

# Sharon Village Architectural Control Guidelines





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# 1.0 INTRODUCTION

## 1.1 PURPOSE

These Architectural Control Guidelines have been prepared on behalf of the Town of East Gwillimbury for “Sharon Village”, for the development of new residential neighbourhoods by members of the Sharon West Landowners Group. The Town requires that an architectural control process be implemented for new neighbourhood areas to ensure a high standard of civic design quality is achieved. The purpose of this document is to establish architectural design principles to ensure appropriate relationships between the private and public realms. The Architectural Control Guidelines provide a framework of design principles and criteria to assist home builders in developing dwelling designs which will help to promote an attractive, high quality and sustainable community that respects the surrounding heritage roots of the existing Village of Sharon.

These Guidelines are intended to augment the General Urban Design Guidelines and Open Space Guidelines provided in the “Sharon Village Urban Design Guidelines” (February 2010) by providing comprehensive built form/architectural guidelines for private realm development and by establishing an architectural control protocol to ensure the vision for the community is achieved. For design principles related to the treatment of landscaping features within the public realm (i.e. parks and open space systems, trails, storm water management facilities, community entry features, streetscape elements, and fencing design), refer to the “Sharon Village Urban Design Guidelines” and the specific Landscape Plan for the subdivisions.

While it is the intent of these Guidelines to reflect the overall design vision for the study area, it is recognized that some flexibility in the interpretation of these Guidelines may be required through the design review process to ensure that design innovation is not stifled and to take into consideration any site specific conditions or changes to the marketplace. The images and graphics shown within this document are conceptual only and have been provided to illustrate design principles. They should not be literally interpreted as the end product.

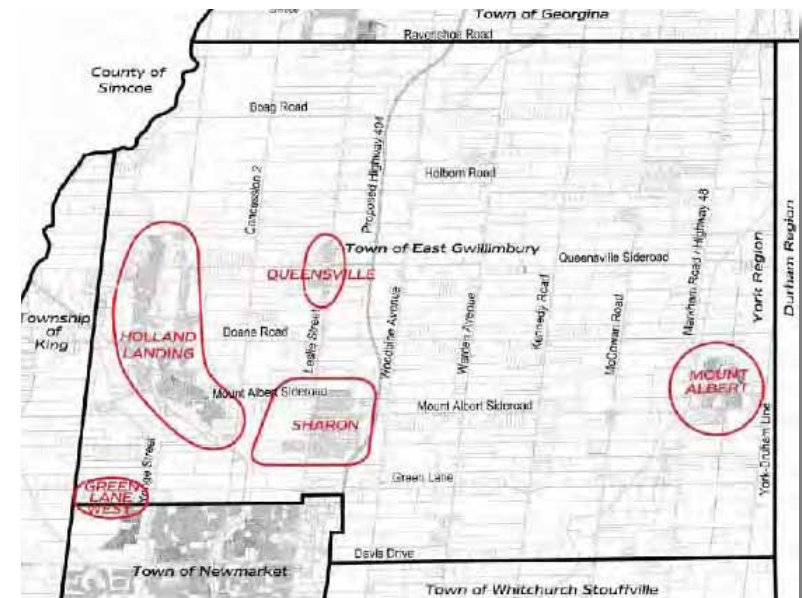
## 1.2 LOCATION AND COMMUNITY CONTEXT

Sharon is located within the Town of East Gwillimbury, north of the Town of Newmarket and west of the York Durham Townline, within the Region of York. Sharon is one of five community areas planned for growth in the Town of East Gwillimbury. The other communities include Mount Albert, Holland Landing, Queensville, and Green Lane West.

The existing Village of Sharon is a “close knit” community of approximately 2,900 people with a unique heritage tradition, a small town atmosphere and strong links to the surrounding rural/environmental areas. The low-density residential character of Sharon is complemented by a historic corridor along Leslie Street, where several heritage structures, such as the Sharon Temple identify the character of the Village. Leslie Street is also the commercial and institutional heart of the community. The Town of East Gwillimbury Town Hall is located in the Civic Centre just north of the Sharon Temple.



Sharon Village - Regional Context

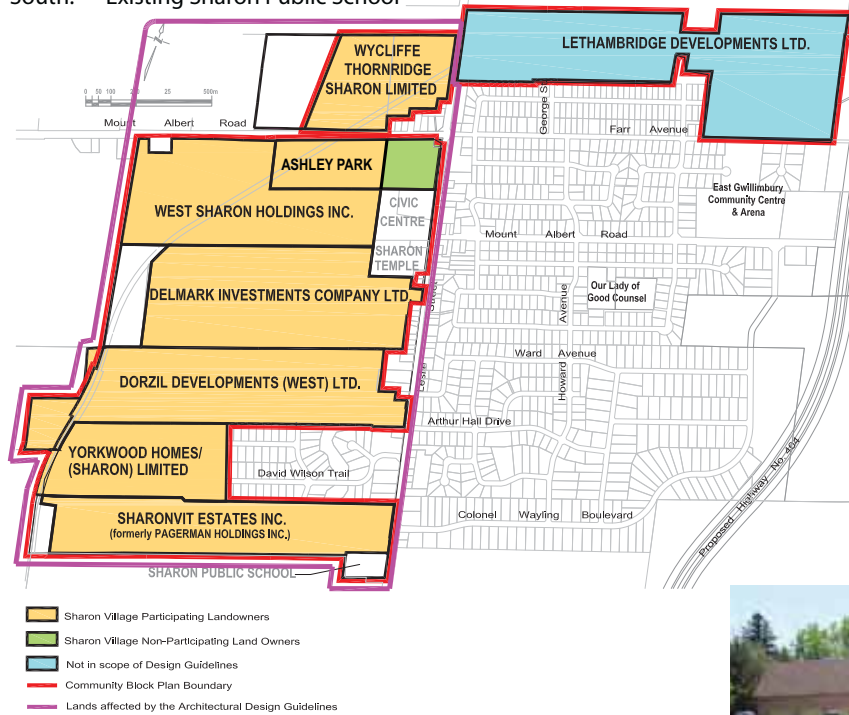


Sharon Village - Local Context



The new neighbourhoods of "Sharon Village" are the subject of this report and are generally bounded by:

- East: Leslie Street and existing developments;
- West: East Holland River Corridor;
- North: Mount Albert Road with a development parcel north of Mount Albert Road;
- South: Existing Sharon Public School



Map of Subject Lands



Sharon Temple



East Gwillimbury Town Hall



Leslie Street - Existing Rural Main Street Character



Existing Low Density Residential Character



Site - Looking west from David Wilson Trail



Site - Looking west from Leslie Street at Mount Albert Road

### 1.3 OBJECTIVES OF THE GUIDELINES

The objectives of these Guidelines are:

- To establish a positive visual identity for “Sharon Village” by encouraging a high standard of architectural design quality which respects the local heritage and existing built form character of the area; *see Section 2.1 and 5.*
- To promote attractive built form and streetscapes to foster a positive image for the community; *see Section 2.3.*
- To promote harmonious variety among dwelling designs based upon tradition-based architectural styles, materials and details; *see Section 3.4.1.*
- To encourage built form which results in a safe, active and pedestrian-friendly community by incorporating principles of CPTED (Crime Prevention Through Environmental Design); *see Section 2.4.*
- To diminish the visual prominence of garages within the streetscape through limitations to their projection, width and placement; *see Section 3.5.*
- To establish criteria for the appropriate siting of buildings within the neighbourhood having regard for building type, massing, style and location; *see Section 3.*
- To establish design requirements for priority lot buildings which occur in highly visible locations within the community to ensure positive views are established in key areas of the community; *see Section 4.*
- To establish procedures for the submission, review and approval of building designs (architectural control process); *see Section 6.*

### 1.4 CONTROL ARCHITECT

All new buildings within the community will be subject to a privately administered architectural control process. A site plan approval process administered by the Town of East Gwillimbury will also apply to medium density / mixed-use residential and all non-residential proposals.

- A privately-administered architectural design review process will be conducted by a Control Architect for all new housing within the Sharon Village community to ensure compliance with the requirements of these Guidelines.
- The architectural review process by the Control Architect will be conducted expeditiously and fairly.
- All building plans submitted to the Town of East Gwillimbury for Building Permit Application must bear the approval stamp and signature of the Control Architect.
- The Architectural Control Guidelines and their interpretation by the Control

Architect are intended to provide for sufficient flexibility to foster design creativity and innovation.

- Town staff will monitor development on a periodic basis to ensure compliance with the Architectural Control Guidelines. Should inadequate enforcement by the Control Architect be evident, the Town may cease to accept drawings stamped by the Control Architect and retain another Control Architect at the Developer’s expense.

### 1.5 COMPLIANCE

Within these Guidelines common terms are used in reference to prescriptiveness of the guidelines. These terms are intended to have the following meaning with respect to compliance:

- May, Encourage or Recommend - it is desirable to comply with this Guideline.
- Should - it is highly encouraged and requires a convincing reason in order to not comply, in the opinion of the City, with this Guideline.
- Must, Will or Shall - it is mandatory to comply with this Guideline, compliance is required.

Developers and builders shall comply with these Guidelines throughout the design, marketing and construction process. The requirements of the Guidelines are in addition to the provisions of the applicable Zoning By-laws, Conditions of Draft Approval, Subdivision Agreements and all other applicable agreements and legislation. Approvals by the Control Architect do not release the Builder from complying with the requirements of the Town of East Gwillimbury, the Project Engineer or any other approval authority. Builders shall only offer for sale dwelling designs which have first been reviewed and approved by the Control Architect.



## 2.0 SHARON VILLAGE COMMUNITY

### 2.1 COMMUNITY DESIGN VISION

The Sharon Community Plan provides the following Community Vision Statement:

*"SHARON: A COMMUNITY WITH A UNIQUE HERITAGE TRADITION*

*The Community of Sharon is a "close knit" community with a unique heritage tradition, a small town atmosphere and strong links to the surrounding rural/environmental areas. Sharon will:*

- (i) maintain and enhance its heritage tradition;*
- (ii) strengthen the existing linkages with surrounding rural/environmental areas through the creation of a linked open space system;*
- (iii) build on its heritage tradition and linked open space system to create a well-designed community;*
- (iv) enhance community facilities and support community organizations which contribute to ensuring the "close knit", small town nature of the community; and*
- (v) strive to be a sustainable, safe, diverse, compact and transit-supportive community."*

"Sharon Village" is envisioned as a comprehensively planned, safe, attractive and pedestrian-oriented community of new neighbourhoods connected to the existing urban fabric by an integrated system of streets and open space linkages whose positive civic identity will be fostered through appropriate relationships between the built and natural environments.

The design vision for "Sharon Village" results from respecting the existing local heritage context, promoting attractive residential built form, provision of a range of community features and landscaped elements that express a high quality and reinforces the identity of the community while integrating the civic design objectives of the Town of East Gwillimbury.

Key to this vision are the following principles:

- An interconnected public open space system and street network.
- Block patterns that are pedestrian scaled, accommodate wayfinding and promote ease of orientation.
- Streetscapes and buildings that support a comfortable pedestrian-scaled street zone and attractive public realm.



CONCEPTUAL DEVELOPMENT VISION FOR SHARON VILLAGE



Attractive Gateways and Community Edges



Upgraded Architectural Treatment on Public Areas



Safe and Active Public Spaces



Lane-Based Housing in Key Areas



Conceptual Example of New Dwelling Designed to Interface with Existing Residential



Variety of Housing Forms



Attractive and Pedestrian-Scaled Streetscapes



High Quality Housing Designs



Strong Architectural Character Addressing North-South Collector Road



School Buildings Will Become Landmarks Within the Community



Heritage Inspired Architecture on Leslie Street



## 2.2 COMMUNITY STRUCTURE

The main structuring elements of “Sharon Village” include:

- The existing development context within Sharon, notably: the Sharon Temple; the East Gwillimbury Civic Centre; the residential, commercial and institutional built form along Leslie Street; the estate residential neighbourhood.
- The extensive Natural Heritage System which traverses the community and provides a green amenity feature.
- The trail system which provides pedestrian/cyclist linkages to the countryside and to the various new and existing neighbourhoods within the community.
- A modified grid road system provides connectivity within the community and to the existing road network within Sharon and provides small, well-defined residential neighbourhoods.
- A north-south collector road which links the neighbourhoods together and provides for potential future connectivity to the south and will be designed without driveways or garages facing it.
- New housing facing the Sharon Temple and the Civic Centre will be designed in a sensitive manner, including the use of rear lane garages to ensure an attractive and appropriate interface with these important community features.
- Gateways and community edges along Mount Albert Road and Leslie Street provide opportunities for attractive streetscapes and landscaping to establish a positive visual image.
- New housing adjacent to the existing residential neighbourhood will require special design criteria to transition between existing and new built form.
- New development within the Leslie Street heritage corridor will require special design consideration to respect, maintain and enhance the heritage character of this streetscape.
- Two school sites centrally located along the collector road. The dominant built form of the schools will provide built form focus within the community.
- Parks and parkettes are generously scattered throughout to provide active and passive recreational facilities for the community and to serve as focal amenity features.
- Storm water management facilities are located throughout the community adjacent to the Natural Heritage System. These features will control storm water quality and quantity and provide a green linkage to the valley open space system.
- A mix of lot sizes, dwelling types and tenures has been provided, including detached dwellings, semi-detached dwellings, townhouse dwellings and medium density buildings (up to 4 storeys). This will provide diversity of residential built form and will offer a range of housing choices within the community.
- A mixed-use site at the southwest corner of Mount Albert Road and Leslie Street

is not part of the participating landowners group, however, built form design guidelines for this site have been provided. It is expected that a detailed urban design brief will be required prior to any development approvals for these lands.

- Refer to the Sharon Village Urban Design Guidelines for a more detailed description of the Community Structure / Neighbourhood Framework.

## 2.3 COMMUNITY BUILT FORM

A key consideration of the Architectural Control Guidelines is to create a positive and high quality image for the community. The design of built form within Sharon Village should:

- Establish **architectural characteristics** appropriate to the existing community of Sharon.
- Create **safe, pedestrian-friendly and attractive streetscapes** that promote a sense of place through building design that provide a strong public face.
- Ensure that **buildings on focal lots** (i.e. corner lots, primary streets, community windows, etc.) are given special design consideration.
- Provide **variety and choice of residential building** types, sizes and tenures to respond to a broad demographic and a wide set of homeowner needs. A range of housing types will provide for flexibility within the community over time.
- Promote **mixed-use buildings**, with retail uses at grade and residential above, in strategic areas of the community.
- Promote **high quality buildings** that minimize the visual impact of garages and parking areas.
- Promote **architectural variety and innovation** through flexible and adaptable guidelines.
- Ensure **context sensitive buildings** are designed to respond to their location in the community and to adjoining uses.
- Achieve a high degree of **environmental sustainability**.

The various architectural forms within the community should provide for a harmonious mix of distinctive architecture which may incorporate both traditional/heritage and modern influences. It is important that the architectural form and in turn it's architectural style is designed to be complementary to the design of the public realm. All buildings should be designed with facades that reflect the quality and identity envisioned for the community.

- New built form proposed for the development, includes:
  - Single detached dwellings (ranging from 9.25m - 21.0m lot frontages)
  - Street townhouse dwellings
  - Lane townhouse dwellings
  - Semi-detached dwellings
  - Medium density housing / seniors housing
  - Mixed-use / commercial buildings
  - Schools
- Special design criteria will be required for:
  - Dwellings on Focal Lots (including gateway dwellings, corner dwellings, community window dwellings, dwellings adjacent to parks/open space areas, view terminus dwellings); Refer to Section 4.0 for location of Focal Lots;
  - Dwellings Facing the Sharon Temple / Civic Centre
  - Dwellings on the north south Spine Road
  - Built form with the Heritage District
- Non-residential buildings within the community shall be designed with a high degree of architectural design quality to complement the built form of the residential areas.
- The general location of each proposed architectural form is indicated on the 'Community Structure and Built Form Distribution Plan'.



**Community Structure and Built Form Distribution Plan**

## 2.4 SUSTAINABILITY

The use of sustainable design elements is encouraged throughout the development. These include:

### **Energy Efficiency**

For new homes, the use of energy efficient construction practices is encouraged, including, but not limited to:

- Energy Star construction (including better draftproofing and more efficient heating, hot water and air conditioning systems).
- Insulation upgrades;
- Higher-performance windows;
- CFC reduction in HVAC equipment
- Sealed ducts for better air distribution;
- Energy efficient appliances (if supplied by the builder);

### **Water Conservation**

All builders in this community have agreed to participate a Sustainable Development Program. In partnership with the Town of East Gwillimbury and the Region of York, this program will result in (among other matters) reduced water consumption and reduced wastewater production. The program will address technical requirements in the following areas:

- Summer water conservation;
- Industrial, commercial and institutional water and energy efficiency;
- Inflow/infiltration reduction;
- Sustainable home design, and;
- Monitoring, verification and retrofit to ensure that water conservation is achieved.

