East Gwillimbury



URBAN DESIGN MANUAL

JUNE 2022



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Appendix A – Urban Design Brief Terms of Reference

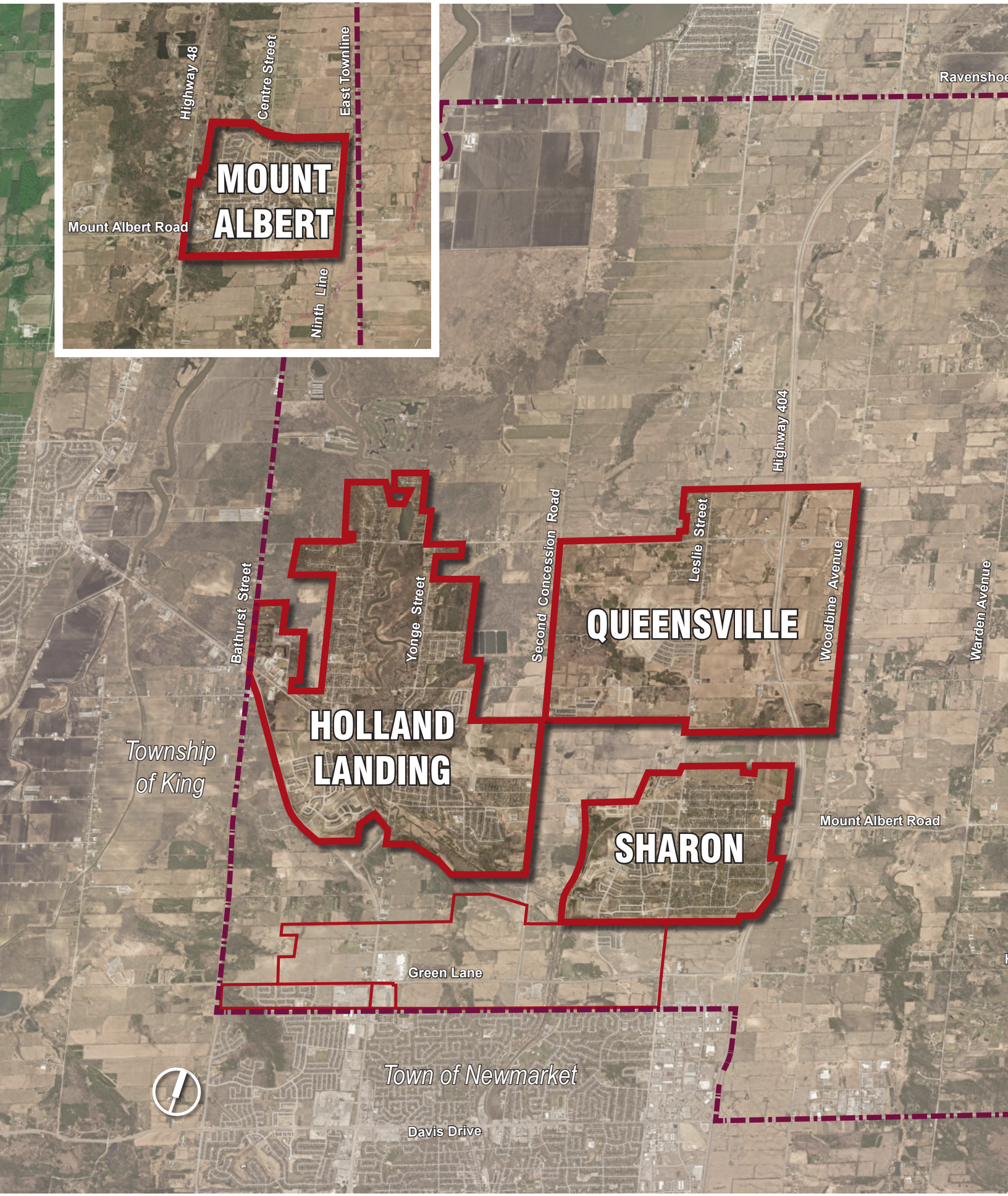






1.0 introduction




MOUNT ALBERT
Highway 48
Centre Street
East Townline
Mount Albert Road
Ninth Line
Ravenshoe
Highway 404
Second Concession Road
Leslie Street
Woodbine Avenue
Warden Avenue
Bathurst Street
Yonge Street
QUEENSVILLE
HOLLAND LANDING
SHARON
Township of King
Mount Albert Road
Green Lane
Town of Newmarket
Davis Drive

