



The Hamlet of Norval
Secondary Plan Review

Hamlet Design and Heritage Protection Guidelines

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Looking east along Guelph Street towards the Community Core.

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Introduction

Much of Norval's character is defined by the heritage architecture displayed by its buildings, as well as their scale and their relationship to each other. An important objective of these guidelines is to ensure new development, both public and private, is compatible with the heritage character of the area.

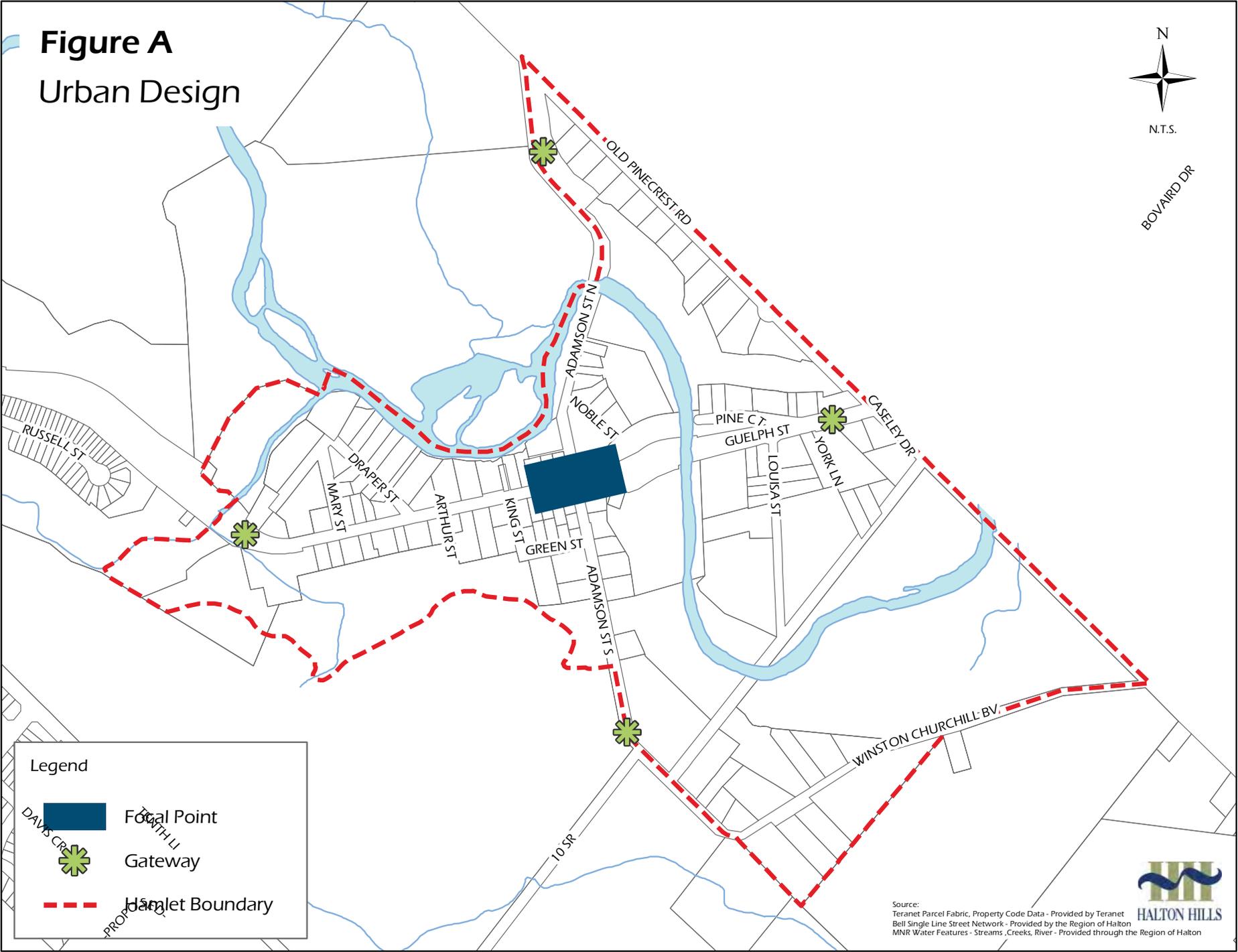
The following guidelines are designed to protect the unique hamlet character prevalent in the community while still allowing room for individual architectural impression. They are to be used by residents and developers in the design of projects as well as Town staff in reviewing zoning by-law amendments and site plan control applications.

Figure A identifies "gateways" and "focal points" as important elements towards achieving urban design objectives. Reference should be made to Figure A when reading the following guidelines.

Figure A Urban Design



BOVAIRD DR



Legend

-  Focal Point
-  Gateway
-  Hamlet Boundary

Source:
 Teranet Parcel Fabric, Property Code Data - Provided by Teranet
 Bell Single Line Street Network - Provided by the Region of Halton
 MNR Water Features - Streams, Creeks, River - Provided through the Region of Halton



Design Guideline # 1

Sustainability

A sustainable community is diverse, well connected and walkable and characterized by a strong respect for local identity and natural heritage.

Sustainable Building Design

- New buildings are encouraged to reduce the energy consumption of building and site systems (HVAC, hot water, lighting) through the use of appropriate mechanical and construction technology (natural cooling, light recovery, passive solar design, etc.);
- Water use reduction technologies are encouraged, including water-efficient appliances, such as aerators, low-flow shower heads, dual-flush toilets, front-loading washers, waterless urinals and high-efficiency dishwashers;
- Waste water technologies, such as rain barrels or cisterns, are encouraged in new buildings to collect and filter rain water to be recycled for non-potable domestic uses;
- All buildings should have conveniently located waste management facilities to support the separation of waste into different streams according to reuse and recycling regulation (i.e. compost, paper, plastics, etc.);

Sustainable Material Choice

- Where possible, construction materials should be recycled to reduce the environmental impacts of extracting and manufacturing new materials. If there are no salvageable materials available, efforts should be made to purchase materials from demolition sales, salvage contractors and used materials dealers;
- New construction materials should be locally sourced to reduce the impacts of transportation. Canadian products are generally designed to withstand our climate;
- Construction materials should be durable and should be considerate of life cycle costing to avoid premature replacement.

Sustainable Landscaping

- Recommended landscape materials should include non-invasive, non-cultivar species that are native to the area to support sustainable urban biodiversity. Species that are generally drought resistant and require minimal maintenance are encouraged;
- Landscape design should incorporate strategies to minimize water consumption (i.e. use of mulches and compost, alternatives to grass and rainwater collection systems);
- Existing significant trees, tree stands and vegetation should be protected and incorporated into site design where feasible.

- New trees should be planted to contribute to the Town's existing tree canopy. Where the rhythm of existing trees is interrupted, new trees should be planted as infill to maintain a continuous canopy;
- Site design should minimize impervious hard surfaces. The surface area of driveways and parking areas should be as small as possible within allowable standards, and porous pavement and landscaped areas should be maximized.

Note: For additional information related to sustainability, please refer to the Halton Hills Green Development Standards.



Solar panels, bioswales, permeable pavement and adaptive landscaping are encouraged in Norval.

Design Guideline # 2

Gateways

Gateways are important features that symbolically define Norval, create identity and help people find their way around.

As the basis of first impressions, gateways play an important role in the economic development of a community. Development at gateways should therefore help shape this sense of identity by the nature and quality of landscaping, built form and urban design features such as public art.