### **Building Materials**

Exterior building materials should be selected to minimize maintenance to the greatest extent feasible, including:

- No wood or painted wood elements are to be used;
- Wherever feasible, employ low maintenance building materials;
- Implement construction waste management systems;
- Use of regional materials (brick, precast, concrete, etc.) to reduce transportation

emissions, where possible;

- Low-emitting adhesives and sealants, paints and coatings, and carpets and wood flooring;
- Use materials with recycled content, where feasible/practical.
- Where stone is to be used on public elements (such as landscape columns on publicly owned lands) natural stone shall be used. No cultured stone will be allowed on public elements.

### **Pedestrian Friendliness**

One of the key sustainable aspects of the development is that it has been designed with pedestrian friendliness in mind. On street sidewalks and off street trails will offer alternative modes of travel. The various open space assets of the development, including the Neighbourhood Park, Natural Heritage System and the Storm Water Pond are within walking distance of all the residential areas.

Sustainability within the development is supported by:

- Ensuring open space assets are within a 5 minute walk of all areas of the development;
- Ensuring that pedestrian scaled streets are created;
- Ensuring that the trail system is interconnected with the sidewalk system.

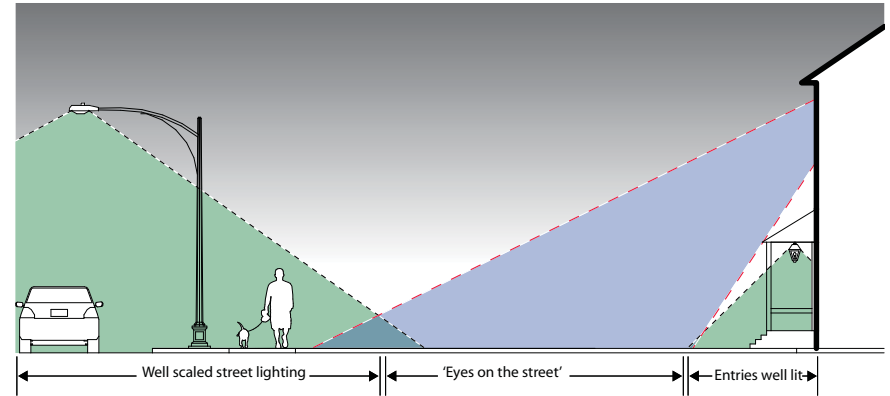


### 3.0 DESIGN CRITERIA FOR RESIDENTIAL DEVELOPMENT

#### 3.1 COMMUNITY SAFETY

In order to promote a safe, pedestrian-friendly community, the design of all new buildings should incorporate the principles of CPTED (Crime Prevention Through Environmental Design), including the following:

- A clear definition between public and private space should be provided through the design and placement of buildings, fencing and landscaping.
- Dwellings should be designed and sited to maximize observation of public areas such as streets, open spaces and recreation areas.
- Ample fenestration facing public areas (streets, parks, schools, walkways, etc.) should be provided to promote casual surveillance or “eyes on the street”.
- Adequate lighting should be provided along streets and public walkways to ensure pedestrian comfort and safety.
- Lighting should be designed to relate to the pedestrian scale. It should be directed downward and inward to mitigate negative impact on neighbouring uses and help maintain a dark nighttime sky to the extent feasible.
- Front porches will be encouraged on the majority of homes to promote interactive outdoor spaces and to act as an interface between private and public realms.
- Main entrances should be visible from the street, clearly defined, well lit and connected to the street, sidewalk or driveway by a hard surface walkway.
- The visual presence of the garage should be diminished within the streetscape through limitations to its projection and width relative to the lot frontage, or through other appropriate architectural treatments.
- The habitable portion of the dwelling is encouraged to be located closer to the street than the garage.



**Buildings should be designed to provide “eyes on the street” and promote community safety**

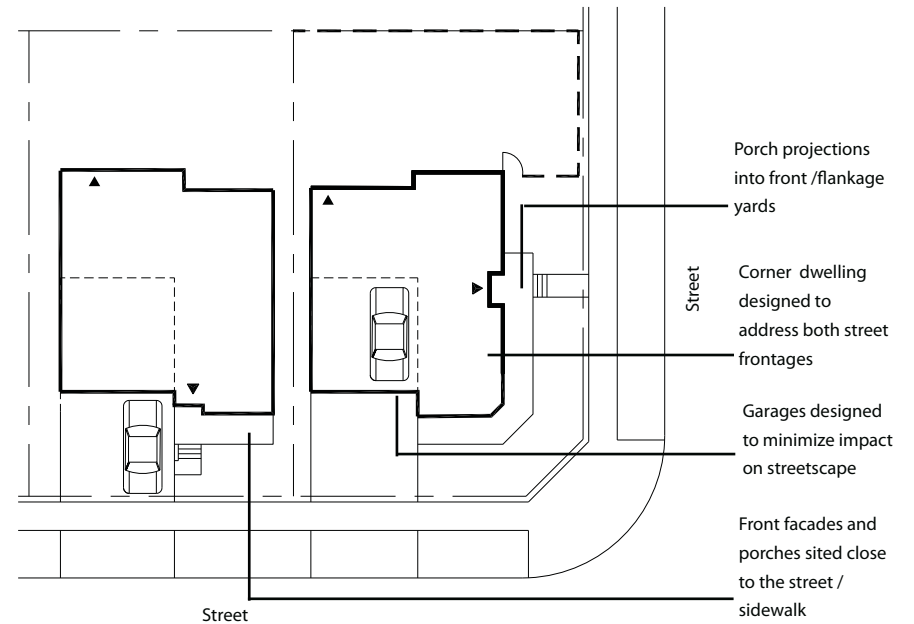
### 3.2 BUILDING TYPES

#### 3.2.1 Single Detached Dwellings

- Single detached dwellings will become the principal housing form within the development. A variety of lot frontages has been provided, ranging from 9.25m - 21.0m.
- Single detached dwellings should be designed to individually and collectively contribute to the character of the various neighbourhoods within the community.
- Building elevations visible from public areas should incorporate appropriate massing, proportions, wall openings and plane variation in order to avoid uninteresting façades.
- Each dwelling should have appropriate façade detailing, materials and colours consistent with its architectural style.
- A variety of bungalow, two storey and three storey building massing will be permitted. It is important to ensure that appropriate measures are taken in the siting of dwellings to ensure compatible and harmonious massing relationships are achieved.
- For corner units, both street facing elevations shall be given a similar level of architectural treatment. Main entries for these dwellings are encouraged to be oriented to the flanking lot line.
- Dwelling designs with covered front porches or porticos where appropriate to the architectural style are encouraged.
- Dwellings on lots with frontage less than 11.0m will have a variety of single-car and 1-1/2 car street facing garage options having up to a 3.65m wide garage door. A maximum of 50% of dwellings sited in this lot size category will be permitted to have a 3.65m wide garage door. Provision of a storage area within the garage is recommended.
- Dwellings on lots with frontage of 11.0m up to 12.0m will be permitted to have two-car garages provided no more than a maximum of 4 abutting dwellings having

a two-car garage are permitted in a row within this lot size category.

- Dwellings on lots with frontage of greater than 12.0m will be permitted to have two-car street-facing garages.
- Dwellings on lots with frontage of 18.3m or greater will be permitted to have three-car street-facing garages, provided the garage face is staggered.
- Attached street-facing garages should be incorporated into the main massing of the building to ensure they do not become a dominant element within the streetscape.
- Refer to Section 3.5 for further design criteria related to garages.



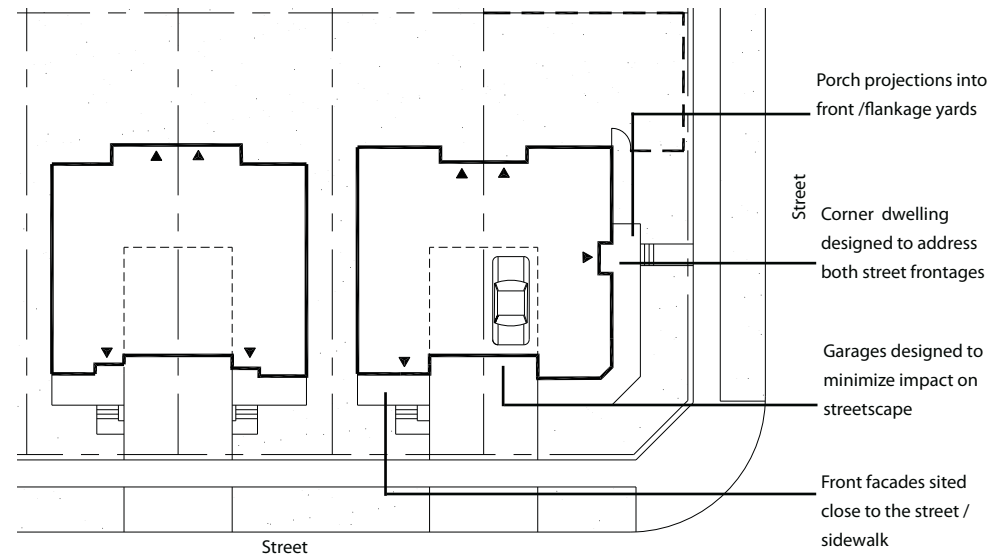
Conceptual plan layout for Single Detached Dwellings



Conceptual images of single detached dwellings

### 3.2.2 Semi-Detached Dwellings

- A combination of semi-detached dwellings types will contribute to the mix of housing types in the development and will add to the diversity of housing choice and streetscape character.
- Elevations may be asymmetrical or symmetrical. Both halves of the building shall be compatible in terms of design expression.
- Semi-detached dwellings should be fully attached above grade.
- Building elevations visible from public areas should incorporate appropriate massing, proportions, wall openings and plane variation in order to avoid large, uninteresting façades.
- Each dwelling should have appropriate façade detailing, materials and colours consistent with its architectural style.
- Semi-detached dwellings should have two to three storey massing. Bungalow forms are discouraged for this housing type.
- Dwelling designs with covered front porches or porticos are encouraged, where appropriate to the architectural style.
- For corner lot buildings, the entry of the interior unit should be oriented to the front lot line, while the entry of the corner unit is encouraged to be oriented to the flanking lot line.
- Garages should be incorporated into the main massing of the building to ensure they do not become a dominant element within the streetscape.
- Garages / driveways for semi-detached dwellings should be paired to maximize on-street parking opportunities.
- Street-accessed semi-detached dwellings will have single-car attached garages.



**Conceptual plan layout for Semi-Detached Dwellings**



**Conceptual images of semi-detached dwellings**



### 3.2.3 Townhouse Dwellings

Townhouse dwellings are an efficient use of land and an energy conservative housing form that will add built form diversity to the development of the subject lands. They are proposed to be located in areas of the development where a denser housing form is desired. Since townhouses are comprised of individual units attached and grouped together into a larger architectural form, the massing and design of the whole building, rather than the individual units, should be considered during the design stage.

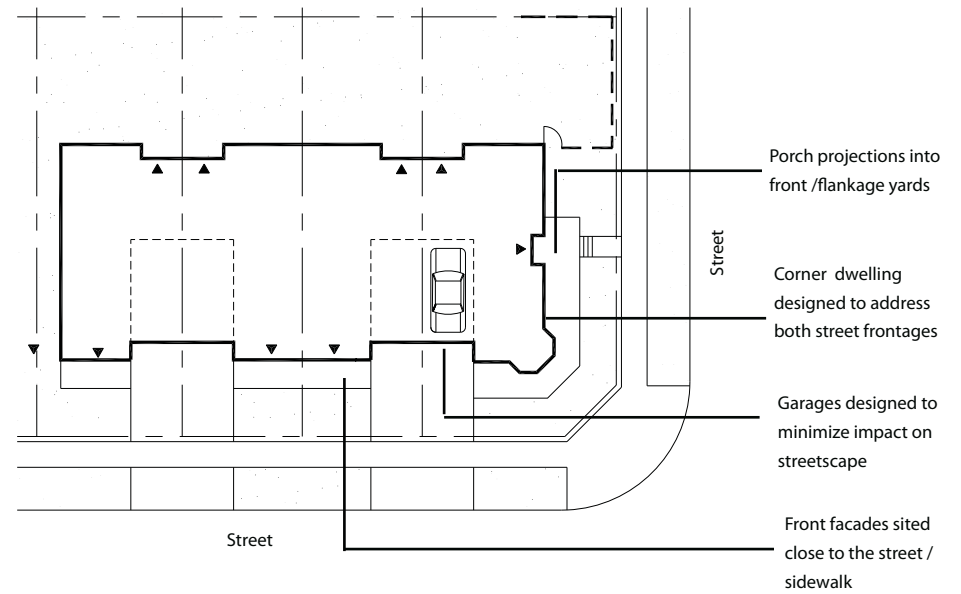
- Townhouse buildings will typically take the form of street townhouses (with front facing garages) or lane townhouses (with garages accessed from a public rear laneway). Lane Townhouses are required facing the Sharon Temple and the Civic Centre. Special design consideration will be required for townhouses that interface with the Sharon Temple to minimize negative visual impacts on this important heritage resource.
- Each townhouse block should have appropriate façade detailing, materials and colours consistent with its architectural style. Sufficient wall articulation is required to avoid large unbroken expanses of roof or wall planes, including the stepping of units and the use of bays, gables and porches where appropriate.
- Townhouse dwellings should be fully attached above grade.
- Townhouse block sizes may range from 3 to 6 units; Mixing of townhouse block sizes within the street can help provide visual diversity of the streetscape.
- The overall streetscape composition should display massing and design continuity while achieving adequate streetscape variety. Compatibility in height and massing between adjacent buildings should be displayed.
- Building elevations visible from public areas should incorporate appropriate massing, proportions, wall openings and plane variation in order to avoid large, uninteresting façades.
- Townhouse dwellings should generally have two to three storey building massing. Units facing the Sharon Temple (refer to Sec. 4.1) shall be limited to 2 storey building massing. Units facing the Civic Centre (Refer to Sec 4.2) shall have 2 storey building massing for corner units and may have up to 3 storey building massing for interior units.
- Bungalow forms are generally discouraged for townhouses unless extra-wide frontages are contemplated.
- Where crossfall grade conditions exist, townhouse blocks should be sheared / stepped vertically, to the extent feasible, to minimize main floor heights above finished grade.
- Dwelling designs with covered front porches or porticos are encouraged, where appropriate to the architectural style.
- For corner lot buildings, the entry of the interior units shall be oriented to the front lot line, while the entry of the corner unit shall be oriented to the flanking lot line.
- Garages should be incorporated into the main massing of the building to ensure they do not become a dominant element within the streetscape.
- Garages / driveways for townhouse dwellings should be paired, wherever feasible, to maximize on-street parking opportunities.
- Street-accessed townhouse dwellings will have single-car attached garages accessed from the street.
- Lane-based townhouse dwellings may have single-car or 2-car garages accessed from the lane. Rear lane garages may be attached or detached from the dwelling. Rear laneways will be public.
- Utility meters should be carefully placed and concealed from public view. Placement of meters shall comply with local utility company requirements.



Conceptual images of townhouses



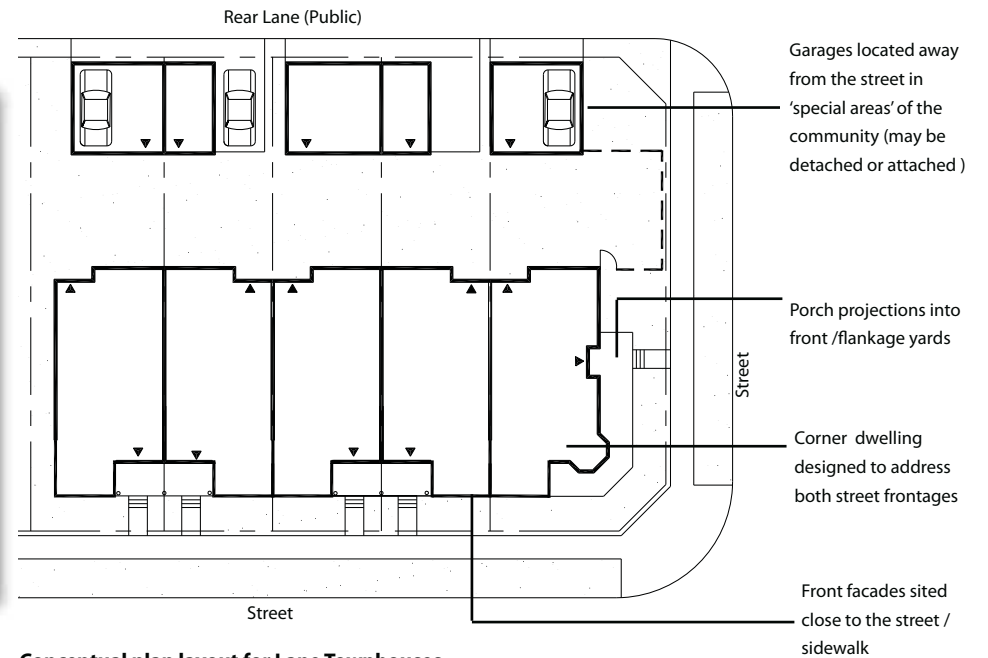
Conceptual Image of Street Townhouses



Conceptual plan layout for Street Townhouses



Conceptual Image of Rear Lane Townhouses



Conceptual plan layout for Lane Townhouses

**3.2.4 Medium Density Blocks**

Development on the medium density sites may take the form of street townhousing, condominium/block townhousing or low-rise apartments (potential Seniors Residence).

