

*Building a
Beautiful BNG*



TOWN-WIDE URBAN DESIGN GUIDELINES

August 2022

**Prepared by The Planning Partnership
August 2022**

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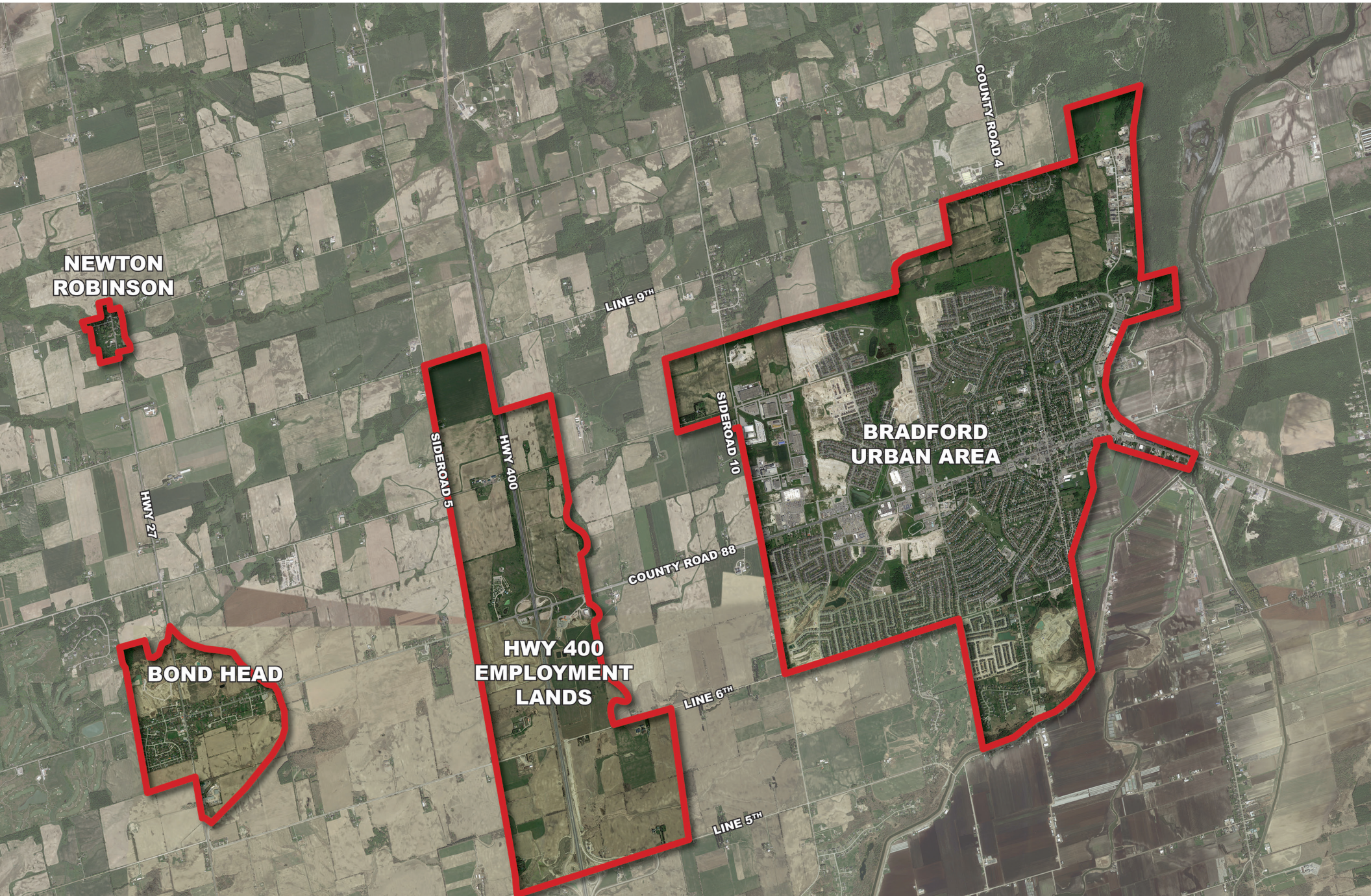
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**NEWTON
ROBINSON**

**BRADFORD
URBAN AREA**

BOND HEAD

**HWY 400
EMPLOYMENT
LANDS**

1.0 introduction

The Town of Bradford West Gwillimbury is in Simcoe County, along Highway 400, and between the cities of Toronto and Barrie. There are three settlement areas in the Town - Bradford (Urban Area), Bond Head and Newton Robinson, with an estimated total population of 42,880 persons (as reflected in the 2021 Census). The Town has experienced significant growth and is one of the fastest growing communities within the County, Province, and Country. The Growth Plan and the Simcoe County Official Plan designate Bradford West Gwillimbury as a Primary Settlement Area and BWG Highway 400 Employment lands as a Strategic Settlement Employment area in which additional growth and density is to be accommodated.

This growth has been dominated by traditional lower density ground related residential subdivision development and service commercial and institutional development which has predominantly been built out. As the Town evolves and transitions to a denser urban form, there is a need to ensure that new development is both sensitive to the existing character of the Town and enhances the image and quality of the community. Consideration must also be given to ensuring the needs of the growing population are supported with mixed use development, employment uses, and commercial/retail.

1.1 Purpose of the Design Guidelines

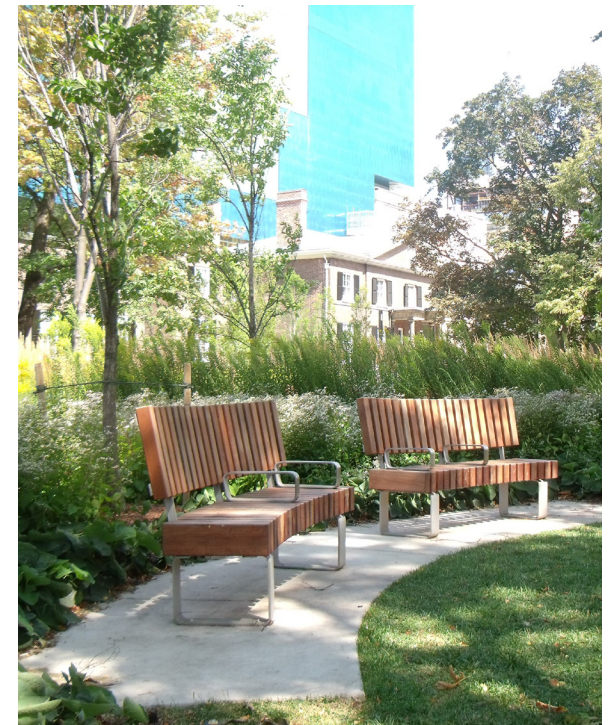
The purpose of the Bradford West Gwillimbury Town-wide Urban Design Guidelines is to implement the Town-wide Design Policies of the Official Plan. The Town-wide Design Policies state that 'Exemplary urban design shall be achieved through:

- a. The creation of a strong community framework and identity;
- b. The creation of distinct yet integrated neighbourhoods;
- c. The creation of a transitional interface between urban and significant natural features;
- d. A compatible and complementary interface between existing and new development; and,
- e. Pedestrian-oriented neighbourhoods and streetscapes.'

The Town-wide Urban Design Guidelines build upon these objectives and are intended to provide guidance, standards, and general concepts in the areas of building typologies, site planning, architectural design, landscape and open space design for the Bradford Urban Area, the Bond Head Settlement Area and the Highway 400 Employment Area, as identified in Official Plan Schedule A – Urban Structure and Built Boundary.

They will assist property owners and developers in the preparation of development proposals and the Town and public agencies with the review of development applications to ensure that development is occurring in a sustainable, complementary, and compatible manner.

The table on page 3 provides a snapshot of the various documents / levels of government that direct development and design in Bradford West Gwillimbury.



1.2 Transition Provisions

The Council endorsed Town-Wide Urban Design Guidelines (TWUDG) shall apply to all new development applications within the Town of Bradford West Gwillimbury. Staff shall direct development applications to conform to the new TWUDG at the pre-consultation stage. Development applications that have been deemed 'complete' prior to Council endorsement of these guidelines are not required to have regard for these guidelines. Staff will work with development applications under review (not approved) to achieve the urban design goals and principles of the new Official Plan, as reflected in these new Guidelines.

1.3 How the Guidelines are Organized

The Urban Design Guidelines are meant to be easy to use; they incorporate graphics (plans, illustrations and precedent images) wherever possible, to demonstrate principles and ideas, use clear and concise language to describe the design intent and are organized to generally align with the various land use designations and/or secondary plan areas, as identified in Schedule B-1 Bradford Urban Area, B-2 Land Use Highway

400 Employment Lands Secondary Plan and B-3 Land Use Bond Head Secondary Plan, 2021 OP (Council Adopted).

Section 2 – Focal Areas

These Guidelines address key areas of the community including Downtown Bradford, including the Bradford GO Station Area, the Bond Head Village Core Area and the Highway 400 Employment / Gateway Area.

Section 3 – Residential Areas

These Guidelines address Residential Built Up and Low and Medium Density Residential Areas of the Plan, or Established and New Neighbourhoods, respectively. Guidelines for Established Neighbourhoods are new to Bradford West Gwillimbury and are provided to implement the Official Plan policies for protection of Bradford West Gwillimbury's stable neighbourhoods and to guide development that is integrated, compatible and complementary within this context.

Under Policy 3.10.1 a) General Policies, the Official Plan states that 'Development shall be evaluated using applicable Community Plan Area 2 urban design guidelines to determined conformity with the general policies of this plan.' Policy 3.10.1 l) further states that 'Alternative design approaches to those contemplated by

this Plan or applicable Community Plan Area 2 urban design guidelines may be proposed with appropriate justification and through a collaborative approach with the Town'. The guidelines for New Neighbourhoods are intended to build upon those existing guidelines with respect to Low and Medium Density Residential forms of development.

Section 4 – Non-Residential Areas

These Guidelines address Community, Commercial and Industrial Areas of the Plan and focus on site planning and built form considerations.

Section 5 – Public Realm

These Guidelines are intended to direct the design of landscape and open spaces within both the private and public areas of the community. The existing guidelines prepared for the Community Plan Areas have been used as a resource for establishing a common direction for these guidelines.

All of the sections of the Guidelines include demonstration plans, massing models and precedent images to illustrate potential development scenarios that apply the urban design objectives and policies of the Official Plan.



Focal Area - GO Transit Station Area

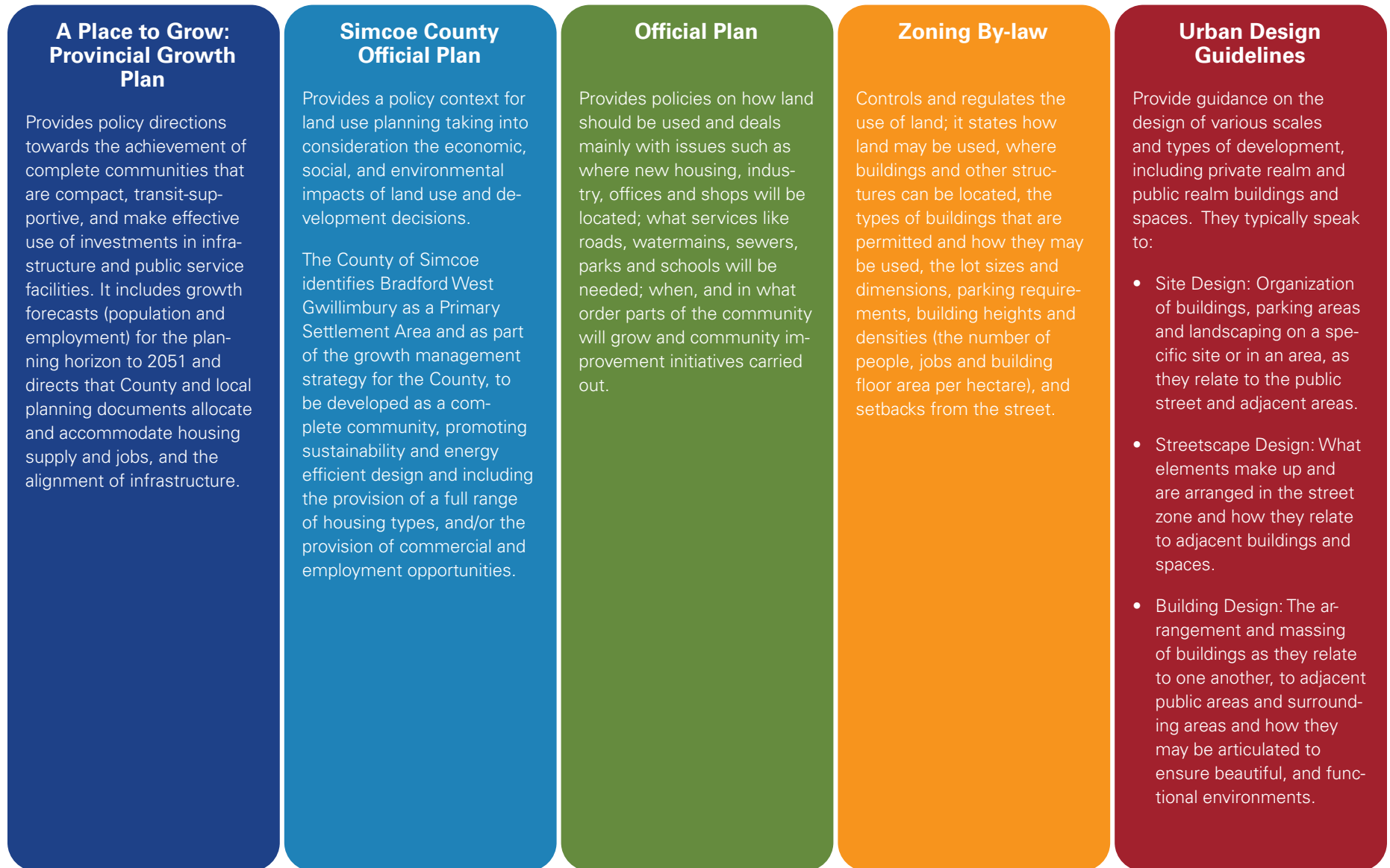


Focal Area - Mixed Use Development



Non-Residential Area - Built Form

1.4 Development / Design Direction



1.5 Vision and Guiding Principles

The Official Plan policies state that the objective of design is ...

'to achieve a high standard of physical design and architectural quality in pursuit of a sustainable, innovative community. New development is encouraged to be similar in character to adjacent existing development while achieving the overarching objectives of the Official Plan.'

Its policies call for....

A distinctive community character and a cohesive, consistent quality of architectural style



High quality of architecture and site design for commercial and institutional uses



Coordinated and attractive streetscapes

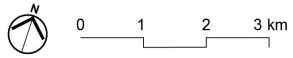


Visually prominent and easily accessible parks and open spaces features



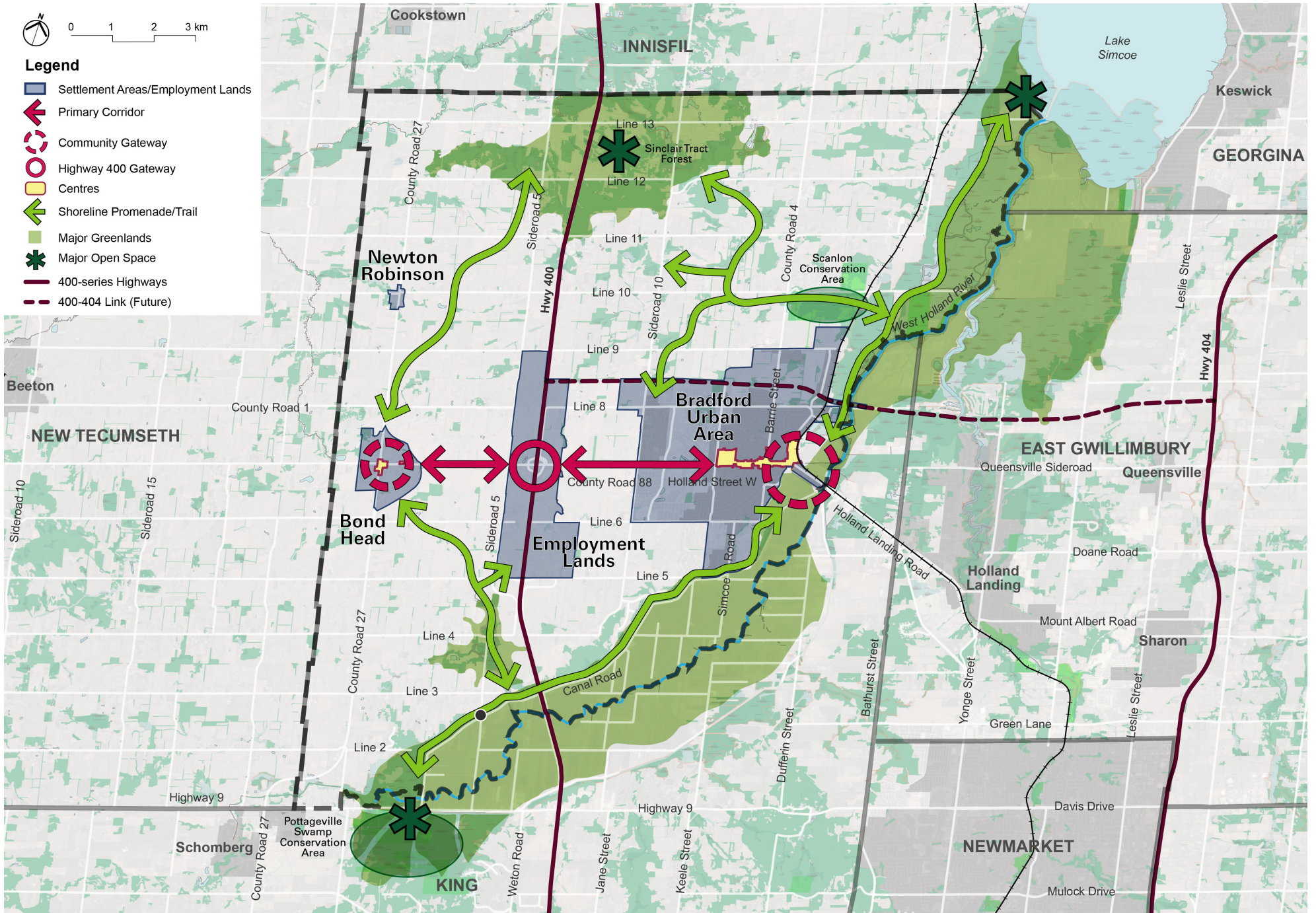
A network of parks, streets and open spaces as the predominant features and amenity of the Town





Legend

-  Settlement Areas/Employment Lands
-  Primary Corridor
-  Community Gateway
-  Highway 400 Gateway
-  Centres
-  Shoreline Promenade/Trail
-  Major Greenlands
-  Major Open Space
-  400-series Highways
-  400-404 Link (Future)



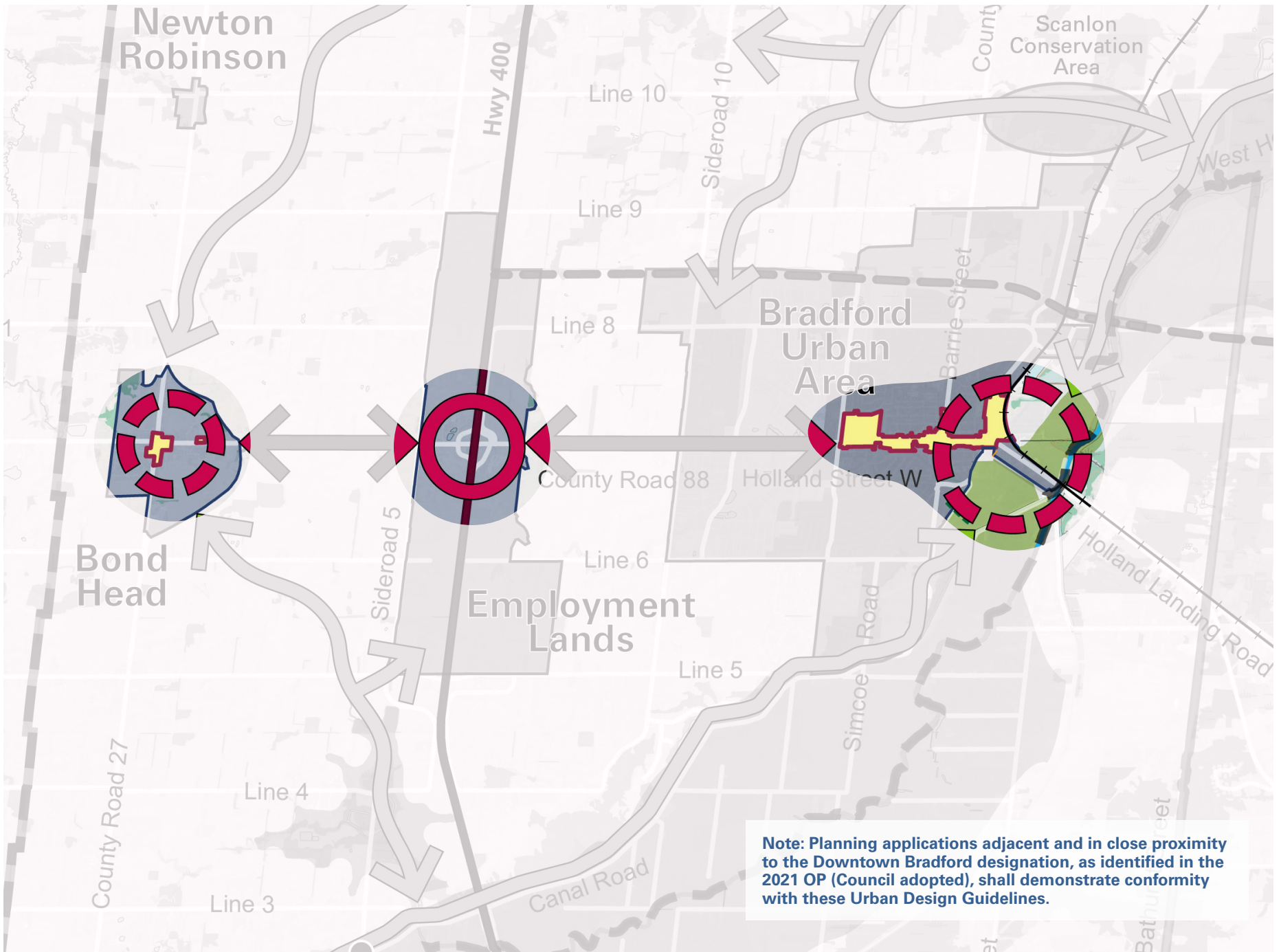
1.6 Community Structure

The Town of Bradford West Gwillimbury is a growing mid-sized town that encompasses a number of distinct historic, built up and natural areas. As it continues to grow and evolve over time, it is important that these overarching objectives are clearly at the forefront of development and design but also that they are articulated in its urban structure. The diagram on the left illustrates an articulated urban structure for Bradford West Gwillimbury and includes:

- 1 Settlement Areas / Employment Lands as identified in Schedule B Land Use of the 2021 OP (Council Adopted).
- 2 A Primary Corridor travelling along County Road 88 / Holland Street / Bridge Street that is proposed to be the focus for enhanced streetscape design, enhanced building design and greater height and massing.
- 3 Downtown Bradford and Village Core Area as delineated in OP Schedule B-1 and B-3. Centres formed by the historic Bond Head Village Core and Downtown Bradford.
- 4 Highway 400 Employment Area as delineated in OP Schedule B-2.
- 5 A Green Shoreline formed along the Holland River and encompassing a network of parks, open spaces and trails that extend Green Fingers into the community.