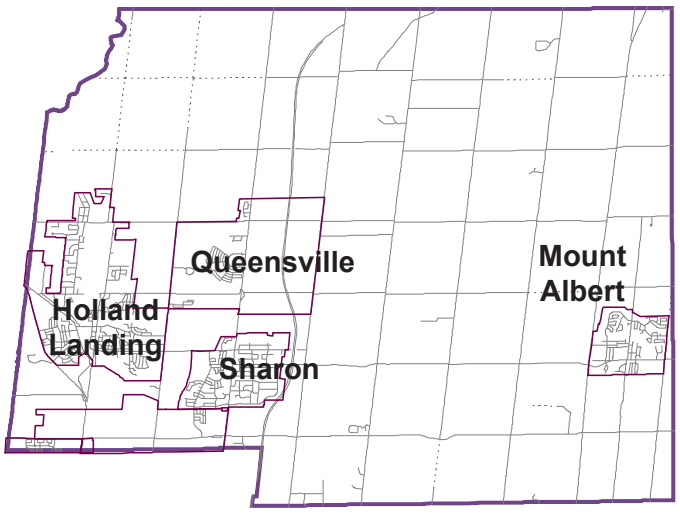
1. INTRODUCTION

1.1 Context and Purpose of the Urban Design Manual

1.1.1 Context

The Town of East Gwillimbury is located south of Lake Simcoe in the north portion of the Region of York, herein referred to as “York Region”. The municipality’s total area amounts to an estimated 245 square kilometres and is generally bordered by the York Durham Line to the east, Green Lane and Davis Drive to the south, Bathurst Street to the west, and Ravenshoe Road the north. Surrounding municipalities include Georgina to the north, Whitchurch-Stouffville and Newmarket to the south, King and Bradford West Gwillimbury to the west, and the Township of Uxbridge to the east.

East Gwillimbury is comprised of a number of communities that include Sharon, Holland Landing, Queensville, and Mount Albert, as well as Designated Greenfield Areas.



The current planning paradigm plans for the Town’s greatest height and density along its major roads and intersections while promoting compatibility and stability in the surrounding low-rise neighbourhoods.

1.1.2 Purpose

The purpose of the Urban Design Manual (UDM) is to encourage the design of a complete, effective, and sustainable built environment consistent with East Gwillimbury’s character and vision for the future. The UDM provides guidance on design matters that are directly related to ensuring that development projects are of high quality, pedestrian-oriented, interconnected, sensitive to the natural and built environment, and provide adequate public facilities and infrastructure.

The UDM is intended as a framework that outlines the salient characteristics of various design concepts and principles. The intent is to guide new development to become distinctive, while relating harmoniously to the terrain, use, scale, architecture, streetscapes, and communities of East Gwillimbury, as well as meeting the needs of its citizens and visitors. The UDM will help provide predictability for applicants, the Town, and stakeholders, by providing consistent direction about the criteria for the design of proposed development.

The provisions, and examples in the UDM should be used as the foundation of design for all development projects in the Town and will be used in the assessment of development proposals. Meeting the requirements of the UDM does not preclude the necessity to design specific site elements to function properly, be of high quality construction, and with appropriate attention to details that ensure that site improvements can be properly maintained.

1.2 Interpretation & Implementation of the Guidelines

1.2.1 What Are Urban Design Guidelines?

Urban design is the process of giving form, shape and character to the physical elements that comprise the various communities and neighbourhoods of East Gwillimbury. Good urban design contributes to the vitality and health of a community; aesthetics, architecture, and compatibility; and to vibrant and successful public spaces. The urban design guidelines for the Town are a set of recommendations intended to guide development to achieve a desired level of prescribed quality in both the public and private realms.