- Gateway features should include taller architectural elements, which symbolize entry into the Hamlet, including customized lighting fixtures, landscape features (i.e. tree plantings), flags, special signage, and banners;
- Where buildings are located at gateways, they should prominently address streets through enhanced design treatments, such as taller corner elements, enhanced entry treatments and large expanses of glazing;
- Buildings within Gateway designations must incorporate streetscape improvements that will serve to provide shelter to pedestrians at these major intersections. For example, this can be accomplished by setting back the building and developing a public space that incorporates, landscaping, public art, lighting and/or shelters;
- In order to strengthen the gateway image, different public art features such as sculptures, fountains, and decorative walls with murals may be used. Gateways should be given first priority when considering the placement of public art features;
- Gateway areas should be centres for information and wayfinding, directing visitors to key destinations within the Hamlet (i.e. Norval Park, Credit River, L.M. Montgomery Garden);
- Special ambient lighting and light effects may be employed in order to strengthen the “nightscape” of gateways.



Gateways should be defined by neighbourhood features, such as parks and landmark buildings.

Design Guideline # 3

Focal Points

Built forms at focal points should be of the highest architectural quality to make it memorable and recognizable.

The intersection of Guelph St. (Highway 7) and Adamson St. (Winston Churchill Boulevard) is an important focal point of the community that provides a visual anchor, a point of interest and open space opportunities with access to the Credit River. The strengthening of this intersection through good urban design will improve its attractiveness in terms of tourism as well as general commerce and community pride.

- Built form and development (especially commercial, cultural or entertainment on the ground floor space) should be oriented toward public streets and spaces in order to make public space vibrant and pedestrian-friendly;

- On corner sites, a similar level of architectural expression should be used on both frontages, including enhanced facade articulation, a significant amount of glazing (minimum of 40%), signage etc.;
- Main building entrances of corner buildings should be close to the corner. Alternatively, access can be provided from both frontages;
- Corners should be accentuated by developing to the maximum height limits or with the positioning of entrances;
- Frame prominent intersections by locating new buildings or other structures closer to the street and defining the intersection space;
- Activities that attract or generate pedestrian traffic such as cafes, retail functions and public art are highly desirable at the focal points.



New buildings at focal points should be vibrant and pedestrian friendly.

Design Guideline # 4

Crosswalks

Clearly marked crosswalks provide safe opportunities for pedestrian movement.

- Crosswalks should be a minimum of 3.0 metres wide, with visible edge bands to identify them as a continuation of the pedestrian surface;
- In certain locations, crosswalks may be completely raised to accommodate easier access for seniors and children as well as to serve as a traffic calming measure;
- Additional mid-block pedestrian signals and courtesy crossings with specialized markings and signage should be considered within the Community Core;
- Within the focal area, opportunities to integrate public art into crosswalk design should be explored.



The design of crosswalks may be used to celebrate the history of Norval through artistic interpretations.

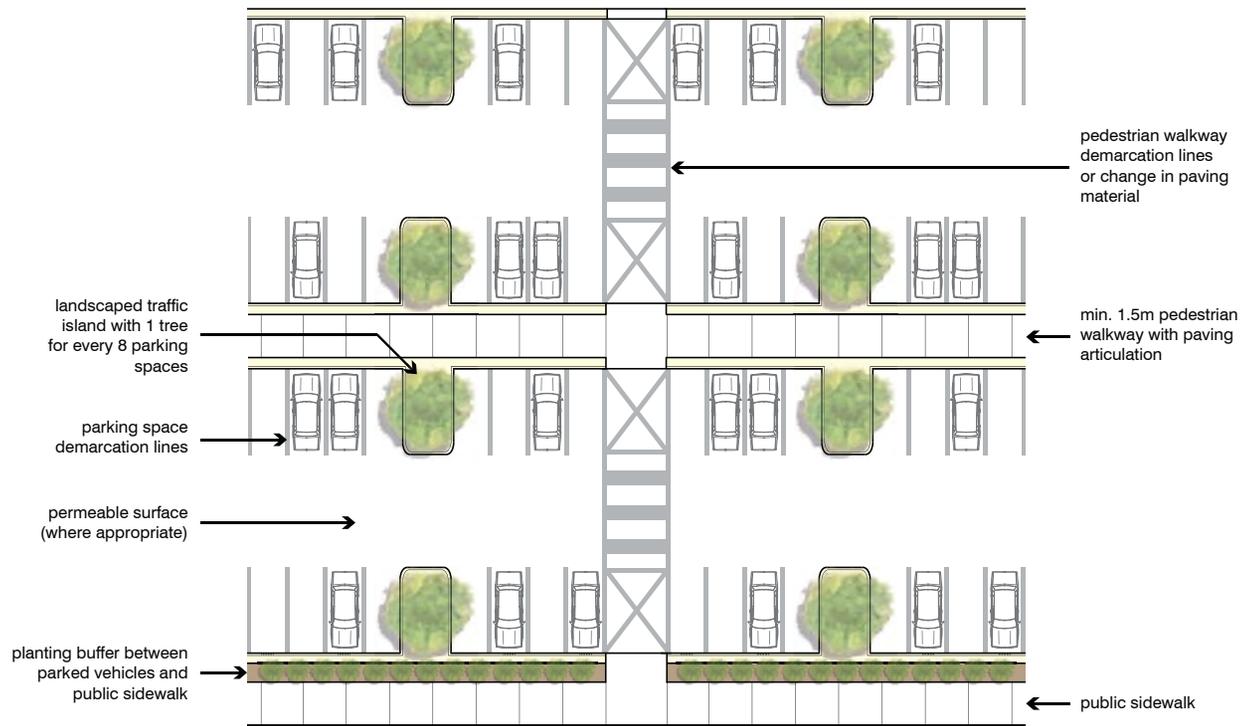
Design Guideline # 5

Surface Parking and Site Circulation

Surface parking lots should be appropriately located, well landscaped and visually divided into smaller courts to minimize their impact on the public streetscape.

Access to parking should be from rear lanes and side streets. Shared entrances to parking areas and loading areas (for 2 or more properties) are encouraged, in order to minimize the number of curb-cuts and to minimize impact on street and pedestrian traffic.

- Parking lots be oriented to the rear or side lot areas of the building site. Parking lots should not dominate the frontage of streets. Where parking areas must be situated adjacent to the sidewalk, a landscaped buffer should be located between parked vehicles and the sidewalk. This buffer should be located within the private realm to not reduce the total sidewalk width;
- Planting strips, landscaped traffic islands and/or paving articulation should be used to define smaller parking 'courts' that provide pedestrian walkways, improve edge conditions and minimize the aesthetic impact of surface parking;
- The amount of landscaping should be proportionate to the overall parking lot size, but generally, 1 tree for every 8 parking spaces is recommended. These can be clustered to facilitate snow clearing;
- Pedestrian-scaled lighting should be provided along pathways to enhance visibility and security;
- Where appropriate, permeable paving should be considered to promote drainage. Well-drained snow storage areas should be provided or snow should be removed off-site.



The illustration above demonstrates the key components used to mitigate the negative impacts of surface parking lots.



To minimize their impact on the public realm, surface parking lots should be located behind buildings, and should be designed as more intimate parking 'courts.'

Design Guideline # 6

Streets and Boulevards

Create boulevards that combine safe, unobstructed pedestrian travel routes with places to stop and socialize.

Boulevards are the interface between private and public spaces and other circulation systems. They represent one of the most important elements of the streetscape performing functional, aesthetic and social roles in the daily lives of the residents of Norval.