Note: The design guidelines that follow are accompanied by renderings and massing models that are conceptual only and intended to generally illustrate principles of the Official Plan as applied to built form arrangements and built relationships. The models demonstrate a potential scenario for build out of the study area, with a focus on urban design only and does not account for feasibility based on other considerations such as functional servicing, traffic and parking capacity, geotechnical constraints, etc. The renderings and models do not represent development applications that are either approved or under review.



2.0 focal areas

The Focal Areas of the Town of Bradford West Gwillimbury include:

- Downtown Bradford/GO Station Area
- Bond Head Village Core Area
- Highway 400 Employment Gateway Area

The following General Guidelines shall be considered for all Focal Areas:

2.1 General Guidelines for Focal Areas

- 1 Encourage flexible building designs that allow for future conversion between residential, mixed and commercial uses. Locate buildings close to the street line, to define and frame the street zone.
- 2 Allow for modest variation in building setbacks to accommodate sidewalks and streetscape elements, as well as to account for variations in the existing street condition.
- 3 Ensure primary building elevations are oriented toward the adjacent / abutting primary street frontage.
- 4 Create a consistent streetwall and building base, in scale with both the size of the street right-of-way and a pedestrian-scaled street environment.
- 5 Avoid locating surface parking lots along the street line; instead, these should be located to the rear of lots, behind buildings and screened from public view.

- 6 Provide access to parking areas and parking structures from secondary streets or rear lanes, wherever possible.
- 7 Encourage a variety of lot sizes, building massing and architectural expressions to provide for unique and distinctive built environments.
- 8 Provide appropriate transitions in height/massing to minimize impacts on adjacent low-rise residential forms.
- 9 Locate higher density built form along arterial roads, collector roads and major open space areas.
- 10 In high visibility areas such as gateway locations, design buildings as landmarks; this includes consideration for greater height and massing, enhanced building articulation, and unique architectural expressions.
- 11 Design buildings to clearly express a base, middle and top elements.
- 12 Design all building elevations exposed to public view to have the same level of quality as the main elevation (i.e. articulation, fenestration, architectural style and materials). Provide enhanced building entrances by including awnings, projecting canopies, double-height spaces/lobbies and a greater level of articulation and glazing.
- 13 Preserve and incorporate existing heritage buildings wherever possible.



Note: This massing model is conceptual only and is intended to generally illustrate principles of the Official Plan as applied to built form arrangements and relationships. It demonstrates a potential scenario for build out of the study area, with a focus on urban design only and does not account for feasibility based on other considerations such as functional servicing, traffic and parking capacity, geotechnical constraints, etc. The model does not represent development applications that are either approved or under review.



14 With respect to AODA:

- Ensure the number of accessible parking spaces are in accordance with the Town's Accessible Parking By-Law 2019-22 and IASR. In the event of conflict between By-law 2019 and the IASR, the provisions requiring more accessible parking spaces shall be required.
- Ensure accessible parking signs and pavement markings comply with regulations made under the Highway Traffic Act and By-Law 2019-22.

Site Plan

Building Placement

- 15 Relate to adjacent building setbacks by placing new buildings:
 - To match the setbacks of those on either side, if they are the same; or,
 - At the average distance between the setbacks of adjacent buildings, when they are substantially different.
- 16 Place and design buildings with active uses in the ground floor to animate the street / public realm. This may include uses such as shops, restaurants, and cafes as well as community space and residential amenity / common space.
- 17 For buildings with retail at grade, ensure that:
 - Where a building fronts onto a street including a boulevard that is 3.0m wide or greater, 75% of the building's front wall/elevation is located between 0m and 3m from the front property line.
 - Where a building fronts onto a street including a boulevard that is less than 3.0m wide, the building's front wall/elevation is setback from the front property line to create a wider streetscape zone and pedestrian sidewalk. Ensure 75% of the building's front wall/elevation is generally located at the minimum proposed setback.

- 18 Encourage new developments to be sited and designed to create publicly accessible areas such as courtyards, mid-block connections and linear landscaped areas, as well as POPS wherever possible.
- 19 Mid-block connections are typically publicly accessible private walkways through development blocks. Their purpose is to provide shorter, more direct circulation options for pedestrians. For development sites and blocks that are overly long, provide mid-block connections that are landscaped, lit, visible from the street, and include pedestrian amenities (seating, special paving, bicycle lock-ups, bollards). Consider providing weather protection, where appropriate.
- 20 For residential developments, provide:
- A setback of 3-5m that allows for a front yard and transition between the public sidewalk and the front door.
 - Delineation between the private and public realm; this should include a combination of low walls, low fencing, and planting.
- 21 For corner units, the sideyard setback should be the same as the front.

Site Organization (Large Sites)

- 22 Design the layout of larger commercial sites (driveways and building locations) to accommodate future potential intensification including blocks and public streets, connected to the surrounding urban fabric.
- 23 For larger commercial sites:
- Locate buildings close to the street edge to reinforce the urban streetscape along Holland Street;
 - Locate buildings with the greatest height/massing at corners and intersections; ensure conformity with sight triangle requirements;

- Include publicly accessible open spaces in high pedestrian traffic areas;
 - Provide walkways connected to adjacent sidewalks and public spaces; and,
 - Incorporate a consistent landscape treatment along street edges and gathering areas to reinforce a pedestrian-scaled and appealing environment.
- 24 Buildings on larger sites are encouraged to be arranged and oriented to benefit from passive solar design and accommodate the potential installation of solar panels.
- 25 On larger development blocks, provide mid-block pedestrian connections to adjacent neighbourhoods.

Parking, Access and Servicing Areas

- 26 Provide structured parking options; above grade structures should be wrapped with active uses, if possible.
- 27 Locate surface parking, loading, storage and servicing areas to the rear /side of lots and screened from public view through the strategic location of buildings along street frontages, architectural structures and/or enhanced landscape areas.
- 28 Design large parking areas as parking courtyards that incorporate significant sized landscaped islands and pedestrian paths to main building entrances and public/common areas.
- 29 Encourage the use of shared driveways and service courts/areas between or behind buildings.
- 30 Encourage shared parking facilities on developments with multiple uses whose peak parking demands occur at different times of the day (e.g. restaurant and office uses) and consider a reduction in the number of spaces required.





- 31 Locate accessible parking spaces as near as possible to and no farther than 30m of the main barrier-free entrance and exit. Design the connection path to avoid crossing vehicle traffic lanes or having to pass behind or between vehicles.

- 32 Provide easily accessible areas throughout the building/site for the separation, collection and storage of recycling material.

- 33 Provide well marked drop-off zones immediately adjacent to the main entrances and exits of buildings.

- 34 Provide electric vehicle charging stations as part of the surface parking area or parking structure. Ensure these are clearly signed and marked.

- 35 Provide bicycle parking on site, including:
 - Short- and long-term bicycle lock-ups in easily accessible, highly visible and well lit areas;
 - Weather protection for short-and long-term outdoor bicycle parking; and,
 - Secure, indoor bicycle parking and storage (for residents/ workers).

- 36 Provision of bicycle parking should consider:
 - 0.75 bicycle spaces per unit in residential buildings with more than 10 units in the Downtown Bradford Area, the Bradford GO Station Area and the Bond Head Village Core Area.
 - 10% of long-term parking at grade in a convenient secure location.
 - 1 bicycle parking space for every 15 regular building occupants.
 - For residential areas, provide covered storage facilities for securing bicycles for 15% or more of the occupants.
 - For commercial areas, provide secure storage for 5% or more of the regular occupants.

Built Form

Massing and Height

- 37 Design new buildings to be compatible with the height and massing of existing adjacent buildings and provide appropriate transitions between higher and lower building forms.

- 38 Maintain a consistent three to four storey street-wall along both sides of the street.

- 39 In order to maintain the appearance of a consistent and pedestrian-scaled street wall (see #38 above), as well as to preserve the pedestrian experience at the sidewalk level and allow sunlight to reach the street (see #40 below), buildings that are greater than four storeys should be stepped back 2.0m - 2.5m, at the fourth storey.

- 40 Minimize shadows impacts of taller buildings on the public realm (streets and open space) and existing low density areas through appropriate building massing and articulation. A shadow impact study is to be provided at site plan control.

- 41 Encourage live-work units along Holland Street where lower heights are desirable.

- 42 Accommodate commercial / retail uses within the ground floor of all buildings; minimum ground floor ceiling height to be 4.5m.

- 43 Encourage the ground floor level of commercial/ retail units to be flush with the existing grade of the adjacent sidewalk.

- 44 Integrate any necessary stairs/ramps into the building design.

Building Articulation / Architectural Expression

- 45 Maintain and enhance the character of the main street by designing buildings to reflect the 'small frontage' format at the street level of existing retail and commercial spaces.

- 46 Articulate elevations, especially those of substantially sized buildings, to reflect individual units and the rhythm/breaks of adjacent existing buildings.

- 47 Provide enhanced articulation to emphasize building entrances.

- 48 Incorporate changes in plane (wall projections and recessions) as well as windows, balconies and other architectural elements.

- 49 Avoid blank elevations; where these occur and are visible to the public, ensure that they are animated by changes in plane, changes in materials, architectural details, signs, murals, and/or sculptural/graphic design elements.

- 50 Design all elevations exposed to public view with the same degree of articulation / architectural expression and materials.

- 51 Extend architectural treatments and materials on primary elevations to the sides (by a minimum of 3m) to avoid the look of a 'false facade' or 'veneer'.

- 52 Include windows on all elevations exposed to public view, especially along those visible along the sidewalk, and elevations facing parking areas.

- 53 Ensure all projecting elements (balconies, bay windows, etc.) are integral components of the design and not 'add-ons'.



- 54 On commercial storefronts, maximize the use of glass (floor to ceiling, and structural column to structural column) and incorporate wide and/or multiple entry ways to create a transparent, open concept at ground level. A minimum of 65% of a store's front facade should be non-reflective clear glazing. This should be considered in conjunction with principles for net zero buildings. Storefronts that have greater percentages of glazing should also have canopies and overhangs to minimize sun penetration / heating of the building.

- 55 Incorporate weather protection elements such as canopies and awnings along pedestrian areas, especially for commercial and retail developments, where appropriate.

- 56 Encourage covered terraces/patios at the ground level of buildings with at grade restaurants/cafes by recessing the ground level street wall and use landscape elements to delineate such areas (e.g. built-in or temporary planters).





57 For through lots, provide appropriate transition to residential areas by locating buildings to address both street frontages, and ensure the design of the building reflects the character of the buildings on the facing streetscape.

58 Consider greater height and massing in the design of corner buildings; and, provide an equal degree of articulation / architectural on both exterior elevations.

59 Design buildings located at the terminus of a street or view corridor to have highly articulated elevations.



Building Entrances

60 Ensure all ground-related units along the downtown streets are designed to be accessible with direct entrance / access to/from the sidewalk.

61 Provide direct access from the entrance of each residential or commercial unit to the immediate sidewalk, including walkways when appropriate.

62 Where grade changes are unavoidable, and in order to enhance accessibility, the use of ramps is preferred over steps (also see guideline #44).



Windows

63 Ensure window mountings are part of the window structure and not only applied as decorative elements.

64 Where appropriate, consider designing ground level windows to include sill heights and depths suitable for seating.

Materials

65 Select materials:

- To complement and elevate the building's design;
- That are of high quality, durable and low maintenance; and,
- That are sustainably sourced, produced, manufactured.

66 Encourage the use of materials that are the same or similar to those of the existing surrounding buildings.

67 Favour the use of brick, stone and wood frame as they are the most predominant materials in the area.

68 Consider other materials such as aluminum, steel and metal panels for accent features or when part of contemporary building designs.

69 Limit the use of stucco and only use as accent material.

70 Ensure changes in materials are done at changes in planes (setbacks and projections) or as part of the design elements to articulate the 3 components of the building (base, middle and top).

71 Favour the use of clear glass for glazing, and only use tinted glass where appropriate due to functional considerations. Avoid black, mirrored and reflective glass.

- 72 Integrate functional elements of the buildings such as vents and rainwater leaders to the elevation design.

- 73 Ensure the quality and scale of the materials used on landscaped areas reflect those used on the building to achieve a cohesive and integrated image.

- 74 Select colour palettes to:
 - Enhance the building's design.
 - Complement those in the adjacent built context as well as the public realm.

- 75 Use low saturated colours on large surfaces and high saturated colours for small areas as accents, if appropriate.

- 76 Reduce the urban heat island effect by ensuring ground floor areas and solid walls low to the ground include darker colors. Materials for higher floors should be lighter to reduce the impact of the larger building mass.

- 77 Utilize 'green' vegetated roof solutions and/or highly reflective roofing materials on both new and existing structures. Such solutions should be applied for as much of the roof area as possible, to reduce the heat island effect.



Signage and Lighting

- 78 Integrate signage as part of the elevation design and ensure it complements the building in scale, material and colour.

- 79 Ensure signage is prominent on the elevation, clearly visible and do not obstruct window openings.

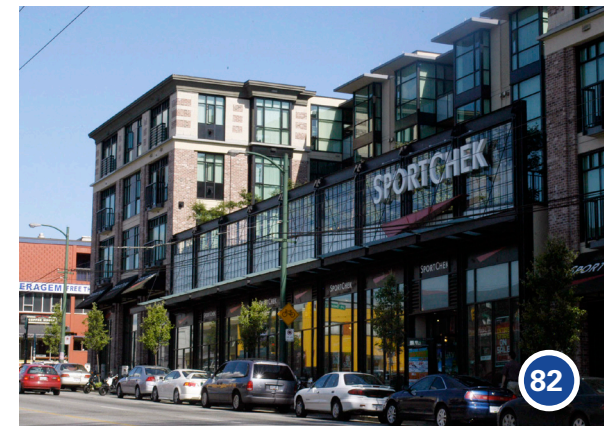
- 80 Ensure signage location do not compromise pedestrian movement or driver's sight lines.

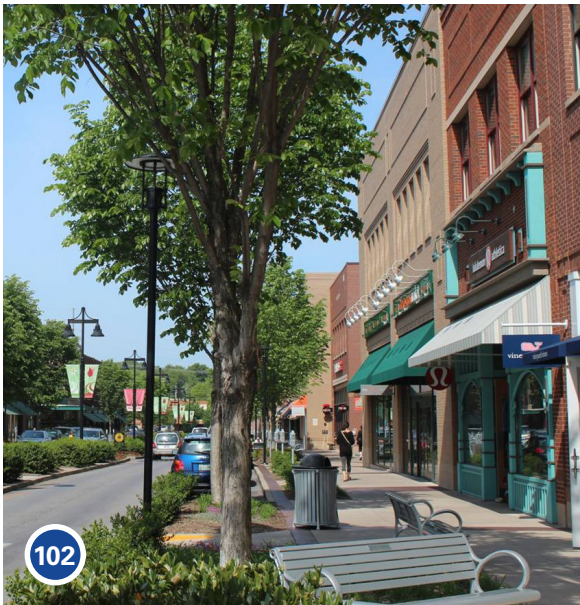
- 81 Encourage lit signs, especially along public streets and pedestrian walkways.

- 82 When appropriate, design signage to be of large scale and as part of building elements such awnings, banners and rooftops, to contribute to an artful, dynamic building presence that will be attractive and visible to passing pedestrians and motorists.

- 83 It is recommended that projecting signs do not project more than 1m from the building's wall.

- 84 Encourage creative lighting of or within signs in non-residential areas if light pollution impacts and energy inefficiency are addressed. Direct-lit and back-lit halo illumination are permitted.





85 Discourage Internally illuminated cabinet, mobile, flashing and scrolling electronic messaging signs.

86 Discourage the use of pylon signs, and only use on larger commercial developments. If proposed, ensure pylon signs are:

- Located to address the street frontage, intersection and/or primary access.
- Designed to complement the scale and style of the building(s).
- Set within a landscape setting.

87 For multi-unit buildings, incorporate a signage band for a consistent placement of individual signs.

88 Provide outdoor lighting to illuminate areas on site and adjacent sidewalks; ensure no light spill over onto adjacent properties.

89 Ensure lighting fixtures have a minimum clear vertical distance of 2.5m above all pedestrian walkways. Such lighting must be located so as not to cause a hazard to those using pedestrian walkways.

90 Encourage the use of outdoor LED lighting systems.

91 Ensure conformity with Town sign by-law.

Utility Meters and Mechanical Equipment

92 Avoid locating utility meters on elevations exposed to the public realm (streets and open space).

93 Any above-ground utilities boxes, maintenance areas and garbage storage/enclosures should be screened from public view.

94 All utility servicing in the public realm shall use flush grade utility vaults.

95 Locate rooftop mechanical equipment to the centre of the building roof, away from the building's edges. Enclose/screen them from public view and views from other buildings, in a non-obtrusive manner that is consistent with the overall design and materials of the building.

96 Screen mechanical equipment with structures in materials complementary to those used on the building facade.

97 If visible, integrate mechanical rooms into the rooftop design and ensure their exterior structure complements and enhances the overall building design.

98 Where possible, screen mechanical rooms with usable spaces (i.e. amenity or living areas).

Landscaping

99 On site landscaping should be provided and designed with consideration for stormwater resilience, reduction of local GHG, reduction of heat island effects, the preservation and protection of existing trees and landscapes.

100 Enhance the urban tree canopy with the use of a diversity of canopy trees; ensure they are native, hardy, tolerant to urban conditions and high-branching.

- 101 Select hardy native plants that are disease resistant, salt-tolerant and provide year round interest.

- 102 Preserve and protect existing healthy and mature trees and incorporate them into the site and landscape designs wherever possible.

- 103 Use planted buffers of at least 2m to demarcate and screen parking areas while improving pedestrian safety.

- 104 Ensure a comprehensive strategy for on-site planting, built features, fencing, walls, paving, lighting signage and site furnishings that is coordinated and complements the building design.

- 105 Ensure contrasting colours, materials or tactile surface treatments for accessible routes to identify edges, site features and paths of travel.

- 106 Construct accessible routes in firm, smooth, stable, non-slip, non-glare material, including concrete, asphalt or brick, and encourage permeable surfaces, especially adjacent to open spaces.

- 107 In low-traffic, hard-landscaped areas, use light coloured, highly-reflective materials and/or open grid pavement for impervious surfaces.

- 108 Design mid-block connections to be well lit and include landscaping when located in exterior areas.

- 109 Provide barrier-free access points throughout the site that are designed to:
 - Minimize the degree and frequency of grade changes.
 - Incorporate properly designed ramps, steps and stairs, when needed due to grade changes.
 - Include curb ramps or cuts wherever they cross a raised curb.

Soils

- 110 Ensure appropriate planting conditions (i.e. soil depth, volume and growing mediums), for successful landscapes.

- 111 Planting areas above any below ground structures will be contained within raised planters that are no higher than 500mm from finished grade, in order to accommodate opportunities for seating.

- 112 Plant smaller form trees in raised planter areas.

- 113 All new streets should be planted with large canopy trees.

- 114 Planting areas with soil volumes restricted by paving or other hardscaping should incorporate site specific strategies to create connected soil volumes, such as suspended pavement over non-compacted soil, structural soils and root paths. Suspended pavements can be supported by modular systems ("soil cells"), or custom details such as precast concrete pavement supported by concrete piers. Soil cells and other suspended soil systems should be reviewed and stamped by a professional engineer.

- 115 Typically, consolidated planting areas are preferred as they provide more resources to trees than individual tree pits.

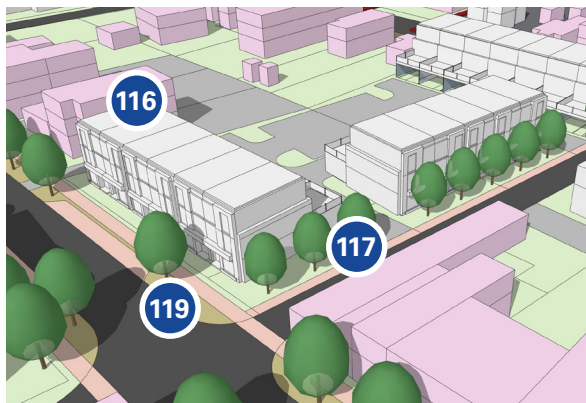
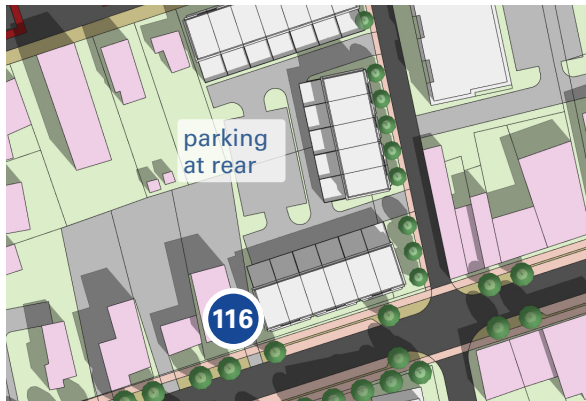


Live-Work Units

Live-work units are mixed use buildings usually located along main streets and in conjunction with on-street parking. Typically, non-residential uses, including retail, commercial and office uses, are located at grade, with the residential components located above.

Live-work dwelling units are characterized by:

- Separate entrances for the non-residential and residential components. The non-residential unit shall be accessed from the street and access to the residential unit may be from any side but encouraged to be from either the side or rear to minimize interruption on the streetscape.



- Allocated parking space for both 'live' and 'work' components, located at the rear and accessed from a rear lane or private driveway. Tandem parking configuration may be considered where appropriate.
- Residential private amenities provided as a deck above garage, balconies and/or roof terraces.

In addition to the Townhouse guidelines, the following shall also apply to Live-work units:

Location/Placement

- 116 Placement of live-work blocks should reinforce the street edge and provide the conditions for a direct relationship between the uses at grade and the public realm.
- 117 At corner locations, consider variations to the exterior side yard setbacks to allow for patios related to the use(s) at grade.

Massing

- 118 To allow flexibility for both non-residential and residential uses, increase the height of the main floor;



- 119 Wherever possible, provide the ground level floor at the same level of the sidewalk for accessibility and a direct/smooth transition to the non-residential component; if necessary, integrate ramps into the design.
- 120 For end units, consider projections into the rear yard or a bump out to reduce the fence length and the visibility of the block's rear elevation.

Design

- 121 The built form and landscape design of live-work units should be flexible to allow for future convertibility, while providing enough privacy to the residential component.
- 122 Clearly distinguish between the non-residential and residential components by:
 - Articulating the elevation design through changes in plane (vertical and horizontal) and architectural elements such as canopies, horizontal bands, etc.
 - Incorporating design elements that emphasize the ground level height and/or maximize it (i.e. oversized windows and architectural elements, signage and ground related lighting located beyond the ground floor ceiling level).
 - Considering balconies and/or a deck on the second floor.
 - Using different materials at the base and upper levels.
 - Providing clear/distinctive signage and generous glazing at the ground level.
- 123 When the access to residential units is located at the front, design the main elevation to include separate entrances to the residential and non-residential components of the unit.

124 For end units:

- Design windows on the flankage elevation to be consistent with those on the front with respect to vertical and horizontal rhythm, composition and size.
- Consider wrap around windows at the ground level that emphasize the non-residential uses and maximize the views from/to the public realm.