Condominium / Block Townhousing

Block townhousing will have similar characteristics to Street Townhousing with the exception that they may be situated on a private road, public road or public laneway. The use of stacked townhouses may also be considered in these areas. In addition to the design criteria stated in Section 3.2.3, the following will apply:

- Building heights may range up to 3.5 storeys maximum.
- Façades should be developed to incorporate architectural elements found on lower density housing forms such as peaked roofs, gables, porches and roof overhangs. Flat main roofs may be permitted only to allow for rooftop terraces.
- Publicly exposed building façades shall be highly articulated to provide an attractive built form. Careful coordination of materials and colours will be required within each development to foster a distinct identity.
- Common open space areas, such as tot lots, may be provided where other park facilities are not located nearby.
- Walkways should provide safe and direct access between dwellings, parking areas, public areas and streets.

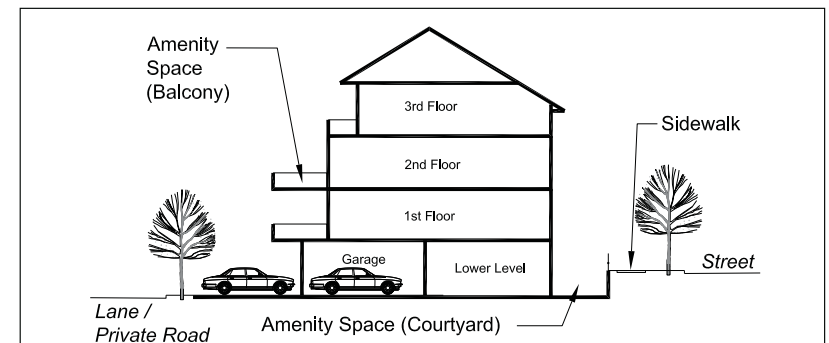


**Conceptual Image of condominium/block townhouses**

- For stacked townhousing, private outdoor amenity space may be provided in the form of at-grade courtyards or a balcony located above the garage for the upper level units and in the form of an at-grade or sunken courtyard for the lower level units.
- Banked and screened utility meters are encouraged and should be located on internal end units wherever feasible. Placement of meters shall comply with local utility company requirements.
- This form of development will be subject to a Site Plan Approval process conducted by the Town of East Gwillimbury in conjunction with the Control Architect.



**Conceptual Image of stacked townhouses**



**Conceptual cross section of stacked townhouses**



### Low-Rise Apartments

- Building heights may range up to 4 storeys maximum.
- The design of the building should consider overall form and rhythm of building elements to create a consistent and attractive building street façade that reinforces a human scale environment.
- The building should be located to relate well to the adjacent roadway and open space areas. Building forms should consider scenic amenities, view corridors and adjacent open space areas in their design and site planning.
- Building set-backs should be minimized to maintain a strong relationship with the street and sidewalk while allowing sufficient space for a comfortable pedestrian zone and landscaping opportunities.
- Building façades shall provide visual interest through use of materials, colours, ample fenestration, sophisticated wall articulation and style-appropriate architectural detailing. All façades exposed to public view shall be highly articulated and detailed. Variety of building designs should be provided.
- Corner buildings shall provide façades which appropriately address both street frontages.
- Main entrances should be designed as a focal point of the building and should face the street. They should be recessed or covered and provide visibility to interior lobbies to allow for safe and convenient arrival and departure from the building. Main entrances should also be ground-related and wheelchair accessible.
- The provision of courtyards and plazas at ground level are encouraged.
- Residential apartments are encouraged to include covered private open space (i.e. balconies/ terraces) where feasible to enhance the private living environment of residents.
- A variety of harmonious building materials and colours should combine to create an attractive, cohesive façade treatment. The use local and environmentally responsible building materials, such as masonry, will be encouraged.
- Where flat-roofed buildings are contemplated, a prominent cornice treatment should be provided.
- Parking shall be provided in a non-obtrusive manner. Surface parking areas shall be screened from street view through the use of landscaping (including features such as metal fencing with masonry pillars) or building location to provide appropriate screening.
- Garbage and recycling facilities shall be incorporated into the overall design of the building and hidden from high profile areas.
- Mechanical equipment shall be screened from public view and integrated into the design of the building.
- Lighting shall be directed inward and downward to mitigate negative impacts on neighbouring uses.
- This form of development will be subject to a Site Plan Approval process conducted by the Town of East Gwillimbury in conjunction with the Control Architect.



Conceptual Image of seniors residence / low-rise apartments



### 3.3 RESIDENTIAL STREETSCAPES

#### 3.3.1 Building Relationship to Street

A well-defined street edge contributes to the pedestrian-oriented goals of the community. Attractive streetscapes typically consist of a landscaped (sodded and treed) boulevard adjacent to a defining edge of private front yards and carefully placed, well-designed dwellings. The following design guidelines shall apply:

- Dwellings should be designed to suit the site topography conditions. Elevated entries and porches should be avoided wherever feasible, except where site topography and grading requires such elevations, in order to reinforce a pedestrian-scale neighbourhood. Ground related entries are preferred to minimize the negative visual impact of large concentrations of stairs.
- The scale, height and massing of buildings within the streetscape should seamlessly connect to the adjacent street, creating a well-balanced, human-scale massing which encourages pedestrian activity. The primary façade of the dwelling should relate directly to the street and be sited generally parallel to it.
- Publicly exposed elevations shall incorporate adequate massing, proportions and wall openings (i.e. window, doors, porches, etc.) to avoid large, blank façades. Side and/or rear façades which are highly visible within the public realm shall be upgraded to create visual interest. Projections into the front or flankage yard, such as porches, entrance canopies, porticos, entrance steps and bay windows are encouraged for their beneficial impact on the streetscape.
- Architectural detailing, appropriate to the style of the dwelling, should be applied to all street facing façades.
- Covered front porches, sized to comfortably accommodate seating (1.5m min. depth), are encouraged on the majority of dwellings to encourage social interaction among residents and opportunities for ‘eyes on the street’. Wraparound porches are encouraged on corner lots where appropriate to the architectural style. Porch encroachments into front and exterior side yards are provided in the zoning by-law to enable these features.
- Garages should be subordinate to the overall home façade to contribute to a comfortable pedestrian environment. The preferred location for the garage is incorporated into the main massing of the dwelling set back from the primary façade or in the rear yard, where practical. Garages should be oriented away from special areas (i.e facing the Sharon Temple and Civic Centre or along the north-south Spine Road).
- Corner buildings should be designed to address both street frontages in an equally enhanced manner.

- Buildings located at a view terminus should have an enhanced design to promote visual interest.
- Privacy fencing for corner lot dwellings should generally not extend beyond the rear corner of the dwelling and must comply with the Town’s fencing by-law.
- Building setbacks should define the street edge and create a visually ordered streetscape. While it is generally recommended that buildings be sited close to the streetline, where lot frontages and depths are generous, or where interfacing with existing built form, greater setbacks are recommended in order to create larger front yards consistent with existing neighbourhoods in Sharon.



**Buildings should relate positively with the street**

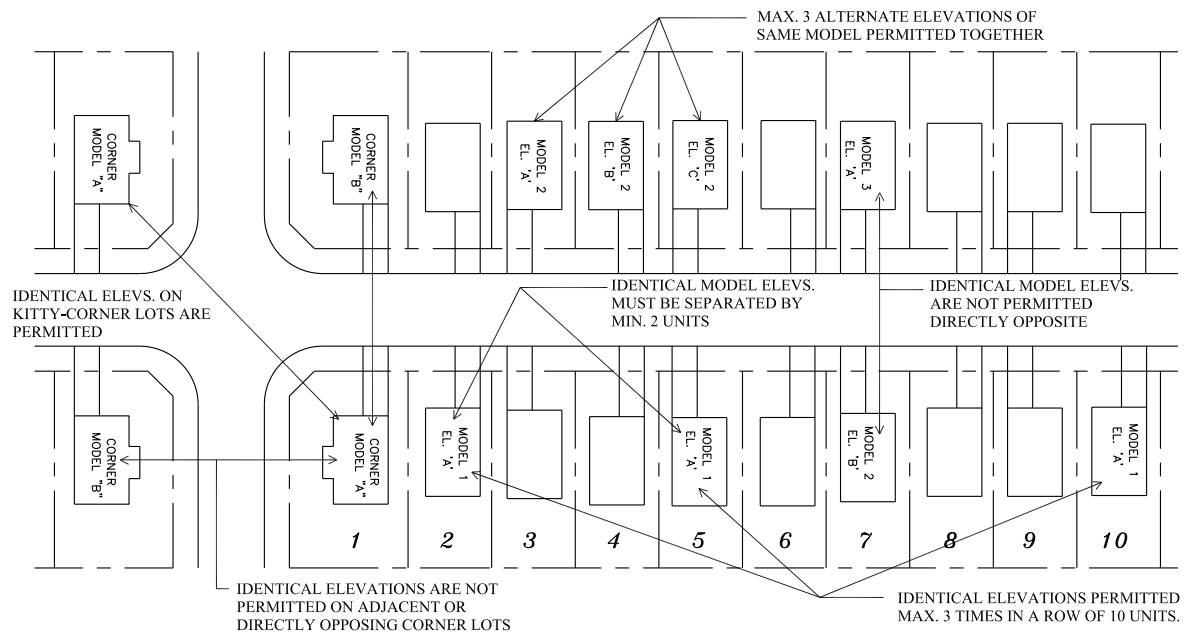
### 3.3.2 Variety in the Streetscape

Attractive, harmonious streetscapes are essential in creating a vibrant, livable community with a positive identity. Variety of massing and architectural expression among publicly exposed building elevations should occur within each street block through the use of alternative façade treatments, massing, roofline, materials, colours and architectural style.

- Building elevations will be evaluated on their ability to contribute to a distinct character for each street. It is important that individual buildings combine to create harmony when sited together within the streetscape in order to avoid a cluttered or disorganized streetscape appearance. This can be reinforced by use of complementary building materials, colours, details and architectural elements.
- Jarring visual contrasts within the streetscape should be avoided.
- Variation in the design of abutting house types should be provided to avoid undue repetition and monotony within the streetscape as follows:
  - Identical dwelling façades (single detached & semi-detached) should be separated by a minimum of 2 distinctly different dwelling façades (or pairs of dwellings for semis) and should not be permitted directly opposite one another.
  - The repetition requirements stated above for single-detached and semi-detached dwellings will not apply to townhouses. Instead the massing and design of each townhouse block, rather than the individual units, will be reviewed based on the design merits of the block. Identical block elevations should generally not occur adjacent or opposite to each other unless part of a themed enclave.
  - Identical dwelling façades should not comprise more than 30% of a street block and should be separated as noted above.
  - A maximum of 3 alternative elevations of the same model may be sited adjacent one another. There should be at least 3 different model designs (having a different building footprint and floor plan) within each group of ten dwellings.
  - For corner lots, flanking elevations must be different from those flanking elevations on lots abutting or directly opposite. Identical kitty-corner elevations are permitted.
- Exceptions to this may be permitted at the discretion of the Control Architect where it is desirable to have planned repetition of a facade to create a special theme.



Attractive, harmonious streetscapes are essential in creating a vibrant, livable community with a positive identity.



Model repetition and façade variety criteria (single detached and semi-detached dwellings)



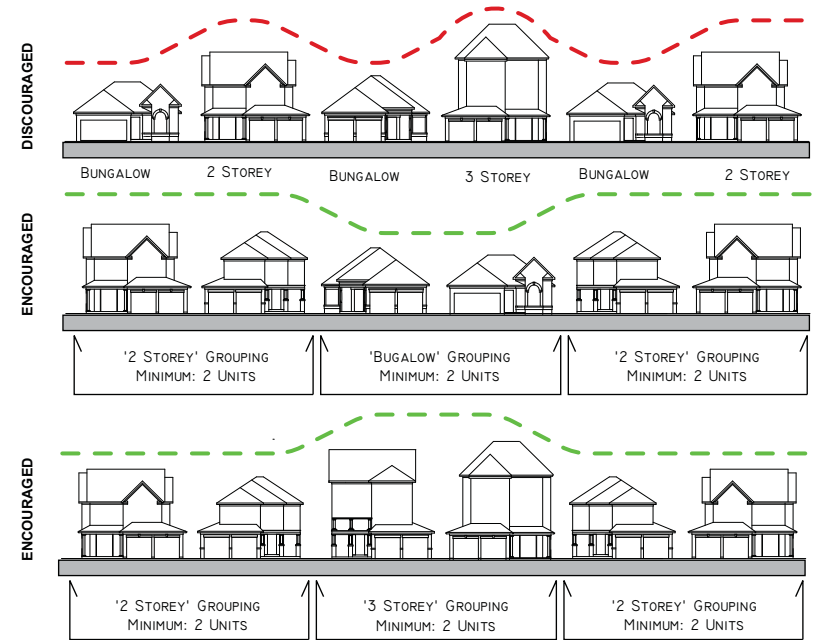
### 3.3.3 Massing Within the Streetscape

The arrangement of buildings within the street block is a key component in providing an attractive streetscape. The overall impression created by the grouping and massing of dwellings within a block will have a greater visual impact than the detailing of an individual dwelling. A pedestrian-friendly, comfortable scale environment will be achieved by incorporating height and massing that is appropriate to the context of the street. The following design criteria shall be observed to ensure harmonious massing within the streetscape:

- Residential built form should include a mix of single storey, 1-1/2 storeys, 2 storey and 3 storey dwellings. Where a third storey is contemplated, it is encouraged to be incorporated into the roof form as a loft space with dormer windows.
- Massing should transition from greater building heights to lower building heights by providing appropriate building designs which create harmonious streetscape massing.
- Harmonious variety of massing and architectural expression among publicly exposed building elevations is encouraged through the use of alternative façade treatments, massing, roofline, materials, colours and architectural style.
- Buildings adjacent or opposite one another should be compatible in massing and height. Extreme variation in massing should be avoided. For example:
  - 3-storey dwellings should not be sited adjacent to bungalows, raised bungalows or 1-1/2 storey dwellings.
  - Where bungalows, raised bungalows or 1-1/2 storey dwellings are sited amongst 2-storey dwellings they are encouraged to comprise groupings of at least 2 adjacent units. Consideration to single bungalows amongst 2-storey dwellings may be given where raised front façades and increased roof massing (i.e. side-gabled) is employed to provide an acceptable visual transition between these house types.
  - 2-storey dwellings sited amongst bungalows or 3 storey dwellings should comprise groupings of at least 2 adjacent units.
  - 3-storey dwellings sited amongst 2 storey dwellings should comprise groupings of at least 2 adjacent units.



Streetscapes should display harmonious variety of building massing



Example of massing compatibility objectives

### 3.3.4 Site Grading Conditions

- The subject lands are comprised of naturally rolling topography. It is important that builders provide models which take into account site grading conditions to avoid elevated entrances or dropped garage conditions which have a negative visual impact on the streetscape.
- Where severely sloping grade conditions occur, the builder should provide dwelling designs which are adapted to suit the site. This is particularly important for lots having back to front sloping grade conditions (full or partial front walk-out condition) to ensure an appropriate relationship between the dwelling, the garage and the street is maintained.
- The following are suggested design approaches for reducing the height of elevated front entries and reducing the impact of visible stairs in the streetscape :
  - Integrate steps into the front walkway (i.e. provide landscape steps).
  - Turn steps toward the driveway.
  - Provide dwelling designs with a lowered foyer and internal steps up to the main living level.

