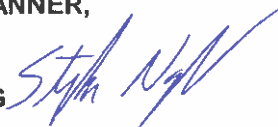


TO: GENERAL COMMITTEE


SUBJECT: OFFICIAL PLAN AMENDMENTS, ZONING BY-LAW AMENDMENTS AND DESIGN GUIDELINES TO PROTECT THE CHARACTER OF THE HISTORIC NEIGHBOURHOOD AREAS.

WARD: 8

PREPARED BY AND KEY CONTACT: KATHY BRISLIN, B.Sc., M.C.I.P., R.P.P. SENIOR POLICY PLANNER, EXT. 4440

SUBMITTED BY: S. NAYLOR, MES, M.C.I.P., R.P.P., DIRECTOR OF PLANNING 

GENERAL MANAGER APPROVAL: R. FORWARD, MBA, M.Sc., P. ENG. GENERAL MANAGER OF INFRASTRUCTURE AND GROWTH MANAGEMENT 
for R. Forward

CHIEF ADMINISTRATIVE OFFICER APPROVAL: C. LADD, CHIEF ADMINISTRATIVE OFFICER 

RECOMMENDED MOTION

1. That Section 4.8 Defined Policy Areas of the Official Plan be amended to include area specific policies intended to protect the heritage character of lands surrounding the Urban Growth Centre identified in the City Historic Neighbourhood Strategy in accordance with Draft Official Plan Amendment OPA 54 (attached).
2. That Schedule C - Defined Policy Areas, of the Official Plan also be amended by the inclusion of the "Historic Neighbourhood Defined Policy Area" identifying the lands subject to these policies (Appendix "A" – Draft OPA 54 attached).
3. That the Director of Planning Services be authorized to present a comprehensive Zoning By-law amendment to create new "Special Heritage Character" zones within 3 residential areas in the Allandale Historic Neighbourhood, which include new standards intended to protect the heritage character of these neighbourhoods, generally in accordance with Appendix "B" to Staff Report PLN005-16.
4. That staff in Planning Services provide a memo at the time the by-law is presented to identify the significant changes in the proposed zoning by-law amendment since the publication of Staff Report PLN005-16.
5. That the Site Plan Control By-law 99-312 be amended to include the areas identified on the Map in Appendix "C" as being subject to scoped site plan control, to be reviewed in accordance with the proposed Allandale Heritage Urban Design Guidelines outlined in Appendix "C" to Staff Report PLN005-16.
6. That pursuant to Section 34(17) of the Planning Act, no further public notification is required prior to the passing of this by-law.
7. That the Fees By-law be amended in accordance with the financial recommendations in Staff Report PLN005-16.

PURPOSE & BACKGROUND

8. The purpose of this report is to recommend the approval of:
- a) Official Plan Amendment No. 54 which adds a new *Defined Policy Area* to Schedule "C" to the Official Plan, and provides accompanying policies to protect the character of Historic Neighbourhood Areas within this area.
 - b) Zoning By-law amendments to three residential areas within the Allandale Historic Neighbourhood, which propose special Heritage provisions including standards to control location, scale, height and setback of buildings, additions and accessory structures to be in keeping with the overall heritage characteristics as experienced from the street.
 - c) Heritage Design Guidelines and the application of scoped site plan control to a limited area within the Allandale Historic Neighbourhood Area, to allow for a scoped site plan review of substantive alterations and additions to existing and proposed low density residential properties within the scoped site plan control area.

ANALYSIS

9. Between July of 2014 and November of 2015, staff conducted extensive research; site visits and analysis; consulted the Allandale Neighbourhood Association; held several open houses and reported to the Infrastructure, Investment and Development Services Committee on this issue. Following this process, a staff report (PLN035-15) was submitted to General Committee on November 30, 2015. This report recommended a statutory public meeting be held to consider the aforementioned Official Plan, Zoning By-law and Site Plan Control By-law amendments with Heritage Design Guidelines.

Official Plan Amendment

10. The intent of the proposed Official Plan amendment is to provide a policy framework to support implementation of applicable recommendations of the Council approved Historic Neighbourhood Strategy (HNS). The proposed amendment introduces a new Defined Policy Area referred to as the "Historic Neighbourhood Defined Policy Area". The boundary of this Defined Policy Area corresponds with the historic neighbourhoods areas identified in the HNS.
11. The policies provide for the preparation of more detailed secondary or block plans, implementation of area specific zoning provisions and development of design guidelines (the latter two are proposed as part of this report) for protection of heritage characteristics within the Historic Neighbourhood Areas. The proposed policies include requirement of evaluation of the potential impact of development within Historic Neighbourhood Areas where warranted.
12. The amendment also proposes to identify the area subject to these policies on Schedule "C" – Defined Policy Areas of the Official Plan.

Zoning By-Law Amendments

13. The proposed zoning recommendations and urban design guidelines developed for 3 low density residential areas within Allandale were based on a detailed characterization of three neighbourhood areas referred to as the *Shear Park Area*, the *Cumberland Burton Area* and *Blair Park Area*.

14. Appendix "B" attached to this report outlines the recommended zoning changes for each of the three areas, including additional changes recommended following review of comments received with respect to the public meeting.
15. The zoning changes considered at the public meeting for each area are summarized and graphically illustrated (Appendix "B") for a typical lot in each area as follows:

Shear Park Area

Proposes to amend the lands on Granville Street and Holgate Street from R3 zone to R3 (SP-HC3) which will be subject to the following standards:

Proposed standards

- a) A minimum setback of 11m from the front lot line shall be required for detached accessory buildings.
- b) A 1.5m encroachment into the front yard is permitted for "articulated openings and non-interior" additions which add definition to the front entrance.
- c) Front yard setbacks shall be a maximum of 5m.
- d) Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of dwelling unit floor area.
- e) Attached non-living space, such as garages and workshops shall be setback at least 4m from the front façade of the main building facing the street.

Cumberland Burton Area

16. Proposes to amend the lands zoned RM1 on Burton Avenue and Cumberland Street, east of William Street from RM1 to RM1 (SP-HC1) which will be subject to the following standards:

Proposed Standards

- a) A minimum setback of 11m from the front lot line shall be required for detached accessory buildings.
- b) A 1.5m encroachment into the front yard is permitted for "articulated openings and non-interior" additions which add definition to the front entrance.
- c) Front yard setbacks shall be a maximum of 5m.
- d) Walls without openings shall be setback a minimum of 7m from the property line facing any street.
- e) Walls located closer than 7m from the front or exterior side lot line shall provide a minimum of 25% of openings in the form of window or doors on the façades. Garage doors are not considered to be openings to living areas.
- f) Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of dwelling unit floor area.

- g) Attached non-living space, such as garages and workshops shall be setback at least 4m from the front façade of the main building facing the street. This shall apply to single detached, semi-detached buildings, or multi-unit dwellings.
- h) Attached garages for separate units shall not be located adjacent to each other in semi-detached housing forms. At least one wall of a garage for each semi-detached unit shall constitute an outer wall.

Blair Park Area

- 17. Proposes to amend the lands zoned RM1 in the Blair Park Area excluding lands on Anne Street, from RM1 to RM1 (SP-HC2) which will be subject to the following standards:

Proposed Standards:

- a) Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of dwelling unit floor area.