125 Provide signage that is integrated and coordinated with the unit's design in terms of placement, scale, materials and lighting.

126 Encourage cut letter signage with directed external lighting and avoid back lit box signage.

127 Locate rainwater leaders/downspouts on the rear elevation and pair with those of adjacent units. Where possible, recess them within a wall alcove. Locate exhaust fans at the rear of the unit, and screened from public view.

Development in a Heritage Context

New development has the potential to reinforce and highlight heritage features where they exist and building designs should be sensitive to this context as well as the established character of an area. In general, new developments in a heritage context should consider the following:



128 Re-purpose heritage buildings, including design that accommodates commercial (non-residential) uses in the ground floor space.

129 Encourage infill development on sites with historical buildings in the form of additional structures beside or above the original building.

130 Ensure new developments adjacent to historical buildings (on site or adjacent to it) are placed and designed to highlight the historical buildings and take cues from their scale, massing, height, proportions and materiality, while avoiding replication.

131 Place new buildings and additions to reflect the same setback of or be modestly recessed from historical buildings.

132 Building designs should provide a clear distinction between 'new' and 'old'.

133 Building design should 'relate' to rather than 'replicate' the characteristics of adjacent built heritage.

134 For additions on top of heritage buildings, provide a setback of at least 2m from the original building's main/front wall.

135 Design elevations to be compatible with the vertical and horizontal proportions and rhythm of the adjacent heritage buildings, including:



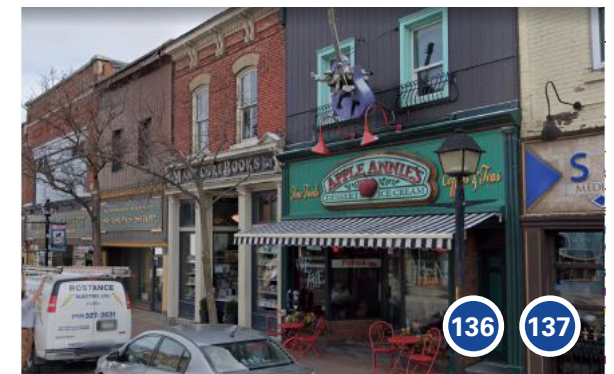
- The height of the established streetwall.
- The scale and height of the building base.
- The rhythm of storefronts and sign bands.
- The rhythm and proportions of windows and doors.

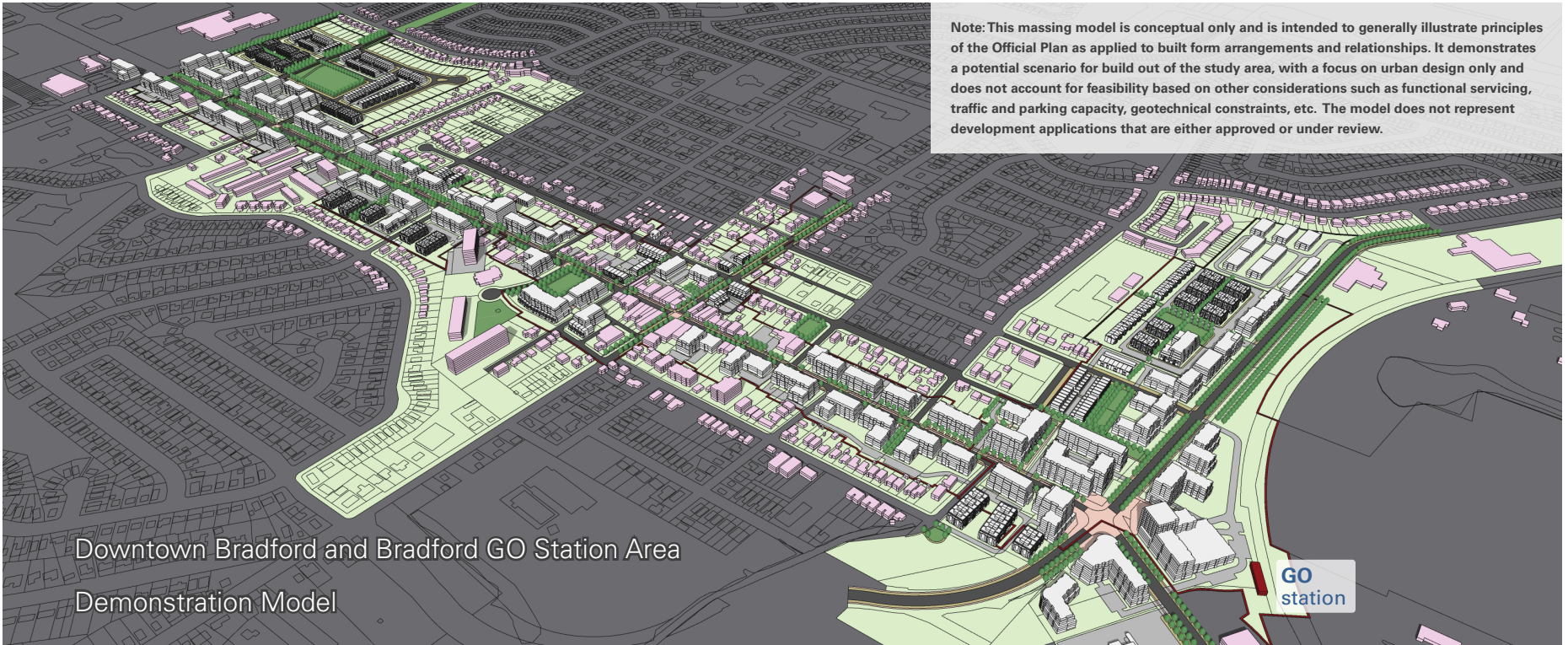
136 In the historic downtown area, new buildings and renovations should utilize sympathetic colour and material palettes that prevail in the area.

137 In the historic downtown area building signage shall utilize classical signage styles (including but not limited to signs lit by goose neck lights, hanging signs, and arts and crafts style decorative signs with in keeping material, fonts, and art styles.)

138 Select materials and colours for new buildings and additions to complement those of adjacent historical buildings while providing for a contrasting and distinctive appearance, including:

- Using a different material for the commercial / retail component of the base of the building.
- Incorporating traditional masonry and stone materials into contemporary building designs.
- Incorporating concrete, glass and steel materials in combination with traditional masonry and stone materials.





Note: This massing model is conceptual only and is intended to generally illustrate principles of the Official Plan as applied to built form arrangements and relationships. It demonstrates a potential scenario for build out of the study area, with a focus on urban design only and does not account for feasibility based on other considerations such as functional servicing, traffic and parking capacity, geotechnical constraints, etc. The model does not represent development applications that are either approved or under review.

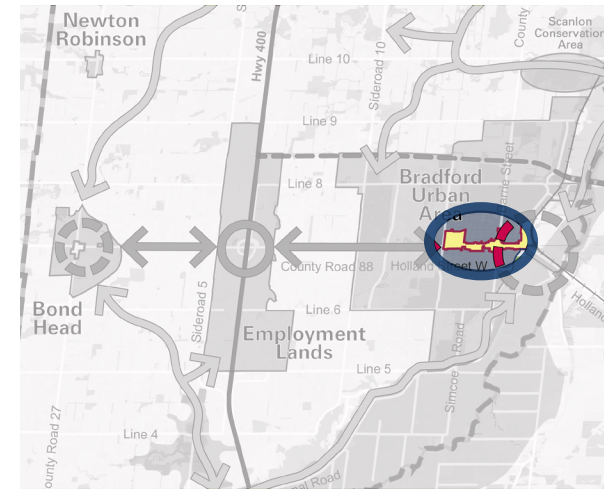
Downtown Bradford and Bradford GO Station Area
Demonstration Model

GO
station

2.2 Downtown Bradford / Holland Street (Professor Day Drive to Colborne Street)

Downtown Bradford is characterized by an intimate scale, views and a mix of amenities and architectural styles unique in the Town. As the Town grows, the Downtown is anticipated to accommodate significant intensification and development opportunities. While the Official Plan establishes key principles for design that focus on high quality architecture and coordinated and attractive streetscapes, it is also important to ensure that new development fits and is compatible with the context of the Downtown as well as sympathetic to the historic character of its buildings.

In addition to the General Guidelines for all Focal Areas, the following Guidelines shall also be considered for Downtown Bradford / Holland Street:



Built Form

Massing and Height

- 1 Encourage the width of new buildings (main elevation) to be similar to those in the surrounding context, where possible (generally, between 40-60m).

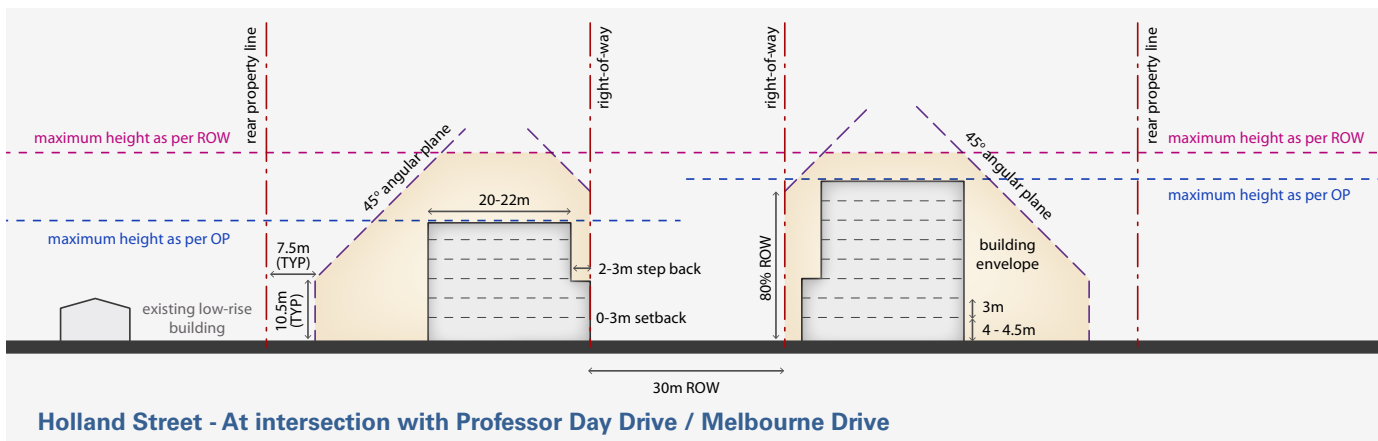
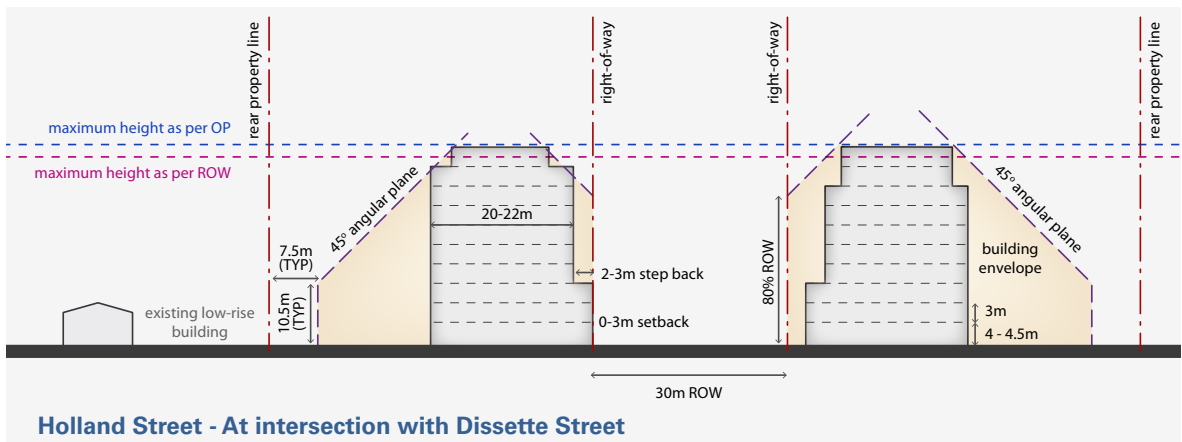
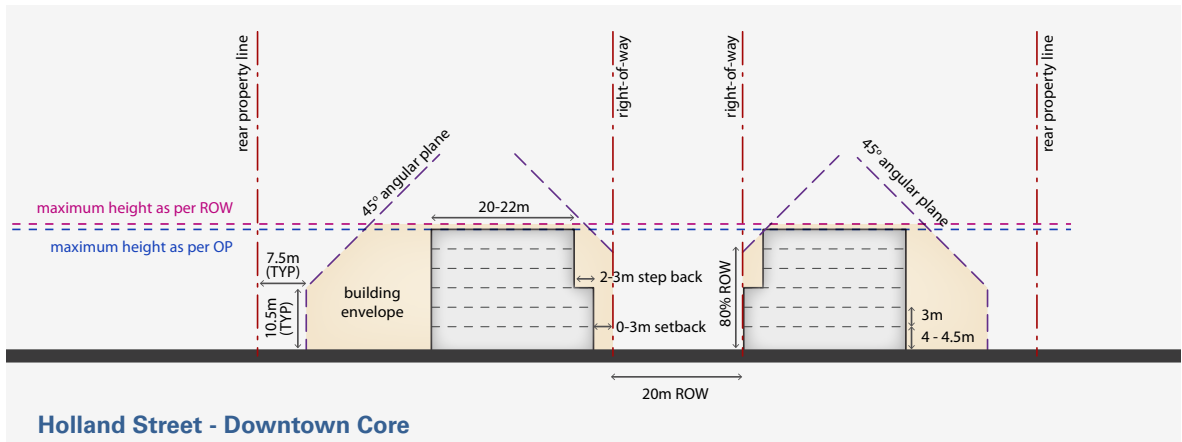
- 2 Ensure that the height of the building base matches existing adjacent buildings or is a minimum of 2 to 3 storeys (7.5-10.5m) to reinforce a pedestrian scaled streetscape and maintain a consistent street wall.



- 3 Limit the height of the building base to:
 - 3 to 4 storeys in the core area and 6 storeys at the west end Holland Street (intersection with Professor Day Drive)
 - Or 80% of the adjacent street right-of-way, whichever is less
 - For floors above the base, provide a step back of a minimum of 2 to 2.5m from the top of the base wall (refer to General Guideline #39) and apply a 45° angular plane from the edge of the base.

Downtown Bradford and Bradford GO Station Area
Demonstration Plan



Note: This massing model is conceptual only and is intended to generally illustrate principles of the Official Plan as applied to built form arrangements and relationships. It demonstrates a potential scenario for build out of the study area, with a focus on urban design only and does not account for feasibility based on other considerations such as functional servicing, traffic and parking capacity, geotechnical constraints, etc. The model does not represent development applications that are either approved or under review.



-  Potential Building Envelope as per Angular Plane
-  Potential Building Massing/ Location within the Building Envelope and OP Maximum Height

The intent of the angular plane is to protect the public realm from buildings that cast massive shadows all day long and to create consistent transition from low- to mid- to high-rise buildings.

The diagrams on the left illustrate the application of a 45° angular plane and recommended building step backs in three typical locations along Holland Street. They illustrate two resulting scenarios for potential building envelopes:

1. Potential typical building envelopes based upon the Official Plan height limits, indicated in 'grey', and
2. Potential building envelopes based upon the angular plane application and height limits corresponding to 80% of the adjacent right-of-way width, indicated in 'yellow'.

In the Downtown Core area, the OP height limit is closely aligned to the height limit related to the right-of-way width.

In the Dissette Street area, the OP height limit is also closely aligned to the height limit related to the right-of-way width.

In the Professor Day Drive / Melbourne Drive area, the OP height limit is markedly lower than the potential height limit related to the right-of-way width.



2.3 Bradford GO Station Area and Bridge Street Gateway

The Bradford GO Transit Station Area (TSA) is uniquely located at the eastern edge of the Downtown and marks one of the key approaches from the south.

The Bradford TSA, encompassing the Dissette Street and Bridge Street Corridors, is characterized by industrial uses, highway commercial uses and large open areas of parking. However, the area is undergoing change and is poised to accommodate significant intensification in the future. This will provide the opportunity to guide a form of development that will complement and enhance Downtown Bradford.

In addition to the General Guidelines for All Focal Areas and the Guidelines for Downtown Bradford, development and design of the GO Transit Station Area shall be transit-supportive, pedestrian-oriented and characterized by greater height and massing. The following guidelines shall be considered:



Site Plan

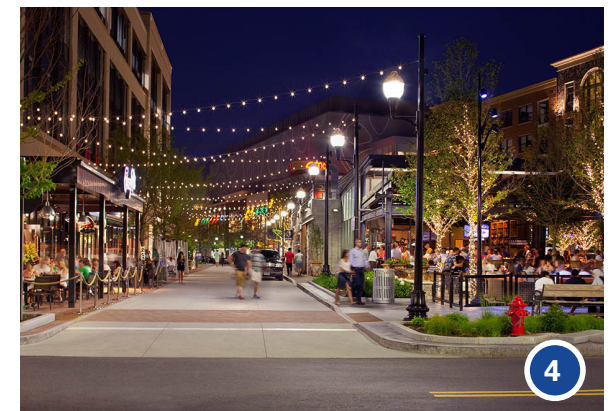
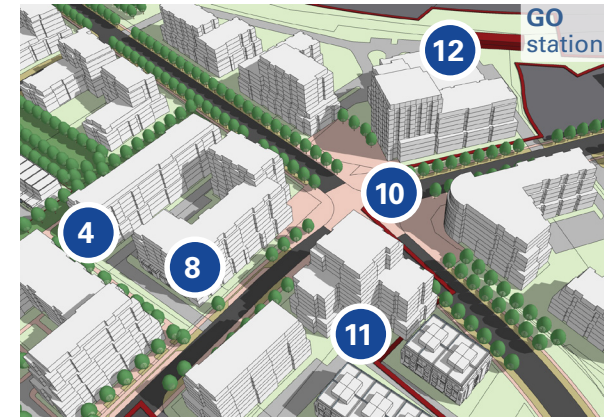
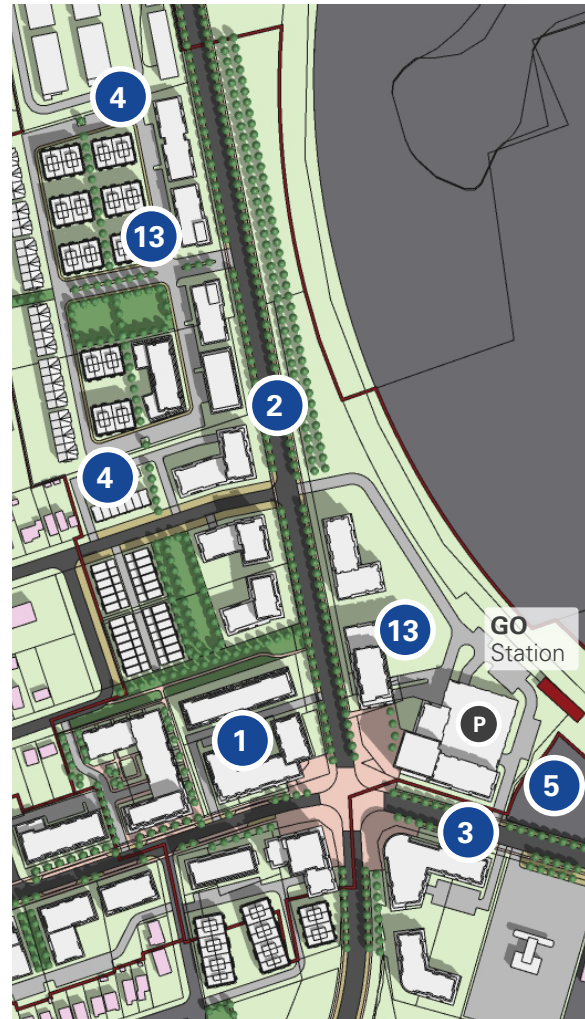
Building Placement

- 1 Locate the tallest building / greatest massing towards the main intersection.
- 2 Orient main building elevations to the primary street frontages.
- 3 Use building orientation and placement to:
 - Protect and create view corridors and vistas;
 - Maximize views and privacy for building residents;
 - Protect and enhance sky views.
 - Frame views and provide frontage to the GO station site; and,
 - Frame pedestrian and vehicular connections to the GO Station.
- 4 Provide pedestrian mid-block connections and multiple access-points to enhance community permeability.
- 5 Provide safe, direct and clearly demarcated pedestrian and vehicular connections to the GO station.
 - Where possible, combine pedestrian connections with amenities (i.e., parkettes, POPS, courtyards, etc.) to highlight their presence on the site and the community.
 - Link community trails and bicycle routes to the station and provide complementary facilities close by (i.e., bicycle parking, storage, etc.).
 - Locate vehicular access to the station and related parking away from the intersection of Dissette Street and Bridge Street, and to minimize potential conflicts with traffic on these roads.

- Ensure station related parking is located close to the station and away from the street edge/ public view. Encourage structure parking that is integrated within surrounding development and screened by buildings with active uses along the public realm.

- Provide complementary wayfinding.

- Where an established street wall exists, maintain the existing setback(s) of the adjacent buildings. If they are different, the setback distance should be the average setback distance of the two flanking properties.
- For residential uses at-grade, provide a 3 - 6m setback in order to provide privacy from and transition to the public sidewalk.
- For non-residential uses at-grade, and where the minimum sidewalk widths and furnishings zone are achieved (refer to Section 5.1 - Complete Streets), a reduced setback of 0 - 3m setback may be considered.
- Allow for reduced or 0m side yard setbacks (between building bases) and only where side elevations do not have windows, in order to create a continuous street wall.
- Design prominent built form / landmark buildings to enhance the gateway location.
- For corner sites, locate taller parts of the development at the corner, oriented to both intersecting streets or public spaces.
- For taller, tower-like buildings, ensure no more than 50% of this element is extended to the ground without the presence of a podium, ensuring no negative shadow/impact is produced.



Note: This massing model is conceptual only and is intended to generally illustrate principles of the Official Plan as applied to built form arrangements and relationships. It demonstrates a potential scenario for build out of the study area, with a focus on urban design only and does not account for feasibility based on other considerations such as functional servicing, traffic and parking capacity, geotechnical constraints, etc. The model does not represent development applications that are either approved or under review.



Building Separation Distance

- 13 For residential buildings, ensure a minimum separation distance of:
 - 15m between building front face-to-face for buildings of maximum 4 storeys (e.g. stacked townhouse blocks separated by a landscaped mews).
 - 20m between elevations with windows or 10m to side/rear property lines or lane/trail/easement centre line.
 - 7.5m between an elevation with windows and a blank wall.
- 14 For non-residential elevations with windows, ensure a minimum separation distance of 8m, or 4m to a shared property line.
- 15 The tower (not base) portions of a building for mid- and high-rise buildings) should be set back a minimum of 12.5m from side lot lines.
- 16 Allow balconies to encroach in the separation distance between buildings, while not contributing excessively to the building massing.

Pedestrian Access and Amenity Spaces

- 17 Maximize opportunities for open/green spaces on site.
- 18 Consider locating amenity spaces adjacent to/facing the GO station to facilitate the transition in uses, while providing for an enhanced frontage.
- 19 Promote the creation of privately owned public spaces (POPS) at strategic locations to promote connectivity/permeability, and to reinforce a sense of place (parkettes, plazas, mid-block connections, etc.).
- 20 Ensure clear public access and visibility to POPS.
- 21 Incorporate public art to address and enhance key locations (e.g. intersection of Holland Street and Dissette Street, access to/in front of GO station).

