may require a Transportation Study prepared by a professional engineer to address:
 - a. The impact of any new development upon the provincial highway system; and,
 - b. Any associated highway improvements that are required prior to development approvals.
8. Proposals for pedestrian crossings of a provincial highway will require approval by the MTO. Trails located along the right-of-way of a provincial highway are not permitted.
9. Where necessary, the construction of service roads parallel to any of the provincial highway in the Town may be required in order to make more effective use of the local land resource. Such construction will be subject to the prior approval of the MTO.

8.1.2.2 UCPR Roadways

As identified in Table 3 UCPR is responsible for three roadways of differing classifications within Hawkesbury, Highway 17, Highway 4 and a portion on Main Street West. These routes play an important role in the movement of goods and people through this region.

The policies of this section will ensure UCPR can maintain the efficiency on movement of vehicles along these roadways.

Policies

1. The minimum width of UCPR's Primary Arterial, Major and Minor Collectors shall be as per Table 3.
2. As Highway 17 is the responsibility of UCPR the relevant policies related to development along this Primary Arterial roadway are found in UCPR's Official Plan.
3. Highway 4 is the responsibility of UCPR. As such the relevant policies related to development along it is found in UCPR's Official Plan.

4. The portion of Main Street West, west of West Street in Hawkesbury is a Minor Collector under the authority of UCPR and subject to the Minor Corridor policies of UCPR's Official Plan.
5. Development along any of the roadways within this section, including the establishment of driveways requires consultation with UCPR.

8.1.2.3 Municipal Roadways

Municipal roadways refers to street road rights-of-way under the jurisdiction of the Town of Hawkesbury. The Town is responsible for the maintenance of all roads within its jurisdiction. The primary purpose of municipal roadways is facilitating local travel and providing access to properties. Within the Town there is a hierarchy of road classifications, Arterials, Collectors, Local Street and Private Roads. These are shown on Schedule B.

The following policies shall apply to the Town's road network.

Policies

1. Direct access to Municipal Roadways is normally permitted from any abutting lot, provided that there are adequate sight lines and suitable grades, and that the access will not cause traffic hazards.
2. Minor extensions to Municipal Roadways may be permitted for development purposes provided that the roadway extension is constructed to municipal standards at no cost to the Town, and provided that Council is satisfied that the extension and the subsequent maintenance costs are justified. Extensions to existing roads under this policy may proceed without amendment to this Plan.
3. New roads may be added to the road system without amendment to this plan where such roads are the result of the approval of a Plan of Subdivision or is required as a condition of Site Plan Approval.
4. The Town shall not assume a new road unless deemed suitable for incorporation into Hawkesbury's road system.
5. Where a new road right-of-way is approved through a Plan of Subdivision, Consent application, or Site Plan Control application, the development proponent shall be responsible for costs associated with the design and construction of the new road.
6. Year-round maintenance will be provided on all roads under the jurisdiction of the Town of Hawkesbury.
7. The Town shall protect for right-of-way widths for Municipal Roads in accordance with Table 3.
8. A reduced right-of-way standard may be accepted in new developments where it can be demonstrated that required infrastructures including snow storage space can be accommodated.

9. Generally new development and lot creation on Local Streets may be permitted in accordance with the relevant policies of this Plan and the requirements of the zoning by-law.

Private Streets

10. New private roads or the extension of existing private roads are only permitted where such roads are required as part of a condominium plan which defines responsibility for the long-term maintenance of the private road. In such cases an amendment to the Official Plan is not required.
11. Unless it is clearly in the public interest, private roads will not be assumed by the Town into Hawkesbury's road system. In exceptional cases, where the Town agrees to assume the private road, an amendment to this Plan will be required. An amendment shall not be required where such private roads meet municipal design standards for design, drainage, and safety for public streets.

8.1.2.4 Lot Access

Policies

1. Development shall be permitted only where safe, convenient access to a public road is available to ensure ready accessibility for school buses, ambulances, fire trucks, and other essential service vehicles.
2. Access to individual residential lots shall be from internal roads constructed to municipal standards and shall generally not be permitted from Arterial or Collector roads.
3. The creation of new lots which do not have sufficient frontage on a municipally owned and maintained road is not permitted.

8.1.3 Bridges

The Long-Sault Bridge is a bridge connecting Hawkesbury to Grenville, Quebec. It is the only fixed crossing of the Ottawa River between Ottawa and Montreal. It is owned and maintained by the Government of Canada (Public Works and Government Services Canada).

Policies

1. Town recognizes the Long-Sault Bridge importance and will coordinate land use planning to protect its function.

8.1.4 Rail

Railway transportation, while now less frequent, has historically been an important factor in the development of Hawkesbury. The intent of the following policies is to allow and encourage railway infrastructure in support of the local economy, and to ensure railway corridors are protected for their intended purpose.

Policies

1. Development adjacent to a railway corridor shall be compatible with, and supportive of, the long-term role of the corridor for freight and passenger

movement, as well as regional economic development. All development shall be designed to avoid, or where avoidance is not possible, minimize and mitigate negative impacts on, and adverse effects from, the corridor.

2. Compatible industrial and commercial uses are the preferred land uses in proximity to railway corridors, to buffer impacts from more sensitive land uses.

9 Implementation

This section is intended to enable strategies and tools for the Town of Hawkesbury to realize the goals and objectives of the Official Plan and implement its policy direction. Some implementation direction is mandatory, while others may be utilized at the discretion of Council, as specified in the policies.

9.1 General

Policies

1. The Town of Hawkesbury shall implement the policies of this Official Plan through the powers granted through the *Planning Act*, as amended, and other statutes of the Province of Ontario, as applicable. All planning decisions of Council shall be consistent with the Provincial Planning Statement.
2. Pursuant to Section 24(1) of the *Planning Act*, no public work shall be undertaken, and no by-law shall be passed by the Town for any purpose that does not conform to the policies of this Official Plan.
3. Town Council may acquire, hold, or dispose of land for the purposes of implementing any policies of this Official Plan subject to the provisions of the *Planning Act*, the *Municipal Act*, and any other applicable statutes of the Province of Ontario.
4. All development agreements implementing approvals for Plans of Subdivision, Plans of Condominium, Consents, Minor Variances, and Site Plan Control applications shall conform to the policies of this Official Plan.