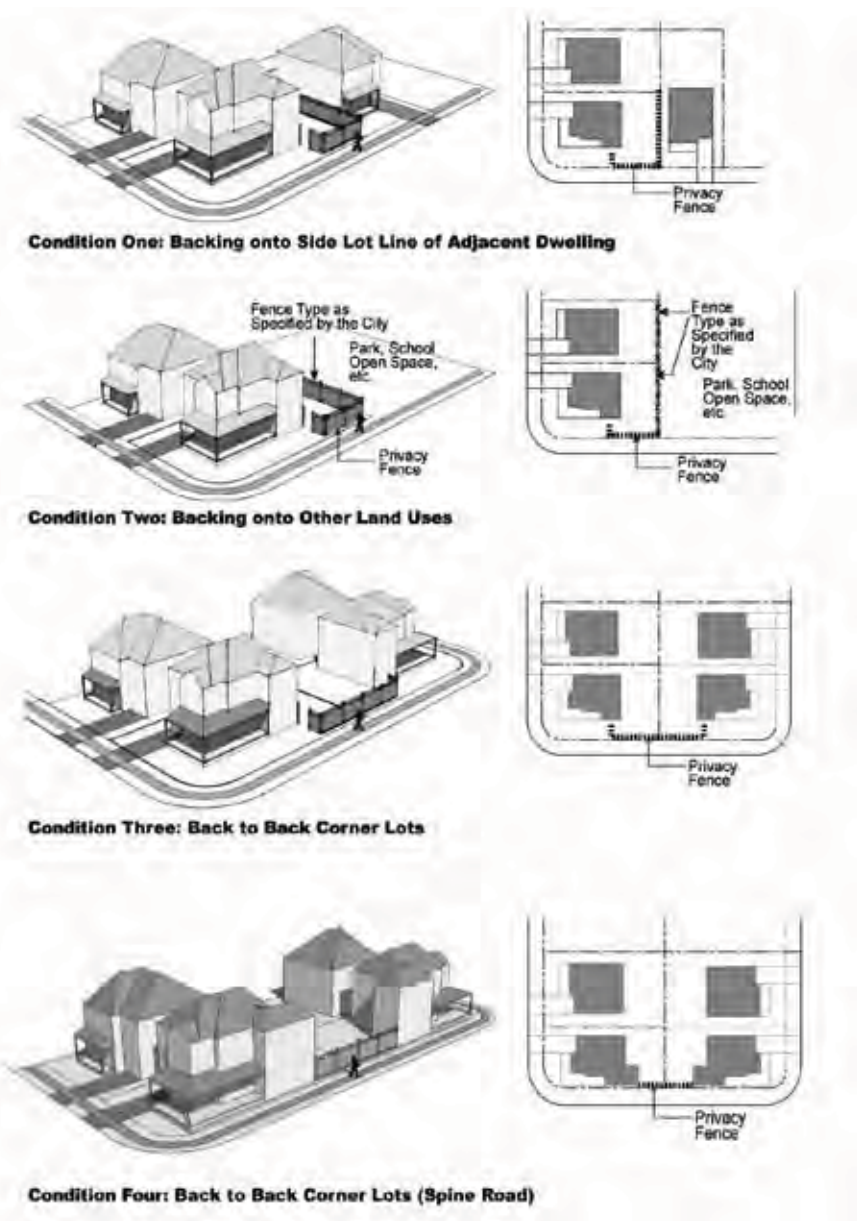
- Where severe crossfall conditions occur (where lots slope from one side of the lot to the other side), garages should be located on the higher side of the lot.
- Efforts to limit use of retaining walls should be adhered to by the builders' lot grading consultant.
- Care should be taken to ensure foundation walls are not exposed. Grading should be coordinated with dwelling foundation design and constructed so that generally no more than ~300 mm of foundation walls above finished grade is exposed on all exposed elevations of the dwelling, when possible.
- Where sloping finished grades occur, finished wall materials and foundations should be stepped accordingly to minimize exposed foundation walls.
- Where crossfall grade conditions exist, townhouse blocks should be sheared / stepped vertically, to the extent feasible, to minimize main floor heights above finished grade.



Veneer should be stepped to follow sloping grade to limit exposure of the foundation wall

### 3.3.5 Corner Lot Fencing

- Corner lot fencing should be provided to provide enclosure to private rear yards otherwise exposed to flanking streets.
- The design of corner lot fencing should reflect the character of Sharon and be complementary to other fencing proposed within the community. Fencing will be designed by the developer's consulting Landscape Architect.
- Corner lot fencing shall be located within private property and should generally not extend beyond the rear corner of the dwelling so that the side façade of the dwelling is fully visible to the flanking street.
- Corner lot fencing height may range from 1.2m to 1.8m; Consideration may be given to the use of a 1.5m solid fence with 0.3m open lattice at the top to achieve a maximum height of 1.8m.
- Special requirements for corner lot fencing/landscaping along Spine Road will need to be explored by the developers' Landscape Architect.
- All fencing shall comply with the Town of East Gwillimbury fencing requirements and by-laws.



Typical locations of corner lot fencing

### 3.4 ARCHITECTURAL ELEMENTS

#### 3.4.1 Architectural Character

It is important to recognize that the urban densities proposed for Sharon Village will mark a profound change in built form character from the existing rural and suburban development pattern in the area. To integrate new with existing it is recommended that the architectural character for new development, particularly within Special Areas, should be influenced by heritage-inspired precedents to respect the heritage roots of the local area and create an 'urban village' character.

- A blend of modern and traditional architectural styles are expected. Design inspiration taken from local vernacular or other heritage-inspired architecture is encouraged particularly in key areas of the community.
- The design of each building should have distinguishing elements characteristic of a single identifiable architectural style. Mixing discordant architectural styles together within a single building should be avoided. Regardless of the architectural style of the building, however, it is important that a consistent level of design quality is achieved.
- A range of architectural styles will be provided to characterize streets and neighbourhoods. Architectural themes will be developed in a coordinated manner in consultation with the Builder, the Design Architect and the Control Architect.
- Architecture should suit the building's use and location within the community and complement the landscape design of the public realm. Uninteresting generic architecture, devoid of character, will be discouraged.
- The use of high quality, durable building materials, such as brick, stone, stucco and siding should be selected as the main cladding materials, to support the intended architectural character of the building. The use of vinyl siding as a main cladding material will require special design considerations and restrictions as noted in section 3.4.6.



Conceptual examples of heritage-inspired architectural styles



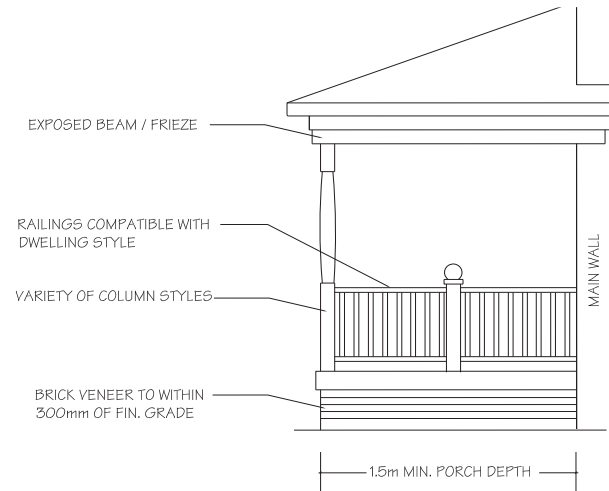


**3.4.2 Main Entrances**

- Main entries should be directly visible from the street and well lit.
- Main entrances shall provide direct access to the street, sidewalk or driveway via a walkway.
- Weather protection at entries should be provided through the use of covered porches, porticos, overhangs or recesses.
- The front entry design and detail should be consistent with the architectural style of the dwelling.
- Elevated main front entrances and large concentrations of steps at the front should generally be avoided. Typically, a relationship of no more than approximately five risers to the porch is desirable to maintain a pedestrian scale. Site grade conditions may warrant additional risers.

**3.4.3 Porches and Porticos**

- Front porches, porticos, courtyards and/or patios help to promote safe, socially interactive and pedestrian-friendly residential streets by providing an outdoor amenity area, shelter from inclement weather, and a linkage between the public and private realm.
- Porches should generally be located closer to the sidewalk / street than the garage. This diminishes the visual impact of the garage and creates a comfortable pedestrian environment.
- Wraparound porches are encouraged on corner lots, where appropriate to the dwelling style.
- Porch dimensions should be adequate to comfortably accommodate seating. Porch depths should be no less than 1.5m. Deeper porches are encouraged and should be in proportion to the scale of the dwelling.
- Porch design and detailing should be consistent with the character of the house. An exposed beam/frieze is required at the top of the support columns on the underside of the soffit.
- All stairs at the main front/flanking entrance to the dwelling shall be poured-in-place. Notwithstanding, where only one step is required, an upgraded precast/natural stone (Credit Valley Stone) step may be provided (refer to image at right).
- The width of stairs should be maximized to the extent feasible to match the porch opening width (i.e. between columns) or portico opening width.
- Where handrailings are used, they should be consistent with the character of the house. Maintenance-free, prefinished aluminum/wrought iron railings or high quality composite railings are preferred. Plain, thin profile metal railings are discouraged.
- Colour of railings should be integrated with the dwelling's colour package.



**Typical porch detail**



**Image of Upgraded Precast / Natural Stone Step (1 max. permitted at main porch)**



**Dwelling with porch**



**Dwelling with portico**



**Precast stairs (not permitted)**

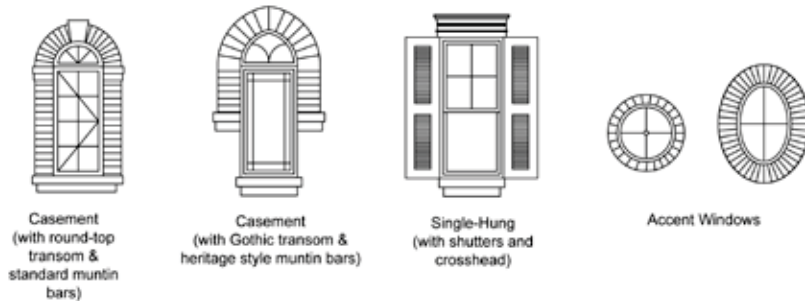


**Poured-in-place stairs with masonry veneering on sides**

**3.4.4 Windows**

- Ample fenestration, in a variety of styles consistent with the dwelling’s architecture, is required for all publicly exposed façades to enhance the dwelling’s appearance and to promote “eyes on the street”.
- All windows should be maintenance-free, thermally-sealed, double glazed and either casement, single-hung or double-hung.
- Large ground floor windows are encouraged.
- Bay windows should be used at appropriate locations and designed in a manner consistent with the architectural style of the dwelling.
- Window mullions and muntin bars should be used to reflect heritage window patterns throughout the community on publicly exposed elevations.
- The use of shutters is encouraged. Where used, they should be 1/2 the width of the window to which they are attached.
- Sills and lintels should be consistent with the architectural style of the dwelling.

- Where windows and doors are set into stucco or siding, casings having a minimum width of 100mm are required.
- Basement windows located on front and flanking elevations facing the street should match the main floor windows. Large basement windows are encouraged, where feasible (i.e. on walkout conditions).
- The use of black glass (false glazing) should be minimized; its use may be permitted above the eaves line only; where used it shall be of a high quality.
- The monotonous universal use of white window frames for all homes within the streetscape is discouraged. The use of coloured window frames is required on the majority of homes to add variety, appropriate to the dwellings’ colour package.
- Window acoustic performance must meet or exceed the noise attenuation requirements of any applicable noise reports.



**Examples of window style variety**

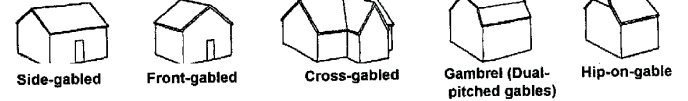


**The use of coloured window frames is encouraged**

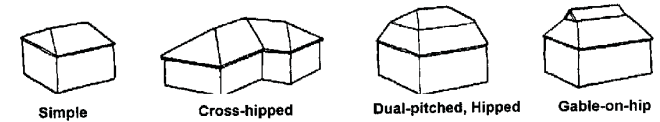
### 3.4.5 Roof Form

- Roofs play a significant role in the massing of the individual dwelling and in the overall built form character of a neighbourhood.
- A variety of roof types and forms are encouraged consistent with the architectural style of the dwelling and may include gables, dormers, hips or ridges set parallel or perpendicular to the street; alternate designs for a given model should have differing roof designs.
- Within the design of a streetscape, attention shall be paid to the relationships of adjacent roof forms to ensure appropriate transitions.
- Flat main roofs should not be permitted on primary roof forms unless they are a component of a mansard roof.
- Minimum main roof slopes should be 7.9:12 pitch (side slopes) / 5.9:12 (front to back slopes); Bungalows should have minimum 7.9:12 side slopes and front to back slopes.
- Bungalows should incorporate gabled roof forms and/or roof dormers to assist in massing compatibility with 2-storey dwellings.
- Steeper pitches than the minimums stated are encouraged where appropriate to the architectural style of the dwelling to ensure roof form variety within the streetscape. Lower roof slopes may be considered where authentic to the dwelling style (i.e. Arts & Crafts, Prairie, Georgian).
- Roof overhangs should generally be 300mm.
- Where metal accent roofs are used (i.e. on bay features, porticos or turrets) they should be a heavy gauge, have a standing seam and be prefinished in a dark tone complementary to the main roof colour.
- All vent stacks, gas flues and roof vents should be located on the rear slope of the roof wherever possible. Roof vents should be prefinished to match the roof colour.
- Where skylights are proposed, they should be located on the rear or side slope of the roof. They should have a flat profile with a frame that blends with the roof colour.

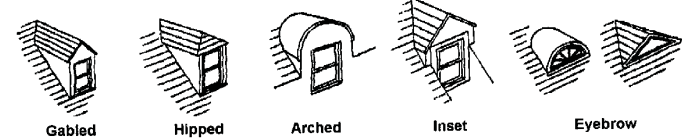
#### GABLED FAMILY



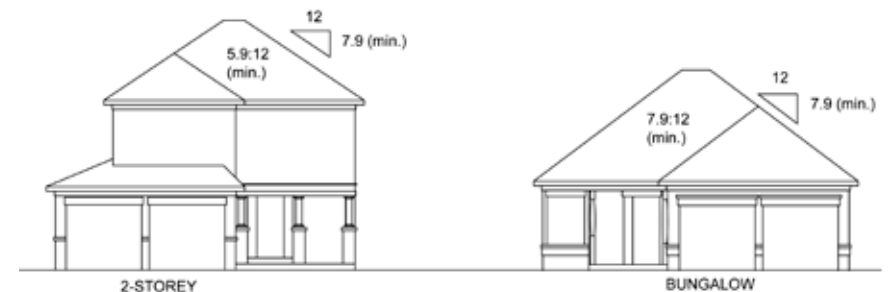
#### HIPPED FAMILY



#### DORMERS



Examples of traditional roof and dormer styles



Examples of minimum required roof pitch



Variety of roof forms, including use of gables and dormers, helps to create visual interest



### 3.4.6 Exterior Materials And Colours

#### i) Materials

The use of high quality exterior building materials reflective of the architectural style of the building will be required to contribute to the established character of Sharon.

- The following main wall cladding materials are suitable for the community:
  - Brick in a variety of earthtones and textures;
  - Stone should display heritage styles, colours and textures;
  - Stucco in natural tones with appropriate trim detailing such as detailed mouldings or half-timbering;
  - Cement Fibre Siding in board and batten or shiplap profiles;
  - Vinyl Siding in board and batten or shiplap profiles (subject to design criteria noted below in Section 3.4.6ii);
- The dominant main wall cladding material throughout "Sharon Village" will be brick. Alternate materials may be used where appropriate to the architectural character of the building.
- The use of accent materials such as stone, stucco, precast, cement-fibre siding, vinyl siding, prefinished shakes/shingles or prefinished panelling is encouraged where consistent with the architectural style of the dwelling. Its use shall be complementary to the primary cladding materials.
- Main wall cladding material shall be consistent on all elevations of the dwelling; no false fronting is permitted (i.e. brick on front elevation with siding on rear elevations). Exceptions to this may be permitted where an upgraded stone façade, stucco façade or stone plinth is incorporated into the design and the side and rear walls have brick. These features should return along the side walls a minimum of 1200mm from the front of the dwelling or to a logical stopping point such as an opening, downspout or change in plane.
- Material changes which help to articulate the transition between the base, middle and top of the building are appropriate. Where changes in materials occur they should happen at logical locations such as a change in plane, wall opening or downspout.
- Exposed foundation walls and/or basement foundation walls are to be limited. The main wall cladding material shall be within 200mm-300mm of finished grade. Foundation walls must be check-stepped along sloping grade to allow masonry veneering to be installed. Special care shall be taken for sides of projecting garages, porches/porticos, front and flanking dwelling elevations.



**Brick**



**Stone**



**Stucco**



**Siding**

## ii) Requirements for Dwellings with Vinyl Siding

- The use of vinyl siding as a main cladding material is generally discouraged within the community due to its tendency to require a higher degree of homeowner maintenance than masonry, stucco or cement fibre siding. However, the interplay of a variety of main cladding materials within the streetscape can have a beneficial visual impact provided measures are taken to ensure a high standard of material quality and architectural detailing is achieved.
- Where vinyl siding is proposed it shall comply with the following criteria to ensure its use enhances the streetscape and does not cheapen the appearance of new housing:
  - Dwellings using vinyl siding as a primary cladding material (50% of the facade or greater) shall be limited to a maximum of 30% of any streetscape. Additionally, these dwellings shall employ suitable heritage-inspired architectural design styles.
  - Vinyl siding is not permitted as a main or accent material on dwellings facing the Sharon Temple.
  - The use of vertical "Board + Batten" style siding is preferred over horizontal "Ship Lap" or "Clapboard" styles. Use of "Dutch Lap" profile is discouraged. Where horizontal siding is used it should not exceed double-4" (114 mm) profile in width;
  - The gauge or thickness of vinyl siding available typically ranges 0.038" for lower quality grades up to 0.050"+ for higher quality grades. Since the thickness of the vinyl siding impacts durability, vinyl siding used within the community shall have a minimum gauge of 0.045". Builders will need to demonstrate compliance with this criteria.
  - Dwelling designs shall display appropriate massing, proportions and detailing consistent with their heritage-inspired architectural style to ensure an attractive, high quality appearance and to avoid large unarticulated planes exposed to public view.
  - The use of decorative architectural details such as prefinished vinyl window headers, sunbursts, shutters, brackets and door surrounds will be required where stylistically appropriate to the dwelling design.
  - A wide range of vinyl siding colours, including darker tones, shall be offered to purchasers.
  - Siding shall be framed with minimum 150 mm maintenance-free trim boards on the top, bottom, sides, corners and at all openings (i.e. windows, doors, etc.). Trim boards should be accentuated by using a contrasting but compatible colour to that of the siding colour.
  - A minimum 150 mm continuous frieze board is required at all roof soffits and where siding abuts any masonry wall.
  - Good workmanship practices shall be maintained by the Builder in the fit, finish and application of siding to avoid buckling and leaking.
  - J-mouldings shall be applied to close any gaps between siding profile and corner covers or window/door surrounds.