- Street and boulevard grades must be designed not to obstruct the movement of pedestrians;
- Within the Community Core, new development should maintain continuous sidewalks on both sides of Highway 7 and Adamson Street. Outside of the Community Core, sidewalks on one side of the street is acceptable.
- At points of congestion (focal points with outdoor patios, entrances to civic or entertainment buildings), sidewalks should be at least 1.85 metres wide to accommodate increased numbers of pedestrians and activities;
- Wherever possible, sidewalks should have elements for weather protection (permanent porticos or arcades, fixed or removable hanging canopies, permanent or temporary awnings);
- On-street parking may be situated within bump-outs, where appropriate. The bump-outs should be landscaped with mature street trees or low level ground cover;
- On-street parking should not conflict with bicycle/ pedestrian travel;
- Street furniture and landscaping should be located between the sidewalk and vehicle traffic. This zone may contain landscaped areas with site furnishings and infrastructure facilities such as benches, bicycle locks, transit stops, and utilities;
- In the long-term, where sidewalks are located directly adjacent to vehicle travel lanes, they should be relocated to accommodate the above furniture and landscape zone (please refer to Page 15 for example street sections).
- Street trees should be offset a minimum of 1.5 metres from the curb to accommodate snow storage, large vehicle movements and to minimize salt damage. Trees should be spaced consistently at 6.0–9.0 metre intervals;
- A transition zone between the sidewalk and the building or property line provides a dedicated area for window shopping, spill-out retail, building entrances, street furniture and signage. In areas not bounded by buildings, this transition zone may include landscaping or a second row of trees;
- Sidewalk surface textures should be designed to be sufficiently smooth and flat to accommodate safe and pleasant use for people of all ages and abilities. Similarly, surface textures should provide additional visual qualities through use of different colors, shapes or materials;
- Pedestrian-scaled boulevard lighting should be provided in areas of high use, such as focal points, and where the future tree canopy may impact light levels;
- All boulevards should be designed to accommodate snow storage.

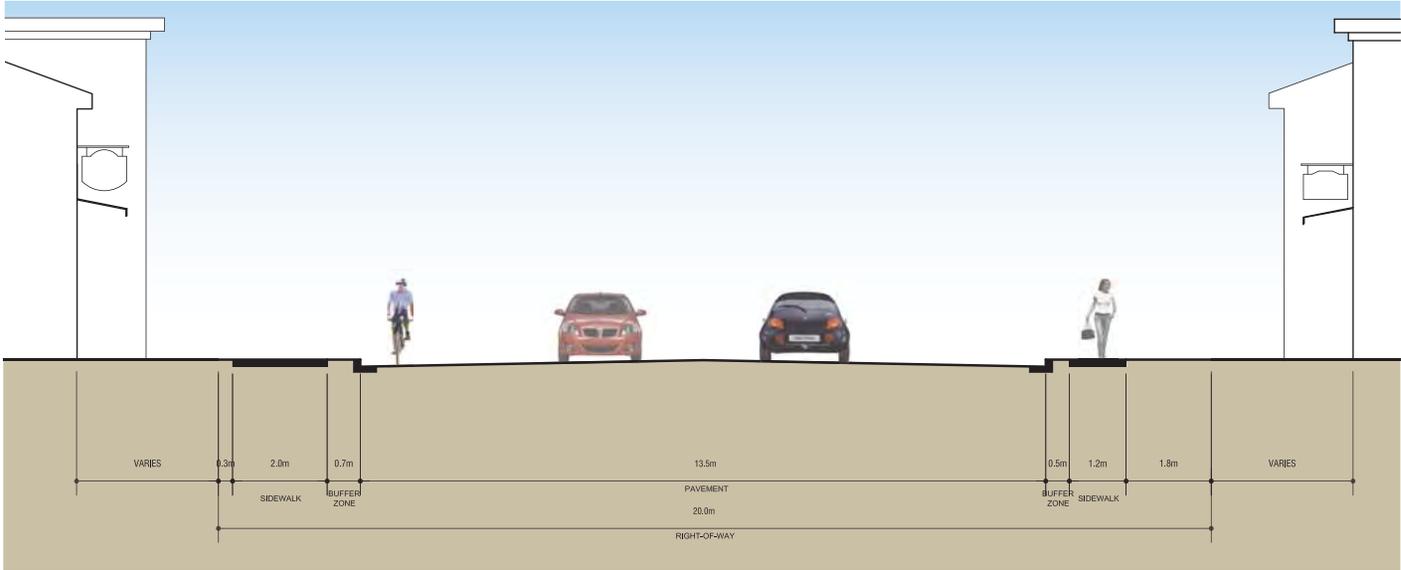


Street furniture and landscaping should be located between the sidewalk and vehicle traffic and parking.

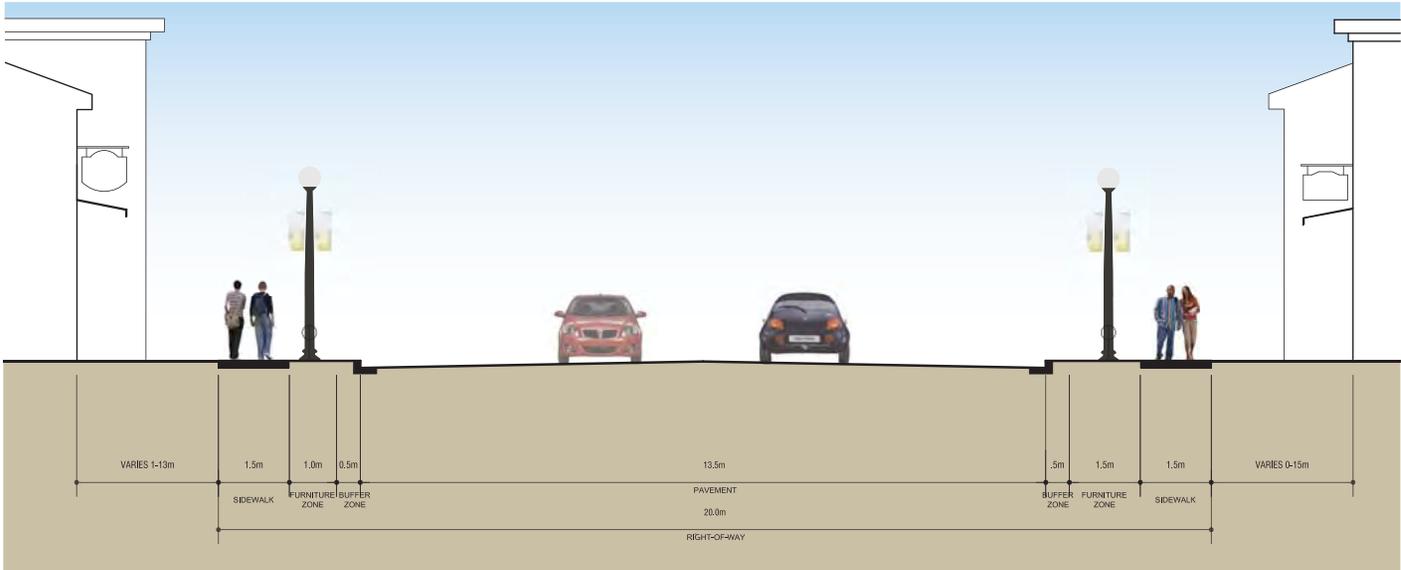


Street furniture and bicycle parking are encouraged throughout Norval, particularly at key destinations (i.e. Community Core) and should be situated where they will not interfere with pedestrian circulation.