Allandale Heritage Urban Design Guidelines

- 18. Appendix "C" attached to this report identifies low density residential zones within the Cumberland Burton area and the Shear Park area which are proposed to be subject to "scoped" site plan review.
- 19. The primary objective of applying "scoped site plan review" in accordance with Allandale Heritage Urban Design Guidelines in the low density areas within the Urban Growth Centre is to ensure that where changes are made to existing buildings, that they are sympathetic to the overriding existing neighbourhood character.
- 20. These proposed guidelines are intended to address: architectural features such as pitched roofs; scale and materials; relationship to adjacent buildings; location and orientation of buildings; and features of facades facing streets. The intent of restricting scoped site plan review to the Urban Growth Centre is that this area within Allandale corresponds with the oldest most intact area from a heritage perspective, while at the same time being subject to the greatest pressure for development with higher density mixed use developments.
- 21. The scoped site plan review process is to be included as part of the normal building permit and zoning review process. Properties within the affected area will be flagged by the Building Department and sent to planning staff to review in terms of zoning compliance and consistency with the Allandale Heritage Urban Design Guidelines. The applicable processing fee will be collected through the building permit application process and the information will be sent to the Planning Department for review.
- 22. After review, planning staff will provide sign off to the Building Department. In cases where there is a need for more sympathetic treatment in terms of the design guidelines, planning staff will meet with the owner.
- 23. A checklist of information and the process for the "scoped" site plan review is outlined in Appendix "D" attached to this report. This checklist and process is intended to be included within the building permit application process to limit additional processing timelines and costs, while at the same time enabling review of significant alterations and additions for compliance with the Allandale Heritage Urban Design Guidelines.

24. Information on the proposed application of site plan review based on the Allandale Heritage Urban Design Guidelines has been provided through stakeholder information notices and consultation meetings. Some of the affected owners have participated in the process to date.
25. Following approval of these measures, an information pamphlet will be sent to affected owners providing the following information:
- explanation as to the purpose and reasons for the “scoped site plan review”
 - a description of the process
 - description of the information needed
 - additional costs
 - contact information for further inquiries

In addition, information will be posted on the City web site, and information flyers will be available in the Planning Services and Building & By-Law Services Departments.

Public Meeting

26. A public meeting was held on February 22, 2016, to consider measures to protect the character of historic neighbourhoods in general and more particularly the Allandale Historic Neighbourhood area.
27. A number of comments were received both before and at the public meeting. The following section summarizes the comments received and, where applicable, provides staff's recommendations regarding the comments.

General Comment

28. Mr. William Scott, Chair of the Allandale Neighbourhood Association, expressed a concern related to the current provision in the Zoning By-law which does not permit single detached dwellings in the Multiple Family RM1 and RM2 zones. He requested consideration be given to amending the Zoning By-law to allow for single detached units to be constructed on infill lots in historic neighbourhoods which are zoned RM1 and RM2.

a) Comment:

The current zone provisions permit existing single detached units in RM1 and RM2 areas in recognition that many areas do in fact have single detached units within these zones. In the Allandale area, properties zoned RM1 and RM2 consist of a mix of single and two unit residences including duplexes, or second suites. The prohibition of single detached dwellings within the multiple family zones is applicable City wide and dates back to the 2009 update to the Comprehensive Zoning By-law. The by-law was amended at that time to address the issue that lands intended to be developed for higher density uses were in fact being developed at lower densities, as the by-law of the day established a maximum density only. This impacted the City's ability to meet its density and population targets which in turn impacts capital infrastructure planning. Staff are of the opinion that this remains a valid concern and in fact the issue may be more sensitive today because of provincial policy. Many of the RM1 and RM2 zoned lots in Allandale are within the Urban Growth Centre (UGC), in which the Official Plan and the Places to Grow Growth Plan propose density targets of 150 persons and jobs per hectare. Allowing new development in multi-unit zone categories to develop at lower than planned densities in the UGC is contrary to the Provincial and Official Plan Policy.

b) Recommendation:

Staff do not recommend permitting new single detached dwellings in the RM1 and RM2 zones as it is contrary to Provincial and Official Plan policy and growth management objectives within the UGC.

Comments Applicable to the Cumberland Burton Area:

29. Mr. Michael McKean, the owner of 122 Cumberland Street expressed concerns regarding the impact of the proposed RM1(SP-HC1) zone standards in restricting the ability to create semi-detached units on corner lots. The request is for a variation in these standards to facilitate infill severances to allow for semi-detached units on severed parcels on corner lots. Specific concerns are with respect to the proposed minimum 4m setback from the front façade for attached accessory buildings, the requirement for a minimum of 25% of openings on a wall facing a street, and the requirement that garages for semi-detached units shall not be located adjacent to each other.

a) Comment:

122 Cumberland Street is a corner lot with more depth than other corner lots in the area. It would be possible to create a semi-detached dwelling on a severed parcel, on this lot and meet all of the existing and proposed standards.

Section 6.2.1.1 of the Official Plan states that notwithstanding the intensification policies of the plan, the lot size, frontage and configuration of both the severed and retained parcel shall be in keeping with the existing proposed and anticipated development in the area. Semi-detached units can be developed on corner lots if a corner lot within this area can address this policy and meet the proposed standards for the RM1(SP-HC1). There are also other uses permitted within the RM1 zone that can be developed on these severed lots including duplexes, two unit dwellings, garden suites or other low density multiple family uses. There is nothing in the proposed standard that would affect the permitted lot frontage or dimensions, only the building envelope. Any permitted use that can fit into that building envelope would continue to be permitted.

b) Recommendation:

No changes are recommended in this regard.

30. The same owner expressed concern that the proposed zoning by-law amendments avoid the complex issue of servicing, noting that this may be a factor in the delay in completion of the semi-detached development at 15 and 17 Milburn Street.

a) Comment:

The current and proposed zoning changes have no bearing on the servicing available in the area. In all development applications, including infill severance applications, servicing is required to be addressed in accordance with City standards. Servicing upgrades or needs are dealt with through conditions of severance and applications for building permits.

b) Recommendation:

No changes are recommended in this regard.

31. Ms. Colleen Healey and Mr. Terry Dowdall, owners of a six-plex on Cumberland Street east of Milburn Street commented that the proposed provisions should not be applicable to this stretch of Cumberland Street on the basis that there is little of heritage value in this area.

a) Comment:

Staff reviewed the section of Cumberland Street east of Milburn Street. The RM1 (SP-HC1) zoning as proposed applies to all of the north side of Cumberland Street and the first four lots on the south side of Cumberland Street east of Milburn Street. There are three properties of potential Heritage Interest in this section of Cumberland Street:

- 129 Cumberland Street which is referred to in the Allandale Heritage Walking Tour, as a Second Empire 1880s building. This building is in excellent condition and well maintained.
- 133 and 135 Cumberland is a semi-detached building similar to late 1800's houses in Allandale.

b) Recommendation:

Except for 129, 133 and 135 Cumberland Street, staff concur that there is little merit in applying the RM1(SP-HC1) zoning measures on Cumberland Street east of Milburn Street. Thus staff recommend that the RM1(SP-HC1) zone only apply to the three properties east of Milburn Street, on the north side of Cumberland Street.