9.2 Administration of the Official Plan

Policies

1. The Town of Hawkesbury will review the Official Plan as required, beginning 10 years from the date of adoption and at intervals not exceeding every five years thereafter. In reviewing the Official Plan on or before these milestone dates, the Town shall consult with UCPR, or other approval authority as directed by the *Planning Act*.
2. The Town may pass a by-law to establish and maintain a Committee of Adjustment in accordance with the *Planning Act*. If established, the Committee can be empowered to approve applications for:
 - a. Minor variance; and,
 - b. Permission.

9.3 Land Use Controls

The *Planning Act*, *Municipal Act*, and other provincial legislation grants authority for the Town of Hawkesbury to implement the policies of this Plan through land use and development control. The policies of this section enable and direct the Town to use these tools to carry out good planning.

9.3.1 Zoning By-law

Policies

1. The Town shall enact or update a Comprehensive Zoning By-law to implement the policies of this Plan by:
 - a. Prohibiting the use of land, except as permitted by the Zoning By-law;
 - b. Regulating built form and densities;
 - c. Restricting development on land that is subject to natural hazards;
 - d. Prohibiting or regulating development to ensure the protection of natural features, natural resources, heritage resources, or archaeological resources;
 - e. Regulating the minimum elevation of doors, windows or other openings in buildings or structures; and,
 - f. Requiring parking and/or loading facilities on private lands.
3. The Comprehensive Zoning By-law shall establish classes of zones appropriate to implement the policies of each land use designation in this Plan. Multiple zoning classes may apply within a single land use designation, where appropriate.

9.3.1.1 Zoning By-law Administration

Policies

1. Council may pass a by-law to delegate its authority to pass certain by-laws of a minor nature to a Committee of Council, a Staff member, or other officer, employee or agent of the Town. A by-law may delegate some or all of the following types of applications, and may include conditions or triggers for delegation:
 - a. Minor Zoning By-law Amendments;
 - b. Lifting of a Holding Provision;
 - c. Extension of a zoning boundary to include the addition of an existing property; and/or,
 - d. Temporary Use By-laws.

9.3.1.2 Zoning By-law Amendments and Review

Policies

1. Council may amend the Zoning By-law in accordance with the provisions of the *Planning Act*, including in response to private applications for amendment.

2. An applicant requesting a Zoning By-law Amendment shall submit materials to the Town in accordance with *Planning Act* regulations. Hawkesbury may require other materials in accordance with the policies of this Plan.
3. In accordance with the procedures established in the *Planning Act*, the Town will:
 - a. Review applications for completeness and notify the applicant of whether all required materials have been received;
 - b. Post public notifications regarding a Zoning By-law Amendment application;
 - c. Advertise and hold a Statutory Public Meeting; and,
 - d. Circulate a Notice of Passing or Notice of Refusal, as the case may be, to the applicant and any interested parties, in accordance with the *Planning Act*.

9.3.1.3 Minor Variances and Permission

Policies

1. Where established, the Committee of Adjustment may approve Minor Variances and Permission applications in accordance with Section 45 of the *Planning Act* and the policies of this Plan.
2. Council may pass a by-law to introduce criteria for a Minor Variance in accordance with Section 45 of the *Planning Act*. Any criteria established under this policy shall be subject to public notification requirements, as established in the *Act*. Where criteria are in force, the Committee of Adjustment shall concurrently apply the four tests of a Minor Variance when considering an application.

9.3.1.4 Non-Conforming Uses

Legal non-conforming rights are afforded to landowners under the *Planning Act* and stipulate that a Zoning By-law cannot prohibit the use of land, a building, or a structure that was lawfully commenced on the date the by-law was passed. As such, a use of land, a building, or a structure that is legal under any current Zoning By-law cannot be rendered illegal upon approval of a new or amended Zoning By-law.

Policies

1. The Town generally encourages the gradual phase-out of uses that do not conform with the policies of this Plan to allow the land to be developed in conformity with the goals of the Official Plan and the implementing Zoning By-law.
2. Despite the intent described in Policy 1, a non-conforming use may be reconstructed where removed, provided it does not exceed the previous building envelope.

3. Nothing in this Plan shall prevent the continuation, extension or enlargement of existing legally-established uses that do not comply with the provisions of this Plan.
4. Where a use proposed to be reconstructed exceeds the previous building envelope, the Town will evaluate the expansion component of the proposal under Section 45(2) of the *Planning Act* using the following tests:
 - a. Whether the application is desirable for appropriate development of the lands; and,
 - b. Whether the application will result in undue adverse impacts on surrounding properties.
5. Where a legally existing use of land does not comply with the land use designations and the policies of this Plan, it may be zoned in the Zoning By-law in accordance with the existing use, after due consideration, provided that:
 - a. The use will not detrimentally affect the implementation of this Plan;
 - b. The zoning will not permit any change of use or performance standard that may aggravate or cause conflicts with adjacent conforming uses;
 - c. The use of land will not constitute a danger or nuisance to surrounding uses and persons;
 - d. There is no undue impacts on the quality of surrounding air or water;
 - e. The use has frontage on a public road that is maintained year-round;
 - f. The use of land complies with the minimum distance separation formulae, as applicable; and,
 - g. The use does not interfere with the desirable development of the surrounding area that is in conformity with this Plan.

9.3.1.5 Non-Complying Lots

The policies of this section apply to lots in existence prior to the effective date of the implementing Zoning By-law that do not meet the lot area and/or lot frontage requirements contained within the implementing Zoning By-law.

Policies

1. Non-complying lots may be used, and buildings thereon may be erected, enlarged, repaired or renovated, provided:
 - a. The lot has direct access to a public road;
 - b. The land use can be effectively serviced with water and sanitary services, as applicable;
 - c. The use conforms with the applicable policies of this Plan and the implementing Zoning By-law; and,

- d. The buildings or structures comply with the other provisions of the implementing Zoning By-law.
- 2. New lots that are created as a result of the merging of two or more lots in an existing Plan of Subdivision, or lots that are made larger as a result of lot addition, shall be deemed to comply with the frontage and area requirements of the implementing Zoning By-law.