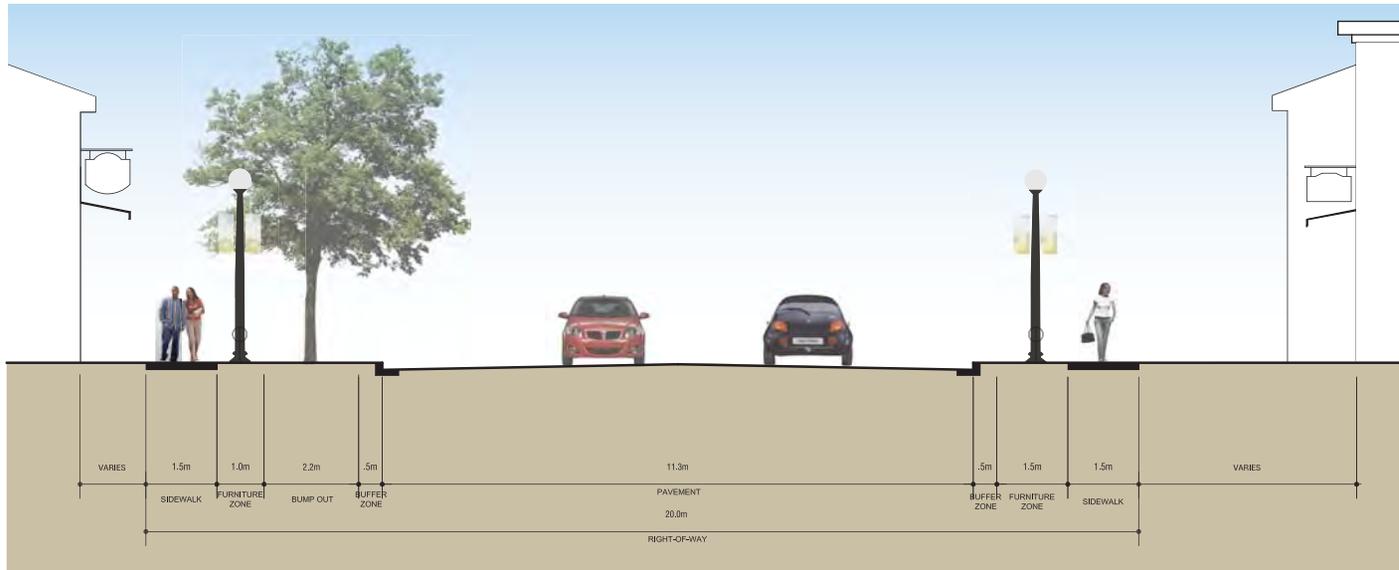
Potential Boulevard Improvements



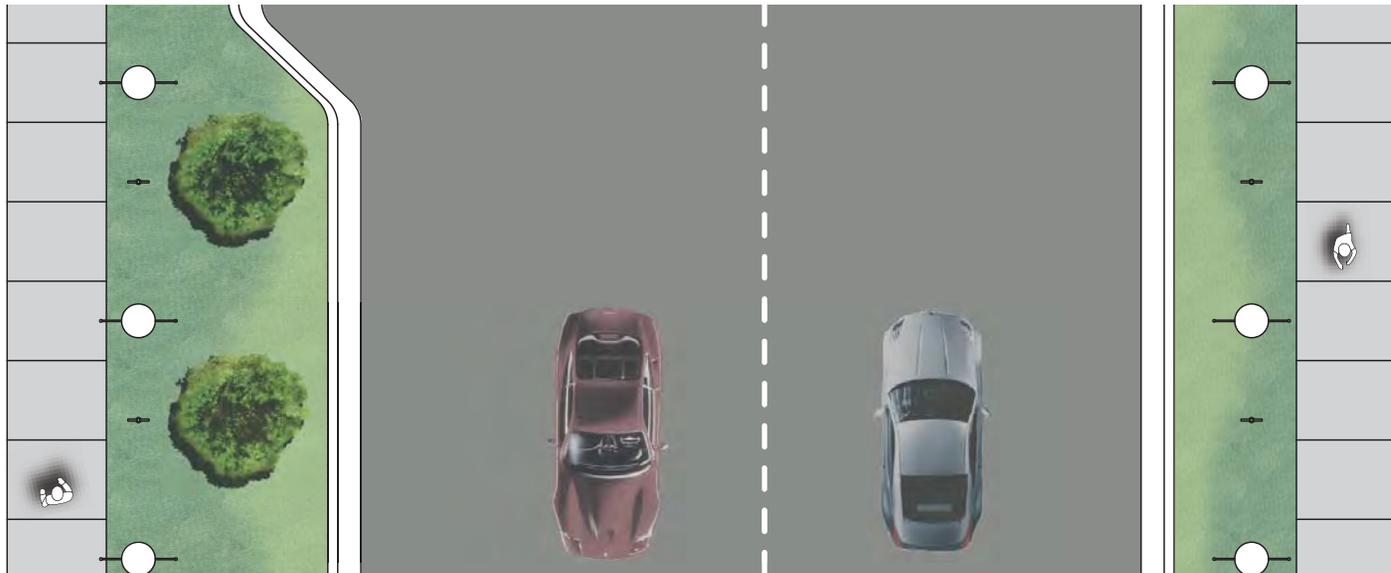
Existing Conditions: A narrow boulevard width limits the potential for an enhanced boulevard treatment.



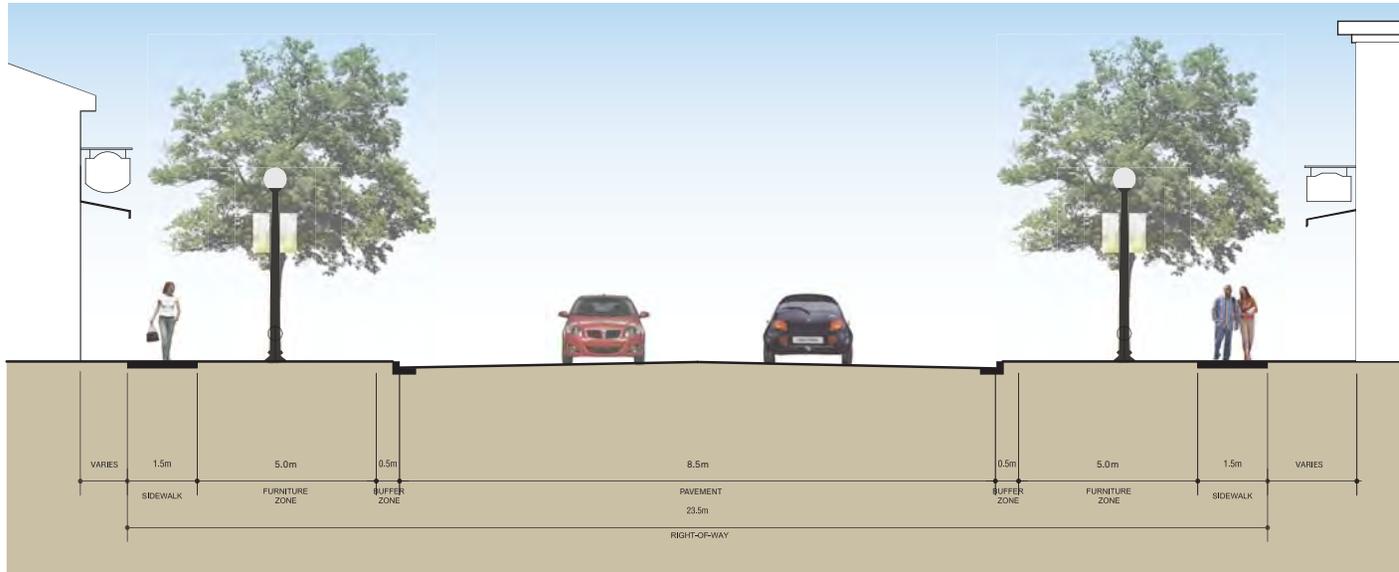
Alternative 1 (Short-Term): The relocation and narrowing of the sidewalk provides a buffer between pedestrian and vehicle traffic and accommodates basic pedestrian amenities (i.e. lighting and banners)



Alternative 2: Providing bump-outs along Guelph Street provides the opportunity for on-street parking, and the addition of street trees, seating and pedestrian amenities.