*Examples of Dwelling Clad Primarily with Vinyl Siding*

**iii) Colours**

A sufficient variety of exterior colour packages shall be offered by the Builder to avoid monotony within the streetscape. Individual exterior colour packages should combine to create a visually harmonious streetscape appearance. In this respect, jarring colour contrasts will be discouraged. Exterior colours shall display the following design criteria:

- Compatible material colours are required within each individual colour package.
- Adjacent and/or directly opposite dwellings shall not have the same main wall cladding colour. Identical colour packages shall not exceed 30% of a street block and should be separated by at least 2 dwelling units.
- The use of an accent colour for brick detailing such as lintels, bands or quoins, should be subtly different from and complementary to the colour of the main façade brick.
- The roof shingle colour should complement the colour of the primary wall cladding. The use of light coloured shingles, such as white or light grey, shall be avoided.
- The use of trim colours which are the same or directly similar to the dominant wall cladding colour is discouraged.
- All flashing is to be prefinished to match the roof or adjacent wall cladding colour.
- Refer to examples of “Sample Board” & “Colour Schedule” below. Builders should follow this format in the preparation of their proposed colour packages for submission to the Control Architect.



*Example of colour sample board*

PROJECT NAME / BUILDER NAME				
Material Item	Manufacturer	Package #1	Package #2	Package #3
Brick				
Stone				
Stucco (Main)				
Stucco (Accent)				
Siding				
Roof Shingles				
Aluminum Raingoods				
Entry Door Paint				
Garage Door Paint				
Trim Paint				
Shutters				
Railings				
Windows				
Mortar Tint				

**General Notes:**

1. This chart indicates the typical materials and colours which shall be identified by the Builder where applicable.
2. The number of colour packages required for each Builder shall be determined on a project by project basis.
3. All exterior colour selections are subject to approval by the Control Architect.
4. All roof vents and flashings to be prefinished or painted to match roof colour.

*Example of exterior material and colour schedule*



**3.4.7 Architectural Detailing**

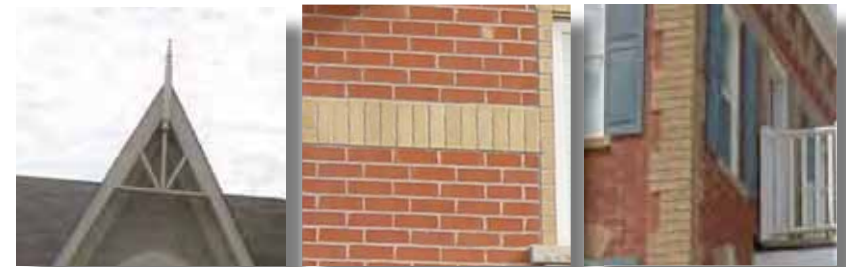
- New dwellings should be designed to incorporate appropriate architectural detailing to avoid monotonous and uninteresting façades.
- All detailing should be consistent with the architectural style of the proposed dwelling. Detailing should be subtle and sincere rather than contrived and gaudy.
- A high standard of architectural detailing is expected for dwellings within the subject lands to suit the architectural style, including:
  - Cornice / frieze board treatments;
  - Upscale coach lamps for entrances and garages;
  - Decorative address plaques;
  - Large diameter porch columns;
  - Generous use of precast stone elements;
  - Moulded detailing (i.e. Canamould, Fypon, etc.);
  - Decorative metal railings;
  - Good quality garage doors (see section 3.5);
  - Overall use of high quality materials and crafting.
- All masonry detailing should be accentuated by projecting about 12mm from the wall face, where possible.
- A frieze board (or brick soldier course cornice) is required on all publicly exposed elevation returning a minimum of 1200mm along non-exposed elevations.
- Where masonry detailing (i.e. brick soldier course banding and/or stone sills) occurs on the front elevation of primarily masonry clad dwellings, it must return a minimum of 1200mm along the sidewall elevations.
- Each dwelling design shall include materials and detailing characteristic to the architectural style of the dwelling on all publicly exposed elevations. Where a dwelling elevation has reduced visibility from the public realm (i.e. sides and rears) the level of building detail may be simplified.



Frieze board

Window surrounds

Lintel/headers

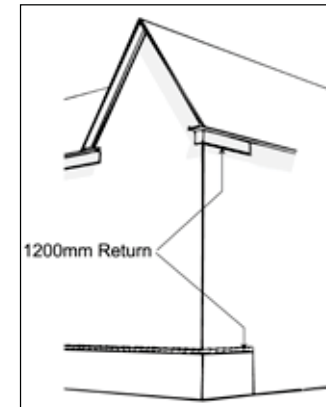


Gable post

Soldier coursing

Quoining

Some examples of architectural detailing which help to add character to the dwelling design



Front **façade** detailing (i.e. stone, stucco, frieze/cornice) shall return a minimum of 1200mm along the side wall

**3.4.8 Municipal Address Signage**

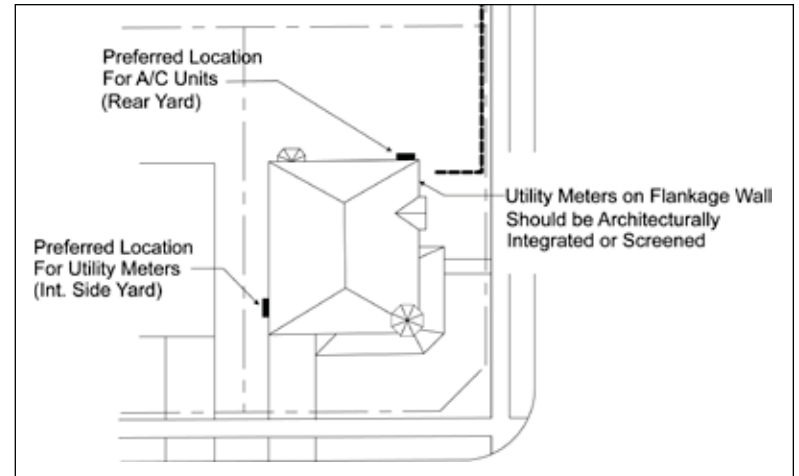
- A coordinated approach to municipal address numbers shall be provided by the builder. The design of the address plaque should be complementary to the character of the dwelling and reflect the image of the community.
- The municipal address shall be located prominently on the front facade of the dwelling. It is critical that the municipal address is legible from the street, particularly in emergency situations. For this reason the following criteria shall apply:
  - The municipal address shall be located prominently on the front façade of the dwelling or garage in a well-lit area.
  - Numbering shall be a minimum of 100mm tall and in a simple, legible font face using high contrast light and dark colours between the numbers and background for maximum legibility.
- Acceptable designs include:
  - Etched masonry plaques set into the wall cladding;
  - prefinished plaques set in a bezel.



Conceptual examples of municipal address plaques

**3.4.9 Utility And Service Elements**

- To reduce their visual impact, utility meters or service connections for hydro, water, natural gas, telephone and satellite should be discreetly located away from public view, preferably on a wall that is perpendicular to the street and facing an interior side yard.
- For townhousing, utility meters should be recessed in to the wall where permitted by the local utility company, or screened from public view. Care should be taken in the design of recessed utility meters to ensure they are not located in areas that can be enclosed by homeowners, rendering them inaccessible.
- For corner lot dwellings, utility meters should be located on the interior side wall; where utility meters must be located on flanking walls exposed to public view, they should be located to reduce their visibility from the street and receive appropriate screening.
- The location and method of screening utility meters shall at all times be in compliance with the requirements of the local utility company.
- Air conditioning units should not be located in the front yard of any dwelling. They may be considered in flankage yard provided they are adequately screened from street view through use of fencing or landscaping.



Utility meters and service elements shall be located away from public view



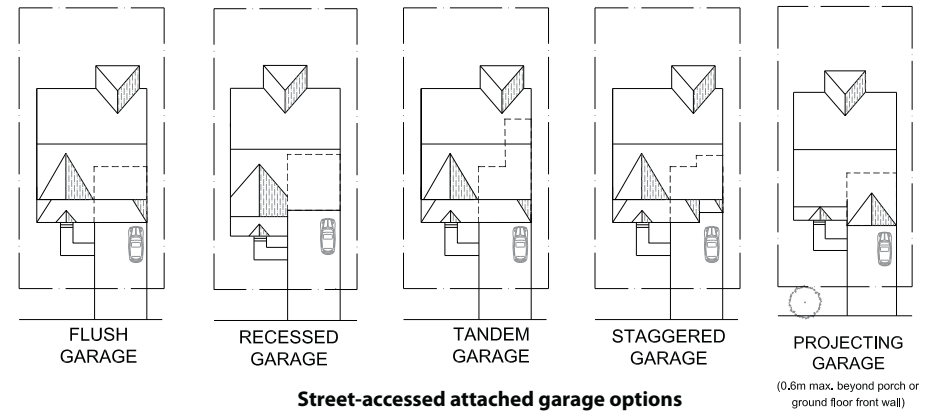
For Townhouses and other higher density forms, utility meters should be architecturally integrated or screened

### 3.5 GARAGES AND DRIVEWAYS

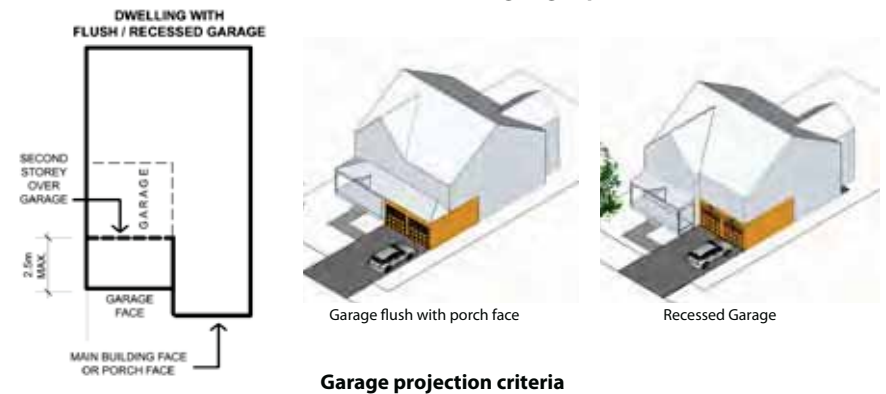
#### 3.5.1 Attached Garages

While the intention is to move towards a pedestrian-oriented society, it is understood that vehicles still play an important role. One of the prime objectives in creating a safe, attractive and liveable community is to minimize the visual impact of garages and driveways on the residential streetscape. The following general design criteria for the treatment of street accessed attached garages shall apply:

- All garage projections, dimensions, riser encroachments, etc. shall be designed in accordance with the requirements of the applicable Zoning By-law.
- Attached garages should be complementary in character and quality to the principal dwelling.
- Attached garages shall not dominate the massing of the dwelling. This can be achieved by:
  - giving the habitable portion of the dwelling a larger and more dominant mass;
  - integrating the garage into the main massing of the dwelling;
  - positioning the main front wall and porch face closer to the street than the garage.
- A variety of typical attached garage options will be encouraged including:
  - garages flush with the porch or main wall face;
  - garages recessed behind the porch or main wall face;
  - tandem garages;
  - staggered garages;
  - garages with a 0.6m max. Projection beyond the porch or main wall face.



Street-accessed attached garage options



Garage projection criteria



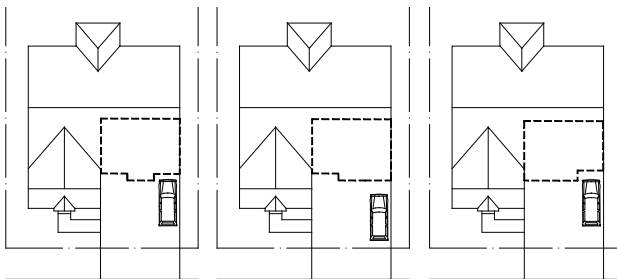
Garages should not dominate the streetscape and their design should be complementary to the dwelling design

- Street-facing garages shall generally not project beyond either the main front wall or porch face. Exceptions to this may be considered on a limited basis subject to the following:
  - The garage may project a maximum of 0.6m in front of the main front wall or porch face on up to a maximum of 20% of dwellings any street block where it can be demonstrated that the resulting design will be beneficial to the overall streetscape appearance.
  - Dwellings on lots with frontages between 11.0m-12.0m or on lots greater than 13.0m frontage shall not be permitted to have projecting garages.
  - Dwellings on shallow depth lots (less than 30m) shall not be permitted to have projecting garages.
- Where a second storey habitable room is located above the garage (at least 60% of the garage's width), it shall not be set back more than 2.5m. Dwelling designs with the second storey wall face flush with the garage wall face below should be



avoided unless an appropriate design treatment is provided to create a visual break (i.e. a boxed-bay window; an intermediate roof; or other elements appropriate to the architectural style of the dwelling).

- Garage widths should be in proportion to the width of the lot and in accordance with the zoning by-law.
- Storage areas within the garage are encouraged. This can be achieved by designing deeper garages or providing storage niches along interior side walls of the garage.
- Where 2-Car garages are permitted, the use of single bay (2.4m wide) garage doors separated by a pier, rather than a double wide (4.8m) single garage door is preferred in order to break down the horizontal scale of the garage.
- Consideration may be given on a very limited basis to the use of a double wide (4.8m) single garage door where the door set into a niche (porte-cochere) and is patterned to appear as 2 single doors.
- Where triple-car wide garages are permitted (lots with frontages of 18.3m or greater), one bay of the garage should be located approximately 0.6m-1.2m behind the adjacent garage bay(s) to allow for a variety of wall and roof massing and material design. Articulation of the garage wall face should occur in a variety of configurations.
- A variety of upgraded garage door styles are required throughout the community.



Variety of 3-car garage wall articulation



Image of 4.8m wide garage door patterned to appear as 2 single doors



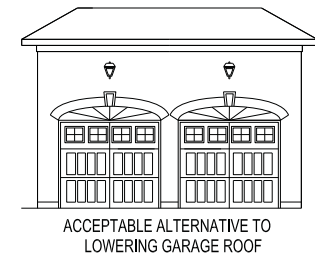
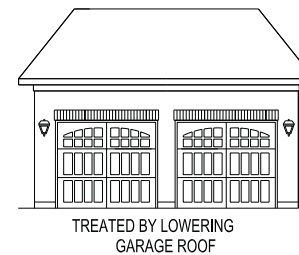
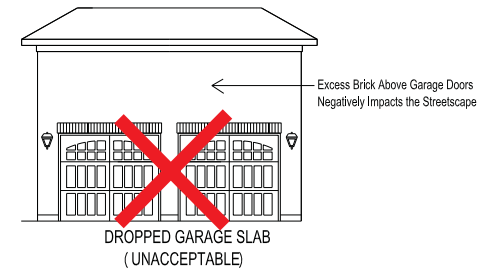
Images of upgraded garage door styles

The streetscape should include a combination of garage door styles to avoid repetition and dominance by a single door type.

- Garage doors shall be sectional (roll-up), panelled and have a variety of header/lintel treatments above.
- Glazing in overhead garage doors is required, except on rear laneway garages.

### 3.5.2 Criteria for Dropped Garage Conditions

- Dropped garages generally occur where rear-to-front sloping grade conditions exist. This often creates “top-heavy” garage massing resulting from additional wall height between the garage door opening and the soffit. Where the slab of the garage drops more than 600mm below what is indicated on the working drawings, an alternative design treatment must be submitted for architectural review and shown on the streetscape. The preferred alternative design treatments for dropped garages include:
  - lowering the garage roof;
  - providing additional detailing or brick banding and soldier coursing above the garage doors;
  - adding a habitable scale window above the garage doors;
  - increasing the height of the garage door;
  - providing arched headers above the garage doors;
  - repositioning light fixtures above the garage doors.