22 Minimize hard surfaces and ensure they have a function on site.

23 Encourage pedestrian mid-block connections, which are typically provided through private development sites, and usually located between buildings on a site, through a breezeway.

- Link them to the adjacent pedestrian system of sidewalks and trails.
- Ensure mid-block pedestrian connections are a minimum of 4m wide and include a paved path of at least 2m in combination with soft landscaping and other landscape elements.
- Encourage radiant heated entryways and walkways when practical.

24 Take advantage of greater setbacks to provide patios and other common spaces such as POPS and plazas, where appropriate.

25 Provide courtyards at grade to take advantage of the required building separation distance.

26 Incorporate front courtyards to break long elevations; consider combining them with main entrances to large developments.

27 Design courtyards as an amenity space, with soft and hard landscaping, and provide for seating areas and pedestrian circulation throughout and beyond the development.

28 Incorporate common amenities at the top of the base (podium), the rooftop and where substantial step backs provide for enough space for them to be accommodated.

29 Ensure terraces are designed to include soft and hard landscaping, as well as appropriate lighting and shaded seating areas.

30 Consider green rooftops for bases and building tops where planting could thrive and enhance the building appeal from the street, to reduce urban heat island effects and to improve air quality and noise insulation.



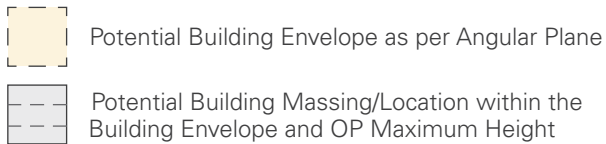


Built Form

Massing and Height

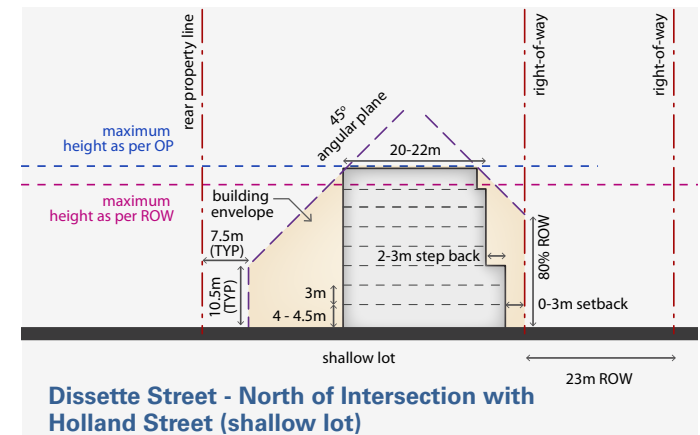
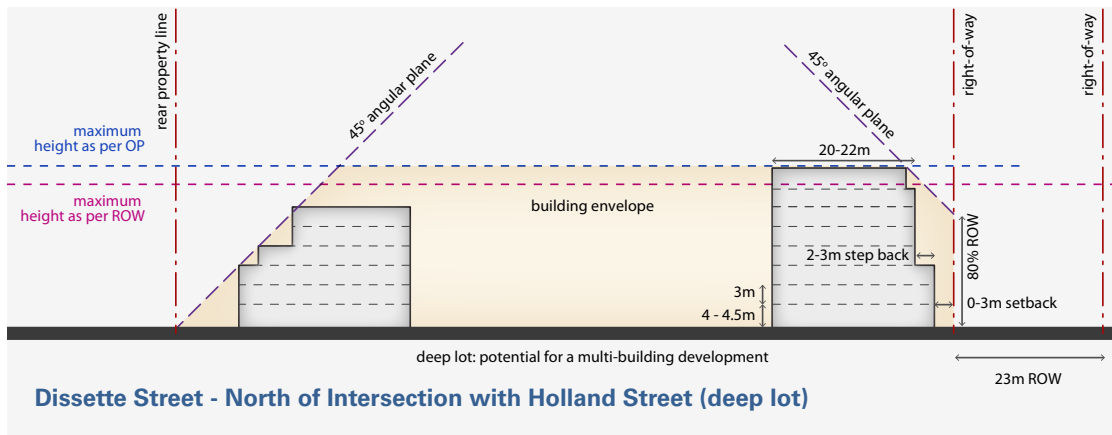
- 31 Encourage the width of new buildings (main elevation) to be similar to those in the surrounding context, where possible (generally, between 40-60m).
- 32 Limit the height of the building base to:
 - 4 storeys at the intersection of Dissette Street and Holland Street
 - 3 storeys along Dissette Street (north of the intersection)
 - Or 80% of the adjacent street right-of-way, whichever is lower
 - For floors above the base, provide a step back of minimum 2 to 2.5m from the top of the base wall (refer to General Guideline #39) and apply a 45° angular plane taken from the edge of the base.

- 33 For buildings fronting/immediately adjacent to the GO station site, provide a minimum height of 2-3 storeys.
- 34 Allow the maximum height of buildings to be 100% of the width of the adjacent street right of way or as permitted by local by-law, policy, provision identified in this document and site specific considerations.
- 35 Consider a break after the base (2nd or 3rd floor), even when on the same plane, to address and reinforce the pedestrian scale of the streetscape.
- 36 When abutting existing or planned low rise residential areas at rear, ensure the height of the building is within a 45° angular plane taken from:
 - The rear property line for deep lots (refer to diagram below left); or,
 - A height of 10.5m along a 7.5m setback line from the rear property line or lane centre line, for shallow lots (refer to diagram below right).

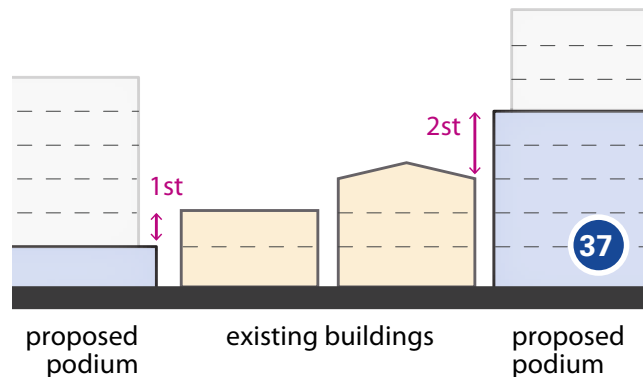


The diagrams below illustrate the application of a 45° angular plane and recommended building step backs in three typical locations along Holland Street. They illustrate two resulting scenarios for potential building envelopes:

1. Potential typical building envelopes based upon the Official Plan height limits, indicated in 'grey'; and,
2. Potential building envelopes based upon the angular plane application and height limits corresponding to 80% of the adjacent right-of-way width, indicated in 'yellow'.



- 37 Provide appropriate height transition towards adjacent existing or planned built form by:
- Limiting height of podium to 2 floors above/below that of existing adjacent structures (front elevation); and,
 - Terracing base height within a 45° angular plane from the top of adjacent structures (side).
-
- 38 Ensure the ground floor is:
- A minimum of 4.0m high for residential uses and upper floors are a minimum of 3m high.
 - A minimum of 4.5m high for non-residential uses and upper floors are a minimum of 4.0m high.
-
- 39 For developments with more than one building, provide a range of heights (variation) and establish a height hierarchy related to site conditions and context (existing and planned).
-
- 40 Place taller buildings closer to the main street and/or corner.
-
- 41 Design towers to have an average floorplate of a maximum of 750 - 850m².
-
- 42 Design slab type buildings to incorporate changes in plane and massing breaks to avoid massive/overwhelming buildings.
-

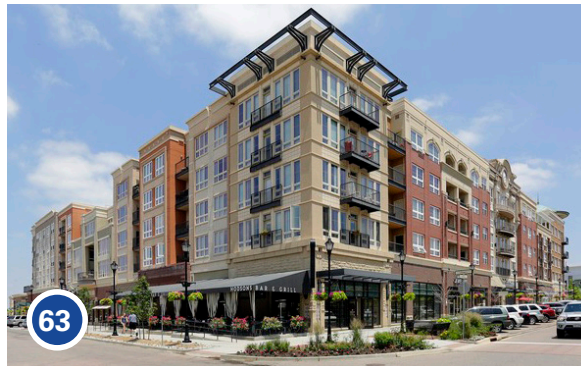
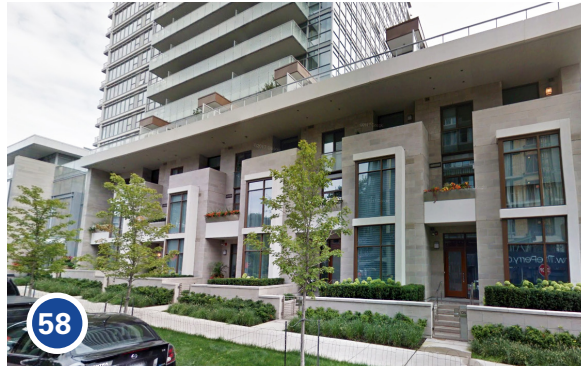
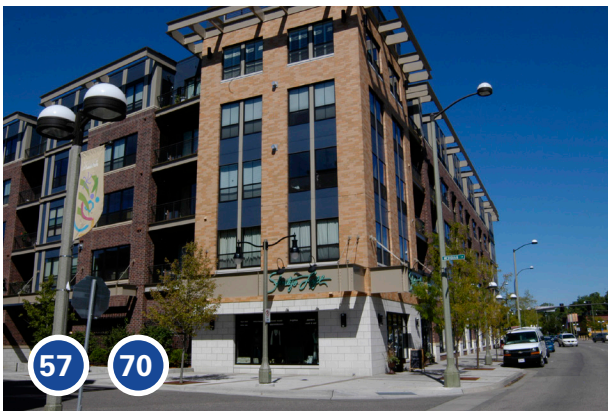


- 43 Minimize shadow/wind impacts through building height, massing, placement and orientation.
-
- 44 Ensure a minimum of 5 hours of sunlight on the opposite side of the street and over more than 60% of any public open space.
-
- 45 Locate tallest part of the building as far as possible from existing-abutting low rise developments and open spaces to avoid negative shadow impact.
-
- 46 Orient widest side of the building to minimize shadows.
-

Articulation and Architectural Style/Expression

- 47 Ensure a cohesive elevation design between the base, middle and top components of the building in terms of architectural style, proportions, rhythm and materials.
-
- 48 Design floorplates to coherently accommodate the building's program while breaking its mass, creating interesting and articulated buildings.
-
- 49 Design all elevations to reflect the same architectural style and proportions, although the level of detail might differ in relation with the exposure to the public realm.
-





- 50 Provide highly articulated elevations, both vertically and horizontally, that include changes in planes, step backs, windows and balconies, base bands, and other types of fenestration and architectural details.

- 51 Provide vertical articulation elements or fractures at long bases (podiums) to create a break in the street wall, while allowing opportunities for outdoor spaces and covered mid-block connections.

- 52 Ensure articulated and animated elevations with enhanced fenestration facing the GO station. Consider locating internal amenity spaces at the ground level facing the station.

- 53 Design special features to wrap around corners and terminate them at a logical places such as a change in planes.

- 54 Ensure a break in plane and/or massing every 50-60m.

- 55 Encourage active uses at grade depending on street hierarchy (retail, commercial uses, day-care facilities, townhouses, etc) to animate the public realm and promote safe environments.

- 56 Ensure the elevation design reflects the internal use.

- 57 Clearly differentiate uses on the same elevation through different but complementary architectural treatments (windows/entrances proportions, materials, colours).

- 58 Consider incorporating townhouse units at the base and consider:
 - Using porches, overhangs and cantilevers at entrances to emphasize individual unit count; and,
 - Raising the ground floor of residential units at grade (0.9m-1.2m) above the sidewalk level, where appropriate.

- 59 Keep the ground floor of live-work and non-residential units at sidewalk level where possible.

- 60 Incorporate windows and balconies on all elevations exposed to public view.

- 61 Provide a high level of glazing at ground level, especially for those areas related to lobbies and common areas/amenities.

- 62 Provide a high level of glazing at the ground level for non-residential frontages. Ensure the proportion of glazing is equal or greater than 75% of area of the ground floor elevation adjacent to street.

- 63 Incorporate different but proportionate window/balcony sizes to animate the elevation and reflect different internal uses.

- 64 Maintain balconies within the site's property lines.

- 65 Ensure balconies are a minimum of 1.5m deep to provide enough usable space.

- 66 Incorporate weather protection elements such as canopies, awnings and overhangs at the ground level, and for balconies above.

- 67 Use cantilevers and/or arcades at ground floor as an alternative to provide weather protection.

- 68 Avoid blank elevations at any edge exposed to the public view.

- 69 Consider art and/or special wall treatment (screens, green walls, metallic/wooden textures, etc.) for blank walls exposed to the public view.

- 70 Design top of buildings to be unique, visually appealing and clearly defined, while complementing the architecture of the overall building:
 - Incorporate design elements that add interest to the overall skyline and provide a sense of orientation;

- Address important locations by designing the top part of the building to become a visual gateway; and,
- Incorporate lighting as part of the roof design while ensuring no negative impacts on adjacent buildings and migratory birds.

- 71 Integrate and consolidate service, waste/recycling areas and utility boxes into the building design and screen them from public view.

Building Entrances

- 72 Locate entrances strategically so they are highly visible and well connected to the public realm while avoiding conflict with adjacent uses.

- 73 Design entrances to be prominent and accessible, while providing visual interest/focal points.

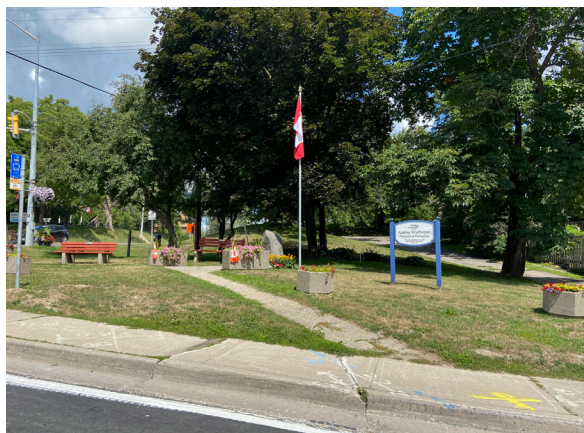
- 74 Incorporate secondary entrances at strategic locations (back/side of the building or at mid-block connections/courtyards).

- 75 Include weather protection elements along main entrances.

Materials

- 76 Minimize bird strikes by:
 - Avoiding untreated reflective glass or clear glass that reflects trees and the sky;
 - Ensuring glass has visual markers and reflections are muted within the first 12m of building height; and,
 - Locating and managing lighting to reduce reflections that might confuse migratory birds.





2.4 Bond Head Village Core Area

The Official Plan envisions that Bond Head 'will develop as a small scale sustainable Settlement Area' and provide a living and working environment that reflects its traditional village character with the Village Core as the central focus and meeting place of the Settlement Area.

The Official Plan establishes key principles for design that promotes the development of a mixed use environment that includes pedestrian oriented retail and the retention of existing heritage buildings. It further directs that redevelopment and infill development shall be sympathetic to the village character and context and minimize impact on adjacent residential dwellings.

Development with the Heritage Residential Areas of Bond Head shall consider the guidelines outline in 3.2 - Established Neighbourhoods.

Development within the Village Core area shall consider the urban design recommendations of the Heritage Conservation District Plan and Guidelines (to be incorporated in this document in the future), and the HCD designation By-law. In case of conflict between the Town-Wide Urban Design Guidelines and the Bond Head Heritage Conservation District Plan and Guidelines, the later (HCD Plan and Guidelines) will prevail.

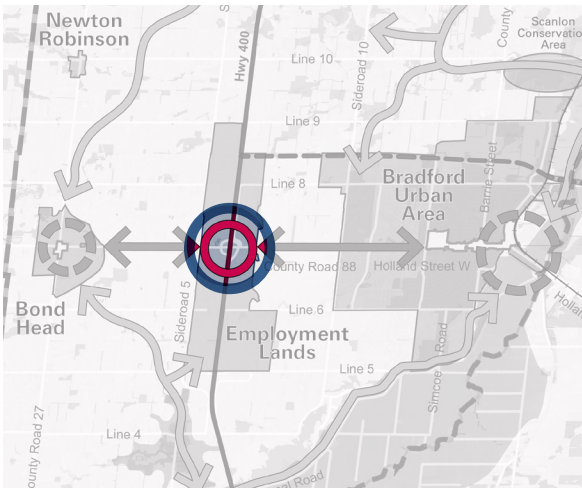
The demonstration plan provides a framework for development in the area, including the Village Core, Medium Density Residential Area and Employment Area based upon the design principles established in the Official Plan and illustrates these key elements:

- Modest, small scale infill development within established areas.
- Townhouse / live-work blocks along Hwy 27 that frame and activate the corridor.

- Enhanced, pedestrian-oriented streetscapes along Hwy 27 and County Road 88.
- Preservation and enhancement of existing natural features.
- Extension of existing open space elements through new open space links and parks.
- Street / pedestrian oriented development of the Employment block.



Bond Head Heritage Conservation District - Boundary



2.5 Highway 400 Employment Gateway Area

Public Realm

The Official Plan envisions that the Highway 400 Employment Lands, located at the interchange of Highway 400 and County Road 88, be developed as a 'prestige industrial employment area'. Building upon the Streetscape and Design Strategy outlined in the Plan, and in addition to the guidelines outlined in Section 4.0 - Non-Residential Areas, the following shall be considered:

Highway Interface

- 1 Provide a fully landscaped buffer between these lands and the highway, including large mature canopy trees, coniferous trees and mass plantings of native shrubs such as sumacs, dogwoods and viburnums.
- 2 Provide landscaped berms where parking, loading and storage areas are located along the highway corridor.

County Road 88

- 3 Provide a generous landscaped strip behind the street line to accommodate a double row of trees planted at between 6 - 8 metres.
- 4 Provide tall under storey plantings within the landscape strip. Examples of tall under storey plants include dogwoods, viburnums and serviceberry.

Internal Streets | Pedestrian Network

- 5 Coordinate the design of the boulevard (public zone) and the landscape strip (private zone) to ensure a consistent treatment and design approach.
- 6 Provide pedestrian sidewalks on both sides of all streets and connections to building entrances.

- 7 Coordinate sidewalks and pedestrian connections with future active transportation routes.
- 8 Provide a continuous row of large canopy deciduous trees within the boulevard spaced between 6.0 to 8.0 metres on centre.
- 9 Provide pedestrian scaled street lights.

Stormwater Management Facilities

- 10 Design stormwater management facilities as naturalized open spaces.
- 11 Design stormwater management facilities amenities within the Employment Lands, including pedestrian amenities and trails.
- 12 Enhance viewing opportunities to adjacent natural heritage systems.



Private Realm

The vision for the Employment Gateway includes the promotion of unique and individual buildings that collectively, and in conjunction with public realm design, create a high quality character and prestige image for these lands.

Guidelines outlined in the 'Site Plan' section will ensure that the location/orientation of buildings, servicing/loading areas, parking areas and landscaping reinforce the public realm objectives related to streetscape and open space design. Guidelines outlined in the 'Built Form' section are meant to ensure consistency in the quality of building designs and to ensure prominent designs in priority locations.

Site Plan

Low Impact Development (LID)

Low Impact Development (LID) techniques are to be integrated into the design of each lot within the proposed development to address storm water quality, quantity control and infiltration objectives. The principal considerations for the implementation of LID techniques include:

- 13 Achieve water balance targets by the application of LID technologies that promote infiltration.
- 14 Integrate LID technologies into the site.
- 15 Consider permeable pavement, bioretention cells, biofilters and infiltration galleries in the process of exploring site specific SWM solutions.
- 16 Deploy LID technologies by using a 'Treatment Train' approach to maximize effectiveness.
- 17 Design LID solutions to incorporate elements that will facilitate maintenance and monitoring.

- 18 At the site plan stage, ensure that the location, configuration and design of LID elements compliment the architectural design of the buildings within the site and address practical functional requirements including vehicular and pedestrian circulation.

Driveway Access

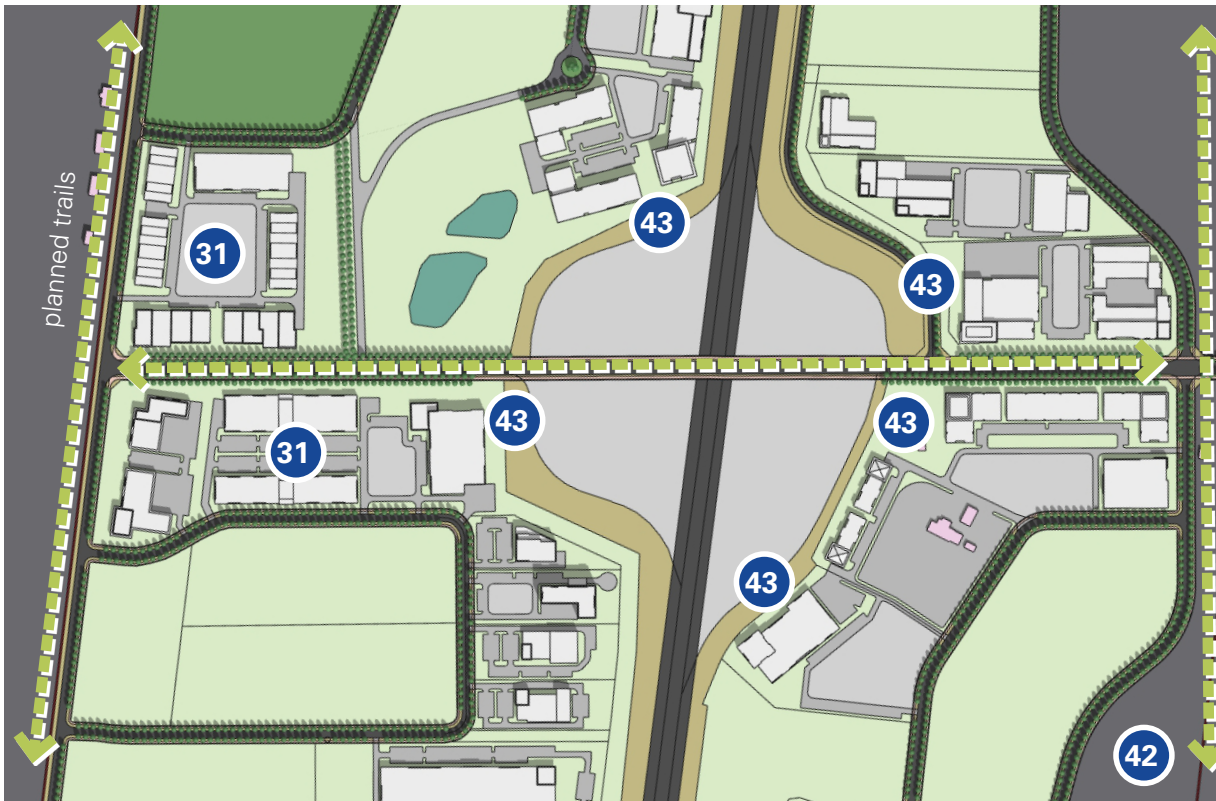
- 19 Facilitate the safe and efficient circulation of vehicles.
- 20 Minimize interruptions to the sidewalk and potential conflict with cyclists and pedestrians.
- 21 Pair or share driveways where possible.
- 22 Create a coordinated program of wayfinding/directional signage for the Employment Lands.
- 23 Encourage the development of a coordinated and integrated pedestrian system between facilities.