Landscaped bump-outs provide space for additional boulevard treatments.



Alternative 3 (Long-Term): As part of the reconstruction of the Guelph Street right-of-way (in combination with the Norval Interchange) a wider right-of-way width could allow the proper boulevard width to accommodate street trees, lighting and banners, and pedestrian amenities on both sides.

Design Guideline # 7

Lighting Fixtures

Well-placed lighting standards create safe, active streetscapes.

Exterior lighting is an important and relatively inexpensive way to improve streetscapes and open spaces. This is particularly true during winter periods where daylight is reduced. Lighting, properly employed, attracts people, and provides safety and comfort.

- At gateways and focal areas, the Town Standard for decorative lighting should be applied to reinforce the cultural character of the Hamlet;
- In the Community Core where buildings are built to the edge of the sidewalk fixtures may be mounted directly on buildings;
- Alternatively, light fixtures should be placed regularly between sidewalk and curb cuts to allow unobstructed pedestrian movement;

- Lighting fixtures should be no more than 0.6 metres from the curb;
- Spacing of lighting fixtures should vary according to the intensity of pedestrian use. For the typical situation, spacing will be approximately 10 metres;
- An average luminary mounting height should be 3.6 metres (4.2 metre maximum);
- Downcast, pedestrian-scaled lighting enhances safety and visibility on streets. At gateways and focal points, lighting can be used to accent special features, such as heritage properties, landscaping and signage;
- Private property lighting should ensure safe and well lit pedestrian areas, including parking areas and building entrances;
- All pedestrian and street lighting should be “dark sky” friendly to minimize light pollution.



Above: Appropriately designed lighting fixtures add to the facade's aesthetic while offering nighttime visibility.
Below: Light standards throughout Norval should reflect the historic character of the community.

Design Guideline # 8

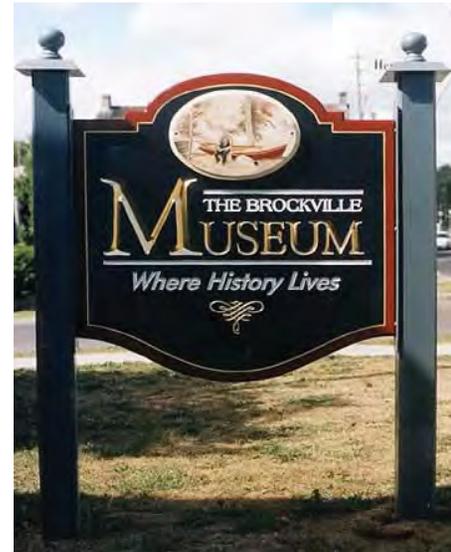
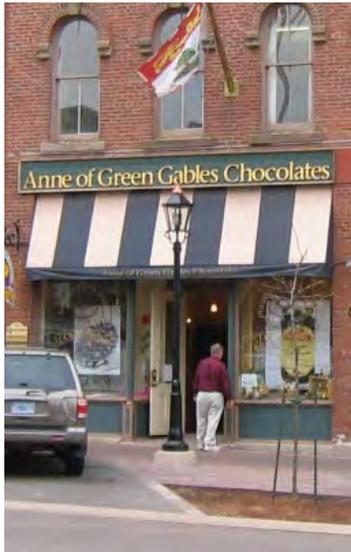
Signage

The Hamlet of Norval has a rich and diverse cultural heritage, which should be enhanced by appropriate signage.

In most cases, communities lack proper community identification, which can increase civic pride and awareness of the community. Such identification provides direction to visitors and through traffic and provides basic information on local history and architectural heritage.

- Signs which obscure architectural elements on heritage building are not permitted;
- Traditional materials such as wood, brass, or bronze are the most appropriate materials for signage within the Hamlet Community Core. Some modern materials may be considered if they blend with the material of built structure upon which the sign is to be located;
- Utilization of symbols, and historic lettering is encouraged;
- In historical areas, in general, each building is permitted one ground sign, canopy sign, one projecting sign, one soffit sign, one wall sign and window sign;
- In a case where the operations of a store have expanded into a number of adjoining storefronts, individual repeating signboards should be considered for each of the original storefronts;
- Pedestrian scale signs (window, hanging, awning signs) should be small and positioned to interfere as little as possible with neighbouring signs;
- Free-standing signage should not interfere with pedestrian circulation or accessibility;
- Within the Hamlet Community Core area animated, portable or roof signs are discouraged, as well as billboards and internally illuminated signs;
- The amount of information on signs should be limited - the shortest message has the greatest impact;
- Historical photographs may be used to establish the styles and types of signage appropriate to a building within its district during the era of its construction and early life and use these models for contemporary signs.

Note: Notwithstanding the above guidelines, all signage along Guelph Street/Highway 7 must conform to the Ministry of Transportation's Corridor Signage Policy.



Ensuring signage is high quality and is appropriately located within the Hamlet will enhance wayfinding, celebrate the history of Norval, and help to facilitate tourism. Below: Portable signs like these “sandwich boards” provide interest and vitality to the streetscape, though their use should be regulated.

Design Guideline # 9

Trails

Provide alternative transportation options, and recreational and tourism opportunities through a well-connected trail network.

Trail development is an important component of providing non-vehicular access through the Hamlet of Norval and along the Credit River Valley. Trail development in the Norval Secondary Plan Area must be consistent with the Halton Hills Trails and Cycling Master Plan and the following policies.

- Trails within Norval should have minimum widths of 3.0–4.0 metres to accommodate pedestrians, bicyclists, and other types of recreational users;
- Trails should be designed, wherever possible, as separate linkages from other vehicular traffic;
- Development of trails that link existing natural areas, parks and open spaces, particularly along the Credit River Valley, should be encouraged;
- Design of trails should allow easy access for every user group. Surfaces of the trails should be carefully graded and finished to allow full accessibility except where such finishes have an impact on Greenlands areas. In these sensitive areas, the trails should be constructed of low impact materials that are porous and stable, such as crushed rock, wood chip paths or board walks;
- Design of trails should consider elements of public safety, avoiding creation of entrapment spots by non-transparent landscaping or through creation of walls or similar built features and should be designed to have frequent, clearly-marked exits to areas of high pedestrian and car traffic;
- Trails should be clearly marked with attractive way-finding (signage) systems;
- Trail development should explore opportunities to introduce environmental or cultural / historical learning experience and other educational experience (flora, fauna, local history) such as those that have developed at the Willow Park Ecology Centre;
- Trails should generally have lighting, except in environmentally sensitive areas where light could negatively impact on natural habitat areas. The necessity for and level of lighting, as well as the type of light fixtures will depend on the size and character of the trail.

Norval Trail
3.0 - 4.0 metres



Trails should provide links throughout the Hamlet and region with easy access for a range of users.

Design Guideline # 10

Building Character

Create an active, attractive public realm through buildings that have a distinct image and quality.