32. Mr. Shane Stewart, an owner of 1 Milburn Street has also provided a letter indicating that the owners object to the proposed RM1(SP-HC1) zoning on Cumberland Street but has not provided a rationale for his objections and therefore staff cannot comment on his letter.

Comments Applicable to the Shear Park Area

33. Prior to the public meeting, Mr. Scott requested staff to consider applying the same provisions of the proposed R3(SP-HC3) zones in the Shear Park area to the R2 zoned properties on Holgate Street between William Street and Bayview Drive (Appendix "B").

a) Comments:

- i. This area consists of a mixture of housing styles and age, and displays less homogeneity in terms of style, age, lot size and configuration, compared to Holgate Street west of William Street, and the properties on either side of Granville Street.
- ii. However, upon review of Holgate Street east of William Street, staff recognise that there are some older houses particularly in the area closer to William Street which are similar in age and style to those on William Street near Burton Avenue and on Holgate Street west of William Street.
- iii. The R3(SP-HC3) measures could be extended to the R2 zoned properties on either side of Holgate Street east of William Street and up to Bayview Avenue to the R2 zoned lots by applying an R2(SP-HC3) zone to affected properties. This area is shown on the Map for the Shear Park Area in Appendix "B" to Staff report PLN 005-16.
- iv. Although this was not circulated in the Notice of public meeting, staff did advise at the public meeting that this will be reviewed when reporting back to General Committee.

b) Recommendation:

That the properties zoned R2 on Holgate Street, east of William Street be rezoned to R2 (SP-HC3) and that the same standards applicable to the R3 (SP-HC3) zone, referred to in the Shear Park Area apply to the R2(SP-HC3) zone. Refer to Appendix "B" attached for details and map of the expanded area.

ENVIRONMENTAL MATTERS

34. There are no environmental matters related to the recommendation.

ALTERNATIVES

35. The following alternatives are available for consideration by General Committee:

Alternative #1 General Committee can chose not to approve OPA 54, proposed Zoning By-law amendments and scoped site plan control measures with urban design guidelines proposed in this report.

This alternative is not recommended as the proposed amendments establish a policy framework and legislative authority to implement the intent of the Council approved Historic Neighbourhood Strategy.

Alternative #2 General Committee can alter one or more of the recommendations of this report in regard to any of the concerns raised through the consultation process.

Although this alternative is available, the recommendations come as a package to achieve the heritage measures as presented through the neighbourhood consultations. The few changes recommended in this report address concerns raised through the public consultation process.

Alternative #3 General Committee could direct staff to address the concern raised by Mr. Scott regarding allowance for new single detached units to be constructed on infill RM1 and RM2 zoned lots in the historic neighbourhoods. Although not recommended, should this alternative be chosen this allowance should only be applied to the proposed RM1(SP-HC1) zone which would have the least impact on the integrity of the overall policy framework, as it would only apply to a site specific special heritage conservation zone.

FINANCIAL

36. The proposed scoped site plan review process for compliance with the Allandale Heritage Urban Design Guidelines will require an additional fee to recover costs of additional processing.
37. Staff estimate it would take approximately 3-5 additional hours over and above the normal rezoning review for a typical application for scoped site plan review proposed. Staff recommend an initial processing fee of \$280.00 be applied to review these applications.
38. Since this type of application is new, the initial process and fee will be monitored and any necessary revision will be proposed approximately one year from implementation.

LINKAGE TO 2014-2018 STRATEGIC PLANS

39. The recommendation(s) included in this Staff Report support the following goals identified in the 2014-2018 Strategic Plan:

- Inclusive Community – these recommendations support diverse and safe neighbourhoods by encouraging protection of heritage character which is identified as a valued aspect within the historic neighbourhoods, in particular the Allandale Historic neighbourhood.

Attachments: Appendix "A" – Draft Official Plan Amendment No. 54
Appendix "B" – Proposed Zoning Recommendations
Appendix "C" – Proposed Allandale Heritage Urban Design Guidelines
Appendix "D" – Proposed Process and requirements for Scoped Site Plan Review

APPENDIX "A"

DRAFT OFFICIAL PLAN AMENDMENT NO. 54

PART A – THE PREAMBLE

Purpose

The purpose of this amendment is to amend Section 4.8 - Defined Policy Areas and Schedule C - Defined Policy Areas of the Official Plan to establish policies for protecting the character of historic neighbourhoods in the City of Barrie.

Location

Special policies are proposed for the historic neighbourhoods which are generally located in and around the historic downtown and former Allandale Village as identified on Schedule C attached to this amendment.

Basis

The current heritage policies of the Official Plan encourage all new development in older established areas of historic, architectural or landscape value to be in keeping with the overall character of these areas. The residential neighbourhoods in and around the City Centre Planning Area consist of many of the older buildings within the City, which collectively contribute to the unique character of these areas. These areas are also potentially susceptible to pressures for intensification and redevelopment, being in or adjacent to the Urban Growth Centre and Intensification Nodes and Corridors.

In June 2010, Council received a study regarding the potential impact of development pressures in the areas titled the Historic Neighbourhood Strategy (HNS). This strategy was undertaken with community input from residents of the historic neighbourhoods a committee to implement the strategy meets on a monthly basis. The overall objective of this strategy was the protection of the unique neighbourhood character of these areas.

In accordance with this strategy, the policy changes in this amendment are intended to ensure the compatibility of new development within these areas with the character of these neighbourhoods while recognizing the need to meet the City's intensification objectives.

PART B - THE AMENDMENT

Details of the Amendment

The Official Plan is amended as follows:

1. Schedule C –Defined Policy Areas is hereby amended by adding an overlay referred to as “Historic Neighbourhood Defined Policy Area” as shown on Schedule A to this amendment.
2. Section 4.8 Defined Historic Neighbourhood Policies of the Official Plan is hereby amended by adding a new section 4.8.20 as follows:

4.8.20 Historic Neighbourhood Defined Policy Area:

4.8.20.1 DEFINITION:

The Defined Historic Neighbourhood Policy area includes a number of older low density residential neighbourhoods in and around the original settlement areas of the City. These areas display an identifiable cultural landscape and historical layering of the built form reflective of the City's past. The Urban Growth Centre is not included in the Historic Neighbourhood Defined Policy Area, as this is a key intensification area identified in the Places to Grow Growth Plan. The focus of this defined policy area is the existing low density residential areas around the Urban Growth Centre, with the exception of Allandale, where there is some overlap with low density residential areas and the Urban Growth Centre. The low density residential area within the Urban Growth Centre is identified as the “*Allandale Neighbourhood*” typology area in the Intensification Area Urban Design Guidelines, and for purposes of this section, is considered to be within the Historic Neighbourhood Defined Policy area.

The Historic Neighbourhood Defined Policy Area includes neighbourhoods identified in the Historic Neighbourhood Strategy as areas with cultural heritage character by virtue of the groupings of historic buildings and streetscapes which are recognized as valuable cultural heritage resources that merit some protection however they have not been individually evaluated or considered appropriate for designation under the Heritage Act.