Walkways

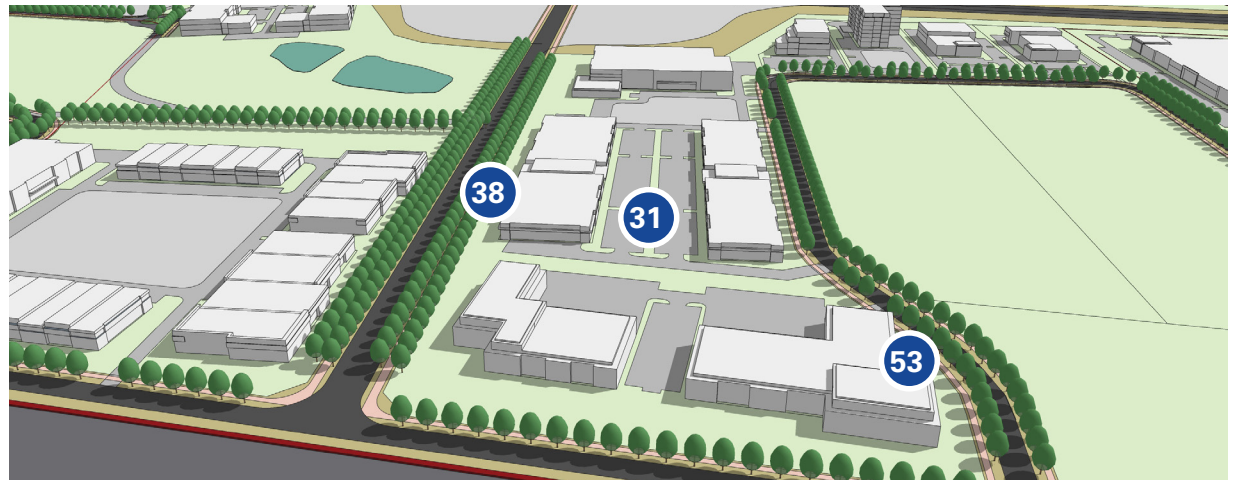
- 24 Provide an on site walkway network that is connected to the public sidewalk and adjacent open spaces.
- 25 Provide direct connections from the public sidewalk to main building entrances.
- 26 Provide clear connections between parking areas and building entrances.
- 27 Minimize pedestrian / vehicular conflict by provided dedicated pedestrian routes and traffic calming, including:
 - Landscaping between these areas/functions;
 - Pedestrian level lighting;
 - Signage; and,
 - Special paving and/or pavement markings.
- 28 Ensure conformity with Ontario Building Code (OBC) accessibility requirements.
- 29 Where dedicated pedestrian walkways are not feasible, ensure pedestrian routes are clearly marked/signed.





Parking

- 30 Avoid large, expansive areas of parking.
- 31 Locate the bulk of parking areas at the sides and rear of buildings, and/or generally away from the most publicly visible street frontage.
- 32 Avoid locating parking areas between the street/sidewalk and the building; minimize parking in these locations to a maximum of 50% of the street frontage.
- 33 Incorporate landscaped areas and LIDs in parking areas.
- 34 Provide pedestrian-scaled lighting to enhance safety/security.
- 35 It is strongly encouraged to include electric vehicle parking spaces and charging areas.



Loading, Service and Storage Areas

- 36 Locate loading, service and storage areas away from public view, preferably at the sides and/or rear of the building, in a contained, courtyard configuration.
- 37 Provide separate and/or clearly marked service access points and driveways.

Building Arrangement | Location

- 38 Locate buildings close to the street edge to create a consistent street presence and activated streetscape.
- 39 Locate buildings to frame important views and vistas.
- 40 Ensure buildings occupy a minimum of 50% of the lot frontage (i.e. no parking).
- 41 Locate buildings to take enhance of priority locations within the Employment Lands.

Priority Building Locations

Priority Building Locations are those locations within the Employment Area that have two or more publicly visible frontages, or terminate view vistas. These locations include: corner lots, lots at T-intersection, lots located at street 'elbows', lots along County Road 88 and lots along the Highway 400. In these locations, building designs should consider the following:

- 42 Treat the Highway 400 and County Road 88 interchange as a 'Gateway'.
- 43 Prioritize the location of the tallest and greatest massed buildings at the Gateway, with primary building elevations oriented to the intersection.

- 44 Orient the primary building elevation(s) to the most visible public frontage and incorporate the highest degree of articulation to these facades. Buildings adjacent to Highway 400 and County Road 88 frontages shall extend these design elements to their side and rear facades, where visible from the public roadway or highway.
- 45 Provide prominent building massing / landmark buildings at the corners.
- 46 Locate main building entries along the primary building elevations.

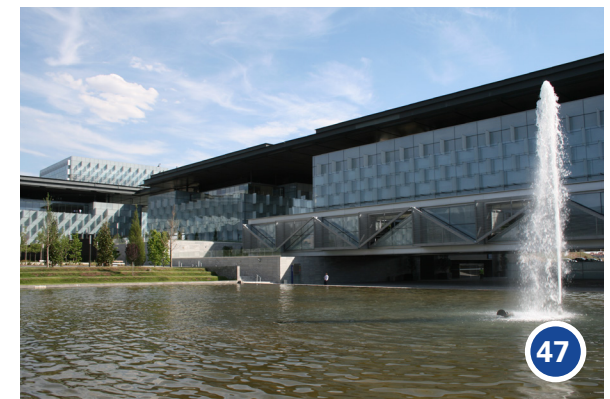
Built Form

A diversity of building designs are anticipated for the Employment Lands. Varying degrees of elevation treatments and building articulation is expected to respond to the various uses and locations within the area. In general, a high degree of design articulation on all publicly visible building elevations will be important to creating the envisioned high-quality environment. As such, the following should be considered:

- 47 Mitigate the visual impact of large and long facades with the use of, for example, different materials, enhanced fenestration, generous windows openings, or recesses/projections in the building wall.
- 48 Treat building elevations visible from Highway 400 with the same degree, quality of design and articulation as the front elevation.
- 49 For buildings within a complex of buildings, encourage designs that are varied yet incorporate complementary and unifying elements such as architectural details and materials.
- 50 Avoid large blank walls along any publicly exposed elevation; when present, they should be highly articulated and incorporate materials similar to those on the main elevation(s).

Building Massing

- 51 Relate building massing to adjacent buildings and the scale of the adjacent public street.
- 52 Arrange buildings along the street to allow views into and from the site.
- 53 Provide greater massing at the ends of buildings and where office components are located.





Buildings Facades

- 54 Incorporate designs that distinguish between office and warehouse portions of buildings.
- 55 Incorporate windows, articulation, and clearly defined entrances adjacent to the street.
- 56 Include the highest degree of elevation treatments along the public street frontage.

Windows /Glazing

- 57 Incorporated windows / glazing on any elevation that overlooks areas of public activity, including streets, the SWM facility and other open space features.
- 58 Ensure a minimum of 30% of the office portion of building is located along the public street, including entrances, windows, or upper level glazing for office areas; where this is not feasible, other enhanced/upgraded design measures shall be required, including for example, upgraded building materials and articulated facades.

Building Entrances

- 59 Locate building entrances along the primary building façade and oriented towards the public street frontage.
- 60 Design building entrances to be clearly visible and prominent elements of the building façade.
- 61 Coordinate building entrances with the provision of pedestrian walkways.
- 62 Provide landscaping (hard and soft elements) at building entrances.

Materials

- 63 Use high quality building materials.
- 64 Coordinate building materials within a site and along the street to ensure consistency and complementary variety.
- 65 Incorporate a high standard of design detailing and materials on front facades.
- 66 Incorporating any sloping topography within parking and landscaped areas;
- 67 Incorporating a high degree of glazing on primary facade, and building elevations where main entries are located. Generally, minimum of 30% to 40% of each primary façade should contain glazing, including entrances, windows, or upper level glazing;

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3.0 residential areas

3.1 New Neighbourhoods

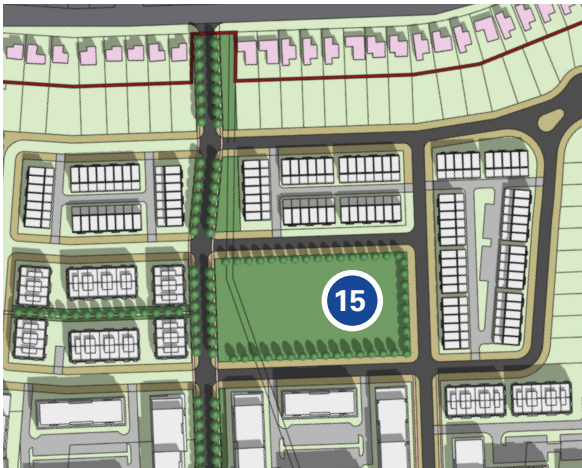
Neighbourhood Structure

- 1 Plan new neighbourhoods based on reasonable walking distances within and between adjacent neighbourhoods. These distances are generally organized to allow a maximum of ten minutes walking distance to local parks, shops and schools. The extent of a neighbourhood should generally be defined by a 400-metre radius (five minute walk) from center to edge.
- 2 Incorporate and enhance the presence of natural features into new neighbourhoods.
- 3 Distinguish new neighbourhoods through focal points including public use elements (schools, natural features, parks and vistas), a shifted or changing street pattern, rather than clearly demarcated neighbourhood edge conditions.
- 4 Encourage a variety of lot sizes, building massing and architectural expressions to provide for unique and distinctive built environments.
- 5 Locate higher density built form along arterials, collector, major roads, open spaces and priority locations such as view terminus and gateways.
- 6 Rear lots fronting onto public roads are to be avoided; instead, window streets, with lots and dwellings that face the public roads and provide eyes-on-the-street, are encouraged.

Street and Blocks

- 7 Organize neighbourhoods around primary streets (community collectors).
- 8 Orient streets to enhance the travel experience, facilitate movement through the community and provide connections / views to the NHS.
- 9 Design streets to respond to the topography, adjacent natural features and existing development to enhance a sense of place and ensure appropriate connectivity throughout the community.
- 10 Encourage a 'fine grain' grid of interconnected streets and blocks that supports active transportation and is connected to the greater adjacent community.
- 11 Consider offset grids and street alignment variations at strategic locations and/or related to natural features, to emphasize the sense of place, create distinctive neighbourhoods, enhance views to natural features, amenities and landmarks, and discourage through traffic.
- 12 Encourage shorter blocks/streets (120-180m in length) to enhance connectivity and support active transportation, while providing more alternatives to/from community destinations.
- 13 For blocks that exceed 200m in length, generally measured from corner to corner exterior lot line, provide mid-block connections to enhance pedestrian connectivity.





14 Encourage lotting patterns that incorporate heritage buildings into the community fabric and highlight these features as focal points.

15 Ensure each neighbourhood is designed around a unique central/focus feature (open space or community amenity) located within 5-10 minute walking distance from most residential units.

16 Provide lane based blocks at strategic locations such as arterials, on roads with high pedestrian traffic (e.g. main streets) and along parks and other open spaces.

17 Avoid rear lotting along road and parks, and minimize this condition along natural heritage areas.

Parks and Open Space System

18 Incorporate the natural heritage system as part of the broader parks and open space system.

19 Provide visual and physical connections to parks, open spaces and natural features.

20 Locate parks and open spaces adjacent to natural heritage.

21 Incorporate significant mature trees and hedge-rows into the design of parks and open space system.

22 For private multi-unit developments, on-site open space / outdoor amenity space should be provided and may be in the form of a landscaped courtyard.

Built Form Typologies

Single Detached and Semi-detached Dwellings

- 1 to 3 storeys
- Front or rear accessed
- Integrated front garages or detached garages, located to the front or rear.

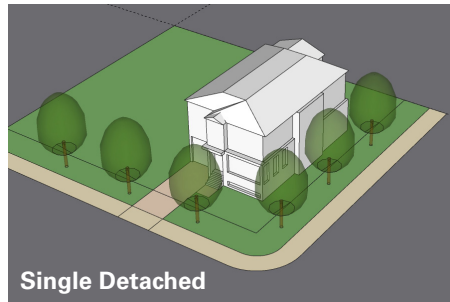
Townhouse Dwellings

- 1 to 4 storeys
- Front or rear accessed
- Typologies include:
 - Street Townhouse - front integrated garage.
 - Rear loaded Townhouse - rear detached garage accessed from a lane or private road.
 - Deck Townhouse and Live-work units - garage integrated under rear amenity/deck and accessed from a lane or private road.
 - Stacked Townhouse (2-3 units) - garages integrated under rear amenity/deck and accessed from a lane or private road, or parking provided underground.
 - Back-to-Back and Stacked Back-to-Back Townhouses - parking provided underground.
 - Multiplex modules where 2-4 units share a common entrance.

Walk-up Apartment Building

- Usually 3-4 storeys
- Ground related units with either direct access from the street or through an internal hall.
- At grade parking located at the rear and/or underground parking.
- Includes multiplex configurations.

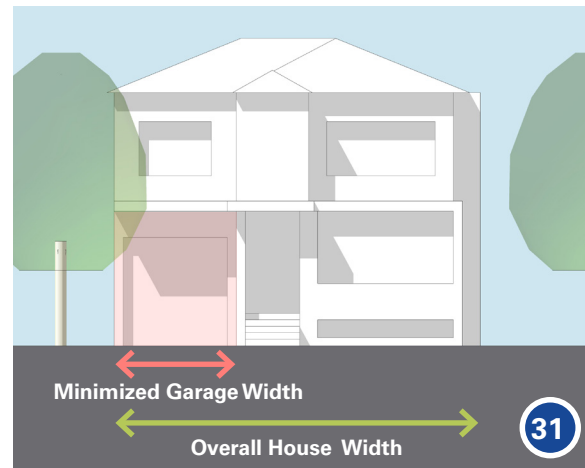
The following guidelines for Site/Lot Plan, Built Form and Priority Lots apply to all of the listed Built Form Typologies.





Site/Lot Plan

- 23 Ensure buildings front onto the street and open spaces.
- 24 Design and place building to preserve and protect natural features and mature trees on site.
- 25 Locate buildings within an appropriate setback range and allow variations within such range to animate the streetscape.
- 26 Provide appropriate building/garage setbacks to ensure no parking areas/vehicles encroach into the public realm.
- 27 Provide access to parking areas and garages directly from secondary streets or rear lanes whenever possible.
- 28 Locate parking areas to the rear of lots, away from public views. Avoid placing parking areas along any streetscape.
- 29 Encourage locating garages to the rear of lots.
- 30 Ensure front-integrated garages are recessed from the main building wall by at least 1m and from the front porch by at least 2m.



- 31 In general, for garages attached to dwellings, the width of the garage door (opening) should not dominate the overall width of the dwelling. This is intended to minimize the visual impact of garages and maximize the presence of living spaces on the streetscape.
- 32 Provide corner lot fencing along the 'exterior side yard' of the lot, to a maximum of 50% of the lot depth, as measured from the rear property line; fencing may extend to a maximum of 1m beyond the rear wall of the building. Ensure conformity with fence by-law.
- 33 Allow for wider lots for townhouse block end units (townhouse blocks), to better balance the proportion of livable spaces/garage, and properly accommodate flankage elevations upgrades as well as enhanced landscaped side yards.
- 34 Provide at least 2m side separation distance between townhouse blocks for emergency access.
- 35 For multi-unit buildings:
 - Provide independent entrances for each ground-level related unit, including a walkway connected to the sidewalk.
 - Strategically locate pedestrian accesses to parking and servicing areas so they are beside common areas for informal surveillance.
- 36 Encourage mechanical equipment such as air conditioning units and pool equipment, to be located in the rear yard in order to minimize noise disturbance and to maintain unobstructed emergency access.

Front Yard Landscaping and Driveways

Within the space between the front of the dwelling and the front lot line, the competing demands of parking, landscaping and streetscaping is an issue that must be managed. Long term solutions for the issues reside in a combination of design and zoning standards, along with permitting processes, by-law enforcement and behavioural adjustments. The purpose of these guidelines is to provide design recommendations that may be used to inform potential changes to these other components at a later date and to balance the need for parking on site (including driveways and expanded driveways), with the Town's overarching objective to create beautiful, pedestrian-friendly, safe and sustainable neighbourhoods.

- 37 Avoid any type of parking spaces that creates encroachment / car overhang onto the public sidewalk.
- 38 Limit private access (curb cuts) to the width of the garage to protect on-street parking opportunities.
- 39 Pair driveways for lots 9.0m wide or less to provide and maximize opportunities for on-street parking and greater landscaped areas.
- 40 Make best efforts to maximize soft landscape area in the front yard while balancing the amenity needs of the occupants of the site (e.g., parking, decorative hard landscaping, etc.) The following standards are encouraged for minimum soft landscaped area in the front yard;
 - 50% of front yard area for single and semi-detached lots
 - 40% of front yard area for townhouse units greater than 6m
 - 35% of front yard area for townhouse units less than 6m

- 41 In an effort to reduce the burden on the municipal stormwater systems and reduce stormwater risks to nearby properties, efforts to increase on site rainwater infiltration are encouraged, including:
 - The use of permeable paving systems for driveways, walkways, and assorted amenity areas; and,
 - Soft landscaping for the remainder of the yard is recommended.
- 42 Offset the visual impact of paved driveways and walkways on the streetscape by encouraging additional plantings, including but not limited to canopy trees and large shrubs in the front yard.
- 43 Encourage lawn alternatives that are adapted to hot summers and do not require substantial inputs of fertilizer and water to maintain a manicured aesthetic. As monoculture plantings, lawns provide little habitat or food to pollinator species, and chemical runoffs can pollute water systems. The following alternatives are more drought tolerant, have a higher diversity of species, and support native pollinating insects:
 - Front yard vegetable gardens.
 - Naturalized gardens and native plantings.
 - Perennial ground-covers or ornamental grasses.
 - Horticultural garden beds.



- 44 Should a residential driveway widening be required to provide additional parking spaces, walkways or hardscape amenity areas, the applicant should strive to achieve the following criteria:
 - Driveway widenings must have the effect of enhancing the character of the home and neighbourhood.
 - Driveway widenings should to be composed of cosmetic materials including but not limited to decorative stone and interlocking.
 - Driveway and walkway or hardscaped amenity area should be visually delineated via cosmetic hardscaping or decorative elements.
 - Increased soft landscaping such as plantings are encouraged to balance increased hardscaping.
 - Permeable paving systems and green driveways are encouraged.
 - Front yard alterations must not generate negative stormwater impacts for nearby properties.
 - Hardscape walkway transitions are permitted at the front corners of homes for aesthetic and functional purposes provided they do not generate stormwater issues as deemed acceptable at the discretion of staff.





- 45 Require enclosed parking spaces (e.g., within garage) to have minimum dimensions that consider the need for storage of vehicle and other items.

Built Form

Articulation and Architectural Style/Expression

- 46 Provide a variety of complementary architectural styles / models within the neighbourhood and along a block to enhance the character of the community and contribute to a visually interesting streetscape.
- 47 Prioritize the location of active internal space (livable space) at the front of the unit (street frontage).
- 48 Design articulated elevations with a high standard of design, detail and variety of materials for buildings with distinctive street presence.
- 49 Design elevations to reflect a common rhythm of vertical and horizontal elements (grid), providing for a consistent and cohesive streetwall.
- 50 Design main elevations to include main entry features, front porches, generous amount of windows, among other architectural elements that combined create buildings with distinct street presence.
- 51 Ensure all elevations exposed to public views to reflect the same quality of the main elevation (i.e. articulation, fenestration, architectural style and materials).
- 52 For multi-unit buildings, articulate massing and elevations, vertically and horizontally, through changes in plan, rooflines, enhanced fenestration, projecting elements such as bay windows, balconies and dormers, among other architectural elements and details.
- 53 Avoid blank walls on any elevation exposed to public view.

Entry Features

- 54 Design entry features that animate the front elevation and enhance it through the use of projecting walls, porches and decks, complementary rooflines, steps/stairs and lighting.
- 55 Encourage the provision of front yard porches and/or decks that are generous in size to be used as outdoor amenity space, including space for seating.
- 56 Ensure the steps to porches/decks have a gentle rise and are proportionally sized to balance and complement the entry feature and building elevation.
- 57 Encourage wide steps to allow for step sitting and the placement of flowerpots.
- 58 Incorporate canopies for weather protection.
- 59 Design and coordinate all elements of the entry feature, including steps, columns, railings and lighting, complement the elevation design and ensure a cohesive look.
- 60 Extend finish materials to all sides of entry features.
- 61 For multi-unit buildings:
 - Provide an enhanced entry feature for each ground-level related unit;
 - Ensure the building's main entrance is clearly discernible through the use of large canopies and a high proportion of glazing that provides for visibility from/to interior lobbies.
- 62 For townhouse blocks, ensure all entry features are identical, or similar/complementary and organized to reflect a recognizable specific pattern.
- 63 For multi-unit buildings, ensure building entrances clearly address the street with proportionate entry awnings and provide visibility to interior lobbies to allow for safe and convenient circulation to/from the building.

Windows

- 64 Provide a generous amount of windows on all elevations exposed to public view to encourage visual connections between the private and the public realms.
- 65 Select -size and style- and organize windows to relate to/complement the interior space/uses of the building, while providing adequate natural ventilation and light, as well as views and privacy from/to the unit.
- 66 Align windows along a vertical and/or horizontal composition grid.
- 67 Ensure window mountings are part of the window structure and not applied as a decorative element.
- 68 Encourage bay windows, clerestory windows and skylights, where appropriate.

Roofs

- 69 Provide a variety of rooflines within a streetscape to create a visually interesting roofscape.
- 70 Provide a generally consistent roofline height and mass among adjacent buildings and ensure appropriate transitions.
- 71 Ensure the roof style, proportions and materials complement the building design/style.
- 72 For townhouse blocks, incorporate rooflines to distinguish the individual units while at the same time, unifying the block.
- 73 Use elements such as chimneys, dormers, pitches, cupolas, vents and skylights to create distinctive designs that help differentiating between similar units, while complementing the unit's design.
- 74 Encourage the use of dormers, where appropriate, to allow for additional livable spaces, and design them to reflect the same style of the window/door elements of lower levels.

- 75 Locate skylights away from public view and ensure flush framing.
- 76 Where sloped roofs are required, provide a minimum of 6:12 roof pitch for the main roof, and allow the roof slope to be lower in other areas. Accent roof slopes and dormers may be encouraged to be steeper.

Garages and Ancillary Buildings

- 77 Design garages and ancillary buildings to complement and reflect the style and materials of the main buildings.
- 78 Encourage the pairing of single car garages.
- 79 Provide windows/doors on elevations facing the public realm. Avoid windows overlooking adjacent properties.
- 80 Incorporate any stairs to the interior of the ancillary building, or to the side.

Materials

- 81 Keep the quality of building materials and finishes consistent, and complementary along the streetscape.
- 82 Use brick, stone and wood/metal siding as primary cladding materials; limit the use of stucco as accent an material only.



69

- 83 For traditional building designs, incorporate lintels, cornices, quoins, dentils and other details to break the surfaces clad in primary materials.
- 84 Ensure changes in materials are done at changes in planes (setbacks and projections) or as part of the design elements to articulate the 3 components of the building (base, middle and top).
- 85 Provide roof materials that complement the building design and materials.
- 86 Encourage roof materials that are darker than the main building material.
- 87 Prioritize the use of high quality, durable and sustainable materials.