9.3.1.6 Urban Agriculture

Urban agriculture refers to small- or micro-scale agricultural practices in backyards, on rooftops, or other domestic or commercial environments. While these practices can contribute to local food systems and support self-sufficiency, some forms of urban agriculture are best regulated through zoning to mitigate impacts on surrounding properties.

Policies

- 1. The Town of Hawkesbury may enact a Zoning By-law regulating certain agricultural practices including small-scale livestock.
- 2. In enacting a Zoning By-law under Policy 1, Council shall consider:
 - a. The type of livestock permitted;
 - b. The scale of the urban agriculture practices permitted, which may be measured by number of livestock heads or floor area;
 - c. Mitigation measures for odours, dust or noise, including separation distances;
 - d. Public health implications, including the transmission of disease;
 - e. Size of the lot proposed to accommodate the livestock; and,
 - f. Visual impacts on neighbouring properties.

9.3.2 Holding Zones

In accordance with Section 36 of the *Planning Act*, the Town may enact a Holding Provision By-law, which prohibits all development on an affected property or properties until such time as the Holding Provision is removed.

A Holding By-law is generally applied to ensure:

- / Appropriate phasing of development;
- / Adequate water and/or sanitary services are available;
- / An agreement is executed between the Town and the landowner to govern specific planning or infrastructure matters, as appropriate; and,
- / Unique design features are incorporated in exceptional cases.

Policies

- 1. The Municipality may enact a by-law to assign a Holding Zone to one or more properties through the placing of an 'H' in conjunction with the zone symbol.

The by-law shall specify the purpose of the Holding Zone and any measures that may be required before the Holding Zone may be lifted.

2. Upon submission by an applicant of a request to remove a Holding Zone, Council may remove the Holding Zone when it is satisfied that all required conditions or measures specified in the applicable Holding Zone by-law have been completed.
3. Where a Holding Zone applies, permitted land uses on the affected lands are limited to existing uses.

9.3.3 Interim Control By-laws

In accordance with Section 38 of the *Planning Act*, the Town may enact an Interim Control By-law to prohibit development in an area subject to further study. Hawkesbury may use this tool in cases where an affected area requires a more detailed review or study before development can proceed. The By-law restricts the use of land to its present use(s) until the required studies are completed, at which time the Official Plan and/or Zoning By-law may require an amendment to reflect the findings of the study.

Policies

1. The Town may enact an Interim Control By-law to limit development in an area subject to a review or study.
2. An Interim Control By-law shall specify the period of time the controls will be in effect, which shall not exceed one year from the date of passing of the By-law. Where necessary, Council may extend the effective period for the By-law, provided that the period is no longer than two years from the date the By-law was originally enacted.

9.3.4 Temporary Use By-laws

Pursuant to Section 39 of the *Planning Act*, the Town may approve the use of land, buildings or structure for a temporary use that is not otherwise permitted in the Zoning By-law.

Policies

1. The Town may approve an application for a Temporary Use By-law where:
 - a. The use, building(s), or structure(s) are otherwise prohibited by the Zoning By-law; and,
 - b. The proposed temporary development will not preclude the future development of any lands for purposes permitted by the Zoning By-law, following removal of the temporary use.
2. A Temporary Use By-law shall define the area to which it applies and specify the period of time for which the authorization shall be in effect, which shall not exceed three years from the day of the passing of the by-law. At its discretion, Council may pass additional Temporary Use By-laws to extend the period of temporary use for further periods, with each extension not exceeding three years.

3. Temporary uses shall be evaluated for potential impacts on surrounding land uses and shall not generate undue conflicts related to noise, traffic or other impacts, with consideration for the temporary nature of the proposed use.
4. Following the expiration of a Temporary Use By-law or an extension to a Temporary Use By-law, the land use, building or structure associated with the temporary use must be discontinued.
5. A Temporary Use By-law may be used to authorize garden suites, in accordance with the policies of this Plan.

9.3.5 Site Plan Control

The Town may implement the policies of the Official Plan through the use of Site Plan Control, as enabled through the provisions of Section 41 of the *Planning Act*. The purpose of Site Plan Control is to allow Hawkesbury to review and approve functional details of development, including building siting, servicing, access and landscaping.

Policies

1. The Town may enact a Site Plan Control By-law under Section 41 of the *Planning Act*. The entire Town of Hawkesbury shall be established as a Site Plan Control area.
2. Where the Town passes a Site Plan Control By-law, the By-law shall specify the classes of development subject to Site Plan Control, in accordance with the provisions of Section 41 of the *Planning Act*. In non-residential developments, the expansion of parking and loading facilities shall be subject to Site Plan Control.
3. A Site Plan Control By-law may require site plans and/or detailed drawings of a proposed development to be submitted for approval by the Town. Submitted drawings may be required to include the information listed in Section 41(4) of the *Planning Act*.
4. The Town may require applicants to provide other information or material in support of a Site Plan Control application, in accordance with the policies of this Plan.
5. The Town may establish conditions for the approval of a Site Plan Control application, in accordance with Section 41(7) of the *Planning Act*.
6. The Town may require the owner of the land subject to an approved Site Plan Control application to enter into an Agreement with the Town to address the provision of required facilities or works, and to ensure that development proceeds in accordance with the approved plans and drawings.
7. Facilities or works required as a condition of Site Plan approval shall be provided by the developer at no expense to Hawkesbury.

9.3.6 Community Planning Permit System

A Community Planning Permit system offers an alternative tool for land use control, in lieu of a Zoning By-law and Site Plan Control By-law, which may apply to all or part of the Town. Council may choose to introduce the Community Planning Permit System

as an alternative to these by-laws, representing an alternative approach to land use control.