4.8.20.2 Policies

- a) Areas with Cultural Heritage Character may be subject to further secondary plans, block plans or zoning by-law provisions.
 - a) Development Guidelines may be prepared for each area, with zoning provisions and detailed urban design guidelines to protect heritage characteristics of the areas.
 - b) Site Plan Control may be applied to low density residential development of less than 25 units and any applicable drawings and information as may be required to assess in relation to Heritage Urban Design Guidelines may be required.
 - d) A Neighbourhood Heritage Character Impact Evaluation may be required for development, redevelopment, alteration or works proposed within a Historic Neighbourhood area.
3. Section 6.11 (l) is amended as follows:

6.11 REQUIRED STUDIES IN SUPPORT OF DEVELOPMENT APPLICATIONS:

- (l) Heritage Reports:
 - Architectural/Cultural Heritage Report
 - Neighbourhood Heritage Character Impact Evaluation

Implementation

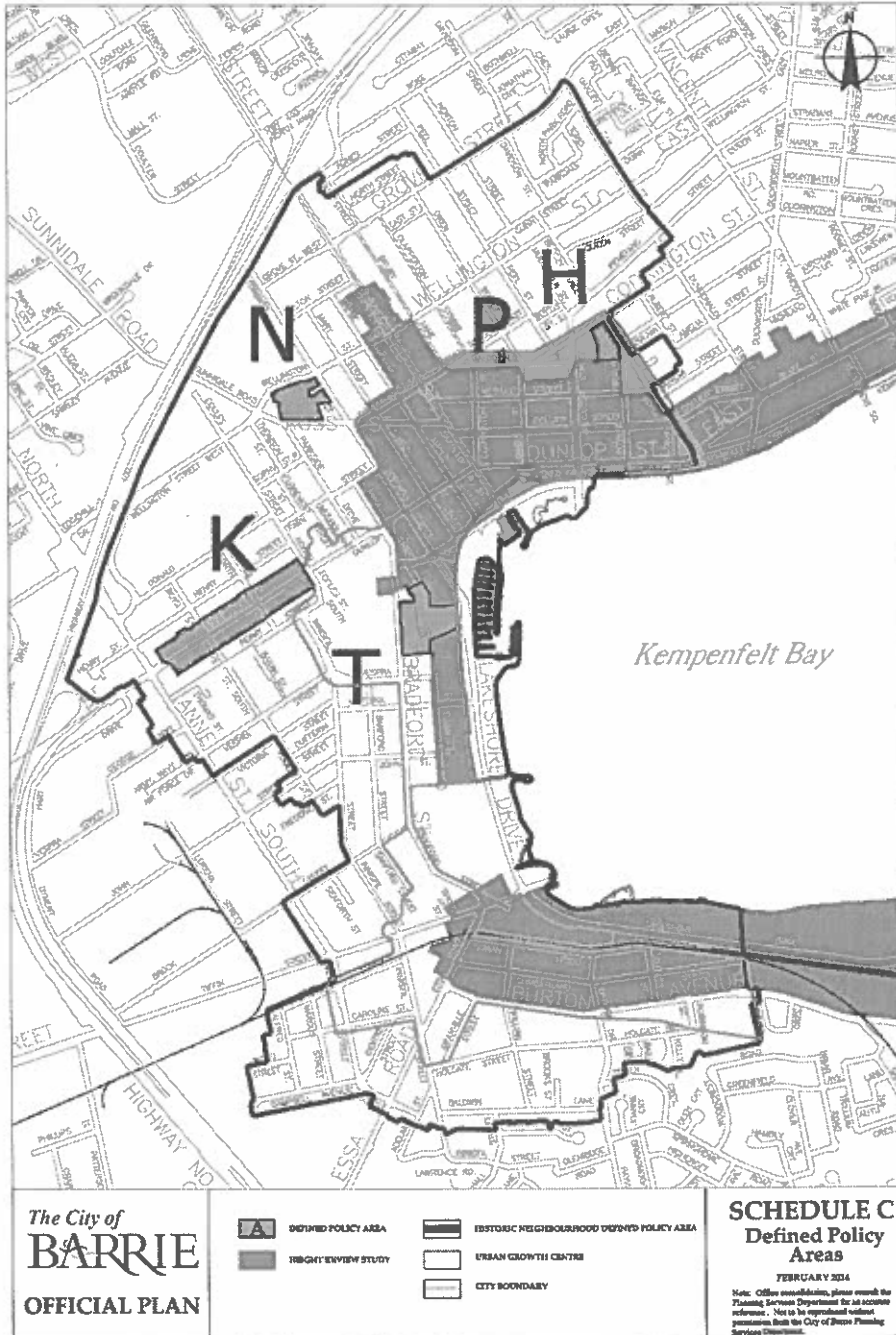
Area and Block Special Zoning Provisions may be introduced to protect certain characteristics for the various neighbourhoods.

Site Plan control with urban design guidelines may be applied to certain areas including low density residential zones to support the objectives and policies introduced through this amendment.

Interpretation

The provisions of the Official Plan, as amended from time to time, shall apply in regard to this Amendment.

DRAFT SCHEDULE A TO PROPOSED OPA No. 54
TO AMEND SCHEDULE C to the OFFICIAL PLAN



APPENDIX "B"

Proposed Zoning Recommendations

Draft Area Specific Zoning Review and Recommendations Presented at Public Consultation.

1. Shear Park Area – Affected Zoning Changes R3 Zoned Areas – Proposed R3(SP-HC3) Zone and R2 Zoned Areas to R2 (SP-HC3):