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Priority Lots (P)

Site and design dwellings at priority locations with enhanced elements, articulation and prominent massing along the public street frontage.

Corner Lots and Open Space Lots

- 1 Provide articulated elevations with livable spaces along both street frontages.
- 2 Provide articulated elevations and architectural features facing the open space.
- 3 Incorporate wrap around front porches, sun-rooms, bay windows, side entrances, changes in planes.
- 4 Provide models specifically designed for corner units; only use interior lot models on these lots if they are significantly modified to incorporate a high level of upgrades.

'T' and 'Elbow' Lot Lots

- 5 Provide facade enhancements on all elevations visible from the street(s).
- 6 Locate driveways/garages away from the terminus view; pair the sideyards of the visible lots.
- 7 Design units to screen/mitigate the impact of car headlights on internal living spaces.



End Units (Townhouses)

- 8 Place usable interior spaces and windows on flank elevations.
- 9 Locate the main entrance on the exterior side elevation, whenever possible, and connect it to the sidewalk.
- 10 Ensure exterior side elevations display the same design quality and proportions of the main elevation, including changes in plan, roofline details, fenestration and use of materials.
- 11 Ensure ground related units have individual at-grade accesses.

Townhouses (T)

Townhouse forms display characteristics that are distinct from the other built form typologies - their massing and the number of attached dwelling units and thus, the number of direct accesses to the street.

As such, these forms require particular attention in order to ensure their massing and front elevation articulation relate to and enhance a pedestrian-scaled streetscape. Therefore, in addition to the guidelines above, the following shall apply specifically to Townhouse forms.

Massing

- 1 Provide transition to surrounding built form through the massing and scale of townhouse blocks.
- 2 Delineate the individual units through articulated massing, rooflines and elevations.

Driveways and Entries

- 3 Pair driveways to provide opportunities for on-street parking and more landscaping/greening in front yards.
- 4 Highlight unit entry features as the main elements on the front elevation of the block.
- 5 In order to limit the number of steps to front entries and thereby maintain a direct relationship between the building / dwelling unit and the streetscape, a range of 3-6 steps is recommended from the finished grade of the abutting sidewalk to the entry.
- 6 Incorporate any steps or ramps with landscaping, terraces and/or low decorative fencing.
- 7 For adjacent units, pair front entries to create a more prominent presence on the main elevation of the block.

Articulation and Architectural Style/Expression

- 8 Ensure architectural treatments, materials and colours are consistent along all elevations of a townhouse block.
- 9 Site flankage units (end units on corner lots or lots adjacent to open spaces) to have greater side yard setbacks to allow for the main or secondary entries to be located on the exterior elevation, with access to the sidewalk.
- 10 Design flankage units to display a consistent level of articulation, architectural detail and materials on both the front and exterior elevation.
- 11 Provide highly articulated elevations with enhanced entry elements, wrap-around porches, additional fenestration and wall plane changes on flankage units.

- 12 Emphasize individual units through the appropriate articulation of the wall and roofline, and the use of architectural elements such as balconies, bay windows and dormers.

Garbage and Utilities

- 13 All utility servicing in the public realm shall use flush grade utility vaults.
- 14 Locate utility meters discretely and screen them from public view.
- 15 Integrate utility meters into the design of the block/unit (e.g. wall recess, enclosure, small roof overhang).
- 16 Ensure that utility meters do not dominate the front facade of the townhouse block or individual unit.
- 17 Group utility and service meters in one location.
- 18 Provide space within garages or outside structures (garbage enclosures) for garbage storage.
- 19 Locate outside structures (garbage enclosures) away from public view; providing screening.
- 20 Design outside structures (garbage enclosures) with similar forms, materials, and colours as the townhouse block(s).

Common Elements

- 21 Provide outdoor amenity space in central, visible and accessible locations.
- 22 Mailboxes, visitor parking, and bicycle parking should be grouped in one location and encouraged to be combined with outdoor amenity spaces to create a focal point for large townhouse developments.
- 23 Where feasible, existing mature trees should be preserved and incorporated into outdoor amenity spaces/common areas.





Established neighbourhood areas in Bond Head (above) and Bradford (right)



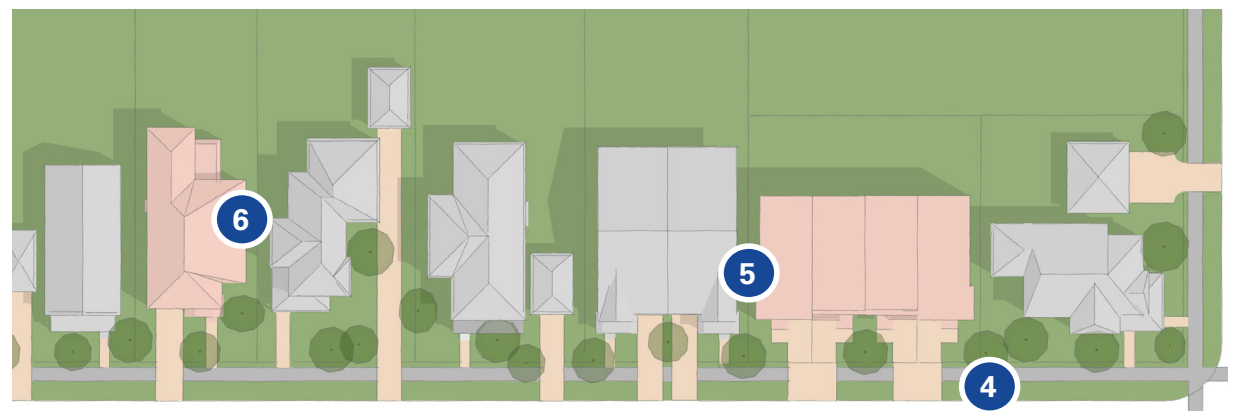
3.2 Established Neighbourhoods (Infill Development)

Development in established neighbourhoods, also referred to as 'infill development' occurs in existing, more mature residential areas. With this form of development, the primary objective is to ensure compatibility with the context and character of the surrounding neighbourhood. The guidelines that follow should apply to all forms of dwellings, including single-detached, semi-detached, multiplex and townhouse units.

Site Plan

- 1 Provide lot sizes and frontages that reflect those along the streetscape to enhance and reinforce the existing rhythm.
- 2 Maintain the building to lot relationship and ensure units are proportionate to the lots they are in.
- 3 Reflect the lot layout/organization of properties close by.
- 4 Place new units close to the street edge/property line to provide enclosure to the streetscape.
- 5 Reflect the front setback of adjacent units to maintain and reinforce a consistent street wall; when substantially different, ensure the new unit's setback is equal to the average distance of those on either side of it.
- 6 Place units to generally reflect the spacing between existing units on the same streetscape.
- 7 Encourage a consistent garage type and location along the street.
- 8 Encourage rear detached garages, wherever possible

- 9 De-emphasize the presence of garages on the streetscape by:
 - Ensuring attached-integrated garages do not take up more than 50% of the width of the main front wall of the dwelling.
 - Recessing both attached-integrated and detached garages from the unit's main front wall and avoid placing them beyond the main front wall of the adjacent dwellings.
 - Encouraging narrow driveways and ensuring their widths do not substantially exceed that of the garage.
- 10 Ensure side setbacks reflect those of adjacent units, or are the average distance of those on either side of the development.
- 11 Provide generous open space in the rear yard to allow for space for light, landscaping and recreational uses.
- 12 Ensure a level of privacy between neighbouring units by:
 - Providing sufficient distance between the back wall of the house and the rear property line.
 - Limiting extensions beyond the adjacent unit's rear wall.





- Minimizing windows on side elevations, especially when they are located on walls extending beyond the adjacent unit's rear wall.
- Minimizing second floor balconies on rear and side elevations.
- Providing fencing that effectively screens the rear amenity and minimizes its exposure to/from adjacent properties.



- 13 Provide enough distance between detached garages and the rear property line to minimize their impact on adjacent lots and allow opportunities for planting.
- 14 Pair front driveways to maximize opportunities for on-street parking and greater landscaped areas.
- 15 For higher density infill development interfacing with established low density built form (whether a single or multiple buildings are proposed on a site), locate lower massing towards the established neighbourhood and greater height/massing towards the street (away from the established neighbourhood).



Built Form

Height and Massing

- 16 Design units to reflect the massing of the surrounding built form for elevations exposed to the public and provide any additional massing away from them.

- 17 Ensure appropriate transitions to/from existing adjacent buildings and ensure no new building is more than 1.5 storeys or 4.5m higher/lower than the adjacent unit.
- 18 Generally reflect the height of the adjacent unit's ground level.
- 19 Encourage/favour designs with clean, modern lines and simple geometry that complement the character of surrounding built form.
- 20 Encourage roof designs that reflect those of existing units on the street, and consider simple, articulated profiles to generate visual interest.
- 21 Ensure flat roof tops complement the massing of adjacent units.

Articulation and Architectural Style

- 22 Design elevations exposed to public view (streets and open spaces) to be articulated through changes in plane, projections, enhanced fenestration, highlighted entrances, complementary materials, among other architectural elements.
- 23 Incorporate the vertical and horizontal proportions, rhythm and elevation design elements of surrounding dwellings including fenestration, lintels, sills, cornice and roof lines.
- 24 Avoid blank walls on elevations facing the public realm.



25 De-emphasize the visual impact of garages on the streetscape by:

- Designing them as integral part of the unit/development (massing, style and materials)
- Providing second level livable spaces above attached-integrated garages.
- Incorporating roof lines that are compatible with and complement the roof line of the main unit.
- Ensuring that doors of attached-integrated garages do not dominate the front facade of the unit.

26 Design corner units to:

- Incorporate equal design quality on both elevations visible from the street.
- Locate the main entrance at the exterior side wall.
- Include wrap-around porches and corner features, where appropriate.

27 Ensure traditional architectural styles are properly executed and reflect their fundamental attributes.

28 Encourage contemporary architectural styles that reflect the proportions and fenestration of surrounding dwellings.

29 Avoid:

- Historic architectural replication.
- Mixed architectural styles.
- Architectural styles with excessive decorative details.

Entrances and Windows

30 Locate entry features at the front wall and highlight them through articulated architectural elements.

31 Keep entry steps to a maximum of 6 and ensure they lead to an entry feature.

32 Ensure entry features generally reflect the configuration, height, size and relationship to the street of those of adjacent dwellings, while complementing the overall unit design.

33 Provide prominent front doors that are clearly visible and linked to the street/sidewalk through a walkway or driveway.

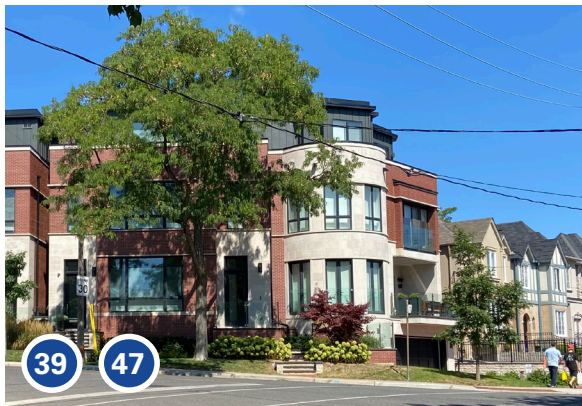
34 Design side entrances to highlight their presence through massing and architectural elements that provide a “public face” - wrapping porches/stoops/projecting canopies and articulated elements.

35 Encourage weather protection elements at main entrances and design them to complement the dwelling design.

36 Ensure porch roofs complement the dwellings design and rooflines (proportions and style).

37 Provide a generous amount of glazing on main elevations through windows that complement the proportions and style of the dwelling, and those of adjacent ones.





Materials

- 38 Encourage a variety of coordinated materials that enhance and complement both the surrounding neighbourhood and the new unit's design/style.
- 39 Consider materials such as metal and concrete, in combination with brick, stone and wood for more contemporary designs.
- 40 Use high quality materials that are sustainable and low maintenance.
- 41 Limit the use of stucco and use it as secondary or accent material only.
- 42 Consider and favour natural finishes.
- 43 Select colour palettes that take their cues from the surrounding built form context and/or are compatible with it.
- 44 Consider metallic railings and window frames as well as painted wood for porches, porch railings, bay window surrounds and shutters.
- 45 Consider cedar and asphalt shingles on roofs, as well as metal roofing when appropriate.
- 46 For additions or renovations to an existing building, incorporate materials and colours that are consistent with and complement the main building.

Landscape

- 47 Protect mature trees and encourage planting of new trees to enhance the urban canopy and create tree-lined streets.
- 48 Enhance the bio-resiliency of the area through planting of native, non-invasive trees and shrubs.
- 49 Keep landscape designs simple and complementary to the unit's design and materiality.

- 50 Minimize hard surface landscaping/pavement in front yards and limit them for walkways and driveways only.
- 51 Encourage permeable paving for new walkways and driveways to reduce run-off to storm sewers and soften the streetscape appearance.
- 52 Provide a walkway from the front door to the sidewalk or to the driveway in the absence of a sidewalk.
- 53 Provide landscaping in front of blank walls.
- 54 Encourage front yard hedges do not exceed 1.2m in height, to allow for "eyes to the street" and avoid blocked views from/to dwellings.
- 55 Avoid privacy fencing at the front of the house; if considered, privacy fencing should not extend beyond the main front wall of the dwelling.
- 56 Favour corner lot fencing materials that complement the dwelling's character as well as that of the surrounding neighbourhood;
- 57 Encourage the use of natural stone finishes for paving and landscape walls.
- 58 For infill development interfacing with established low density built form, encourage:
 - New planting or the retention of tree lines and plantings along shared property lines to provide natural screening and separation.
 - Providing a half wall along the new building's roof top amenity space facing the established built form, to limit overlook and maintain privacy.

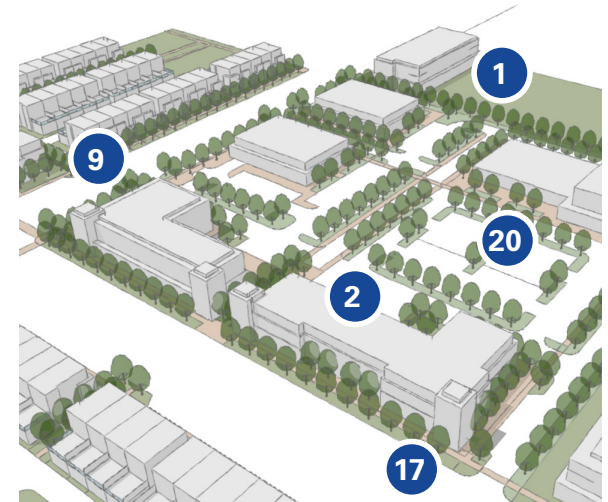
4.0 non-residential areas

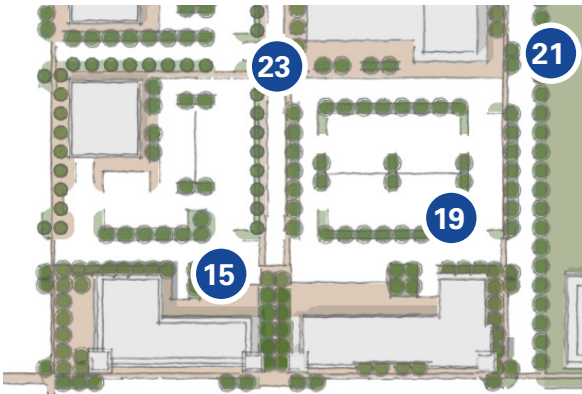
4.1 Guidelines for All Non-Residential Areas

Site Plan

Building Placement

- 1 Provide appropriate buffers and transitions to adjacent neighbourhoods and different land uses (i.e. setbacks, landscaping, location of servicing and parking areas).
- 2 Create a pedestrian-scaled, permeable and connected internal layout (block and street pattern) and arrange buildings to create comfortable and protected pedestrian spaces that have a sense of enclosure.
- 3 Integrate existing topography and natural features into the development, and minimize alteration to both, wherever feasible.
- 4 Provide a connected street and open space network, including a pedestrian/cyclist system that encourages active transportation.
- 5 Avoid long, uninterrupted blocks and provide mid-blocks connections that facilitate movement throughout the development while providing relieve in the street wall.
- 6 Organize the site to enhance wayfinding – (i.e. buildings as gateways and landmarks, public spaces as focal points, streetscapes that frame significant views).
- 7 Locate buildings along primary streets, at or near the street line.
- 8 Avoid large areas of surface parking between the main building wall and the street.
- 9 Locate buildings at corners and gateways to provide a strong presence in these locations; locate the longer building wall parallel to the primary street frontage.
- 10 Orient buildings to face the public realm, in particular any adjacent/adjoining streetscape, pedestrian connection and open space.
- 11 Arrange buildings to frame views/vistas, parks and open spaces.
- 12 Arrange buildings to allow for patios and spill out areas which animate the site/street.
- 13 Locate active uses at the base of buildings and on all elevations fronting onto public spaces (i.e. streets and open spaces).
- 14 Locate primary and/or additional entrances adjacent to public streets to encourage pedestrian activity and enhance active transportation. Ensure they are pedestrian scaled and designed to complement the rest of the building.





Parking, Access, Circulation and Servicing Areas

- 15 Provide a safe, clear and accessible site circulation system for pedestrians, cyclists and vehicles, including visible access points and connections to the surrounding street network, public sidewalks, and parking areas.
- 16 Minimize interruptions to the sidewalk and potential conflict between vehicles, cyclists and pedestrians; provide barrier free, landscaped pedestrian connections from, to and through parking areas.
- 17 Provide prominent and easily accessible entry points to the site.
- 18 Provide direct access to at-grade uses from sidewalks and parking areas.
- 19 Locate parking areas away from the street frontage, preferably at the rear or sides of the buildings.
- 20 Screen parking areas from public view with the use of buildings, structures and landscaping.
- 21 Provide landscaped/planted buffers along edges abutting residential areas.
- 22 Design surface parking to minimize environmental impact by reducing parking lot/garage size, considering shared parking facilities with adjacent buildings and providing preferential parking for fuel efficient vehicles.
- 23 Avoid large areas of surface parking:
 - Disperse surface parking throughout the site.
 - Design them as parking courtyards and incorporate significant landscaping.
 - Use bioswales, permeable paving materials, and reduce heat island effect through light materials or canopy coverage.
 - Incorporate landscaping within parking areas (aim for 20 to 30 percent of the parking area).
- 24 Design parking structures to be integrated with and/or located behind principal buildings.
- 25 Line parking structures along street/public frontages with active uses at grade and include enhanced articulated elevations.
- 26 With respect to AODA:
 - Ensure the number of accessible parking spaces are in accordance with the Town's Accessible Parking By-Law 2019-22 and IASR. In the event of conflict between By-law 2019 and the IASR, the provisions requiring more accessible parking spaces shall be required.
 - Ensure accessible parking signs and pavement markings comply with regulations made under the Highway Traffic Act and By-Law 2019-22.
- 27 Encourage providing electrical vehicle parking spaces and charging facilities at all non-residential developments.
- 28 Provide accessible and secure bike racks and parking at retail, commercial, institutional and employment area developments, as well as at key nodal locations to promote purposeful cycling. Consider providing covered bicycle parking, where feasible.
- 29 Locate loading/garage doors not to face the public street/space.
- 30 Locate garbage/recycling, loading and service areas to the rear or side yards, away and fully screened from public view, abutting residential areas, major roads and open spaces.
- 31 Integrate garbage/recycling, loading and service areas within buildings wherever possible.
- 32 Incorporate garbage storage bins that can be accessed for garbage pick up into the principal building design; ensure food waste is stored in climate controlled rooms.

- 33 Provide on-site recycling facilities for handling, storing, and separation of recyclables for large developments, such as employment and office buildings, and institutional or public buildings.

Amenity Areas and Private Landscaping

- 34 Provide an enhanced public realm interface along the street, including landscaped areas, open space, gathering areas in association with front door(s) and/or walkways.
- 35 Design landscaping within the private areas and public interface to be coordinated and to enhance the character of the development and the neighbourhood.
- 36 Design landscaping to reinforce the structure of the site with a focus on creating a safe, comfortable and animated pedestrian environment – including streets, edges, corners, gateways, transitions, public spaces, building entrances.
- 37 Design landscaping to enhance/contribute to the broader environment - ecological function, stormwater management functions, urban forest, bio-diversity.
- 38 Ensure a comprehensive strategy for planting, built features, fencing, walls, paving, lighting signage and site furnishings.
- 39 Distinguish walkways from driveways through a material change and/or planted/sodded edge.
- 40 Use high-quality, durable materials for paving, walls, planters, site furniture, shade structures, etc.
- 41 Design fences and walls to be coordinated with building designs.

- 42 Use berms in landscape strips to minimize views/noise from adjacent uses, parking, loading and service areas.
- 43 Encourage the provision of landscaped outdoor amenity space; locate these areas close to entrances and walkways.

Built Form

Massing and Height

- 44 Ensure massing and design is compatible with and transitions to the surrounding neighbourhood character.
- 45 Encourage multi-storey building designs at prominent locations such as gateways and corner sites
- 46 Incorporate prominent building massing and special architectural elements at intersections, corners and gateways.

Articulation and Architectural Style/Expression

- 47 Encourage a range of design expressions to promote architectural variety.
- 48 Provide a high-degree of articulation on building elevations that face onto streets and public spaces, through design elements such as changes in plane, fenestration, projections, relief, horizontal and vertical elements.
- 49 Establish a rhythm of minor breaks or wall articulation along the façade, distinguishing one unit (retail) or building component from the next. When selecting the rhythm, scale and proportion, take cues from adjacent buildings.
- 50 For buildings located at corners, design building elevations to equally address the two main street frontages; in addition, prominent massing, height, architectural elements and detailing should be used to emphasize these locations.





- 51 For sites adjacent to highways, provide the same degree of building articulation on side and rear elevations, in addition to the primary elevation.

- 52 Avoid blank, uninterrupted walls and false front-ages along streets and open spaces.

- 53 Coordinate the design of ancillary buildings and structures with that of the principal building(s); height, massing, architectural details, lighting, signage, materials, and colours.

- 54 Provide main building entrances in prominent and highly visible locations, and oriented to primary streets.

- 55 Ensure building entrances are accessible, safely and clearly connected to the sidewalk and parking areas.

- 56 Focus the highest degree of articulation at entrances and along main building elevations.

- 57 Ensure elevations along streets and open spaces include a significant amount of glazing.

- 58 Provide weather protection elements at entrances and along highly pedestrian edges.

- 59 Incorporate architectural elements to enhance the pedestrian environment – canopies, overhangs, awnings, projecting display windows, arcades, colonnades, etc.; these elements should be designed as integral parts of the building in terms of form, style, materials, colours, etc.

- 60 Where appropriate, and specifically on elevations of schools and public use buildings facing open spaces, consider designing ground level windows to include sill heights and depths suitable for seating.

- 61 Screen roof top mechanical equipment from view through the use of architectural screens, parapet walls and/or integration into the design of the building.

Materials, Lighting and Signage

- 62 Coordinate building materials among buildings on a site and ensure they reflect, complement and enhance the building's architectural style and use.

- 63 Use high-quality, durable exterior building materials; avoid reflective and mirrored spandrel glass.

- 64 Provide a high level of visual transparency (glass) at eye level for lobbies, main frontages and prominent entrances.