Example of dropped garage conditions / solutions

### 3.5.3 Rear Lane Garages

In key areas of the community rear lane townhouses have been provided to remove garages and driveways from these important streetscapes. The following general design criteria for the treatment of rear lane garages shall apply:

- Rear lane garages may be detached from the dwelling or attached with a breezeway.
- The siting of rear lane garages should be as close to the minimum setbacks as possible to maximize the rear yard amenity area.
- Rear lane garages shall be complementary to the principal dwelling in terms of materials, colours, massing, character and quality. The use of siding as a main cladding material is acceptable for garages with a low degree of public visibility (i.e. not on corner lots).
- Garages shall be designed and arranged to provide an attractive visual environment within the rear lanescape. The elevation facing the lane should be enhanced by using traditional style garage doors; gables, cupolas or dormers are also encouraged where appropriate.
- Garage doors should be sectional roll-up type. Due to tighter vehicular turning manoeuvres when entering the garage from the lane, it is recommended that double wide (4.8m) single garage door be used for 2-car garages.
- A 2-car garage or a single-car garage with an open parking pad to the side shall be provided for all rear lane townhouses.
- Parking pads are permitted beside the rear yard garage for interior lots but are not permitted between the rear yard garage and a flankage lot line. Parking pads should be screened from the rear yard by a fence.
- Pairing of garages within the laneway should occur wherever feasible.
- Rear lane garages on corner lots or adjacent to other high exposure lots (such as walkways, parks open space, etc.) shall be of increased design quality consistent with the main dwelling. This will include: additional fenestration; introduction of gables and trim detailing; main wall cladding which is the same as the main dwelling.
- The municipal address shall be provided on the garage in a well lit location facing the lane.
- Lighting should be mounted above or to the sides of the garage doors.
- Habitable space or an apartment provided above an attached rear yard garage is permitted, subject to zoning restrictions, and is encouraged for its beneficial overlook effect on the lane.



**Dwellings with rear-accessed garages contribute to the streetscape appearance in key areas of the community**



**Rear accessed rear yard garage (corner treatment + habitable space above garage)**

### 3.5.4 Driveways

- Generally, the pairing of driveways is desirable in order to maximize the green space between garages (landscaped courtyard) and maximize on-street parking. However, under certain circumstances the use of unpaired driveways can assist in: placement of street furniture / servicing facilities; maximizing the number/spacing of street trees; lessening the impact of adverse grade conditions on the dwelling design; reducing the need for retaining walls.
- Driveway locations shall be predetermined on the landscape and site servicing plans and approved by the Town.
- The frequency and width of curb cuts should be kept to a minimum.
- Driveway widths shall not exceed the width of the garage.
- Where 3-car garages are permitted (18m lot frontages or greater), the driveway width should taper at the street line to 6.5m.
- Driveways for dwellings adjacent intersections, transit stops, public walkways, open space and other non-residential land uses should be located as far from the adjacent use as possible.
- Driveway slopes between garage and street shall keep to municipal standards, and are encouraged to be as shallow as possible. Reverse driveway slopes are not permitted.
- Driveways located at the top of T-Intersections are encouraged to be located to the outside of the pair of dwellings which terminate the view, when possible, depending on grade conditions.
- Adjacent driveways at cul-de-sac and street elbow locations should be designed to eliminate overlap between the property line and the curb.
- All driveways shall be finished with a hard surface paving material. Use of permeable paving materials (interlock pavers) is encouraged.
- For dwellings designs incorporating a 1-1/2 car garage (single garage door with integrated internal storage area) an area between the driveway and the front lawn should be constructed of interlock pavers to allow 2 cars to park side by side on the driveway but to limit the negative visual impact of excessive asphalt.



### 4.0 DESIGN CRITERIA FOR PRIORITY LOT DWELLINGS

Priority Lot Dwellings are located prominently within the neighbourhood, as shown on the Priority Lot Map.

Special consideration for the siting, architecture and landscaping of buildings on these 'priority lots' is required so they can act as landmarks and help to establish visual reference points within the neighbourhood.

Priority lot dwellings include:

- dwellings facing Sharon Temple;
- dwellings facing Civic Centre
- dwellings flanking the Spine Road;
- gateways dwellings;
- corner lot dwellings (primary/secondary);
- view terminus dwellings;
- dwellings requiring upgraded rear / side architecture due to public exposure;
- community window / community edge dwellings;
- new dwellings interfacing with existing dwellings.

- ▲ - Gateway Dwellings
- - Dwellings Flanking Spine Road
- - Corner Dwellings Primary
- - Corner Dwellings Secondary
- T - View Terminus Dwellings
- - Upgraded Rear and Side Architecture

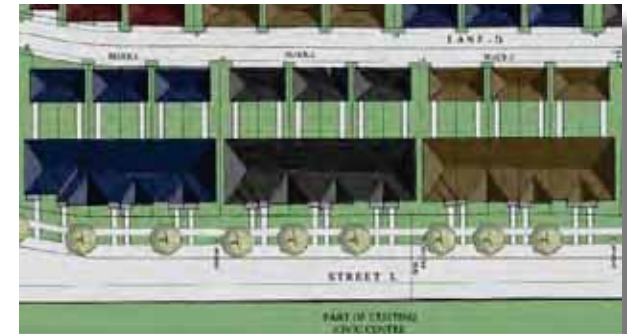


FOCAL LOT MAP

### 4.1 DWELLINGS FACING THE SHARON TEMPLE

New residential development west of the Sharon Temple will occur as lane-based townhousing in order to avoid having garages, driveways and associated vehicular activity facing this important heritage feature. In addition to the design criteria for Townhouses (Section 3.2.3) the following design criteria will apply:

- Townhouse dwellings facing the Sharon Temple shall be limited to 2 storeys maximum.
- Block sizes should not exceed 6 units per townhouse block.
- Garages and driveways shall not be oriented towards the Sharon Temple.
- Building main entrances (front doors) shall face the street and be connected to the public sidewalk with a walkway.
- Finished floor heights should be kept to an absolute minimum above finished grade to minimize any visual impact of these dwellings upon the Sharon Temple. Floor heights should not exceed 2.74m.
- Buildings should be sited close to the front lot line (3.0m minimum setback) to support an active pedestrian environment.
- Covered front porches with sufficient size to comfortably accommodate seating (min. depth of 1.5m) are encouraged.
- Elevated entrances and main floors will not be permitted. A maximum of 3 risers to the porch will be permitted.
- Roof form for dwellings facing the Sharon Temple should be not exceed 6:12 (front-to-back pitch) in order to keep the ridge low and minimize visual impact of new housing.
- Local vernacular heritage-based architecture is encouraged.
- Materials and colours that are harmonious to the local heritage context should be selected. Where brick is proposed it should display heritage tones and textures. The use of vinyl siding as the main cladding material is not permitted. However, the use of prefinished wood (i.e. Maibec) or cement-fibre siding (i.e. Hardie) is an acceptable high quality alternative that is appropriate to the local context.
- Mitigation of negative impacts upon the Sharon Temple associated with new development will also be addressed through provision of a berm and naturalized landscape buffering along the west side of the Temple site and installation of street lighting with baffles to direct lighting away from the Temple as outlined in the Sharon Village Urban Design Guidelines (November 2009) and the Sharon Temple Heritage Impact Assessment (May 2009).



Conceptual siting of lane townhouse blocks



Heritage-inspired architecture, materials and colours are required



Conceptual elevations of lane townhouses facing the Sharon Temple

## 4.2 DWELLINGS FACING THE CIVIC CENTRE

The requirements for new residential development west of the Civic Centre are similar to that for dwellings facing the Sharon Temple. These dwellings will also occur as lane-based townhousing in order to avoid having garages, driveways and associated vehicular activity facing the Civic Centre. In addition to the design criteria for Townhouses (Section 3.2.3) the following design criteria will apply:

- Townhouses facing the Civic Centre shall have 2-3 storey building massing;
- Consideration may be given to townhouse blocks that provide a combination of 2 storey end units and 3 storey central units to create a 'manor house' appearance.
- Block sizes should not exceed 6 units per townhouse block.
- Garages and driveways shall not be oriented towards the Civic Centre.
- Building main entrances (front doors) shall face the street and be connected to the public sidewalk with a walkway.
- Buildings should be sited close to the front lot line (3.0m minimum setback) to support an active pedestrian environment.
- Covered front porches and/or raised balconies with sufficient size to comfortably accommodate seating (min. depth of 1.5m), are encouraged.



Conceptual images of lane townhouses facing the Civic Centre



### 4.3 DWELLINGS FLANKING THE SPINE ROAD

The north-south Spine Road plays an important role in tying together the various neighbourhoods within the community and its character should support a pedestrian environment. Care has been taken during the community planning stage to remove driveways and garages from the Spine Road streetscape by providing corner lot flankages rather than direct fronting lots.

A combination of special housing forms, public/private realm landscaping initiatives, fencing options and street furniture elements designed specifically for the Spine Road will be provided to create a unique streetscape character. Given the importance of the design of the Spine Road, it is recommended that the Control Architect and Town urban design staff collaborate on the review of development proposals to ensure public and private design elements are properly coordinated.

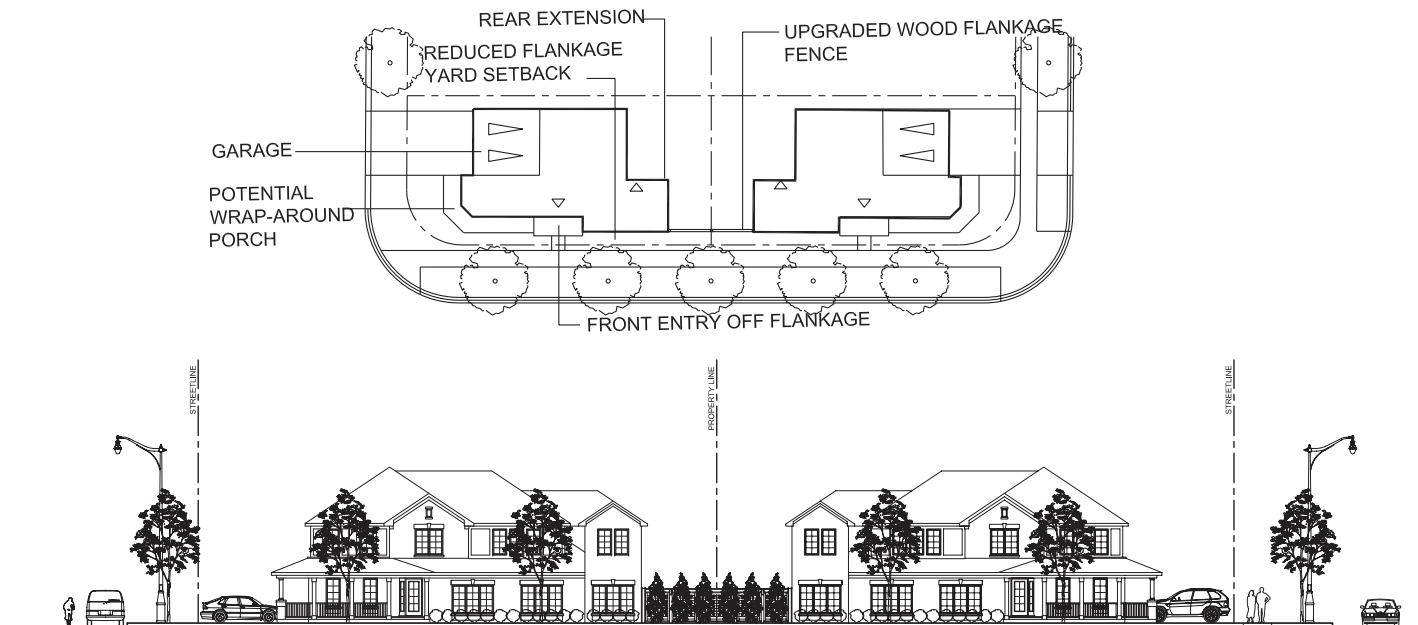
In addition to the design criteria for Corner Lot and Gateway Dwellings (Sections 4.4 and 4.5) the following design criteria will apply:

- Residential building façades shall be appropriately designed and sited to foster attractive, safe and active streetscape.
- Built form along the Spine Road will be defined by buildings sited close to the street edge.
- 2 - 3 storey building massing should be provided; bungalows should be avoided.
- Building setbacks from the Spine Road should be minimized to the extent feasible (special zoning provisions are recommended to implement this objective).
- Garages and driveways shall be oriented away from the Spine Road for all flankage dwellings.
- Building elevations facing the Spine Road shall be highly articulated, contain ample fenestration and employ high quality building materials. Materials and colours will be coordinated to complement the enhanced design of the public realm in this location.
- Heritage-based architectural elements should be provided in the design of these important buildings.
- Building main entrances (front doors) shall face the Spine Road and be connected to the public sidewalk with a walkway.
- Provision of a wraparound porch, side-facing porch, portico, canopy or recessed entrance should be included in the design of the flankage elevation.
- Coordination of housing types on adjacent flankage lots will be required. In this regard having identical models / elevations adjacent to each other will be permitted.



Conceptual images of dwellings facing the Spine Road

- A variety of innovative building designs and landscape treatments should be explored for these dwellings to promote an attractive, active, pedestrian-friendly streetscape with a unique sense of place within the community. Special zoning provisions are recommended. For example, consideration may be given to allow the rear portion of the dwelling to extend up to 3 metres into the minimum rear yard and to permit the rear portion of the building facing the exterior side yard to encroach within 1.5 metres of the exterior side lot line. This would provide the benefit of:
  - “Pinching” the view corridor into the rear yards from the Spine Road by extending a rear yard bay element (this is an optional design element and not always required). Other architectural design concepts will be considered and may include rear yard loggias, rear balconies, etc.
  - Shortening runs of rear yard privacy fencing between the rear walls of adjacent flankage dwellings.
  - Discouraging privacy fencing to extend beyond the rear corner of the dwelling in front of windows, doors and other architectural features.
  - Providing built form close to the street edge while maintaining adequate setbacks to dwelling entrances.
- The location and design of flankage yard privacy fencing and landscaping should be carefully considered to enhance the pedestrian experience along the Spine Road.
- Upgraded privacy fencing should be provided along the Spine Road and may include trellis elements. The amount of fencing along the flankage yard exposed to the Spine Road should be minimized.
- Special landscaping initiatives will be provided, occurring within the public and private portions of the Spine Road streetscape.
- Landscape design for Spine Road flankages should be coordinated with dwellings designs and shall take into account mail box / bus stop locations, street furniture and public seating opportunities.
- The design of all fencing and landscaping within the Spine Road streetscape will be provided by the consulting landscape architect for the community and detailed within the Landscape Plan for approval by the municipality.

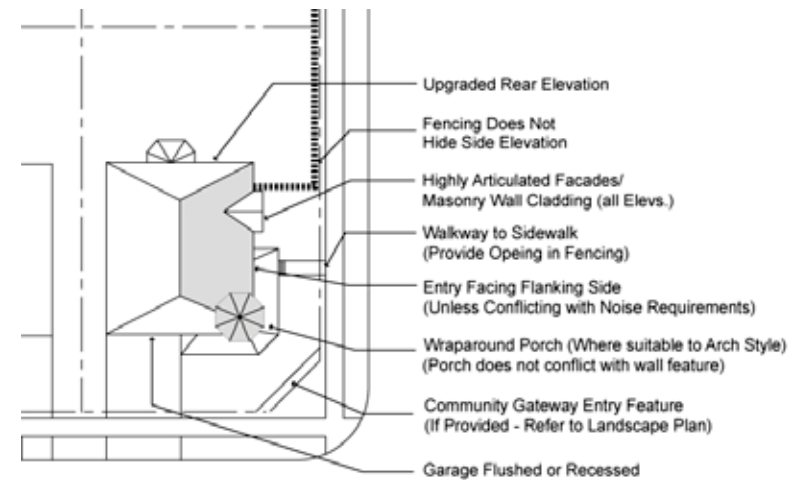


Conceptual images of dwellings facing the Spine Road

#### 4.4 GATEWAY LOT DWELLINGS

Gateway Dwellings are located at the main points of entry to the community from Mount Albert Road and Leslie Street. It is paramount that their design convey a positive character and high standard of design quality to those who will enter or pass by the community. In addition to the design characteristics of Corner Lot Dwellings (refer to Sec. 4.4), the design of Gateway Dwellings shall conform to the following :

- All elevations of the Gateway Dwelling exposed to public views should be of a similar upscale character and quality.
- Gateway dwellings shall be masonry-clad on all elevations. The use of stone accents will be encouraged.
- The design of a Gateway Dwelling should include distinctive built form at the corner such as added height or architectural elements consistent with the dwelling's architectural style. This may include a projecting bay, single storey extension or other design feature.
- Detailing could include large, well proportioned windows, shutters, precast details, masonry detailing, quoined corners or masonry chimneys where appropriate.
- The main entry should be oriented to the higher order street or to the daylight triangle unless this conflicts with noise attenuation requirements or with a community entry gateway feature.
- The garage face should be recessed or flush with the adjoining wall or porch face.
- Porches, projecting bays or other extensions should not encroach on any adjacent community gateway entry feature.
- Dwelling design, colours or materials should be consistent with or complementary to any adjacent community gateway entry feature, if provided.
- The use of enhanced landscaping or planting will be encouraged for Gateway Dwellings.