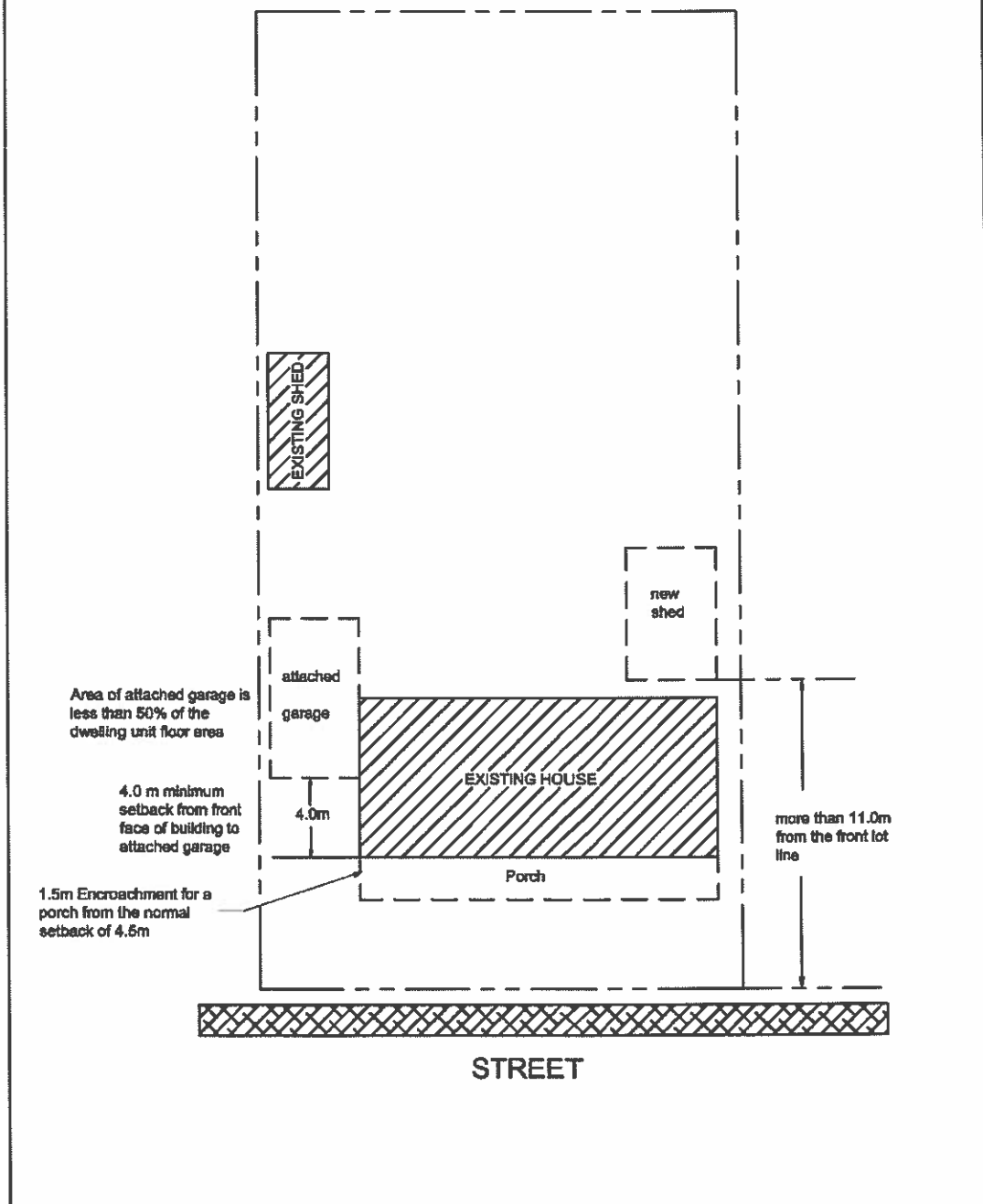


Proposed Zone Provisions R3 (SP-HC3)

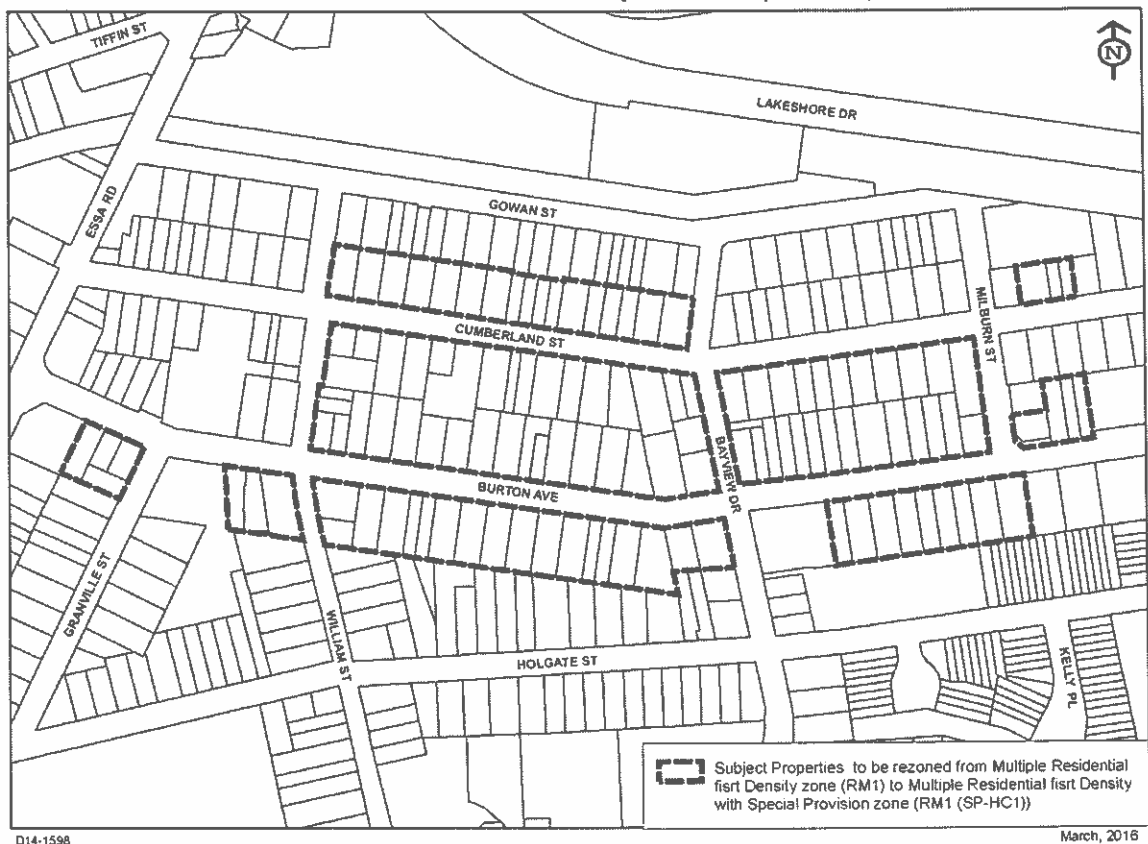
- a. A minimum setback of 11m from the front lot line for detached accessory buildings.
- b. A 1.5m encroachment into the front yard is permitted for “articulated openings and non-interior” additions which add definition to the front entrance.
- c. Front yard setbacks shall be a maximum of 5m.
- d. Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of dwelling unit floor area.
- e. Attached non-living space, such as garages and workshops shall be setback at least 4m from the front façade of the main building facing the street.

FIGURE 1
TYPICAL INTERIOR LOT SHEAR PARK AREA

LOT DIMENSIONS (20m x 49m)