- 65 Provide an overall lighting strategy that coordinates site, building and landscape lighting to ensure pedestrian safety and comfort.

- 66 Design lighting to minimize light spill over into residential neighbourhoods.

- 67 Consider lighting powered by alternate energy sources such as solar power.

- 68 Provide an overall signage strategy that coordinates the site and buildings within a multi-tenant site.

- 69 Integrate signage to the building design and ensure it complements the building's elevation, animate the ground level and enhance the street-scape.

- 70 Design signage to be consistent with respect to materials, size, location (on a building), lettering and lighting, while also allowing some flexibility for tenant branding.

- 71 Avoid neon signs, rooftop signs and visual clutter.

- 72 Limit number of monument/pylon signs on a site.

- 73 Coordinate the design of monument/pylon signs with that of the buildings.

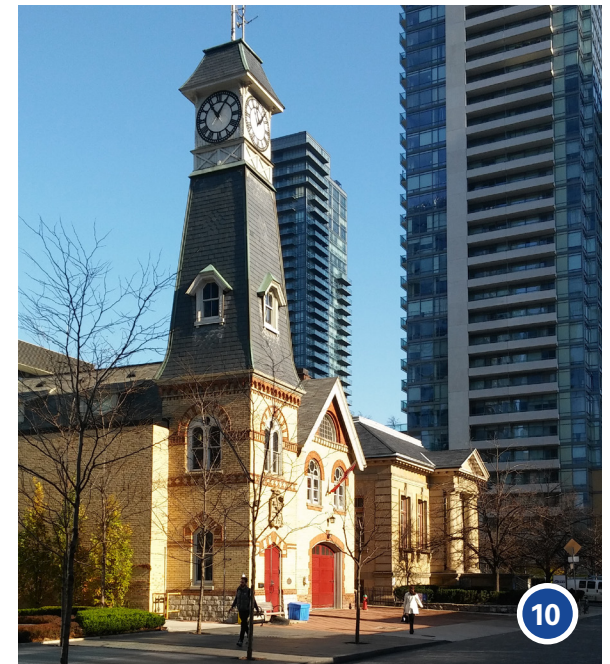
4.2 Institutional/Community Use Areas

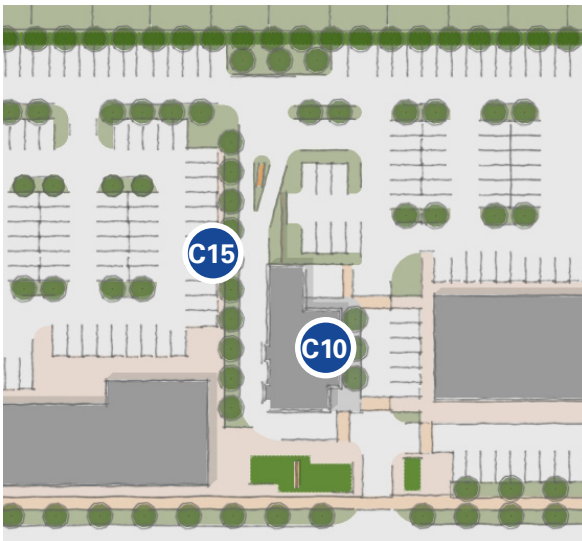
These buildings/sites have a focal role within the community and should demonstrate the highest level of design considerations and use of quality material.

For institutional/community use areas, which may include schools, community centres, sports arenas, libraries, transit stations and municipal offices, consider the following:

- 1 Site buildings prominently to anchor corner/gateway locations, and/or terminate vistas.
- 2 Site principal buildings close to the primary street with building presence along at least 60% of the street frontage.
- 3 Design the building's massing and articulation in the context of creating 'landmarks' within the community.
- 4 Locate vehicle drop off and parking areas away from the street frontage, preferably at the sides of the principal building.
- 5 Encourage rear lane development around school sites and parks to minimize potential traffic conflicts and enhance safety for pedestrians.

- 6 Schools and day cares should incorporate drop off/pick up lanes or alternative transportation demand management solutions to provide short term-parking locations to reduce traffic bottlenecks and congestion during peak hours.
- 7 Where drop off and parking areas are located along the street, design them as part of an enhanced public realm (continuous paving, rolled/flush curbs, street furniture, seating, planting).
- 8 Provide sidewalks and pedestrian connections wherever these uses are located, to ensure safe and convenient access.
- 9 Design community use buildings (e.g. schools, libraries, community centres, etc) as prominent focus buildings within the community.
- 10 Design articulated buildings and include unique architectural details such as towers, bays, among other distinctive elements to emphasized their character and location within the community.





4.3 Commercial Areas (C)

With respect to commercial areas, the following guidelines/recommendations should be considered:

- 1 For areas in transition and new developments, develop a master plan with comprehensive phasing strategies that demonstrate potential longer term intensification scenarios; masters plans should demonstrate an internal street and block pattern, connections to the surrounding community, character of the public realm, and arrangement of built form and massing.
- 2 For new development, minimize the visual impact of parking, drive-through facilities and automotive service centres on the public realm; locate these facilities at mid-block locations with queueing and drive-through lanes at the side or rear yards, and away from adjacent residential uses, streetscapes and open spaces; incorporate pedestrian-oriented, pedestrian-scaled designs.

Automotive Service Centres

With respect to automotive service areas, the following guidelines/recommendations should be considered:

- 3 Within larger developments, locate automotive services centres away from corner locations.
- 4 Provide a minimum 4.5m landscaped strip between the main building elevation and the street and between parking/driveway areas and the street.
- 5 Provide a minimum 3.0m landscaped strip adjacent to other uses.

- 6 Principal buildings of gas bars should be sited:
 - Close to the front lot line and parallel to the side lot lines, with short façades facing the street.
 - At the corner closest to the intersection and with the gas pumps / canopy structure located behind, away from the street frontage.
 - With active and animated elevations facing and/or clearly visible from the public street.
 - With storage areas facing the rear or side lot line.
 - With consideration for present or future installation of electric vehicle charging station infrastructure.
- 7 Design car wash elements to minimize noise and spill over on adjacent residential areas.
- 8 Ensure car wash exits face away from abutting residential properties and are fully screened from neighbouring residential view.
- 9 Design principal buildings to include significant areas of vision glass/glazing, and ensure spandrel glass is complementary in colour and mullion design to the vision glass; minimize the use of reflective glass.

Drive-through Facilities

With respect to drive-through facilities, the following guidelines/recommendations should be considered:

- 10 Within larger developments, locate drive-through facilities at mid-block locations with queueing and drive-through lanes at the side or rear yards.
- 11 For sites that contain two or more drive-through facilities, ensure clear separation of their respective driveways and queue lanes.
- 12 Provide separate entrances/exits for drive-through facilities and the site.

- 13 Locate queue lanes (and intercom stations) away from residential areas and outdoor amenity areas.
- 14 Where possible, consider double drive-through lanes that merge into a single queue lane for pick-up.
- 15 Avoid locating queuing and drive-through lanes between the street and the building; for exceptions where this condition occurs provide a minimum 4.5m separation between the street and the drive-through/ queue lanes that is landscaped, including plantings, fences and walls to fully these areas from public view.
- 16 Provide queue lanes to accommodate the following minimum number of vehicles:
 - 10 vehicle spaces for restaurants.
 - 8 vehicle spaces for financial institutions.
 - 3 vehicle spaces for other uses, such as pharmacies.
- 17 Provide a 2.0m minimum separation between queue lanes and parking areas, with the use of raised medians, planting, fences and walls.
- 18 Avoid pedestrian routes that cross driveways and queue lanes; if they must cross these areas, they should be located to minimize potential conflict, and designed to prioritize pedestrians, through the use of pavement markings, coloured and texture pavement materials, raised (pedestrian) walkways, signage and other cues to calm traffic and enhance pedestrian safety.
- 19 Separate payment and pick-up windows where possible.
- 20 Block spill over of vehicle headlights onto adjacent residential properties, public streets and public spaces.
- 21 Provide weather protection for payment/ pick-up windows.

4.4 Industrial / Employment Areas (IE)

With respect to industrial/employment areas, the following guidelines/recommendations should be considered:

- 1 Site principal buildings to be close to the street with building presence along at least 50% of the street frontage.
- 2 Locate main building entrances along the primary building elevation(s).
- 3 For prominent locations, those with two or more publicly visible frontages, orient the primary building elevations to the most visible public frontage and incorporate the highest degree of articulation on the visible elevations.
- 4 Locate offices along the street and/or at prominent corners.
- 5 Ensure individual buildings within a complex are coordinated in design.

- 6 Break large and long façades with the use of different materials, changes in plane, recesses, windows and vertical elements.
- 7 Differentiate office and warehouse portions of buildings through design, massing, materials and detailing.
- 8 Incorporate windows/glazing on any elevation that overlooks public areas and ensure they comprise a minimum of 30% of the office portion of building elevations.
- 9 Screen loading areas from the street with fences, walls and landscaping.





5.0 public realm

The Official Plan calls for the creation of a network of streets, parks and open spaces as the predominant features and amenity of the Town. They are to be designed in a coordinated and attractive manner and be visually prominent and easily accessible.

5.1 Complete Streets

Streets are far more than just transportation routes; they are unique public spaces that function as both corridors for movement and community living spaces. They are places where much of the social activities, community interactions and wide variety of recreation happen. They are used by cars, bicycles, pedestrians as well as public transportation and different modes of active transportation.

As such, all streets must efficiently serve their role in linking places, accommodate a variety of modes of transportation in a way that is safe and inviting for people of all ages and abilities and be designed as vibrant and safe community spaces.

Guidelines For All Streets

- 1 Design streets to enhance the travel experience, promote active transportation and facilitate movement through the community.
- 2 Design streets to enhance the sense of place by ensuring they include all the elements necessary to make them interesting, clean, safe, comfortable and attractive, including sidewalks, street furniture, trees and lighting.

- 3 Design streets to incorporate principles of, Crime Prevention Through Environmental Design (CPTED) and Accessibility for Ontarians with Disabilities Act (AODA) as well as a Vision Zero goal for pedestrian safety.
- 4 Trees provide a range of environmental, ecological, social and economic benefits; sustaining and expanding the urban forest should be the long term objective of the community.

Sidewalks

- 5 Provide sidewalks on:
 - Both sides of arterial and collector roads.
 - One side of local and industrial roads.
 - Cul-de-sacs only if more than 25 units front onto the road or it terminates at an amenity (i.e., park, school, commercial or open space block, etc.).
 - North and west side of roads, where possible.
- 6 Sidewalk widths are encouraged to be:
 - 1.8m minimum on local streets
 - 2.1m minimum on primary streets
 - 2.4m on main streets in Downtowns and Core Areas
- 7 Sidewalks should be barrier-free and include sensory (e.g. audio, tactile or visual) indicators and/ or special paving treatments at major intersections as well as elsewhere in areas regularly frequented by pedestrians.





- 8 For main streets where commercial / retail uses are located in the ground floor of buildings, establish a pedestrian 'clear way' that extends a minimum of 2.0m from the face of the building.

Street Wall / Building Face

- 9 Encourage a consistent, animated and pedestrian scaled street wall along all streets.
- 10 In non-residential areas, encourage active, at-grade uses within the ground floor of buildings that front onto the street.
- 11 In residential areas, create eyes-on-the-street by providing active uses at the front of the residential dwelling / unit, including front doors, porches, entries and living spaces.
- 12 Variations in front yard setbacks may be employed to create visual interest along the street.



Street Furnishings

- 13 Establish a coordinated and consistent family of street furnishings that includes benches, bicycle lock-ups, waste/recycling receptacles, pedestrian lighting (poles and bollards), traffic bollards.
- 14 While a distinct family of street furnishings should enhance the character of the community, it should also be contemporary in style, neutral in colour,



and consistent in materiality to complement the variety of built contexts that make up the community.

- 15 Locate street furniture outside of the established pedestrian clear way to allow for safe, unencumbered pedestrian movement.
- 16 Street furnishings should be high-quality, durable, easy to maintain and vandal-resistant.
- 17 In Downtown and Village Core areas, incorporate additional elements such as planters, signage and wayfinding elements, as well as seating to enhance pedestrian areas.
- 18 In Downtown and Village Core areas, locate and maintain street furnishings to be accessible all year round; ensure that they are oriented away from traffic and private areas.

Street Trees

- 19 Healthy, mature, tree lined streets should be developed throughout the community.
- 20 All streets should have large canopy deciduous trees planted on both sides of the road within the boulevard, spaced between 6m to 8m apart, wherever possible.



- 21 Street tree species selection shall promote sustainability and resiliency; street trees species shall be native, salt-tolerant, drought-tolerant, and disease and mold resistant.
- 22 Placement and spacing of streets trees shall be coordinated with above and below ground utilities and driveways and accommodate snow storage.
- 23 Appropriate soil conditions, composition and volumes should be provided to support the tree growth and health.

On-Street Parking

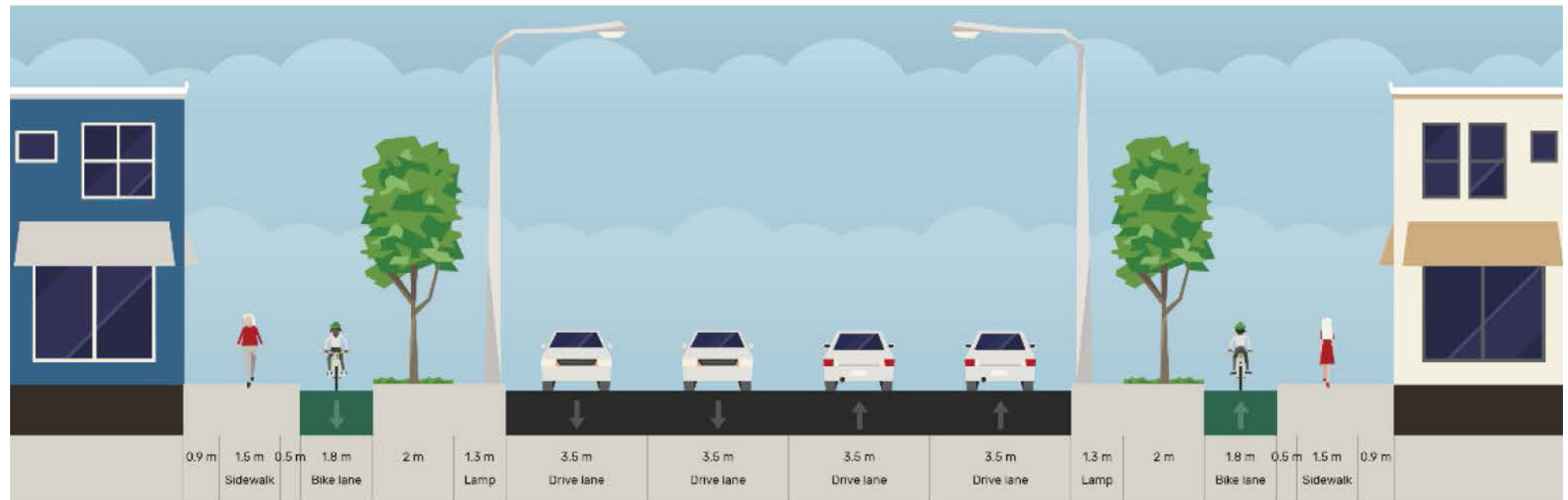
- 24 Encourage on-street parking to:
 - Support commercial areas by providing additional parking options;
 - Make streets safer by create a buffer between travel lanes and sidewalks;

- Provide for additional parking options in residential areas (while discouraging the widening of driveways in front yards).

- 25 Provide on-street parking on at least one-side of collector roads, wherever feasible.

Traffic Calming

- 26 Encourage narrow pavement width to promote slower traffic speeds and provide for tighter, more pedestrian friendly environments.
- 27 Encourage bump-out elements that also provide opportunities for expanded sidewalks and landscape areas, particularly at intersections for safer pedestrian crossings.
- 28 Provide enhanced pavement treatments at intersections and crosswalks to prioritize pedestrian movement; this may include textured, coloured and raised pavements.



Minor Arterial - 30m R.O.W (Holland Street - West of Downtown Core)



Utilities

- 29 Encourage underground utilities wherever possible.
- 30 Locate utility cabinets and telecommunications boxes away from and screened from public view and, where possible, integrate them into new buildings and landscaped areas.

Lighting

- 31 Lighting of public areas shall incorporate Dark Sky lighting standards and principles of Crime Prevention Through Environmental Design (CPTED).
- 32 Additionally, lighting of private areas shall mitigate light 'spill over' onto adjacent public and private spaces.
- 33 Light standard, fixture and luminaire designs shall be coordinated with the community's family of site furnishings.

- 34 Pedestrian-scaled lighting elements should be provided in pedestrian areas and, in particular, main street and village core areas.

Pavement

- 35 Consider special pavement treatments to enhance and highlight key areas in the community (e.g. Downtown, Village Core, community amenities and landmarks, etc.), areas of high pedestrian activity, pedestrian crossings, and trail entrances.

Wayfinding

- 36 Incorporate a well-designed, comprehensive wayfinding system to enhance accessibility, orientation and navigation throughout the community.



Community Collector - 23m R.O.W (Residential Collector)

Street Cross Sections

- Minor Arterial - 30m R.O.W. (Holland Street - West of Downtown Core).
- Community Collector - 23m R.O.W. (Residential Collector).
- Local Road / Urban Road - 18 to 20m R.O.W. (Residential Street).
- Residential Laneway.

Note:

- The street cross sections included in pages 65 to 67 correspond to the future right-of-way conditions as proposed on the Bradford West Gwillimbury Transportation Master Plan (July 2022)
- Adjacent built form to be as per OP and Zoning By-law.

- In case of detail design conflict please refer to Town Design Criteria Manual, Transportation Master Plan and documents finalized via Holland Street Environmental Assessment.

Laneways

- 37 Laneways are an alternative approach to access and parking that should be considered the planning and design of key development areas in the community, including in the vicinity of:
- School Blocks
 - Main Streets / Commercial Areas
 - Parks
 - Major Intersections / Areas with high volumes of vehicular traffic

- 38 Laneways should be a minimum of 8m in width, including a minimum 6m wide pavement and 1m on each side for snow storage and waste/recycling bins.

- 39 Laneway paving should be textured to slow vehicle movement and promote pedestrian use.
- 40 For residential corner lots/units on laneways, provide an additional 1m building setback to the exterior sideyard of the detached garage, to allow for views from/to the unit and promote safer lanes.



Local Road / Urban Road - 18 to 20m R.O.W. (Residential Street)



5.2 Parks, Open Space & Trails

A connected network of Parks, Open Space and Trails natural areas contributes to creating a healthy community; it enhances ecological sustainability and resiliency and provides opportunities for recreation and active transportation.

The development of Parks, Open Spaces and Trails should:

- Integrate the natural heritage system.
- Include a connected trails system that links to County Greenlands and Protected Countryside areas.
- Provide views and vistas to the surrounding Rural and Agricultural areas, including the Holland Marsh.
- Connect neighbourhoods to one another and to Community Facilities and Commercial and Mixed Use areas.

Accessibility for Ontarians with Disabilities Act (AODA)

- 1 The design of public spaces shall adhere to part IV.1 of the IASR O. Reg. 191/11.
- 2 Guidelines by GAATES (Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces) should be referenced.
- 3 Where an exterior path of travel is equipped with a ramp or stairs, standards set forth by IASR 191/11 s. 80.24 and 80.25 must be followed.

Outdoor Play Spaces

- 4 Ensure accessibility features, such as sensory and active play components for children and care-givers with various disabilities, are incorporated into the design of outdoor play space. Ensure play space ground surfaces are firm and stable.

Recreational Trails

- 5 Include wayfinding signage and accessible parking at the trail head.
- 6 Recreational trails shall be in compliance with IASR s. 80.9 and maintain a firm and stable surface.

Rest Areas

- 7 Encouraged to provide seating with an armrest and a backrest to help people who may have difficulty sitting and rising. Include a clear space within a rest area and beside benches to accommodate the use of wheelchairs, mobility aids, strollers, service animals, etc.

Exterior Paths of Travel:

- 8 Better practice considerations include: the use of textural and tonal contrast on ground surfaces to help define primary routes and assist with way-finding.
- 9 Consider providing rest areas along paths of travel, spaced no more than 30 meters apart.

Natural Heritage System

The Natural Heritage System (NHS), forms an important foundation of the Town's structure and should be preserved and enhanced for future generations. These areas including the County Greenlands, valleylands, wetlands and woodlands.

- 10 Connect and integrate the NHS with the open space network and the local and regional trail systems to buffer and expand ecological features and functions, as opportunities arise to ensure ecological systems are not interrupted.
- 11 Integrate the NHS as a key structural element of each neighbourhood by providing for a range of development interfaces that create opportunities for public vistas and connections to the NHS (e.g. terminal views at the end of prominent streets).
- 12 Provide opportunities for passive recreation and interpretation (i.e. bird-watching, walking trails, stewardship programs).
- 13 Locate parks and other open space elements adjacent to the NHS.
- 14 Minimize development that may encroach on the NHS and/or create negative impacts such as noise, light pollution, debris, and unauthorized access.
- 15 Provide naturalization planting and restoration to enhance urban ecology and function of natural features.

- 16 Discourage direct access from private properties backing onto woodlands.
- 17 Preserve and incorporate woodlots as part of new parks, wherever feasible.
- 18 Design new streets and blocks to ensure that the NHS maintains a strong presence in the community.

Stormwater Management Facilities

Stormwater management facilities should have public access and be integrated as positive and safe amenities within the community and Open Space System. The objective of creating a few well-designed community ponds will assist in greater concentration of use as well as provide a public focus and connections between surrounding communities.

- 19 Design stormwater management ponds (SWM) as community amenities to optimize their use as a component of the open space system.
- 20 Provide public access and visibility of SWM ponds; ensure a minimum of 50% of a SWM perimeter is bounded by public streets, public spaces.
- 21 Avoid perimeter fencing along public frontages.
- 22 Ensure safe access to the perimeter of ponds through a combination of pond edge treatments. Shallow slopes should be considered for direct access areas and overlooks with railings or densely planted areas should be applied to discourage direct access.
- 23 Where public access / pedestrian routes are provided adjacent to ponds, they are encouraged to be constructed with minimal impact on the natural area (e.g. boardwalks supported by piers).





Recreational Multi-Use / Pedestrian Trails

Recreational multi-use trails are the primary means of access to and through the Open Space System. Trails shall be provided within the plan to enhance accessibility and ease of circulation. New multi-use trail system designs shall consider standards defined in the Town's Active Transportation Master Plan.

24 Create links between primary open space destinations, neighbourhoods and Holland Street West by providing continuous recreational trail connections for walking and cycling along streets and the existing watercourse.

25 Connect recreational trails on streets and within park and open space areas to the Town-wide Open Space System.

26 Avoid locating trails in low-lying areas. Where they do occur implement boardwalks, bridges, culverts and swales as support systems.

27 Provide buffers along trails that align with watercourses, woodlots or other sensitive natural areas and features.



28 Provide trail entrances at the intersections of trails with the street R.O.W and consider incorporating include site furniture and features consistent with the streetscape design.

29 Provide pedestrian connections through and to residential areas to facilitate accessibility and promote visibility and safety.