The Hamlet of Norval has a wide variety of building styles. These styles, while different, have a variety of similar elements that should be reflected through high quality building design that supports the unique character and scale of the Hamlet. Uniqueness, achieved through creative use of forms, details and colours should enhance pedestrian enjoyment along the street.

- New buildings, particularly in the Community Core, should reflect the scale, and common elements that define the heritage building character (please refer to the diagram on the right);
- Character should be achieved through creative and sensitive architectural design utilizing:
 - Building silhouette;
 - Spacing between buildings;
 - Setbacks from street property line;
 - Massing of building form;
 - Location and treatment of entrances;
 - Surface materials, textures and finishes;
 - Shadow patterns from massing and decorative features;
 - Style of architecture; and,
 - Landscaping on the site.
- Existing buildings within the Hamlet reflect a variety of building styles, including Post-War American, smaller “cottage” character, and a more traditional Victorian style (predominantly found on the Hamlet’s heritage churches). These styles have a number of key elements that should be reflected in new development, including:
 - Gables roofs
 - Protruding eavestroughs
 - Facades with vertically oriented windows and a wide variety of wall detailing
 - Double-hung windows
 - Stone lintels
 - Columns
 - Bending and arches of same or contrasting colour
 - Ground arches
 - Wide front porches
 - Wood detailing, etc.



Sample Building # 1: Post-War American Character

Gabled Roof

Eavestrough

Stone Lintel

Double Hung Windows

Vertically Oriented Windows

Wood Detailing

Columns with Base

Primary Entrance

Brick Facade

Wide Front Porch



Sample Building # 2: 'Cottage' Character

Gabled Roof

Vertically Oriented Windows

Double Hung Window

Lightly Coloured Siding

Wood Detailing

Columns

Primary Entrance

Wide Front Porch

Typical heritage façade articulation elements in the Hamlet.



If intensification occurs within the Commercial Core, and new commercial buildings are developed, they should reflect the key elements that define the character of the existing buildings within the Hamlet.

- In addition, door lintels, window lintels and sills, window shutters, horizontal bands and cornices, different types of decorations (tiles or sculptural elements), light lamps, fences or balustrades should be taken into consideration during architectural design of new buildings in Norval;
- Set-backs should enhance the streetscape if they denote an important /public building or should create a well-defined public realm which is highly usable and pedestrian friendly;
- All front yard and side property lines in residential areas should be delineated with low hedges or similar plantings (rows of shrubs, linear flower beds). High, solid, fencing (over 2.0 metres) in front yards is strongly discouraged unless the property is adjacent to an industrial or commercial use that requires visual buffering.



Buildings in the Community Core should reflect the heritage character of Norval.



Window lintels and sills, window shutters, wood and stone detailing and facades with vertically oriented windows are important character components of residential buildings in the Hamlet.

Design Guideline # 11

Building Height

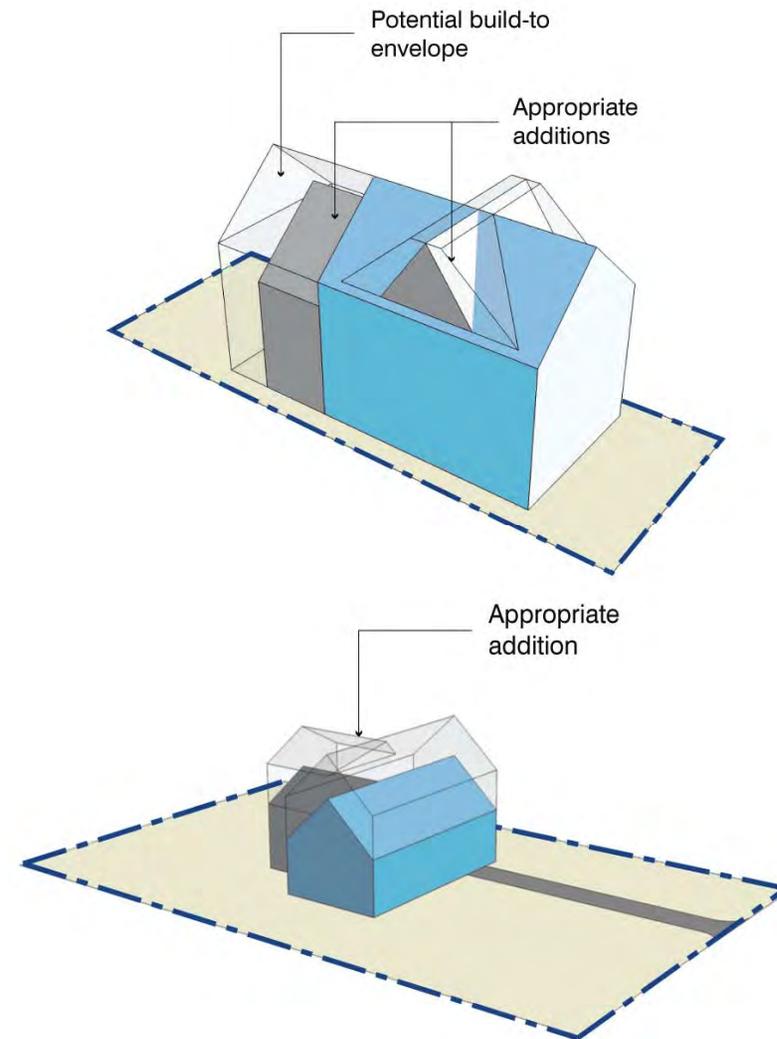
Create a strong street edge and a human scaled environment through appropriate built form, height and massing.

Building heights are regulated in the Official Plan and should not exceed 2 storeys. Within these restrictions, the following guidelines should be considered.

- Buildings should generally be of uniform height that does not vary more than 25 % from each other to define a street “ceiling”;
- Infill buildings abutting existing structures at the building line should generally match the adjacent building height, or provide a clear offset in height so as to maintain the visual integrity of the existing structure;
- Buildings abutting lower scale buildings should ensure a transition in scale. The location of windows, horizontal lines and cornices, gables and roofs can be used to scale and proportion buildings and create transitions;
- Additions and renovations to existing buildings should ensure a final building that reflects the height, scale and massing of adjacent buildings;
- Additions/renovations to existing buildings should not be greater than 1/3 of the total building volume, and should be limited to no more than 1 storey above the existing height of the building (to a maximum of 2 storeys).
- Within the Community Core, vertical additions should result in building heights no greater than 2 storeys (7.5 metres);
- The height of planned buildings should comply with the permitted number of stories allowed by these design guidelines. Since the Secondary Plan proposes mixed use development in the “Hamlet Community Core” area it is advised that the approximate maximum allowed heights per individual storey be:
 - For commercial ground floors: 4.2m;
 - For office use second floors: 3.6m;
 - For standard residential floors: 3.3m;
 - For non-standard residential lofts (mansards, attics): 3.6m max, although all above-mentioned heights may be doubled if the architectural concept proposes loft-type of space.
- Mechanical penthouses, clock towers or similar architectural features shall not be subject to these height restrictions, but their massing and proportions should be well integrated and in direct relation to the building;
- Building heights should be used as a tool for assuring a minimum of 5 hours of daily sunlight in the public realm. Building envelope and height should be derived from the sun angle (on the shortest day in the year - Dec. 21) desired for a particular part of the street;
- Building height should be utilized in conjunction with setback control in order to establish proper sun radiation to public spaces.



Buildings should be of uniform height to create a defined street ceiling.



Renovations and additions to existing buildings should not be more than 1/3 of the existing building volume. The illustrations above demonstrate an example of an appropriate addition that is consistent with the existing character of the building.