Policies

1. The Town may enact a by-law to establish a Community Planning Permit system.
2. Before passing a by-law to enforce a Community Planning Permit system, Council shall adopt an Official Plan Amendment to replace this section with text detailing information required under O.Reg 173/16 of the *Planning Act*, including the area(s) subject to the by-law, delegations of authority, required application submission materials, and other prescribed matters.
3. A Community Planning Permit system may apply across the entire Town of Hawkesbury, or alternatively may apply to selected areas. The Town may consider the following areas for targeted use of a Community Planning Permit System:
 - a. The Downtown Core; and,
 - b. Employment Policy Area.

9.3.7 Cash In-Lieu of Parking

Policies

1. In accordance with Section 40 of the *Planning Act*, the Town may enter into an agreement with a landowner or tenant of a development proposing to develop fewer parking spaces than that required by a Zoning By-law, in exchange for a monetary payment.
2. Where the Town utilizes the cash in-lieu of parking powers under Policy 1, it shall follow all applicable requirements under Section 40 of the *Planning Act*, including the establishment of a special account to hold money received through the agreements.
3. In evaluating requests for cash in-lieu of parking agreements, the Town:
 - a. May request a Transportation Demand Management Plan; and
 - b. Shall consider:
 - i. The parking needs of the proposed use;
 - ii. Opportunities for, or resulting impacts on, street parking in the area; and,
 - iii. Unreasonable limitations on development generated by parking requirements established in the Zoning By-law.

9.3.8 Community Benefits Charges

Policies

1. Council may enact a by-law to impose Community Benefits Charges against land to pay for the capital costs of facilities, services and other matters required due to increased demand from new development.
2. A Community Benefits Charge By-law shall comply with the requirements of Section 37 of the *Planning Act*, including the preparation of necessary studies and strategies.

9.3.9 Site Alteration By-law

Policies

1. In accordance with the *Municipal Act*, the Town may enact a Site Alteration By-law to regulate certain activities that may impact drainage and vegetation patterns.
2. A Site Alteration By-law may:
 - a. Prohibit or regulate the placing or dumping of fill;
 - b. Prohibit or regulate the removal of topsoil;
 - c. Prohibit or regulate the alteration of the grade of the land;
 - d. Require that a permit be obtained for the placing or dumping of fill, the removal of topsoil or the alteration of the grade of the land; and,
 - e. Impose conditions to a permit, including requiring the preparation of plans acceptable to the Town relating to grading, filling or dumping, the removal of topsoil and the rehabilitation of the site.
3. In addition to the regulations established in Policy 2, a Site Alteration By-law may include provisions to regulate temporary storage sites for excess soils.

9.3.10 Property Standards By-law

The Town is committed to the maintenance and development of a safe, healthy and attractive environment. The policies of this section allow the Town to pass a Property Standards By-law to advance these beautification objectives.

Policies


1. The Town may pass a Property Standards By-law under s. 15.1(3) of the *Building Code Act*, which may:
 - a. Prescribe standards for the maintenance and occupancy of property within the Town or within any defined area or areas, and for prohibiting the occupancy or use of such property that does not conform with the standards; and,

- b. Requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings, structures, debris or refuse and left in graded and levelled condition.
- 2. The Property Standards By-law may include provisions intended to address a range of public interest objectives, including but not limited to:
 - a. Physical safety for individuals and the general public;
 - b. Quality of repairs by building trades, owners and tenants;
 - c. Basic aesthetic considerations for building materials and landscaping;
 - d. Basic lighting standards; and
 - e. Storage and disposal of materials and refuse.
- 3. Provisions in a Property Standards By-law may be applied to the conservation of cultural heritage resources. The Town shall ensure that the application of the by-law is not detrimental to the conservation of cultural heritage resources.

9.3.11 Street Trees

Street trees and canopies provide many benefits. They provide natural habitat opportunities, reduce heating and cooling costs and noise levels, increase property values and provide numerous other social and aesthetic benefits. It is the intent of Council to protect and preserve existing street trees whenever possible.

Policies

- 1. Council may enact more restrictive regulations under the *Municipal Act* to protect the Town's urban trees.
- 
 2. Proposed development will be reviewed to provide for the preservation and protection, wherever possible, of existing treed areas.

9.3.12 Secondary Planning

A Secondary Plan forms part of the Official Plan and contains policies and land use designations that apply to multiple contiguous parcels of land, but not an entire municipality. A Secondary Plan is intended to provide more detailed land use policy direction in respect of those parcels beyond the policies of the broader Official Plan.

Policies

- 1. Preparation and adoption of a Secondary Plan may only be initiated by the Town, unless otherwise directed by Council.
- 2. The development of a Secondary Plan shall include engagement with local residents and other interested parties in a collaborative and public process, in accordance with the requirements of the *Planning Act*.

3. Secondary Plans shall generally be consistent with the policies of this Plan but may establish specific policies for the Secondary Planning area.
4. A secondary plan, when adopted by Council, becomes Council's policy for public and private development, in the planning area, and also amends this Plan.

9.3.12.1 Hawkesbury Waterfront Masterplan

Comprehensive and proactive waterfront development will be a key element in future sustainable growth in Hawkesbury. The Town's privileged location as an inter-provincial link and strong ties to the Ottawa River increases the importance of the river as a key factor for future development. For these reasons, Council may consider preparing a secondary plan for the Hawkesbury waterfront.

There are three primary waterfront uses that should be considered in future planning, including the natural waterfront, the public waterfront, and the developed waterfront. These different functions are not mutually exclusive and require the preparation of long-term strategies to guide land use.

A Waterfront Secondary Plan would make recommendations to Council regarding:

- a. Waterfront land use and zoning regulations;
- b. Identification of capital infrastructure investment and maintenance needs;
- c. Land acquisition/disposal necessary for short- and long-term growth;
- d. Public uses and public access;
- e. Integration, preservation and enhancement of natural features; and,
- f. Phasing and Implementation.

9.4 Land Division

Land division refers to processes to create new or modified land parcels, development lots, rights-of-way, blocks for public uses, infrastructure blocks, or other legal units of land. UCPR is the approval authority for all land division within Hawkesbury.