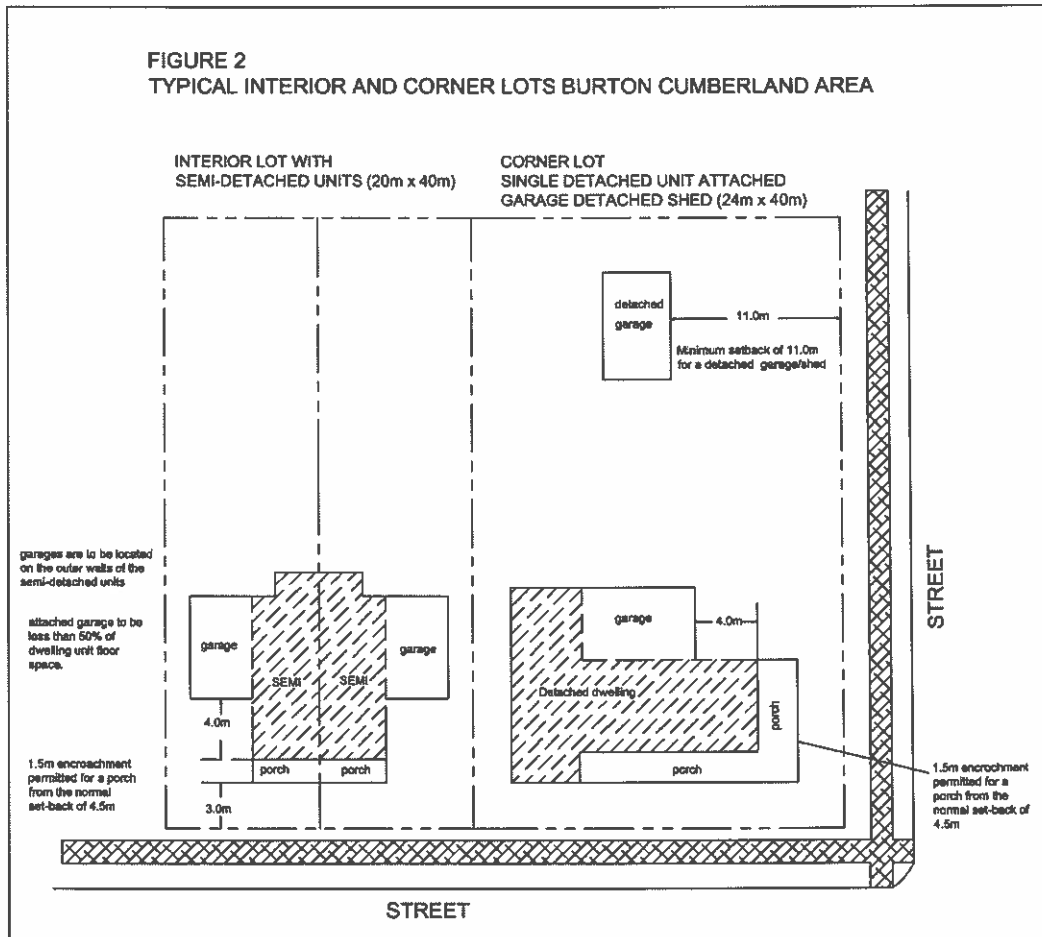
2. **Cumberland Burton Area – RM1 Zoned Areas Proposed RM1(SP-HC1)**



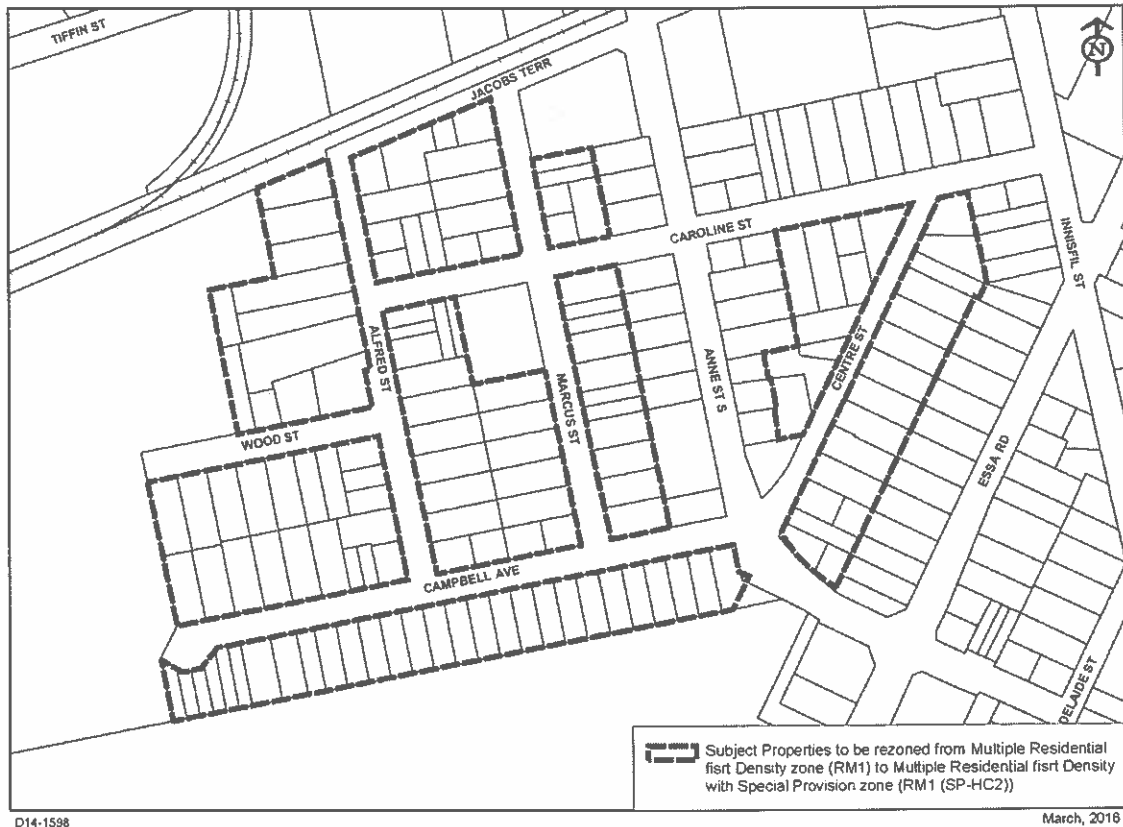
Proposed Zone Provisions RM1 (SP-HC1)

- a. A minimum setback of 11m from the front lot line for detached accessory buildings.
- b. A 1.5m encroachment into the front yard is permitted for “articulated openings and non-interior” additions which add definition to the front entrance.
- c. Front yard setbacks shall be a maximum of 5m.
- d. Walls without openings shall be setback a minimum of 7m from the property line facing the street.
- e. Walls located closer than 7m from the front or exterior side lot line shall provide a minimum of 25% of openings in the form of window or doors on the façades. Garage doors are not considered to be openings to living areas.
- f. Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of the dwelling unit floor area.

- g. Attached non-living space, such as garages and workshops shall be setback at least 4m from the front façade of the main building facing the street. (This shall apply to single detached semi-detached and multi-unit dwellings in the RM2 (SP-HC1 zone).
- h. Attached garages for separate units shall not be located adjacent to each other in semi-detached housing forms. At least one wall of a garage for each semi-detached unit shall constitute an outer wall.