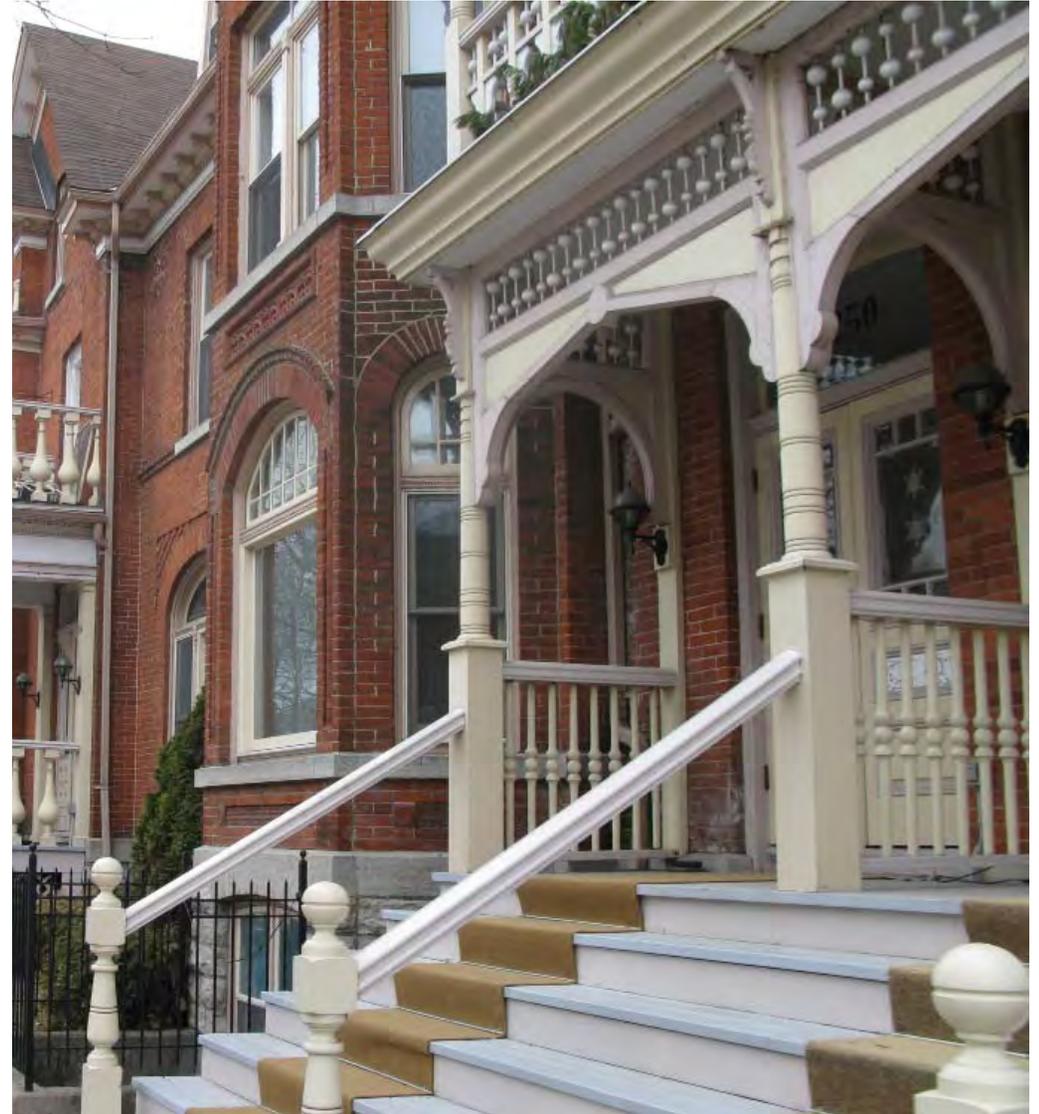
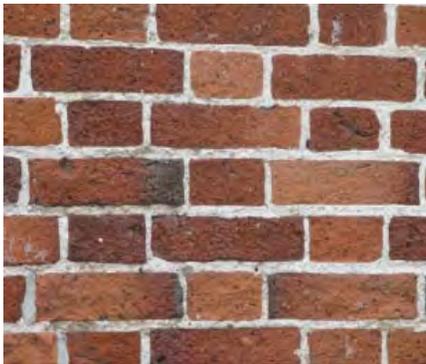
Design Guideline # 12

Building Materials

Finishing materials should be of a high quality and should extend to all sides of the building, including projections.

Building materials are one of the predominant factors which determine character and quality of the building exterior. Careful consideration of materials, especially with respect to colour and texture, will make a significant contribution to the overall streetscape.

- Extensive mixtures of different materials should be discouraged. Exterior materials should be limited to no more than two complimentary materials, to avoid cluttering or an overly complex appearance;
- Acceptable exterior materials are: solid brick, cut stone, stucco, wood shingles, wood siding, glass, ceramic tiles or adequate combinations of them;
- Use of building materials should complement each other and complement traditional materials in the Hamlet Community Core. Although, there are many new materials on the market, more natural, traditional materials (brick, stone, wood) are encouraged in Norval;
- Imitation materials are discouraged. Building materials should not be used to replicate other materials (i.e. shingles that resemble bricks, etc.);
- Contemporary materials, such as aluminum, steel panels, coloured glass, ceramic tiles, etc. may be considered for use in future developments in conjunction with traditional materials. They should be used as accents for no more than 30% of front facades.



Preferred cladding materials include brick, stone, metal, glass, in-situ concrete, pre-cast concrete, and stucco.

Building materials should be complementary to the heritage and character of the Hamlet, especially in the Community Core.

