



via email: [mknight@mississippimills.ca](mailto:mknight@mississippimills.ca)

March 24, 2023

Melanie Knight, MCIP, RPP  
Senior Planner  
Municipality of Mississippi Mills  
3131 Old Perth Road  
Almonte, Ontario  
K0A 1A0

Dear Melanie:

**Re: Hilan Village – response to municipal comments (July 19/22)**

Thank you for providing your initial review comments in the letter dated July 19, 2022. We have since reviewed the comments in detail and revised the Planning Rationale, Engineering design drawings and reports as well as have suggested changes to the Draft Plan of Subdivision for you to consider before revising and recirculating the plan to the County.

Please find below, responses to your comments along with additional information where clarification was requested. Once received, please contact me to arrange a brief call with the relevant parties to discuss the responses and proposed changes.

[Planning](#)

[Planning Rationale](#)

1. The Municipality's Official Plan seeks to include a range of housing types and densities. Section 2.5.3.2.3(4) of the current Official Plan notes that "the municipality should strive for an urban residential density of approximately 15 to 35 residential units per gross hectare (including road, parks and other natural features) of land." As noted in the planning rationale, the subdivision includes a mix of single detached, semi detached, townhouse and apartment units with a gross density of 15.7 units/gross hectare, which falls within the target density in the Official Plan.
2. As shown on the revised Draft Plan and associated table of areas and frontages, there are four Blocks proposed for park purposes. Block 62 is located at the entrance to the site at Carss Street, and has an area of 594 s.m. The intent would be to retain trees where possible and create a park block that could potentially contain pathways and/or benches for public use. Block 66 is located on the corner of Street 1 and Street 3, and has an area of 602 s.m. While a portion of this Block will contain a sanitary pump station and vehicle access/lane, it is anticipated that 540 s.m. will still be functional park space. Block 65 is the large park block in the centre of the site, with an area of 2,133 s.m. Block 67 is in the centre part of the site, with an area of 1,414 s.m. The total area to be dedicated for Parkland is 4,743 m<sup>2</sup>.

3. As noted in Item 2 above, Blocks 62, 65 and 67 will be park blocks, while Block 66 can function partially as a park but will also house a sanitary pump station and vehicle access/lane (approximately 50-60m<sup>2</sup>).
4. The Planning Rationale has been revised to reference park blocks instead of open space.
5. Based on the information noted above, 4,743 s.m. is proposed to be used for park space within the subdivision. Based on the Municipality's Parkland By-law 15-78 and the policies in the *Planning Act*, the municipality requires 5% of the gross area of land, or a cash-in-lieu equivalent, for parkland purposes. The subdivision has a total area of 7.37 ha; 5% of the gross area is .3685 ha, or 3,685 m<sup>2</sup> of land. The proposed parkland blocks within the subdivision would exceed this requirement.
6. At this point, the expectation is that Block 64 will be conveyed to the Mississippi Valley Land Trust. Conversations with MVLT representatives are currently underway. Should they not be interested in receiving the land, the applicant may consider a Vacant Land Condominium where residents of the development will have fractional ownership of the Block.

#### Lot Layout

7. The Draft Plan of Subdivision has been revised slightly to minimize any 'pockets' in the rear yards.

#### Open Space Blocks 62, 64 and 66

8. The revised plan shows Blocks 62, 65, 66 and 67 as Park Blocks to be conveyed to the Municipality. It is notable that a small portion of Block 66 will be occupied by a future sanitary pump station and short access lane (approximately 50-60m<sup>2</sup>).
9. Please see response in attached letter from Kollaard dated January 10, 2023.

#### Park Block 65

10. Although it is the intent of the applicant to maintain existing vegetation where possible, it is understood that during the detailed design process we may find that grading constraints require that all vegetation be removed, including in the proposed open space / parkland areas. Should that be the case, a landscape plan will be prepared with the objective of re-naturalizing disturbed areas where possible.

Note, the preparation of the Environmental Impact Study anticipated removal of all existing vegetation and the conclusions/recommendations noted in that report reflect that possibility.

11. Acknowledged. While a portion of the slope will be contained within Block 65, the usable parkland space has been calculated using only the lands above the top of slope.
12. This comment is no longer applicable based on the revised Draft Plan.
13. Please see response in attached letter from Kollaard dated January 10, 2023.
14. The Draft Plan and associated table have been revised to describe the various blocks.

15. Please see response in attached letter from Kollaard dated January 10, 2023.

#### [Buffering from the Ottawa Valley Recreation Trail \(OVRT\)](#)

16. Along this specific segment of the OVRT, speed limits are reduced to mitigate any negative impacts to the existing and future developed portions of Almonte. As a result, the County has already addressed anticipated noise levels by enforcing speed and time of operation on the trail. This approach is consistent with what been used throughout Renfrew, Arnprior, Carleton Place and Smiths Falls.

In addition to enforcing the speed, noise and hours of operation, this specific area has notable vegetation located on County owned lands between the rear property line and travelled portion of the trail.

As a result, it is our position that a Noise Brief is not required to support the proposed development.

Instead, in an effort to notify potential purchasers, we propose including a clause in the subdivision agreement and purchase and sale agreement noting the existing trail and it's function.

17. Acknowledged.

#### [Zoning By-law Amendment](#)

18. The Zoning Amendment application form, sketch and associated draft schedule have been completed and are included in this response submission to the Municipality. It is understood that a concurrent public meeting for the Zoning Amendment and the Plan of Subdivision will be held by the Municipality.

#### [Engineering](#)

##### [General](#)

19. Acknowledged. Specific location and details of all proposed easements (drainage, servicing, utilities, etc.) will be established during the detail design phase, prior to registration, and included on the Lot Grading and Drainage Plan and necessary Reference Plan of Survey.
20. Acknowledged. Details are contingent on the specifics of the final design. Details page of the engineering design drawing package will be completed and provided to the commenting agencies during the detailed design phase, prior to registration.
21. All drawings now show that Block 61 is proposed as a lot addition to the adjacent property.

#### [Road Layout and Traffic Impact Assessment \(TIA\)](#)

22. Please see response in attached letter from Kollaard dated January 10, 2023.
23. The north end of Street 1 will be conveyed to the municipality for a future road connection, to be constructed by the future developer/applicant to the north.

Stormwater Management

24. – 27. Please see response in attached letter from Kollaard dated January 10, 2023.

Grading and Drainage Plan

28. – 33. Please see response in attached letter from Kollaard dated January 10, 2023.

Site Servicing

34. – 35. Please see response in attached letter from Kollaard dated January 10, 2023.

Other

36. – 40. Please see response in attached letter from Kollaard dated January 10, 2023.

Closure

I trust the information contained herein adequately addresses your recent comments. Should any of the above or attached require further revision – please contact me at your convenience to discuss.

Regards,



Adam O'Connor

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