30 Link trails to key destinations and accessible parking area.

31 Incorporate signage and interpretive / educational features along trails.

32 Ensure trails are minimum 3.0m wide and secondary trails are minimum 2.4m wide.

33 Pave combined pedestrian / bicycle trails with a suitable hard surface material such as asphalt.

34 Ensure secondary pedestrian trails located in environmental sensitive areas consist of low impact materials such as natural earth, woodchips, mown strips, or limestone screenings.

Parks

35 Locate and design parks to support, complement, and buffer the NHS.

36 Ensure the park system includes a variety of elements ranging from community and neighbourhood parks, and parkettes, to semi public open space areas.

37 Provide an accessible, connected, and diverse range of parks to allow for active and passive recreational opportunities for all residents regardless of age or ability.

38 Provide a range of physical activity spaces for children and adults to promote physical activity in different age groups.

- 39 Incorporate Crime Prevention through Environmental Design (CPTED) principles into the design of parks to ensure clear views into and out of surrounding areas, including:
- Adequate lighting;
 - Front buildings overlooking public spaces, especially playgrounds which should be highly visible to public streets and/or houses to enhance safety;
 - Proper signs and design for ease of access and egress; and,
 - Mix of activity for constant use of the space.
-
- 40 Incorporate new trees and landscaping within parks to contribute to the urban tree canopy and buffer natural areas.
-
- 41 Use native species for new trees and landscaping within parks, and where possible, salvage plants from the site or the local area.
-
- 42 Ensure bicycle and pedestrian routes to parks are accessible, safe, and visible.
-
- 43 Ensure lighting is Dark Sky/Nighttime Friendly compliant. Where feasible, incorporate LED or solar powered lighting.
-
- 44 Where feasible, consider the co-location and/or sharing of facilities, such as parking.
-
- 45 Consider shared parking lots for Elementary School sites with neighbourhood parks, and Secondary School sites with community parks, in order to reduce the number of parking spaces required. Locate and site the shared parking lot to facilitate easy and safe access, and to minimize pedestrian crossings.
-

Community Parks

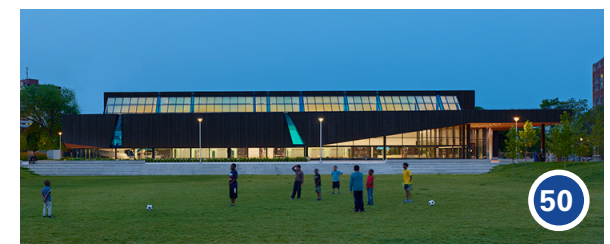
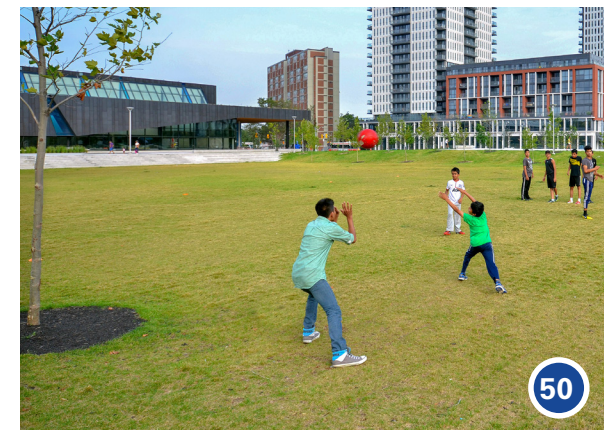
Community Parks provide active indoor and outdoor recreational and social opportunities for the community. They should be a 5.0 hectares minimum in size while serving residents across the Town.

As per the Leisure Services Master Plan, Community Parks generally contain: gardens, parking lot(s), multiple full-size sports fields, washroom building(s), playground(s), and a splash pad.

- 46 Locate community parks in central locations for easy access and to serve all the surrounding neighbourhoods, and/or an anticipate service area.
-
- 47 Link community parks and to the NHS and any recreational / pedestrian trails.
-
- 48 Locate community parks adjacent to or directly connected to schools, where possible, to maximize the use by shared outdoor facilities.
-
- 49 Ensure community parks have significant frontage on adjacent streets to promote views and reinforce its focal nature.
-



- 50 Consider incorporating regional or district facilities such as indoor pools, community centres, recreation complexes and arenas.
-
- 51 Direct lighting for sports fields away from the NHS and design lighting to minimize disturbance to adjacent properties.
-
- 52 Locate a recreation centre such that the building addresses the principal street edge and provides sidewalk connections to adjacent transit stops as to ensure a pedestrian-oriented public edge. Encourage multi-storey buildings in order to reduce land area and contribute to the compact nature of the block plan.
-
- 53 Consider community gardens in community parks to further encourage social interaction and to provide access to locally grown produce.
-





54 Front community parks with houses on single loaded roads to emphasize passive security or “eyes on the park”, and to frame the park through the creation of a built form edge, where feasible.



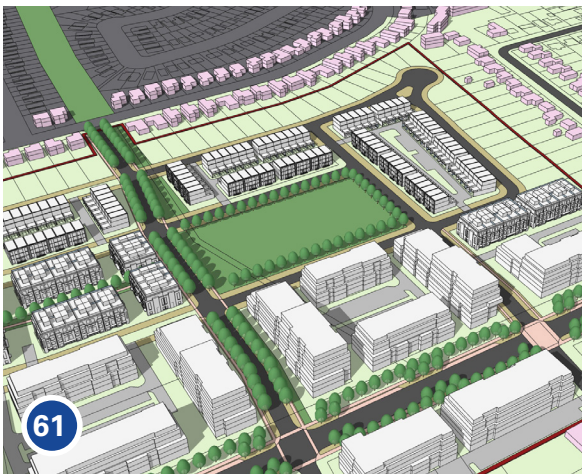
55 Provide amenities for passive and active recreational activities, including athletic fields for organized sports (e.g. baseball diamonds, soccer pitches, swimming pools etc.), as well as walkways, formal gardens, seating areas and park pavilions.

56 Design park entrances to provide amenities including visitor drop-off, and signs to assist in orientation and use of park amenities.

57 Limit vehicular connections through parkland to emergency vehicles and access to major park facilities (e.g. arenas, pools) and parking areas.

58 Provide appropriate landscaped buffers and setbacks to mitigate impacts of from lighting, traffic and parking areas on adjacent residential areas.

59 Incorporate wayfinding signage and interpretive displays to enhance the user experience.



Neighbourhood Parks

Neighbourhood Parks provide a central common green space within neighbourhoods and key recreational and social gathering space for residents. They are generally 1.0 - 3.0 hectares in size, serve neighbourhoods and are generally accessible within a 10-minute walk (800m max.).

As per the Leisure Services Master Plan, Neighbourhood Parks generally contain gardens, junior/senior playgrounds, benches, open space, lit pathways, multi-purpose courts and junior sports fields(s). Neighbourhood Parks may contain a splash pad.

60 Plan Neighbourhood Parks as focal points, preferably centrally located at the terminus of a major street or at the corner of a main intersection, and within walking distance of other structural elements such as multi-use trails, schools and other community amenities and destinations.

61 Ensure Neighbourhood Parks have frontages on at least two public streets, (3 is encouraged).

62 Ensure the Neighbourhood Park frontage is between 50 to 80 metres when bordering a school or residential area.

63 Locate Neighbourhood Parks adjacent to school sites, where appropriate, to allow for shared amenities, such as parking lots and recreational play fields. Construct playfields using innovative and appropriate durable turf treatments to minimize maintenance and extend the life of the playfield.

64 Design new neighbourhoods to ensure that residences are generally located within a 400 to 800 metre radius (5 to 10 minute walk) to a neighbourhood park. Where there is no neighbourhood park consider other active recreational elements such as community parks or schools which serve similar functions to create a shorter walking distance to recreational features.

- 65 Provide on-street parking adjacent to the park as it creates a barrier edge. Parking can be either lay-by parking or on-street, depending on the scale of the park and the nature of the streetscape, local versus collector road or lane-based versus front drive units.

- 66 Avoid street / block patterns with units/lots backing on the park.

- 67 Traffic calming should be provided in neighbourhood park areas, including the directly fronting streets and intersections. This may be in the form of raised pavements, pavement markings, coloured and textured paving materials as well as bump-outs (narrower pavement widths).

Parkettes

Parkettes are less than 1.0 hectare in size, serve sub-neighbourhoods and are generally accessible within a 5-minute walk (400m max.).

As per the Leisure Services Master Plan, Parkettes generally contain a playground, benches and pathways.

- 68 Plan parkettes as focal points for the neighbourhood, with lots and units facing the space.

- 69 Design Parkettes with frontage on at least three public streets, (four is encouraged); allow for less where other design alternatives achieve public views and access.



- 70 Locate parkettes to achieve significant public exposure and access. Urban design options include surrounding the park with streets or fronting dwellings directly onto the parkette to create visually attractive 'edges' to these spaces and eyes-on the park.

- 71 Ensure the design of parkettes enhances adjacent streetscapes by reinforcing the urban relationship between open space and adjacent land uses.

Urban Parkette

Urban Parkettes are small urban spaces located within higher urbanized areas (e.g. Downtown Bradford, GO Transit Station Area and Bond Head Village Core). Urban parkettes are generally less than 0.5 hectares in size and serve visitors and businesses within a 2 to 5 minute walk.

- 72 Provide urban parkettes in Downtown Bradford and in the Bond Head Village Core area.

- 73 Design urban parkettes to support and enhance surrounding uses.

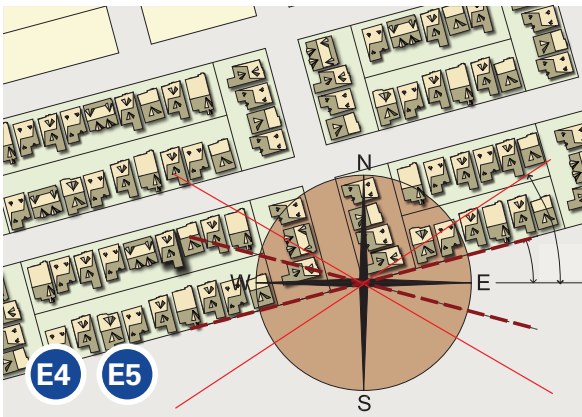
- 74 Orient urban parkettes to front onto civic spaces and public streets to encourage access and connectivity in the public realm.

- 75 Integrate built form design features, site furniture and landscape elements to complement and enhance the characteristics of the surrounding public realm.



6.0

sustainable buildings & infrastructure



While sustainability is an overarching objective throughout the document, this section provides guidance on green infrastructure and building practices and helps achieve the broad sustainability principles of the Official Plan.

Development in the Town of Bradford West Gwillimbury should incorporate sustainable buildings and infrastructure to:

- 1 Protect and enhance local and regional ecosystems and biological diversity.
- 2 Promote the responsible use of resources to ensure long-term sustainability, reduce greenhouse gas emissions, and reduce demands for energy, water, and waste systems.
- 3 Demonstrate leadership in sustainable forms of green building design and technology, including the incorporation of renewable and alternative energy sources.
- 4 Promote innovative residential and public building designs that contribute to energy reduction and natural resource conservation, green roofs, synergies between buildings, and site management practices.
- 5 Protect the urban forest and the tree canopy and identify objectives for how it can be enhanced and expanded.
- 6 Support opportunities for best management practices for stormwater to protect against flooding and erosion while improving water quality.

As part of the strategy to support a the intended level of sustainability within Bradford West Gwillimbury, the Sustainable Buildings and Infrastructure guidelines shall be read in conjunction with the Official Plan and the Engineering Design Criteria Manual.

6.1 Energy Conservation (E)

Energy conservation refers to minimizing energy consumption by generating or using less energy. It can also play a significant role of lessening climate change by replacing non-renewable resources with renewable energy.

- 1 Encourage construction of net zero and energy plus buildings.
- 2 Where feasible, consider alternative community energy systems such as district energy, geo-exchange, sewer heat recovery, and/or inter-seasonal thermal energy.
- 3 Consider reducing demand for energy from the grid and encourage renewable energy production. Renewable energy sources that could be employed may include the use of solar thermal and photovoltaic equipment or wind power. Proposed alternative energy sources could be used in combination with energy from the grid.
- 4 Encourage passive solar building orientation to permit enhanced energy efficiencies by creating optimum conditions for the use of passive and active solar strategies. The integration of passive building systems is enhanced with buildings oriented to maximize the potential for sunlight and natural ventilation.

- 5 Where feasible, implement street and block alignment within 15 degrees of geographic east-west to maximize passive solar orientation of buildings front and rear windows.

- 6 Consider constructing all low and mid-rise residential buildings to be Solar Ready. Being Solar Ready means built with all the necessary piping and equipment that would be needed to install a rooftop solar power system.

- 7 Reduce heat absorption through the use of cool roofs that are designed to reflect more sunlight and absorb less heat than a standard roof. Cool roofs can be made of a highly reflective type of paint, a sheet covering, or highly reflective tiles or shingles. Consider cool roofing material with a minimum initial solar reflectance of 0.65 and minimum thermal emittance of 0.90.

- 8 For a low sloped roof, typical of commercial and institutional buildings, the cool roof Solar Reflectance Index (SRI) value should be 0.64 and for steep sloped roofs, typical of residential, the SRI value should be 15.

- 9 Green roofs and living walls are encouraged for mid and high-rise residential, office buildings, as well as, public institutional buildings to minimize surface runoff, reduce heat island effect, provide noise insulation, and improve local air quality.

- 10 Provide green roofs for 80% of all high density development. In high-rise residential buildings, design roofs as amenity areas.

- 11 Encourage community and public buildings to install green roofs with 50% coverage with the remainder of the roof covered with light coloured material.

- 12 Consider salt mitigation through ground heated pedestrian walkways and parking lots.

- 13 Mitigate heat island impacts through the installation of light-coloured paving materials including white concrete, grey concrete, open pavers, and any material with a solar reflectance index of at least 29. Consider light-coloured material for development with hardscape or paved surfaces in the Downtown, including parking areas, pedestrian walkways, and urban square.

- 14 Consider paving driveways for grade related residential dwellings with light-coloured material to reduce heat island effect.

- 15 Implement the strategic use of deciduous trees or preserve existing trees to help with evapotranspiration and the shading of sidewalks and hard surface areas in the summer and solar access in the winter.

- 16 Charging stations that would supply electricity for electric vehicles are encouraged in new development. Provide charging stations in parking areas of mixed use, office, institutional, or employment uses, or within underground garages for multi-unit residential buildings, where feasible.





6.2 Water Use and Management

- 1 In order to promote water conservation, all new developments are encouraged to:
 - Achieve 10% greater water efficiency than the Ontario Building Code and to encourage through appropriate incentive programs, 20% greater water efficiency than the Ontario Building Code;
 - Restrict the use of potable water for outdoor watering;
 - Consider the use of water efficient and drought resistant plant materials in parks, along streetscapes, and in public and private landscaping;
 - Avoid use of turf grass areas, and when required, install drought resistant sod;
 - Increase topsoil depths and provide soil scarification;
 - Utilize native species; and
 - Reduce the impact caused by new development on the natural hydrological cycle by installing permeable driveway and parking lot surfaces.



- 2 Encourage the implementation of Low Impact Development standards that emphasize the use of bioswales, innovative stormwater practices, constructed wetlands, at-source infiltration, greywater re-use systems, and alternative filtration systems such as treatment trains.
- 3 Consider strategies for stormwater retention and run-off such as:
 - Retain stormwater on-site through rainwater harvesting, on-site infiltration, and evapotranspiration;
 - Direct flow to landscaped areas and minimize the use of hard surfaces in order to reduce the volume of run-off into the storm drainage system;
 - Store snow piles away from drainage courses, storm drain inlets, and planted areas; and
 - Use infiltration trenches, dry swales and naturalized bioswales adjacent to parking areas to improve on-site infiltration.
- 4 Stormwater management quality control devices which require frequent operation or maintenance such as Oil Grit Separators are discouraged within the public right-of-way.
- 5 Introduce green infrastructure, such as bioswales, within the public right-of-way to enhance ground water infiltration and improve water quality as part of a comprehensive water management plan.
- 6 Consider the use of porous or permeable pavement instead of standard asphalt and concrete for surfacing sidewalks, driveways, parking areas, and road surfaces, as a stormwater run-off management strategy.
- 7 Consider the inclusion of third pipe greywater systems and rain water harvesting for watering lawns, and gardening, to reduce demand on potable water use.

- 8 Consider incorporating salt mitigation strategies in design.
- 9 Implement a rainwater harvesting program to provide the passive irrigation of public and private greenspace, including absorbent landscaping, cisterns, rain barrels, underground storage tanks, infiltration trenches, etc.
- 10 Consider the installation of subsurface basins below parking lots to enable stormwater to be stored and absorbed slowly into surrounding soils.
- 11 Where feasible, implement curb cuts along sidewalks and driveways to allow water to flow onto planted zones or infiltration basins.
- 12 Implement xeriscaping using native, drought-tolerant plants as a cost-effective landscape method to conserve water and other resources on a residential and community-wide level.

6.3 Material Resources and Solid Waste

- 1 Consider the use of recycled/reclaimed materials on new infrastructure including roadways, parking lots, sidewalks, unit pavings, curbs, water retention tanks and vaults, stormwater management facilities, sanitary sewers, and/or water pipes.
- 2 Reduce waste volumes through the provision of recycling/reuse stations, drop-off points for potentially hazardous waste, and centralized composting stations.
- 3 In large buildings, such as multi-unit residential buildings and institutional or public buildings, provide on-site recycling facilities for handling, storing, and separation of recyclables.

- 4 Recycle and/or salvage at least 50% of nonhazardous construction and demolition debris and locate a designated area on site during construction for recyclable materials.
- 5 Encourage use of recycled materials and salvaged components in new buildings when feasible.

6.4 Urban Agriculture (U)

Urban Agriculture promotes social equity and food security in communities by providing opportunities for an alternative use of green space, including:

- Increased accessibility to fresh, healthy and local food.
- Increased environmental stewardship and knowledge of local food systems.
- Recreational and culturally enriching activities.
- Transition in land uses such as community gardens and traditional farm areas at community peripheries.

Consider the following guidelines to encourage urban agriculture.

- 1 Promote initiatives such as sustainable food production practices as a component of a new development. Development plans and building designs shall incorporate opportunities for local food production through:
 - Community gardens;
 - Edible landscapes;
 - Roof top gardens;
 - Small scale food processing (i.e., community kitchens, food co-ops, community food centres);
 - Food-related home occupations/industries;
 - Small and medium scaled food retailers; and,
 - Local market space (i.e., a farmer's market).



U1



- 2 Incorporate urban agriculture as part of a community/neighbourhood's character and open space system, while also providing a transitional use between the natural and built environments. Measures to protect natural features must be considered.

- 3 Consider more intense forms of urban agriculture within existing industrial/ employment areas which can impact food security, employment issues and the larger social, economic, and ecological sustainability of growing food locally.

- 4 Dedicate permanent open space for community gardens and/or allotment gardens in open space areas;

- 5 Promote and locate community gardens, farmers markets, and roof gardens within the Draft Plan/ Site Plan context to further community food security.

- 6 Identify opportunities to create edible landscapes through conservation of existing orchard trees, or by providing orchard trees as part of proposed landscaping strategy.

6.5 Stewardship and Education

For new development in Bradford West Gwillimbury the following should be considered to support homeowner education and stewardship.

- 1 Create a Homebuyer's Environmental Instruction Guide that explains the unique environmental aspects of the development and special maintenance considerations.

- 2 Include an owner/tenant education package at the time of purchase or rental regarding activities to improve energy and water efficiency, access to transit, location of recycling station, etc. Coordinate with existing municipal and county information

- 3 Include environmental builder specifications in all subcontracts.

- 4 Produce detailed sales and promotion materials that feature conservation aspects of the development.

- 5 Develop subdivision covenants that establish ground rules for the maintenance of shared open lands and individual lots.



7.0 implementation

7.1 Preface

The Town of Bradford West Gwillimbury has witnessed substantial growth over the past many years. As the community continues to experience growth and change, it is faced with the very important job of managing and shaping these changes.

The Town's recently adopted Official Plan – is a strategic document that articulates the long term vision for how the community will develop and builds upon the directions of the Provincial Growth Plan. Together with other Town-wide Plans and Studies, which set the framework for the environment, sustainability, open space systems, transportation, heritage and urban design sets the roadmap for community-building. Inherent to the Town's Vision is the important link between the aspirations of good community form, and sustainable, healthy and complete communities.

The purpose of Town-wide Urban Design Guidelines is to reflect policies in the Town's new Official Plan (Council Adopted 2021) with a focus on the elements of community form. The guidelines, which address new communities, existing neighbourhoods and the public realm, and should be read together with the Official Plan and Zoning By-law and be used by developers, builders, and land owners to prepare development plans. It should also be used by Town Staff to set the design expectations for and evaluation of development applications through the various development application process, including Block Plans (Tertiary Plans), Subdivision Plans and Site Plans.

It should be noted that Urban Design Guidelines are a non-statutory element of the municipality's toolkit for assessing the relative merits of an application for development. They are prepared outside of the legislative authority of the Planning Act, and are therefore able to be amended and adjusted over time without formal process and, importantly they are not subject to appeal. They are also not legislatively enforceable.

Typically, municipalities reference Urban Design Guidelines in their Official Plans as an Appendix to the Plan, or simply a document that coexists within the municipality's other statutory planning documents and processes. Where referenced in an Official Plan, the test of "consistency with" the Urban Design Guidelines is utilized, again, inferring a certain amount of interpretive flexibility.

Some municipalities utilize Urban Design Guidelines as a bridge among the Official Plan, the Zoning By-law and Site Plan Control. Each of those elements of development guidance, regulation and implementation have different roles, different levels of regulatory force and different processes for development review. Quite often, Urban Design Guidelines are used as the overarching document that provides specific guidance to the preparation of Official Plan policy and the regulations within the Zoning By-law. Other elements of the Guidelines find their way into a Site Plan Control for implementation.

The key to the consideration of the ultimate role of the Urban Design Guidelines and the level of statutory effect they may be given is about the level of control versus the level of flexibility that the municipality wants to exert through the development approval process.

More control, through implementation through the Official Plan and Zoning By-law, the less interpretive flexibility will be available. In addition, where Urban Design Guidelines are specifically implemented through Official Plan Policy and/or through the regulations of the Zoning By-law, they are subject to appeal.



7.2 Development Approvals Process

The Town-Wide Urban Design Guidelines are intended to provide a comprehensive and consolidated design document that coalesces key aspects of existing documents with updates based upon current best practices. As such, the document has incorporated appropriate guidelines from CPA2 Urban Design Guidelines, various Architectural Control Guidelines, and the Design Guidelines for Downtown Bradford as well as best practices from other jurisdictions.

As a Town-Wide document, these guidelines set the minimum standard to be applied to all new developments in the Town. One of the objectives of these guidelines is to streamline the development approvals process and to serve as a 'checklist' that allows developers / planning staff to focus on areas where a development application either exceeds or falls short of the minimum expectations.

The Town of Bradford West Gwillimbury **requires** all applicants to pre-consult with Town staff prior to the submission of an application for an Official Plan Amendment (OPA), Zoning By-law Amendment (ZBA), Draft Plan of Subdivision/Condominium or Site Plan Control/Amendment to Existing Registered Site Plan.

At the pre-consultation stage, all development application will be directed to refer to the Town-Wide Urban Design Guidelines; it will be the responsibility of the applicant to identify the sections of the guidelines that will apply to their proposed development.

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Building a Beautiful BWG

TOWN-WIDE URBAN DESIGN GUIDELINES

August 2022