Conceptual plan view of Gateway Dwelling



Gateway Dwellings shall be designed with high degree of articulation and detailing



### 4.5 CORNER LOT DWELLINGS

Corner Lot Dwellings have two facades fully exposed to the public realm and play a significant role in setting the architectural image, character and quality of the street. Notwithstanding the zoning by-law definition for corner lots, Corner Lot Dwellings (as identified on the Priority Lot Map) include both corner lots at intersections and corner lots at 'street elbows'. The design of Corner Lot Dwellings should include the following :

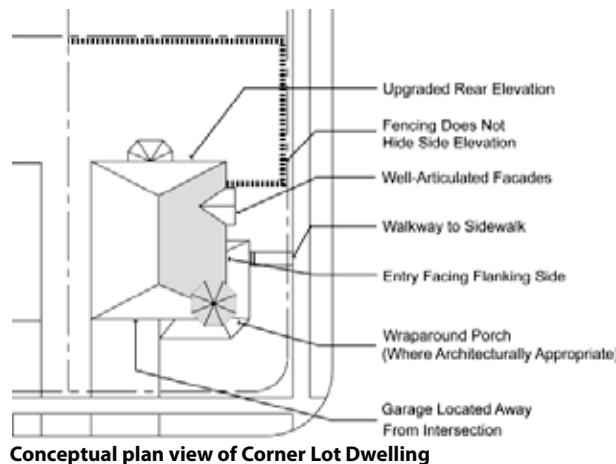
- Dwelling designs must be appropriate for corner lot locations. Dwelling designs intended for internal lots will not be permitted.
- Both street frontages for corner lot dwellings shall have equivalent levels of architectural design and detail with attention given to the dwelling's massing, height, roof lines, apertures, materials and details.
- Architectural design elements required for Corner Lot Dwellings include:
  - entry portico or porch on the long side of the dwelling (required for Primary Corner Lot Dwellings; optional for Secondary Corner Lot Dwellings).
  - well proportioned apertures for doors and windows, located to create well balanced elevations.
  - wall projections along the flanking wall face.
  - gables, dormers, eyebrow window or other appropriate elements to enhance the roof form.
  - enhanced rear elevation detailing and windows, equivalent to the street facing elevations.
- For Primary Corner Lot Dwellings (refer to the Priority Lot Map) the main entry to the dwelling shall be located on the long elevation facing the flanking street.
- For Secondary Corner Lot Dwellings (refer to the Priority Lot Map) main entries facing the front lot line may be considered. Where the dwelling design has the main entrance within the building face at the shorter side of the lot, the design of the flanking face will include a projecting bay, turret / tower or other appropriate design feature.
- The main entry from the flanking elevation should be connected by a walkway to the sidewalk and the driveway.
- Identical elevations on abutting or directly opposite corner lots are discouraged.
- A privacy fence should be provided to provide screening to the rear yard from the flankage street.



Primary Corner Lot Dwelling with entry facing flanking side lot line



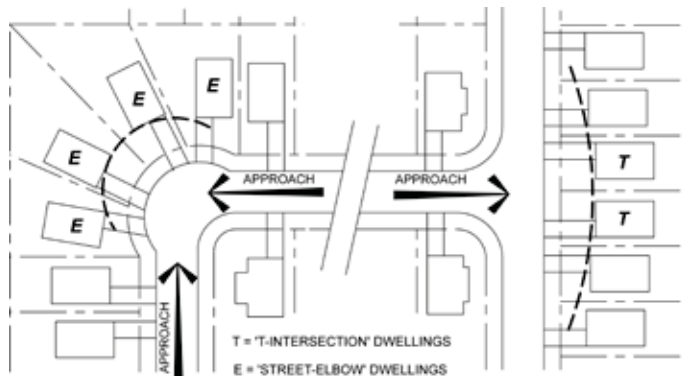
Secondary Corner Lot Dwelling with entry facing front lot line



### 4.6 VIEW TERMINUS DWELLINGS

View Terminus Dwellings typically occur at T-intersections and at street elbows. These dwellings terminate an axial view corridor and should receive enhanced architectural design and landscaping treatment. The dwellings on the corner lots opposite the T-Intersection dwelling should frame the view from the street. Guidelines for View Terminus Dwellings are as follows:

- Where lot depths permit, View Terminus Dwellings are encouraged to have a greater front yard setback than adjacent dwellings.
- Where grade conditions permits, driveways for paired View Terminus Dwellings should be located to the outside of the lots to provide opportunities for increased landscaped treatment, reduce the visual impact of the garages on the axial view and create a stronger architectural image.
- View Terminus Dwellings should provide visual interest through the use of distinctive architectural features which may include: projecting bays, gables, stone accents, ample fenestration, etc. to provide an attractive view terminus.



Conceptual plan view of View Terminus Lots

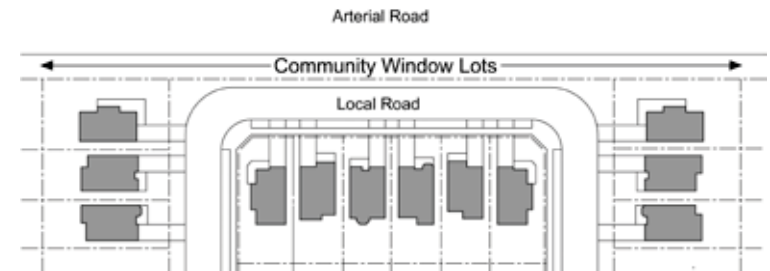


Conceptual images of View Terminus Dwellings

### 4.7 COMMUNITY WINDOW DWELLINGS/COMMUNITY EDGE LOTS

Local roads which are parallel and adjacent to Mount Albert Road will create a framed view into the community and are important in establishing the overall character of the community to residents and passersby. Dwellings in these locations are referred to as Community Window Dwellings.

- These dwellings are highly visible within the public realm and shall have a high degree of architectural detailing consistent with the architectural style of the dwelling, such as large, well proportioned windows, a projecting bay, or other design feature to reflect their visual prominence.
- The use of masonry building materials shall be predominant within the streetscape.
- Dwellings which flank onto an arterial road will be considered Community Window Dwellings. The design of these dwellings shall be consistent with the requirements of Corner Lot Dwellings and shall be all-masonry.



Conceptual plan view of Community Window Dwellings



Conceptual image of Community Window Dwellings

#### 4.8 DWELLINGS WITH EXPOSED REAR & SIDE YARD ARCHITECTURE

Where a dwelling's side or rear elevations are exposed to the public realm, they require enhanced design treatment, having detail and quality consistent with the street-facing elevation. This will include dwellings backing or flanking onto parks, schools, the storm water pond, open space, public walkways, commercial, etc.

- Applicable enhancements on the exposed elevations could include the following:
  - Bay windows or other additional fenestration, and enhancement of windows with shutters, muntin bars, frieze board, precast or brick detailing.
  - Gables within the roof.
  - Wall projections to articulate the exposed facade.
  - Casement windows with muntin bars.
  - Trim and brick detailing consistent with the front facade.
- Where a long row of rear elevations is exposed, rear façades should include variation in rear yard building setback.
- Upgraded side elevations will be required where extreme stepping of units occurs due to street curvature which cause the side wall of the dwelling to be exposed to public view. The addition of windows or other wall detailing may also be requested.
- Where dwellings back onto heavily treed open space areas that have limited public visibility and are not part of a public trail system, rear elevation upgrading will not be required. This determination will be made by the Control Architect in consultation with Town staff prior to builders offering homes for sale within the community.



Example of upgraded side elevation



Example of upgraded rear elevations



Example of upgraded rear elevations



### 4.9 INTERFACE WITH EXISTING RESIDENTIAL

New residential development will occur directly abutting existing developed residential areas within the community through the extension of David Wilson Trail, Civic Centre Drive and Whitebirch Lane and a small pocket along the north side of Mt. Albert Road. While it is recognized that existing homes within the area were typically constructed on estate sized lots with private services and with very generous yard setbacks, care should be taken to avoid a jarring visual contrast in character through the use of the following design principles:

- New lots should be sized to provide compatibility and create a smooth transition between new and existing residential development areas.
- Wherever feasible, interface between new lots and existing lots should occur along the rear lot line.
- For interface lots sharing a side lot line and having frontage on the same street, setback variation between new and existing dwellings should be minimized to create a smooth transition.
- Generally, front yard building setbacks for new dwellings in close proximity to existing dwellings should be greater than the minimum permitted by the zoning by-law in order to provide a smooth transition of front yard depths between new and existing development. Front yard setback transitioning should occur over 2-3 lots, where feasible.
- New buildings should be designed and sited in a manner that complements the existing built form.
- The following pages show examples of desirable relationships between new and existing dwellings together with photos of existing dwellings beside where new dwellings will occur. Setback dimensions are to be considered as approximate only and provided for guidance in the design and siting of new dwellings in these locations.



David Wilson Trail



Civic Centre Drive



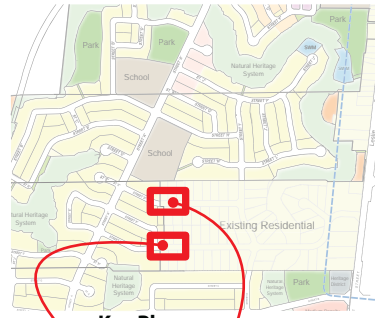
Existing housing character in transitional areas



Civic Centre Drive



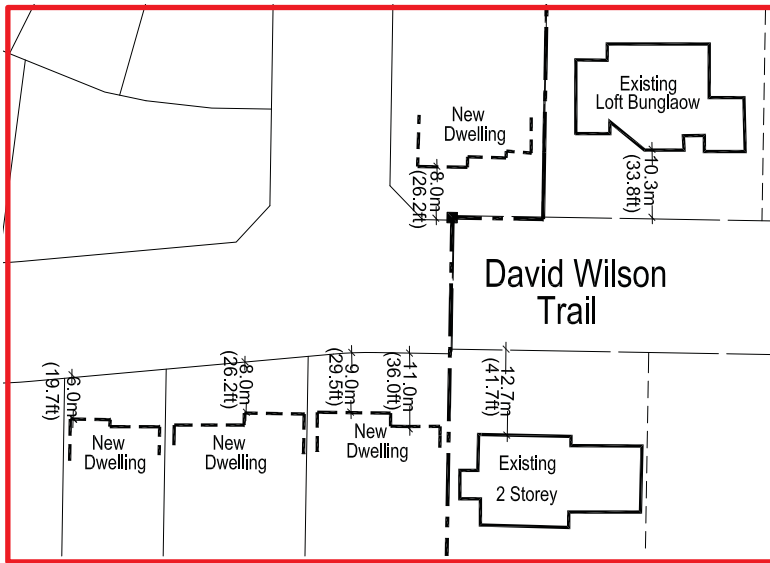
Existing bungalow with loft - north side of David Wilson Drive.



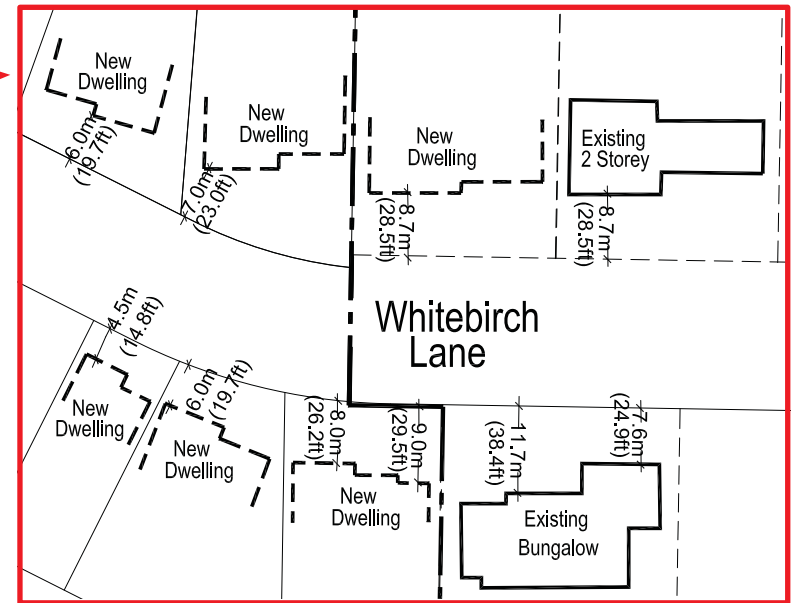
Key Plan



Existing 2 storey dwelling - north side of Whitebirch Lane.



Setback strategy for new dwellings at David Wilson Trail.



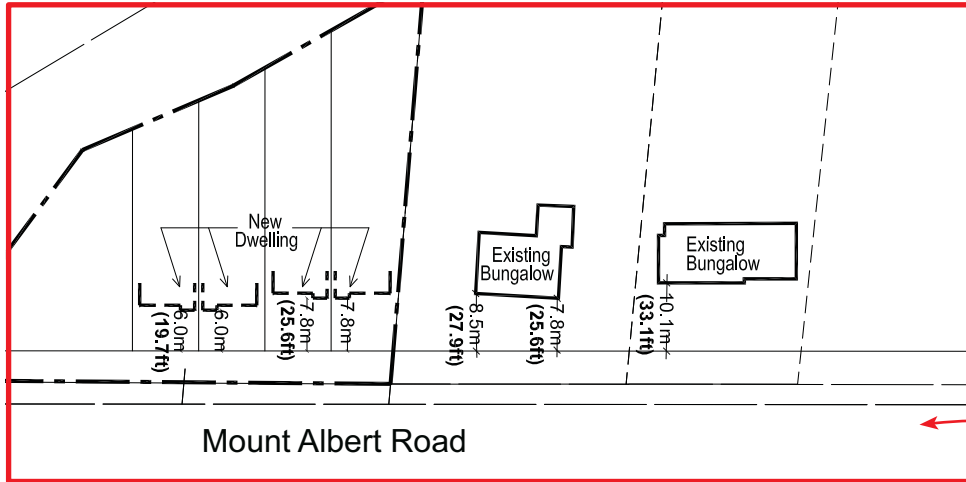
Setback strategy for new dwellings at Whitebirch Lane.



Existing 2 storey dwelling - south side of David Wilson Drive



Existing bungalow - south side of Whitebirch Lane.



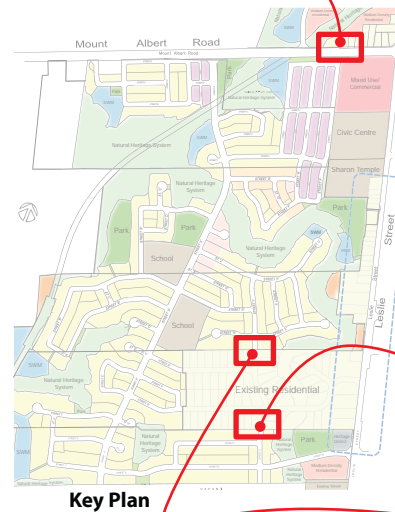
Setback strategy for new dwellings at Mount Albert Road.



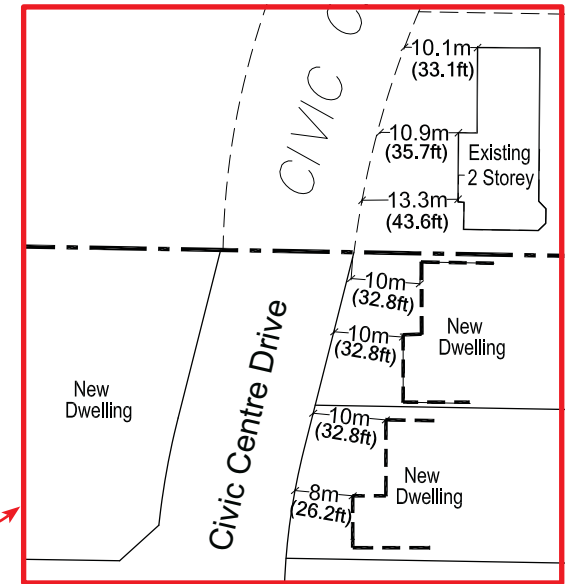
Existing bungalow - west side of Civic Centre Drive



Existing bungalows - north side of Mt. Albert Road



Key Plan



Setback strategy for new dwellings at Civic Centre Drive

**NOTE:** At the north end of existing Civic Centre Drive interface between existing and proposed new dwellings will occur along rear lot lines, therefore, no setback strategy is required.



## 5.0 DESIGN CRITERIA FOR HERITAGE DISTRICT, MIXED-USE / COMMERCIAL AND INSTITUTIONAL DEVELOPMENT

### 5.1 HERITAGE DISTRICT DEVELOPMENT

A site at the main southern entrance to the community has been designated as a "Heritage District Policy Area" due to location and relationship within the existing heritage corridor of Leslie Street which helps to define Sharon's rural 'village' character. This gateway site is important in enhancing and revitalizing the character of the community and establishing built form appropriate to its heritage context. The site and its built form shall be designed in a manner which is sensitive to its physical context within the Leslie Street streetscape and respects the heritage goals of the community. Development of this site may occur as commercial, residential or mixed-use (live-work).

The Town is presently conducting a "Heritage District Study" for new development and re-development along Leslie Street between the Sharon Public School and the Sharon Temple. Notwithstanding the architectural design objectives stated below, the final recommendations of the "Heritage District Study" will apply to any development proposed for this subject site. Design objectives include:

- The building should be located close to the corner with its principal facades addressing both Leslie Street and the east-west collector road (Street B).
- Building facades should be designed to create an attractive, rural streetscape appearance.
- Vehicular access to the site should be from Street B, located as far a feasible from the intersection.
- Garages should not face the street. Parking areas should be located at the rear or side of the building; where visible to the street they should be given a landscape screening treatment.
- The building should have 1-1/2 to 2 storey massing in order to relate to the existing built form character of the area. If a 3rd storey is proposed it should be incorporated within the roof form as a loft space or otherwise stepped back from the principal facade.
- Building architecture, style, massing, materials, colours, signage should be selected based upon the ultimate use of the building and adherence to local vernacular precedents.
- Main entrances should be ground-related and wheelchair accessible.
- The main building entrance shall face the street and be connected to the public sidewalk with a walkway.
- A covered entrance that emulates a porch or portico treatment should be provided

facing Leslie Street to provide a comfortable pedestrian environment.