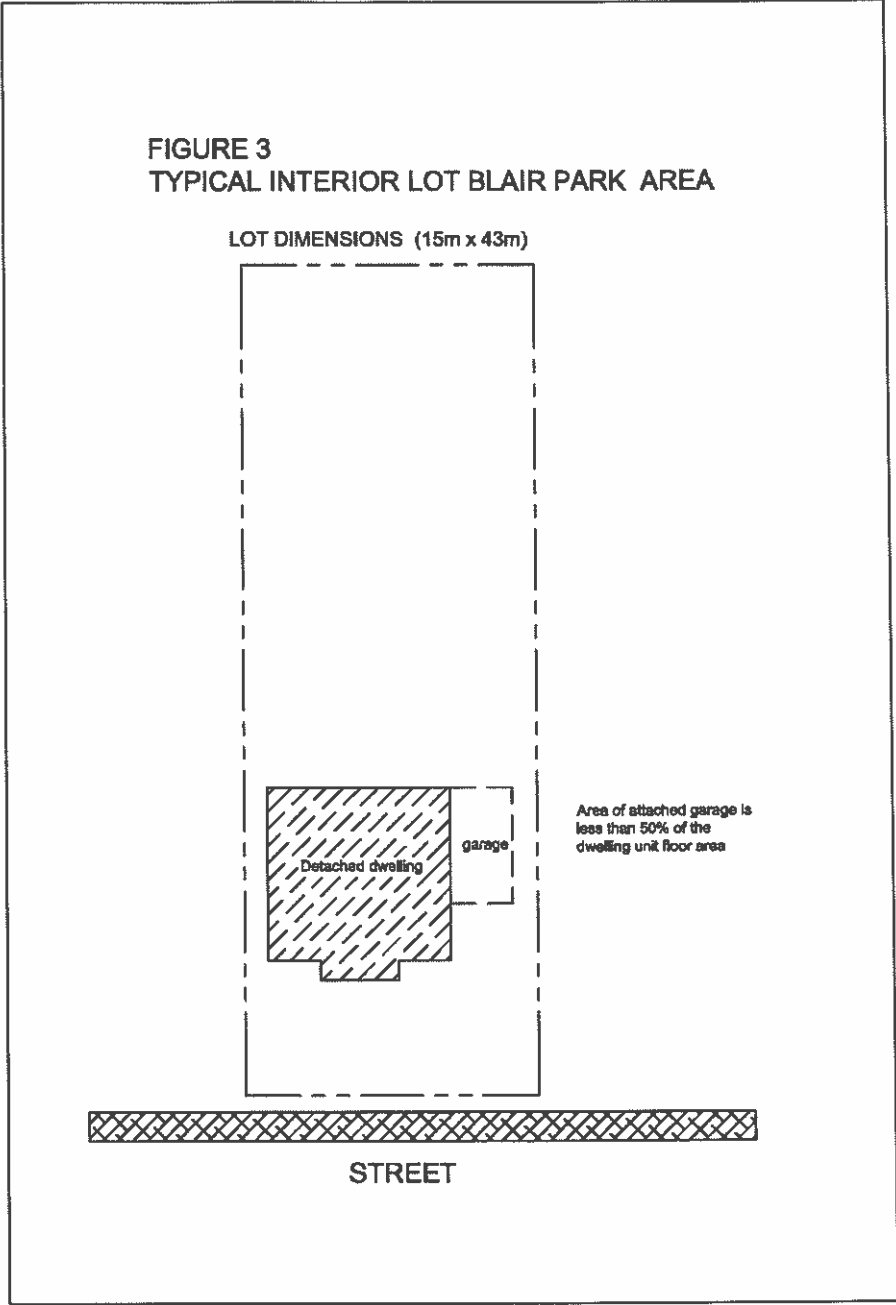


Blair Park Area – RM1 (SP-HC2)



Proposed Zone Provisions RM1 (SP-HC2)

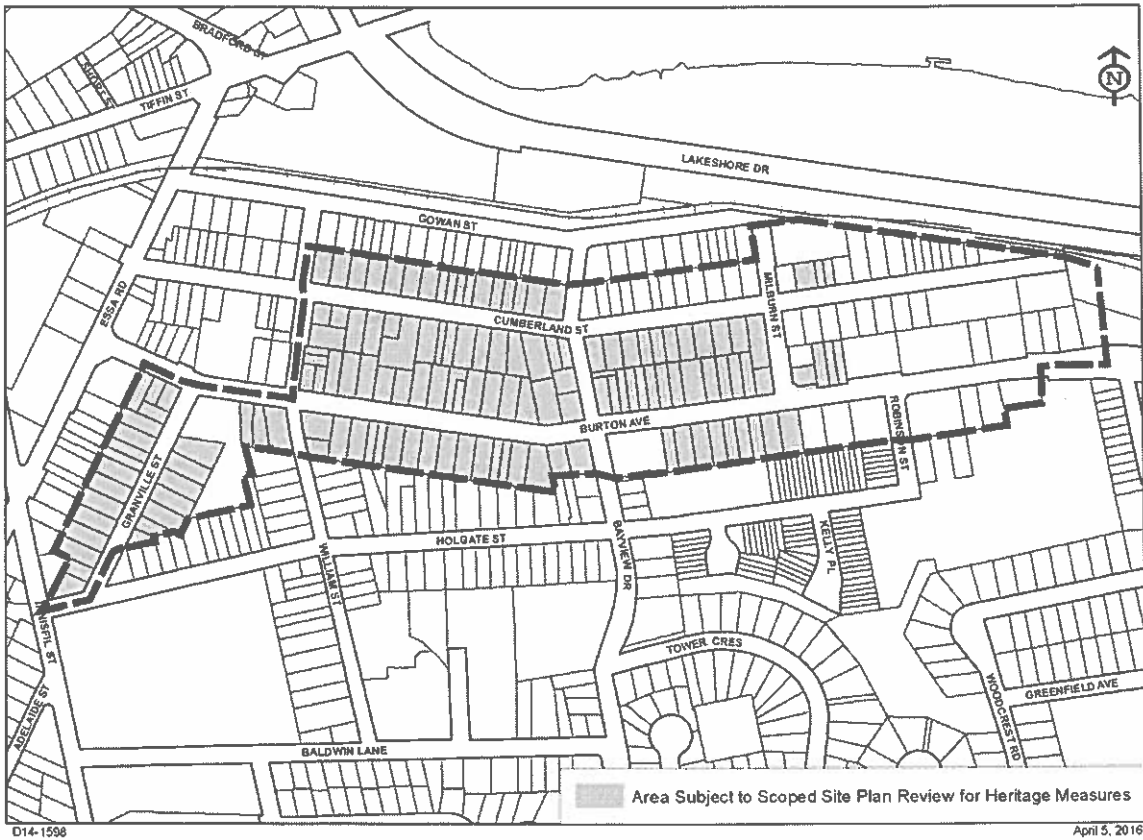
- a. Limit the scale of attached non-living accessory uses such as garages and workshops to 50% of the dwelling unit floor area.



APPENDIX "C"

PROPOSED ALLANDALE HERITAGE URBAN DESIGN GUIDELINES
Applicable to areas subject to Scoped Site Plan Review

Cumberland Burton Area RM1(SP- HC1) zoned areas to be subject to Site Plan Control and Shear Park Area R3(SP-HC2) zoned areas on Granville Street, to be subject to site plan control.



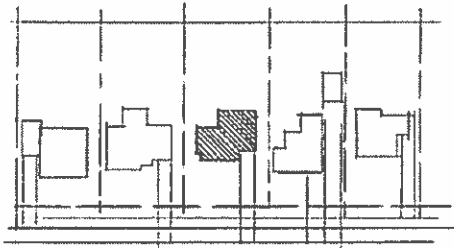
**ALLANDALE HERITAGE URBAN DESIGN DEVELOPMENT GUIDELINES FOR AREAS TO BE
SUBJECT TO SCOPED SITE PLAN REVIEW**

Development Adjacent to Properties listed on the Municipal Heritage Register:

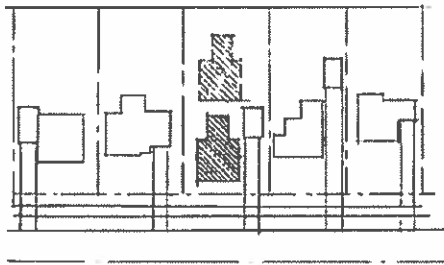
- Where development is adjacent to a property listed on the municipal heritage register, the proposed development shall show how the design takes into account the features of the adjacent building.