Policies

1. Subdivision of land in the Town may proceed by Plan of Subdivision, Plan of Condominium, Consent, or Part Lot Control exemption.
2. As UCPR is the approval authority for all land divisions in Hawkesbury, therefore governing policies are found UCPR's Official Plan.

9.5 Parkland Dedication

1. In accordance with Section 51.1 of the *Planning Act*, the Town may require the dedication of public parkland as a condition of approval for a Plan of Subdivision. Parkland shall be dedicated at the following required rates:

- a. For subdivisions accommodating commercial or industrial uses, two percent (2%) of the land to be subdivided; or,
 - b. For all other subdivisions, 5 percent of the land to be subdivided; or,
 - c. Where a by-law is enacted in accordance with Policy 2, an amount equal to the alternative rate.
- 2. In accordance with Section 42 of the *Planning Act*, the Town may enact a by-law establishing an alternative rate of required parkland dedication, which:
 - a. May not exceed 1 hectare of parkland per 600 residential units;
 - b. May not exceed 10 percent of the land for a development that is five hectares or less in area; and,
 - c. May not exceed 15 percent of the land for a development that is greater than five hectares in area.
- 3. The Town may enact a by-law to permit development proponents to provide cash in-lieu of parkland dedication, which may apply to:
 - a. The equivalent value of the percentage of land in accordance with the base rates established in Policy 1, where no alternative rate is established; or
 - b. An alternative rate established in Policy 2, to not exceed 1 hectare of parkland per 1,000 residential units.
- 4. Prior to enacting a by-law under Policies 2 or 3, the Town shall prepare a Parks Plan that examines the need for parkland in the municipality. The Parks Plan shall be undertaken in accordance with the direction given in the *Planning Act* and shall address, among other matters:
 - a. The existing supply and quality of public parkland;
 - b. Anticipated needs for parkland as a result of population and/or demographic changes;
 - c. Projected growth and development; and,
 - d. Appropriate rates for parkland dedication.
- 5. The Town shall apply the following guidelines to determine an appropriate location, configuration and design for parkland dedication:
 - a. The parkland should be relatively level and not be required for drainage purposes in the development;
 - b. The parkland should not be susceptible to flooding;
 - c. The parkland should not have steep slopes or other physical features which render the land unsuitable for open space or park development;

- d. The parkland should be centrally-located within a neighbourhood or the broader community context to provide convenient pedestrian and vehicular access;
 - e. Designed to incorporate barrier-free facilities;
 - f. The dimensions of the parkland should be appropriate to accommodate the dimensions and shape of large playing fields and other facilities; and,
 - g. The parkland should be provided with basic water, sanitary and utility service requirements.
- 6. Pursuant to the *Planning Act*, Natural Heritage Lands may not be considered as part of a parkland dedication.
 - 7. Where a new development features physical or environmental hazards, the hazard lands shall not be accepted for parkland dedication. Where the lands feature an open watercourse, adequate space shall be provided for maintenance of the watercourse.
 - 8. Where permitted by the *Planning Act*, the Town may accept privately-owned or encumbered land dedicated for park or other public recreational purposes, if satisfied that:
 - a. The identified location is preferable to an unencumbered site capable of being dedicated to the Town in its entirety, with consideration for the evaluation criteria in Policy 5; and,
 - b. The developer enters into an agreement with the Town, to be registered on title, which enables public access to the land.

9.6 Community Improvement

Council recognizes the importance of revitalizing various residential, commercial and industrial sections of the municipality and intends to continue and enhance the established processes of renovation, rehabilitation and revitalization. To this end, Council may adopt a Community Improvement Plan (CIP) for areas of the Town, or the entirety of Hawkesbury.

The provisions in Section 28 of the *Planning Act* allow municipalities to prepare Community Improvement Plans for designated Community Improvement Project Areas as the result of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason.

The *Act* defines community improvement as the planning or replanning, design or redesign, re-subdivision, clearance, development or redevelopment construction, reconstruction and rehabilitation, improvement of energy efficiency, and the provision of land uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary. Community improvement also includes the provision of affordable housing.

Policies

- 1. The Town of Hawkesbury is designated a Community Improvement Area.




2. Council may, by by-law, designate the lands within a Community Improvement Area as a Community Improvement Project Area whereupon Council shall undertake the preparation of a Community Improvement Plan for such area or areas.
3. Prior to adopting a by-law under Policy 2, Council shall repeal all previous designating by-laws adopted under the *Planning Act* for Community Improvement purposes in the area to be designated as a Community Improvement Project Area.
4. Subject to Section 28 of the *Planning Act*, in pursuing the objectives of this Plan Community Improvement Policies Council may:
 - a. sell, lease or dispose of lands and buildings acquired or held by the municipality;
 - b. give loans and grants to owners, tenants and their assignees for rehabilitation purposes;
 - c. provide tax assistance by freezing or canceling the municipal portion of the property tax on eligible properties for remediation purposes; and,
 - d. issue debentures with the approval of the Ontario Land Tribunal.
5. Designation of a Community Improvement Plan Project Area will be subject to the following criteria for establishing Community Improvement Plans:



- a. That there is evidence of a need to improve municipal services such as roads, sidewalks, street lighting, parking, sanitary and storm sewers, water supply, parks and recreation, community facilities, the waterfront areas or streetscaping. Improvements may apply to some or all of the above services.
- b. That the phasing of improvements corresponds to the timing of improvements by the Town and/or senior governments and is within the financial capability of the municipality.
- c. That a significant number of buildings in an area show signs of deterioration and need of repair.
- d. That there is evidence that a site can be classified as a Brownfield and that the adoption of a Community Improvement Plan would assist in the remediation, rehabilitation and/or redevelopment of a property or area.
- e. That improvement to the visual appearance or aesthetics be required.
- f. That improvements will have a significant impact on strengthening the economic base of the community
- g. That the estimated costs, means of financing and the staging and administration of the project are feasible
- h. That the phasing of improvements and the means of their implementation are feasible; and,

- i. There be citizen involvement during the preparation of a Community Improvement Plan.