Design Guideline # 13

Residential Buildings

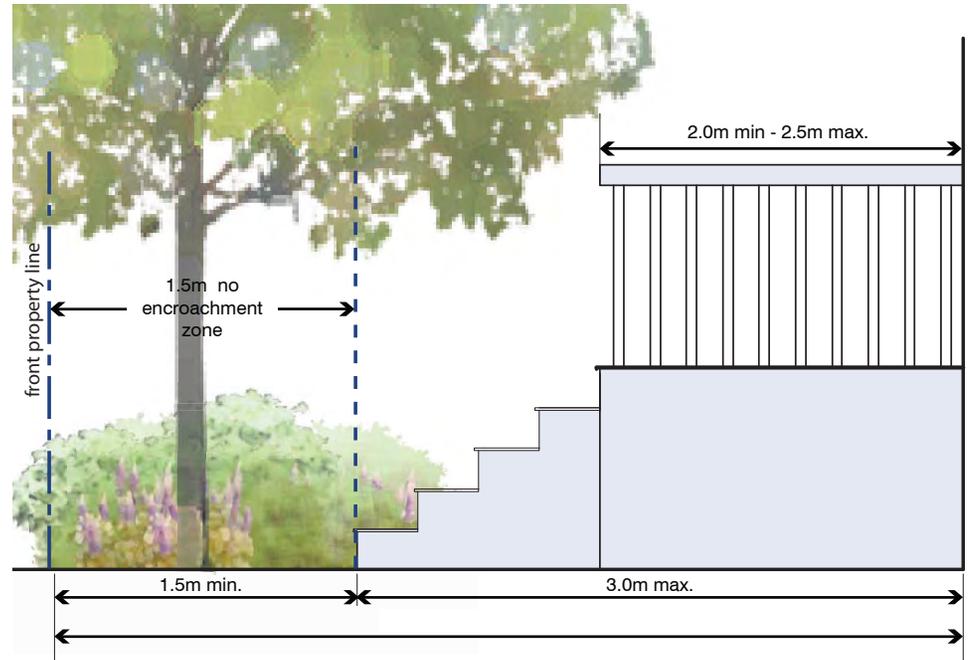
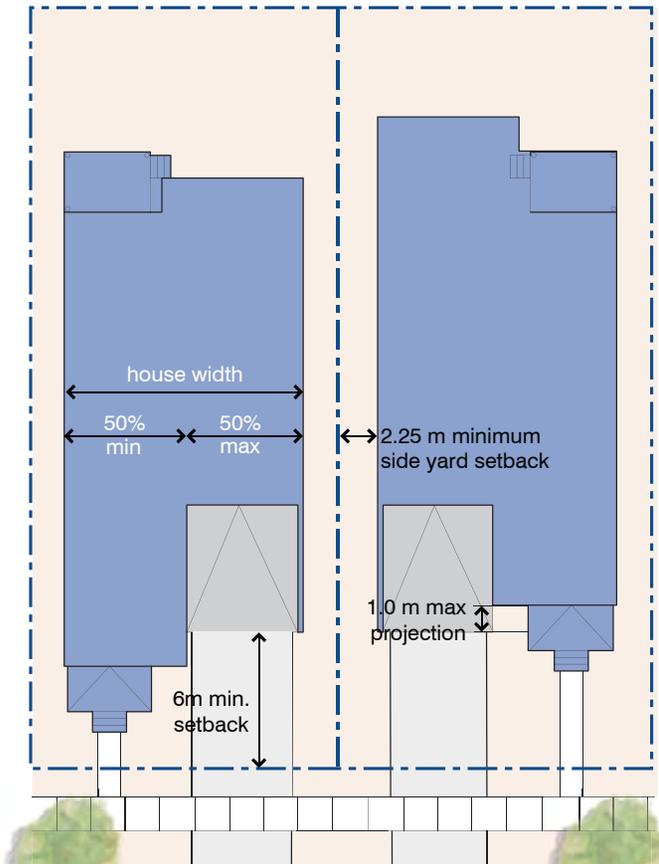
The built form, height and massing of residential buildings should be sensitive to adjoining areas, and the Hamlet of Norval as a whole.

General

- The mass and scale of residential buildings should be sensitive to adjoining areas. Currently, the majority of residential dwellings in Norval are between 1 and 2 storeys and future buildings should respect this 2 storey height limit;
- Dwellings should be oriented towards streets and/or open spaces to provide a sense of enclosure and enhanced safety through “eyes on the street”;
- Primary building facades, particularly those which face streets, parks, and open spaces, should exhibit increased architectural detailing and generous amount of window openings to give attention to the prominence of these building faces and encourage strong visual connections between the private dwelling and public street;
- Flanking façades should have a design and materials standard equal to the front façade through the use of wrap-around porches, sun rooms, bay windows and side entrances.

Single-Detached Dwellings

- A range of front yard setbacks currently exists within Norval, and should continue to create a diversity of setbacks on the streetscape. However, front yard setbacks should range between 4.5 to 7.5 metres.
- Within the Community Core, front yard setbacks should range between 3.0 to 5.0 metres to create an appropriate transition between the public and private realm, while still maintaining a connection to the street.
- 1.5 metres of this minimum setback, from the front property line, should be a “no encroachment” zone. The remaining setback may contain non-habitable building elements (e.g. porches, steps, roof elements, etc.);
- Where dwellings have a front yard garage, a minimum 6.0 metre setback is recommended between the front of the garage and the front property line to accommodate one vehicle without disrupting the sidewalk.
- Interior side yard setbacks should be a minimum of 2.25 metres (including roof overhangs), or 3.0 metres where a garage is accessed by a side-yard driveway. Exterior side yard setbacks should be a minimum of 4.5 metres.
- There should be a minimum rear yard setback of 7.5m measured either to the rear property line or, in instances where a garage is present in the rear yard, to the face of the garage which is closest to the residential dwelling;
- Garage design should be complementary in character and quality of detail to the principal dwelling. To ensure garages are not a dominant feature of the community, they should be no wider than one half the width of the house;
- The minimum depth for porches and decks should be 2.0 metres;
- The top of the front porch should not be higher than 1/2 a storey above grade.



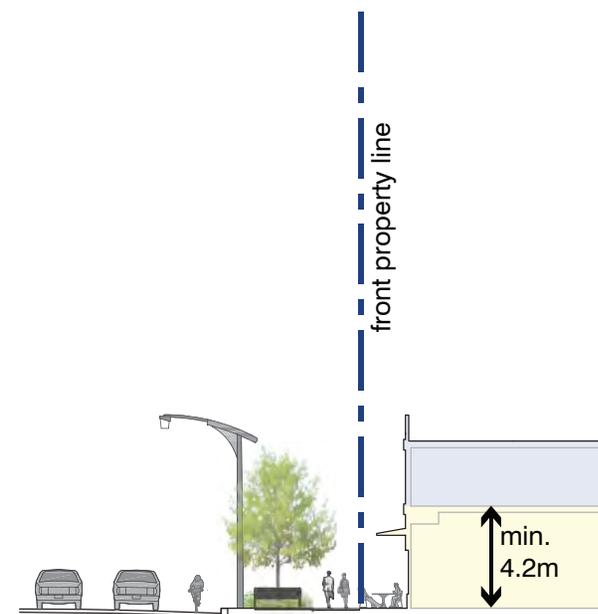
Design Guideline # 14

Commercial Buildings

Commercial buildings should promote attractive, pedestrian-supportive streetscape with a variety of public amenities.

Commercial buildings should have a high quality of architectural design to enhance and activate the streetscape.

- Commercial-related features that detract from the streetscape, such as excessive or illuminated signage, are discouraged. Pedestrian amenities, including walkways that connect entries, seating landscaping and human scaled lighting are encouraged wherever possible;
- Buildings should incorporate architectural detail such as vestibules, recessed entrances and covered walkways, canopies and awnings to reflect the heritage character of the Hamlet, and to provide weather protection;
- Commercial buildings should not have blank façades facing the street. The facades should have distinct architectural detailing, including entrance and window design;
- A significant amount of the building frontage on the ground floor and at the building base levels should be glass to allow views of the indoor uses and create visual interest for pedestrians;
- Landmark buildings are encouraged at the intersection of Guelph Street and Adamson Street, and should reinforce the prominence of this location through appropriate massing, building projections, recesses at-grade, lower storey design and open space treatments;
- A 4.2 metre floor-to-ceiling height is recommended at-grade to create a strong street presence and allow for flexible commercial space;
- Where setbacks vary on both sides of a proposed commercial building, the average of the two setbacks should be used.



Buildings in the Community Core with retail at-grade should have a minimum ground floor height of 4.2 metres.

Design Guideline # 15

Institutional Buildings

Institutional buildings should be designed to reflect their civic role through prominent, high quality architecture.

Existing institutional uses, such as places of worship and educational facilities, are focal points in the Hamlet. As required, opportunities for additional institutional uses (i.e. community centre, museum, etc.) should be explored, and can be attractive destinations within the Hamlet.

- Institutional buildings should be located at gateways and focal points, and should be highly visible;
- Building design should promote safety and ease of access through well defined entrances and windows facing the public street and primary walkways;
- Main entrances should be highly visible and distinguished through the building's architecture and detailing (i.e. door size, entry and windows);
- Façades should maximize the use of operable windows for natural illumination and ventilation.



New institutional buildings should be attractive landmark sites within the Hamlet.