Lot Patterns and Setbacks

- New development and/or front yard should maintain and be compatible with the predominant pattern of frontage, lot depth and lot area as the adjacent properties on the street.
- Front yard setbacks should be the same or an average of the adjacent properties front yard setbacks. Subject to compliance with minimum zoning provisions.



Respect the existing site plan character of similar, but not identical front-yard setbacks.
Place a new building to mediate between setbacks of neighbouring buildings.



An extreme difference in setback from adjacent buildings is not appropriate.

Scale

- New development and/or additions should not appear significantly larger than the adjacent existing dwellings. If a larger massing is proposed, efforts to break up or divide the building into smaller component elements that are compatible with the neighbourhood's housing patterns should be incorporated.

- The scale of new development and additions should be proportional to the size of the lot and adjacent buildings to emphasize the 'spacious and deep' characteristics of existing lots in that area.

Height

- Additions are encouraged in the rear yard due to existing primary structure's low lot coverage and location towards the front of the lot. However, the height of new additions should make every effort to be consistent with the height of the existing and adjacent structures.
- In the instance where an addition is proposed that is one story or more higher than the existing and adjacent structures, a stepping provision is encouraged where the portion of the addition's height closest to the existing structure will be stepped down to minimize the impact on the front façade visually from the street.
- New development is also encouraged to be sensitive to the height of adjacent structures. Where the height of individual floors is less than adjacent structures new development should incorporate the second/third floor partially within the roof structure to match the overall building height of adjacent structures. Gable windows are a common feature in this area and can be used in new development to provide ample light to these floors.

Architectural Style and Features

- Additions are encouraged to use similar architectural materials as adjacent lots.
- Additions or new development should maintain pitched roofs in areas where these predominate.
- Dormers and entrance doors (excluding garage doors) fenestration is encouraged on walls facing streets.
- Blank walls facing streets shall be avoided. Inclusion of windows entrance doors balconies and varied setbacks may be used to avoid this.

Corner Lot/Severances and Vacant Lots:

- New Development will be required to maintain the character of the area with low lot coverage, significant frontage and front yard setbacks, preservation of mature trees and height of 1-2 story and/or consistent with the dwellings on either side of the property.
- New additions are encouraged in the rear yard. If additions have a façade visible from the street, window openings, building materials/cladding and architectural details should be incorporated to avoid blank walls, add eyes on the street, and maintain overall streetscape interest.

Garages and Accessory Buildings

Attached Garages:

- New development (especially semi-detached) with an attached garage shall not place garages in the centre of the units. Attached garages shall be recessed behind the front façade of the dwelling and elements such as windows, opening and other design features

should be incorporated into the garage doors. Also, building elements such as balconies are encouraged along the front façade to lessen the visual impact of the garage.

Detached Garages and Accessory Buildings:

- Such garages will be encouraged only in the rear yard, and shall be set back per the zoning provisions.
- Detached garages and accessory buildings are encouraged to incorporate features such as glazed panels into the design of the door if the door faces the street, to enhance the visual impact of the structure.
- Accessory structures (defined in compliance with section 3.2 of the Zoning By-law), should be of a design and style that is compatible with the quality, style, materials and colours of the primary dwelling.

Fencing

- Properties in this area generally do not have front yard/privacy fencing. Therefore fencing in the front yard is discouraged. Landscaping features and trees can be incorporated into the front yard to provide a separation between the property and street. In cases where a front yard fence is proposed, it should be no higher than 1m above grade.

Urban Design Guidelines

27. Appendix "C" attached to this report identifies low density residential zones within the Cumberland Burton area and the Shear Park which are proposed to be subject to site plan control. There are no proposed urban design guidelines applicable to the Blair Park area as there is no intention to apply scoped site plan control to this area which is outside of the Urban Growth Centre. Based on the variety, and lack of identifiable heritage characteristics, condition and development potential, as assessed through the neighbourhood characterization there were no overriding grouping of heritage characteristics to form the basis for urban design guidelines in the Blair Park area.
28. The primary objective of applying scoped site plan control and urban design guidelines in the low density areas within the Urban Growth Centre is to ensure that where changes are made to existing buildings they are sympathetic to the overriding characteristics of the existing historical buildings. These proposed guidelines are intended to address: architectural features such as pitched roofs; scale and materials; relationship to adjacent buildings; location and orientation of buildings; and features of facades facing streets.
29. A checklist is proposed to facilitate and streamline review so that those site plan applications that comply may be expeditiously approved.
30. The review will take place through the Planning Department. This process will be designed to consider processing timelines and costs, and would seek opportunities to expedite the process for applications that comply using a checklist of requirements.

APPENDIX "D"

SCOPED SITE PLAN REVIEW PROCESS FOR HERITAGE URBAN DESIGN ELEMENTS

This will not be a separate application but will be part of the building permit application process.

Properties within the applicable area will be flagged for zoning and urban design review. The additional processing fee will be charged and information will be forwarded to planning staff as part of the zoning review.

1. Checklist Applications that need to go through scoped site plan review:

- Building permit for a house
- Building permit for attached accessory building (addition or expansion)
- Building permit for detached garage or any accessory building
- Building permit for any front façade works or exterior façade works
- Any addition to a corner lot
- Any addition adjacent to a listed property
- Any interior changes that affect the need for additional parking (if all changes are within the interior and no exterior changes are being made site plan review will not be needed)

2. Exempt:

- Permits for decks
- Permits for swimming pools
- Permits for additions or buildings less than 10m²
- Permits that do not affect the exterior and do not require additional parking.

3. Information needed with Application:

All information typically submitted with a building permit:

- Permit Plans
- Elevations
- Exterior building materials
- Survey or lot plan showing proposed additions, dimensions and location
- Servicing and entrance permits

Additional information not necessarily included with building permit

- Location, size, age and species of trees bushes and hedges

Additional information where adjacent to a listed building

- Current/recent electronic photograph of subject property and adjacent buildings
- Description and explanation of compatible with the adjacent listed property.

Review Checklist:

Zoning Compliance:	
• Setbacks	
• Size of accessory attached or detached non-living areas	
• Openings on corner lot if applicable	

Urban Design:	
• Adjacent to listed building – show compatibility and in keeping with neighbourhood character	
• Compatible with predominant pattern of frontage	
• Scale of addition	
• Location of addition (matching adjacent lots) scale and massing	
• Height – compatible with existing building, stepping	
• Height – compatible with adjacent buildings	
Architectural Style	
• Pitched roof – generally preferred	
• Materials	
• No Blank walls facing street	
Location and Scale of Garages if applicable	
• Openings and design of garage doors	
Fencing	
• Front yard fencing – open visibility	

4. Other

- No separate application – part of zoning review needed for the building permit application
- No requirement to post notice on property
- No requirement for site plan agreement
- No Security Deposit

5. Process:

Building Department receives a Permit Application:
If within the flagged area NOT exempt:

- An additional processing fee is charged
- Information with the permit is sent to the Planning Department
- If additional information is needed the applicant will be asked to provide this to the Planning Department (e.g. adjacent to listed buildings)

Planning Department sends sign-off to Building Department.

If some concerns need to be addressed in terms of the Heritage Design Guidelines, the planning staff will contact the applicant/property owner to discuss and determine appropriate adjustments.