6. Within Hawkesbury, the Town can use a Community Improvement Plan to:

-  a. Encourage improvement activities that contribute to a strong economic base, including both tourism and industrial development;
-  b. Establish and maintain the physical infrastructure required for residential, commercial and industrial development within Community Improvement Areas;
- c. Ensure the maintenance of the existing building stock, where appropriate, and encourage rehabilitation, renovation and repair of older buildings;
- d. Preserve historically and architecturally significant buildings;
-  e. Provide a mix of housing types to accommodate all population segments of Hawkesbury;
- f. Improve parking and traffic patterns and enhance compatibility with surrounding uses;
- g. Promote the continued development and revitalization of the Downtown Core and Gateway Mixed Use Policy Area, designations, and strengthen their roles as areas that serve the surrounding community;
- h. Encourage appropriate development and redevelopment along waterfronts in accordance with the policies of this Plan;
-  i. Provide and maintain adequate social and recreation facilities and services; and,
-  j. Improve energy efficiency, where feasible and appropriate.

7. To implement the community improvement policies, the Town may:

- a. Designate by by-law Community Improvement Project Areas, and prepare Community Improvement Plans for the project areas in accordance with the *Planning Act*;
- b. Integrate Community Improvement projects with other public works and municipal programs and initiatives;
- c. Continue to support and encourage Business Improvement Areas in their efforts to maintain strong and viable business areas;
- d. Continue the enforcement of the Property Standards By-law with respect to residential, commercial and industrial building stock and lands;
- e. Continue to make applications to participate in all appropriate senior level government programs;

- f. Encourage private rehabilitation, redevelopment and conversion activities, and, where appropriate, support infill development;
 - g. Where feasible, acquire buildings and lands to carry out community improvement objectives;
 - h. Consider a more flexible approach to zoning where community improvement objectives are supported; and
 - j. Develop grant, loan and rebate programs that provide a financial framework for community improvement.
8. Council shall have regard for the phasing of improvements to permit a logical sequence of events to occur without unnecessary hardship for area residents and the business community. The improvements should be prioritized having regard for available municipal funding.

9.7 Municipal Land Administration

Policies

1. The Town may acquire and hold land within Hawkesbury for the purpose of developing any feature of this Official Plan, and any land that is acquired or held may be sold, leased or otherwise disposed of when no longer required. Where land is acquired or held, the Town may clear, grade or otherwise prepare land for its intended purpose, in accordance with the *Planning Act*.
2. As a condition of approval for a Plan of Subdivision, Consent, Site Plan Control, or Lifting of Part Lot Control application, the Town or UCPR may require the dedication of lands or easements for:
 - a. Road rights-of-way, including right-of-way widenings and corner sight triangles. This can be to provide for;
 - i. transportation requirements for vehicle lanes, pedestrian facilities, cycling lanes, public and transit facilities, boulevards, drainage, landscaping, road side safety and public street scape enhancements;
 - ii. roundabouts, turning lanes, auxiliary turn lanes, daylight triangles, channelization and locations for traffic control devices and street lighting;
 - iii. suitable access to major traffic generators or attractors;
 - iv. cut and fill of slopes; and,
 - v. for roadway infrastructure improvements as identified on an approved Transportation Impact Study.
 - b. Natural heritage features;
 - c. Landscaping and other facilities for the protection of adjoining lands;

- d. Infrastructure, including stormwater management facilities and linear infrastructure; and,
 - e. Transportation infrastructure, such as pedestrian pathway blocks, multi-use pathways, and other active transportation corridors.
4. Where road-widening is required as per Policy 2 a) above, that road widening will be taken equally from either side and will not exceed a width of 5 metres from either adjacent property.
3. In determining strategies for disposition where Town land is declared surplus, Council shall consider:
 - a. The policies of this Official Plan; and,
 - b. The potential for land banking, land sharing, or other strategies to support affordable housing development.
 4. Where a proposed development is within the designated Site Plan Control Area, the dedication of lands, free of all charges and encumbrances to the appropriate authority, of the widening needed to achieve the road allowance to meet the prescribed rights-of-way and sight triangle standards, may be required along the frontage of the development as a condition of site plan approval.

9.8 Funding Sources

The Town may require funding to undertake planning activities and realize public works projects. This section is intended to establish a basis for raising or seeking funds to implement the Official Plan.

Policies

1. The Town may update its Tariff of Fees By-law to include submission fees for a full range of *Planning Act* application types. Appropriate fees shall be set with consideration for the resources required to process development applications, while not disincentivizing development activities.
2. In undertaking planning activities, the Town may seek or draw upon any of the following funding sources:
 - a. Higher orders of government, including the Government of Ontario and the Government of Canada;
 - b. UCPR;
 - c. Grants or other programs from government agencies, such as Canada Mortgage and Housing Corporation;
 - d. Grants or programs from municipal advocacy organizations, such as the Association of Municipalities of Ontario or the Federation of Canadian Municipalities; or,
 - e. The municipal tax base.

9.9 Development Application Requirements

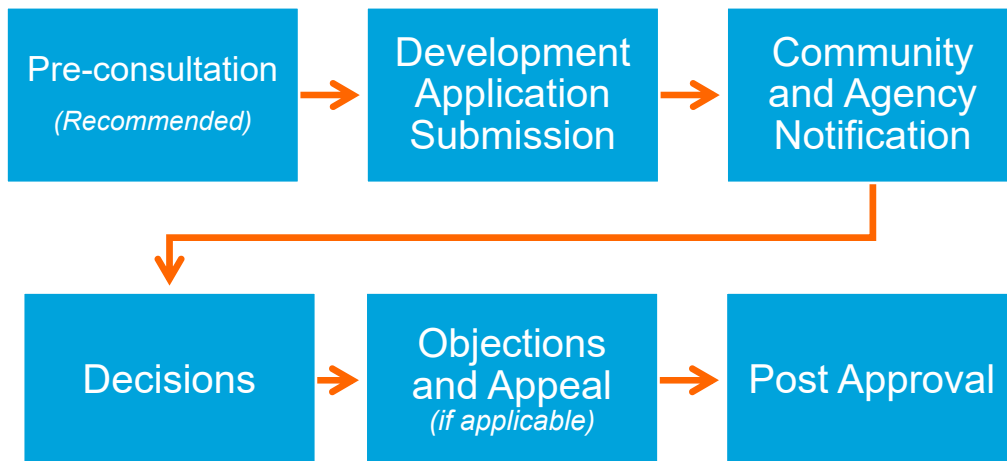
Development is a very broad term that encompasses activities that result in a change of land use or the construction or addition to a building(s) or to the creation of a parcel of land. Development applications are required to ensure that new development proceeds in a manner that is reasonable and consistent with the Official Plan.