- Loading, service, garbage areas and utility meters should be located away from public view and should be integrated into the building design or screened to minimize negative impacts.
- Utility meters, transformers and HVAC equipment should be located away from public views. Rooftop mechanical equipment shall be screened from ground level view by integration into the roof or a parapet.
- The Town of East Gwillimbury should call upon the design review services of the Control Architect during their Site Plan Approval process.



Existing dwelling on Leslie Street immediately north of subject site



Conceptual sketch of possible heritage character for subject site

## 5.2 MIXED-USE / COMMERCIAL DEVELOPMENT

A mixed-use / commercial site is located at the southwest corner of Mount Albert Road and Leslie Street where access and visibility from the major arterial roads will contribute to its economic viability and to a sense of community identity. Although this site is located on a non-participating landowner's property, outlined below are general design guidelines and principles for mixed-use / commercial development intended to provide guidance in the preparation of the detailed design proposal for this site. The Town of East Gwillimbury should call upon the design review services of the Control Architect during their Site Plan Approval process.

### 5.2.1 General Design Criteria

- The design of successful and attractive mixed-use developments hold in common several characteristics, including:
  - buildings adjacent to the street edge;
  - well-articulated street façades which provide visual interest to pedestrians;
  - prominent display windows;
  - building entrances that are directly accessible from the adjacent street;
  - lay-by street parking in front of buildings;
  - on-site parking areas that do not dominate street frontages;
  - minimum two storey height;
  - mix uses vertically within the building;
  - pedestrian-supportive building scale; and
  - signage that is incorporated into the building and/or landscape design (including signage which may be perpendicular to the building face).
- Where appropriate, strive to create mixed-use opportunities (retail, office, service, residential) that will draw from a more varied group of users at different times of the day within the neighbourhood or beyond.
- Establish a 'village' character with a strong built form relationship to the surrounding streets (Leslie Street & Mount Albert Road) through minimum building setbacks, accessibility to businesses from adjacent sidewalks and curb-side parking where practical.



Conceptual images of Mixed-Use / Commercial development

- The design of buildings and landscaping should support the heritage character of Sharon with a scale that is appropriate to the surrounding context and that effectively relates to the pedestrian level. This is to avoid the typical, generic box commercial plaza that has no relationship to the place or neighbourhood context.
- Architectural styles and materials for commercial buildings should be compatible and complementary to the Leslie Street heritage context to establish an identifiable character.

### 5.2.2 Building Location and Massing

- The design of mixed-use buildings should reflect the combination of uses. A strong base should be designed to reinforce the pedestrian nature of the uses on the street.
- Buildings should generally be designed with the façade parallel to the roadway to appropriately address, define and relate to the adjacent street frontage and promote a pedestrian-scaled street edge.
- Building frontages should ideally occupy a minimum of 75% of the street frontage and extend in front of on-site parking areas, where practical.
- Opportunities to provide more compact building forms should be considered, including multi-storey buildings ranging up to 3 storeys. Buildings that provide ground level retail / commercial use with office or residential use on the upper floor(s) are encouraged.
- Corner buildings should be sited close to the intersection and address both street frontages in a consistent manner.
- Regard for adjacent residential areas shall be exhibited in the design and placement of the buildings to promote a cohesive visual transition.



**5.2.3 Building Architecture**

- Buildings should have façades which express a high quality character. All buildings should have a heritage-based architectural character, appropriate to the local context, to convey a cohesive image.
- Architectural design treatment (wall/roof articulation, doors, fenestration, masonry detailing, character lighting) shall be provided to avoid uninteresting façades.
- Distinctive building designs shall be provided at corner locations and view termini within the mixed-use / commercial site to reinforce their landmark status in the streetscape.
- Main entrances should be grade-related, face the street/sidewalk wherever feasible, be accessible from the sidewalk adjacent to the street and be given design emphasis. Weather protection should be provided at entries through the use of canopies, porticos or wall recesses.
- Within mixed-use buildings, entrances to residential uses should be distinguishable from entrances to commercial uses.
- Building designs are encouraged to incorporate pitched roofs in order to integrate into surrounding residential areas. Where larger buildings are proposed, a pitched mansard roof, roof parapet or cornice treatment should be provided.
- Building projections, including bay features, cornices, canopies, patios, porches, and porticos are encouraged.
- High quality building materials with heritage themed tones and textures

characteristic of the existing architectural precedents in Sharon should be used. This may include brick, stone or stucco. The use of concrete block, pre-cast concrete panels, glass curtain wall, vinyl or metal siding is discouraged.

- Glazed areas should be maximized along street frontages to encourage comfortable and safe pedestrian-scaled shopping / live-work environment.
- Building façades which do not face the street but are exposed to public view (facing open spaces, parking areas, internal traffic routes or wide apertures in the streetscape) should provide visual interest through the provision of windows, wall articulation and/or architectural detailing similar to the main façade.
- Outdoor patios should be considered in the design of the building where appropriate to its commercial use.



**Building architecture should support the heritage character goals of the community**

**5.2.4 Parking and Vehicular Circulation**

- Surface parking areas should be located to the rear of the building(s). Where visible from the street, parking areas shall be screened through the use of edge landscaping and/or architectural elements.
- Large, expansive parking areas should be avoided. Smaller human-scale blocks defined by landscaping and walkways are preferred.
- Landscaped medians which terminate parking aisles are encouraged.
- Parking for residential components within the mixed use area should be separated from general commercial parking and reserved for tenants/residents.
- Buildings should be located to ensure good sight lines for all vehicular access points and to create coherent on-site traffic circulation.
- Access for larger vehicles to loading and service areas should be located away from pedestrian routes.
- Drive-thru facilities are not permitted.





Parking areas should be screened from street view wherever feasible

### 5.2.5 Pedestrian Circulation

- Easy, direct and barrier-free access should be provided to the ground level of all buildings and to public destinations within each development site.
- Pedestrian routes should be well defined and provide direct, barrier-free connection to parking areas, building entrances, transit shelters and adjacent developments. Where pedestrian routes cross traffic areas they should be emphasized through decorative or raised paving.
- Walkways should be embellished with landscaping and lighting.
- Sidewalk depths should be maximized along the front of buildings, with consideration to the provision of a canopy or arcade treatment for pedestrian weather protection.

### 5.2.6 Loading, Service and Garbage Areas

- Loading, service and garbage areas should be located away from residential areas and public view and should be integrated into the building design or screened with landscaping, walls or fencing to minimize negative impacts of noise, visibility, odours and vibrations on adjacent properties.
- Utility meters, transformers and HVAC equipment should be located away from public views. Rooftop mechanical equipment shall be screened from ground level view by integration into the roof or a parapet.
- Noise attenuation measures shall be provided where service areas are in proximity to residences. These features should be complementary in material and design to surrounding buildings/structures to reinforce the image of the community.

### 5.2.7 Lighting, Signage and Site Furniture

- Heritage-style light standards and fixtures consistent with the Sharon community should be provided to reinforce the architectural design vision for this site. Lighting for individual buildings should be integrated into the architecture.
- Light standards should include design elements that allow for hanging flower baskets and banners.
- Parking areas, sidewalks, driveways and walkways shall be adequately illuminated with low level, pedestrian-scaled lighting. Lighting shall be directed downward and inward to avoid light spill-over onto adjacent properties.
- High quality signage, characteristic of the neighbourhood's identity, should be incorporated into the building architecture. Plastic backlit signage and tall pylon signage is not permitted. Front lit signs are preferred.
- Signage viewable by passing pedestrians shall be provided. In this respect, signage may extend perpendicular from the building face.
- Provision of upgraded site furniture (regular and senior-scaled benches, public art, community notice boards, mail boxes, trash cans, bicycle racks) is encouraged to support the community character.

### 5.2.8 Landscaping

- Landscaping which screens parking areas and focuses attention on the buildings and promotes a pedestrian friendly environment is encouraged.
- Streetscape elements established for the community should be provided along the street frontages for commercial uses to maintain a consistent community character.
- Site fencing design shall be complementary with the community fencing design where facing public streets.
- Community entrance features, such as walls, columns or decorative fencing shall be coordinated with the architectural detailing of the commercial building.
- Provision of a continuous landscaped connection between the buildings and the street is encouraged in order.



Lighting, signage and landscaping should support a heritage character

### 5.3 INSTITUTIONAL (SCHOOLS)

Schools will act as landmark buildings within the community and will help to define the character of the individual neighbourhoods. School sites within the community have been strategically located based on several factors including: 1) locations which promote maximum accessibility by pedestrians, cyclists and motorists; 2) locations which provide maximum visibility from adjacent areas such as the intersections of major roads; and 3) locations which provide linkages with the open space system through pairing with neighbourhood parks. It is recognized that each school site and building will be designed by the respective school board. It is desirable that the following design criteria be considered in the design of the school sites and by the Town of East Gwillimbury in their Site Plan Approval review process:

- School buildings should address and define the street by generally being located close to the streetline and/or intersection in the case of corner sites.
- A strong built form relationship to the surrounding streets should be created through minimum building set-backs and accessibility to the main entry from adjacent sidewalks.
- Main entrances should be directly visible from the street and be given design emphasis to serve as a focal feature.
- Each school should develop its own distinct visual identity, while harmoniously blending into the community fabric. Architectural styles, materials and colours should relate to the character envisioned for the community.
- Prominent building features which help to reinforce their landmark status should be employed.
- A cornice treatment shall be provided to define the roof line.
- 2-3 storey building massing should be provided.
- Buildings should be located to ensure good sight lines for all vehicular access points and to create coherent on-site traffic circulation. Vehicle circulation at the front of the school should typically be limited to drop off zones.
- Minimize the impact of main parking facilities from the street edge through siting (at the rear or side of buildings away from the street) and landscape buffer treatment.
- Conflicts between pedestrian routes and vehicular routes should be avoided. Adequate setback between building entrances and on-site traffic routes should be provided. Pedestrian routes should be well defined and provide easy, direct and barrier-free pedestrian accessibility to school entrances.
- Parking areas, driveways and walkways shall be adequately illuminated with low level, pedestrian-scaled lighting.
- Lighting for school buildings should be integrated into the architecture. Lighting shall be directed downward and inward to avoid light spill-over onto adjacent properties.
- Signage should be incorporated into the building architecture. Where ground level signage is used it should be designed to incorporate planting beds.
- Loading, service and garbage areas should be integrated into the building design or located away from public view and screened to minimize negative impacts.
- Utility meters, transformers and HVAC equipment should be located away from public views.
- Rooftop mechanical equipment shall be screened from ground level view by integration into the roof or a parapet.



Conceptual Images of Schools

## 5.4 UTILITY BUILDINGS

Utility Buildings (required for such purposes as telecommunications, hydro, pumping station, etc.) which are located within the community should be designed in accordance with the following objectives:

- Utility Buildings are to be located discretely within the community where they will not be highly visible. Where possible, they should be located within a landscaped area in close proximity to, or within, a storm pond facility block. Locations shall be determined during the block planning process.
- When located in an open space area or SWM pond block, the Utility Building should be treated as a feature and given architectural design emphasis.
- The appearance of Utility Buildings should be integral to the overall streetscape.
- The exterior appearance of Utility Buildings should exhibit residential design characteristics.
- The use of pitched roofs, articulated street-facing walls and exterior materials which are harmonious with the residential architecture of the community (i.e. brick and/or stone).
- Associated air condition units and/or mechanical equipment are to be oriented as far away as possible from adjacent residential areas, school buildings and play areas.
- Integrated landscaping should be provided around the Utility Building.



**Conceptual Images of Utility Buildings**



## 6.0 IMPLEMENTATION

An architectural control process is required for new development within the subject lands to ensure new development proposals and building designs are in compliance with the requirements of these Architectural Control Guidelines. Builders shall only offer for sale dwelling designs which have first been reviewed and approved by the Control Architect.

### 6.1 PRELIMINARY REVIEW PROCESS

- Preliminary model design sketches which are in conformity with these Guidelines and which demonstrate sufficient design quality, variety and the use of appropriate exterior materials will be submitted to the Control Architect for review and comments. They should clearly depict internal planning, entry conditions, building elevations, fenestration, exterior details and materials.
- Exterior building materials and colours shall be submitted at the time of preliminary model review.
- Floor plans are reviewed and approved in order to support approval of the exterior design.

### 6.2 FINAL REVIEW AND APPROVAL

#### 6.2.1 Working Drawings

- Working drawings must accurately depict what the builder intends to construct, including steps and grading conditions.
- All exterior details and materials must be clearly shown on the drawings.
- Unit working drawings will be required for special elevations (i.e. upgraded rear / side), walkout lots and grade-affected garage conditions.
- A master set of all front, flanking and corner lot rear elevations which have been given final approval is to be submitted to the Control Architect as soon as possible after model approval is given. This should be on 1 sheet for each dwelling type.

#### 6.2.2 Site Plans

- Engineer certified site plans are to be submitted to the Control Architect at a minimum scale of 1:250 and may be submitted on single 8-1/2" x 14" sheets.
- In addition to the required grading details, the proposed siting of each unit must clearly show:
  - model and elevation type;
  - a note indicating rear or side upgrades, where applicable.

#### 6.2.3 Streetscape Drawings

- To assist in the review process a streetscape drawing (blackline) must accompany each request for siting approval.
- Streetscape drawings are to accurately represent the proposed dwellings in correct relation to each other and to the proposed finished grade (including accurate portrayal of stairs, stepped veneering, dropped garages, etc.).
- In the review of streetscapes, minor elevational changes may be required. The onus is on the Builder to ensure that these required changes are implemented in the construction of the dwellings.

#### 6.2.4 Exterior Colour Packages

- Prior to the submission of site plans, the Builder will be required to submit typed colour schedules and sample boards which include the colour, type and manufacturer of all exterior materials.
- Colour package selections for individual lots and blocks should be submitted at the same time as site plans and streetscapes.

### 6.3 SUBMISSION REQUIREMENTS

- The Builder is required to submit to the Control Architect for final review and approval, the following:
  - 6 sets of engineer approved site plans;
  - 4 sets of working drawings;
  - 2 sets of streetscapes;
  - 2 sets of colour schedules together with 1 set of colour sample boards
- The Control Architect will retain one set of the foregoing other than the colour sample boards.
- The applicant should allow up to 5 working days for final approvals.
- Any minor redline revisions made by the Control Architect to site plans, working drawings, streetscapes and colour schedules must be incorporated on the originals by the Builder's Design Architect.
- Any revisions to an existing approval requested by the Builder will be considered on their merits and if acceptable will be subject to re-approval by the Control Architect.

- It is the Builders' complete responsibility to ensure that all plans submitted for approval fully comply with these Guidelines and all applicable regulations and requirements including zoning and building code provisions.
- The Builder is responsible for the pick-up and delivery of all materials to and from the Control Architect's office.

#### 6.4 TOWN OF EAST GWILLIMBURY APPROVAL

- All site plans, working drawings, streetscapes and colour packages must be submitted for review and approved by the Control Architect and the Project Engineer (site plans only), as required, prior to submission to the Town of East Gwillimbury for building permit approval.
- Building permits will not be issued unless all plans bear the required Final Approval stamp of the Control Architect and Project Engineer (site plans only).
- Approvals by the Control Architect and the Project Engineer do not release the Builder from complying with the requirements and approvals of the Town of East Gwillimbury and/or any other governmental agency.

#### 6.5 MONITORING FOR COMPLIANCE

- The Control Architect will conduct periodic site inspections to monitor development.
- Any significant visible deficiencies or deviations in construction from the approved plans which are considered by the Control Architect to be not in compliance with the Architectural Review Guidelines will be reported in writing to the Builder and Town.
- The Builder will respond to the Control Architect in writing within 7 days of notification of their intention to rectify the problem after which the Developer and the Town will be informed of the Builder's response or lack of response.
- The Developer and/or Town may take appropriate action to secure compliance.

#### 6.6 DISPUTE RESOLUTION

Where there is a dispute between the control architect and the Builder concerning the interpretation or application of these guidelines or the failure to process plans expeditiously, then the following dispute resolution procedure shall apply:

- The proponent shall notify the Control Architect and the Town of East Gwillimbury's Planning Dept. of the specific reasons and basis for the dispute.
- The Control Architect shall promptly respond in writing to the Director of Planning and the proponent.
- If the proponent is not satisfied with the Control Architect's response, it may request in writing for the Director of Planning to intercede and state the Town's position on the matters in dispute.
- If the proponent remains unsatisfied, it may request in writing a further opinion from the Director of Planning or in the alternative, an opinion from another qualified Control Architect, whose decision will be final.

The Town may undertake periodic reviews of the development to ensure compliance with the architectural guidelines. Should inadequate enforcement be evident, the Town may cease to accept drawings stamped by the Control Architect and retain another Control Architect at the expense of the developer/owner.