Development applications are reviewed to ensure that the proposed development:

1. Is consistent with the *Planning Act* and the Provincial Planning Statement
2. Conforms to Official Plan and Zoning By-law
3. Carries out Council's policies
4. Exhibits the principles of good planning

While there are a number of types of Development Applications that are reviewed by Town and UCPR Planning Staff, the review process generally reflects what is shown in Figure 1.

Figure 1 - Development Review Process



9.9.1 Public and Indigenous Engagement

The Town intends that the public be involved in the formulation and implementation of planning policies. To this end, Hawkesbury shall notify and seek the views and participation of the public prior to making decisions regarding planning activities, in accordance with the provisions of the *Planning Act*.

Policies

1. The Town shall meet the requirements for public notification and public delegation established in the *Planning Act* and its Regulations, in accordance with the requirements for each development application.

2. Where the Town considers the public notification requirements in the *Planning Act* or its Regulations to be unfeasible or ineffective, Hawkesbury may employ alternative measures to undertake notification. Cases in which alternative measures of notification may be appropriate may include:
 - a. When community members cannot effectively be reached by traditional media;
 - b. When the number of properties potentially impacted by a development extends beyond the statutory circulation radius for notification; or,
 - c. When alternative measures would generate contact with an equal or greater number of residents by more efficient or inexpensive means.
3. Among other measures, the scope of alternative measures described in Policy 2 may include posting notifications, meeting information, and/or information regarding development applications:
 - a. On the Town of Hawkesbury's website;
 - b. In community newsletters; and/or,
 - c. On authorized Town of Hawkesbury's social media channels.
4. Where the Town uses the alternative measure of public engagement under Policy 2, it shall concurrently continue to circulate notification to the persons and public bodies listed in the *Planning Act* Regulations applicable to the type of development application.
5. The Town recognizes the value generated by public meetings and public open houses, including those required by the *Planning Act*. These events create opportunities for education and knowledge-sharing, while providing an important forum for community members to provide feedback on development initiatives. Where appropriate, the Town may use tools and strategies to enhance the scope and quality of engagement in appropriate circumstances. These tools and strategies may include:
 - a. Online video-conferencing technology;
 - b. Visual media, including slide decks and poster boards; or,
 - c. Interactive engagement activities, such as design charettes, workshops, or map annotation.
6. The Town may forego public notification and/or public meetings in connection with a technical Official Plan or Zoning By-law Amendment if such amendment will not affect the provisions and intent of the Official Plan, the Zoning By-law or amendments thereto, which may include:
 - a. Altering the numbering and/or arrangement of any provision;
 - b. Correcting punctuation or altering language to obtain a uniform mode of expression;
 - c. Correcting clerical, grammatical, dimensions or typographical error;

- d. Effecting changes in format; or,
 - e. Consolidating previous amendments into the parent document.
7. The Town of Hawkesbury will engage local Indigenous communities on planning matters of mutual interest. This input could include:
- a. Commenting on planning applications that have a direct impact on recognized sites of historic or contemporary importance to Indigenous communities.
 - b. Inputting and possible participation in the Archaeological Assessment processes required for land use planning or development purposes.
 - c. Informing the Town of areas where the potential for aboriginal artifacts could be encountered, thus refine the locations where Archaeological Assessments should be requested.

9.9.2 Pre-Application Consultation

Policies

1. As every development proposal is considered on its own merit, the Town of Hawkesbury encourages proponents of development to consult with Town Staff prior to submission of an application, in part to obtain a list of submission requirements necessary for the application to be deemed complete, deemed adequate, or be circulated for comment.
2. UCPR Staff is to be consulted as part of the approval process for the following proposed development applications when adjacent to and/or with the potential to impact and of their roadways as identified in Table 3 (Highways 17, Highway 4 and Main St. West);
 - a. Driveway and access permits;
 - b. Official Plan Amendment;
 - c. Minor Variance;
 - d. Zoning By-law; and,
 - e. Site Plan Control.

9.9.3 Complete Applications

Policies

1. The Town may request the submission of plans, studies, or other materials to support an application under the *Planning Act*. Potential submission materials may include but is not limited to what is summarized in Table 1Table 4.
2. Applications shall be deemed complete only if the applicant has provided all materials required under the *Planning Act* and its Regulations, the policies of this Plan, and any other materials required by the Town in accordance with this Plan.

3. Where applicable, the Town may notify and/or consult the following documents and public bodies as part of the evaluation of a development application:
 - a. Hawkesbury's Official Plan and Zoning By-law;
 - b. Town Staff and Departments;
 - c. UCPR Staff and Departments;
 - d. Local Indigenous groups and/or First Nations;
 - e. Abutting municipalities;
 - f. The Eastern Ontario Health Unit;
 - g. The Ministry of Municipal Affairs and Housing;
 - h. The Ministry of the Environment, Conservation and Parks;
 - i. The Ministry of Transportation;
 - j. The Ministry of Natural Resources and Forestry;
 - k. The Ministry of Mines;
 - l. School Boards; and,
 - m. Utility companies.
4. The Town will endeavor to meet decision timelines established in the *Planning Act*, while undertaking due diligence with the review of the application.
5. The Town will endeavour to fast-track the review and processing of applications for development containing affordable housing units, as defined in this Plan.

Table 4 - Development Application Requirements

Requirement	When required
Archaeological Assessment	When proposing development or works on lands or water containing a known archaeological site or considered to have archaeological potential
Compatibility Report *See UCPR's Official Plan for requirements.	When proposing a residential intensification development, for high density dwellings

Requirement	When required
Cultural Heritage Impact Statement	When proposed development or works could impact protected heritage property
Environmental Impact Study	<p>When proposed development or works on lands or water within or in proximity to a natural heritage system feature.</p> <p>When proposed development or works on lands or water within 120 metres of significant wildlife habitat.</p>
Environmental Site Assessment	Site deemed as potentially contaminated due to previous or existing uses on or adjacent to the property
Geotechnical Assessment	To satisfy the tests set out in the "Hazardous Sites Technical Guide", MNRF, 2006.
Land Use Compatibility Study (Guidelines D-1, D-2, D-4 and D-6 and any other relevant or future MOECP Guideline documents)	When incompatible land uses are proposed near one another existing or planned use
Neighbourhood Character Statement *See UCPR's Official Plan for requirements.	When proposing a residential intensification development, for high density dwellings
Noise Study	<p>When new sensitive land uses are proposed adjacent to stationary or line sources where noise may be generated including;</p> <ul style="list-style-type: none"> - Within 1,000 m of a railway right-of-way - Within 250 m of a Provincial Highway - Within 100 m of County Road
Planning Impact Analysis	For Official Plan Amendment and Zoning By-Law Amendment Applications

Requirement	When required
Record of Site Condition Ontario Regulation 153/04,	Sites where contaminants are in concentrations above Ministry-established acceptable concentrations
Slope Evaluation	When proposed development or works is within the regulated area of an unstable slope which is the top of slope plus 30 meters.
Stormwater Management Plan	When proposing any new development consisting of more than four residential lots or for commercial or industrial developments with large amounts of impervious area.
Traffic Impact Assessment	When the proposed development adds 20 units or 1,000 m ² of non-residential GFA. When proposing development with access to a Provincial Highway or County Road
Vibration Study	When new development is proposed adjacent to stationary or line sources where vibration may be generated including; - Within 75 m of a railway right-of-way
Water Budget	When proposed development or works is major enough to potentially affect ground water recharge

10 Interpretation

The Official Plan should be read as a whole to understand the comprehensive and integrative nature of the policy framework. The Plan is composed of Sections 1 to 10, Schedule A and Schedule B, and is intended to guide decision-making in the Town of Hawkesbury over the planning horizon to the year 2046.

Where reference is made in the Official Plan to other documents, such as provincial or federal Acts, or other legislation, or to other documents that are not part of the Plan, it is understood to reference the latest approved version of the legislation or document, unless otherwise specified.

10.1.1 Policy Designation Boundaries

Policies

1. The boundaries of the land use designations shown on Schedule A of this Plan are considered approximate. Designations shall be considered absolute only where bounded by public roads, railway corridors, waterbodies or other similar geographical barriers.
2. Amendments to the Plan will not be required to make minor adjustments to the approximate land use designation boundaries, provided that the general intent of the policies is preserved. Such minor deviations may not be reflected on the Schedules.

10.1.2 Conflicts

Policies

1. In the event of a conflict between the Official Plan of UCPR and this Plan, the Plan of the Counties prevails to the extent of the conflict but in all other respects the Official Plan of Hawkesbury remains in effect.
2. Where there is a conflict or inconsistency between the policies or maps of the Official Plan and a policy or map of a Secondary Plan, the policy or map of the Secondary Plan shall prevail.

10.1.3 Uses

Policies

1. Examples of permitted uses listed in preambles or policies of this Plan are intended to illustrate a range of activities in each respective land use designation. Specific uses and related regulations for an area shall be defined by the Zoning By-law.

10.1.4 Amendments to the Official Plan

Policies

1. The UCPR is the approval authority for Amendments to this Plan.

2. The Town shall continually monitor and review the Official Plan and may initiate an amendment to the Plan, as necessary, and subject to the process and notification requirements in the *Planning Act*.
3. An amendment to this Plan shall be required in the following cases:
 - a. Permitting a land use not permitted by this Plan;
 - b. A change in policy designation on a site-specific basis;
 - c. Significant boundary changes for policy designations; or,
 - d. Where an Official Plan amendment is explicitly required by this Plan.
4. In considering an application for an amendment to this Official Plan, the Town shall have regard to the following criteria:
 - a. Consistency with the Community Vision and Guiding Principles of this Plan;
 - b. The physical suitability of the land for the proposed land use;
 - c. Compatibility of the land use or development with the surrounding context;
 - d. Whether the amendment contributes to a logical phasing of development;
 - e. The capacity of infrastructure and public service facilities to accommodate the proposed land use or development, including transportation and servicing infrastructure; and,
 - f. The anticipated impact on the financial position of the Town with respect to present and future costs of capital investments and maintenance costs for infrastructure and public service facilities.
4. An official plan amendment must be submitted to UCPR at least 60 days before the Town gives notice of an open house or public meeting.

10.1.5 References to Statutes and Agencies

Policies

1. From time to time Provincial and Federal statutes are amended and section numbers are changed. This Plan shall be interpreted so as to refer to legislation as amended from time to time and shall not require an amendment to the Plan.
2. The names and responsibilities of various government ministries, departments and agencies may change over time. Where this Plan references a government ministry, department or agency, the reference shall be interpreted so as to include any successors.

11 Schedules

Schedule A: Land Use Policy Area Plan

Schedule B: Transportation Network Plan



SCHEDULE B
TRANSPORTATION
NETWORK

LEGEND

- ARTERIAL
- COLLECTOR
- LOCAL STREET
- COUNTY MINOR COLLECTOR
- COUNTY MAJOR COLLECTOR
- COUNTY PRIMARY ARTERIAL
- PROVINCIAL HIGHWAY
- FEDERAL HIGHWAY
- ACTIVE TRANSPORTATION PRIORITY ROUTE
- RAILWAY

Please reference **Table 3 – Hawkesbury Roadway Summary**, in the Official Plan, for further information on Road Classifications, Protected Right Of Ways, and Ownership.