In the context of East Gwillimbury, urban design must consider:

Preservation

Occurs in a variety of ways and applies to the safeguarding of built and cultural heritage, as well as the natural environment. It encompasses the preservation of views, important places, and landmarks.

Compatibility

As more intense forms of development are considered the concept of compatibility becomes important. New development should integrate with the existing context and consider: high quality design; sensitivity to heritage (built and natural); appropriate transitions to stable neighbourhoods; the character of neighbourhoods and community identity; and fit within the streetscape.

Connectivity

Occurs beyond the scale of roads and must consider how pedestrians connect to smaller sites, access transit, visit parks and natural systems, and do so safely and in a comfortable manner. New development must play a role in ensuring a high degree of connectivity by enhancing circulation systems and creating clear routes.

Legibility

It is important that there is coherence across the urban design guidelines to allow for the harmonious integration of new and existing development. A legible urban environment should be easy to navigate, safe, and create opportunities for public interaction.

Sustainable Urban Form

The principle of sustainability is found throughout the Official Plan and is a Council priority. Sustainability impacts all aspects of the Official Plan and is used as a lens for policy development. It is essential this approach continue and be reflected in support for new growth that is compact, designed efficiently, avoids ecosystem degradation, creates sustainable systems of transportation, promotes active transportation, healthy communities, and mitigation and adaptation to climate change.

1.2.2 Structure of the Urban Design Manual

Development in East Gwillimbury will reference all sections of the UDM guidelines to ensure that the design of the public realm, buildings, and sites are informed by the comprehensive vision and design goals of the Official Plan. The Urban Design Manual guidelines are organized under three main sections:

Section 2 - Public Realm

Public Realm guidelines are related to the design of elements within the public realm, including the design of roads, parks, trails, gateways, streetscape design elements, street trees and landscaping, and stormwater management facilities. Guidance is also provided for the interface with natural heritage features and their role as defining character elements in the Town.



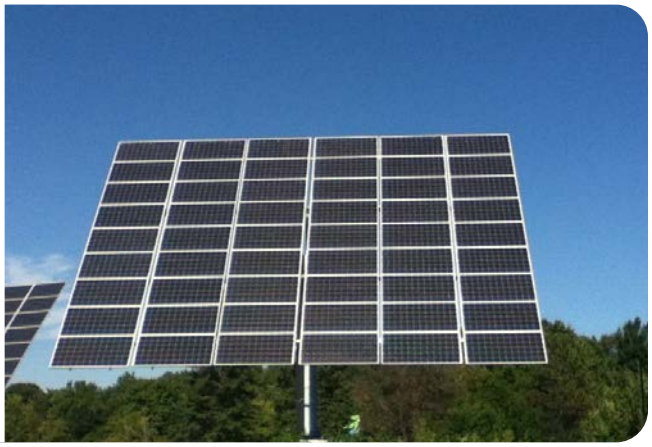
Section 3 - Private Realm

Private Realm guidelines are related to building design and site organization and design within the private realm. They provide guidance on the design of specific residential, commercial and mixed use, employment, and institutional building types.



Section 4 - Sustainable Buildings + Infrastructure

Sustainable Buildings and Infrastructure guidelines are informed by the Official Plan and the Thinking Green Development Standards (TGDS). The guidelines apply to both the private and public realm and are related to energy and water conservation, waste management, green infrastructure and building practices, and urban agriculture.



1.2.3 How Will the UDM be Used?

The UDM is intended to implement the Official Plan direction for the Town and provide greater clarity on urban design, streetscapes, built form, and sustainability initiatives. The UDM is to be read in conjunction with, and complement the objectives and policies of the Official Plan, the provisions of the Town of East Gwillimbury Zoning By-law, Thinking Green Development Standards, master plans, secondary plans, community design plans, and other guidelines or standards.

Individual Urban Design Guidelines (UDG) are in place for each community in East Gwillimbury and include the following:

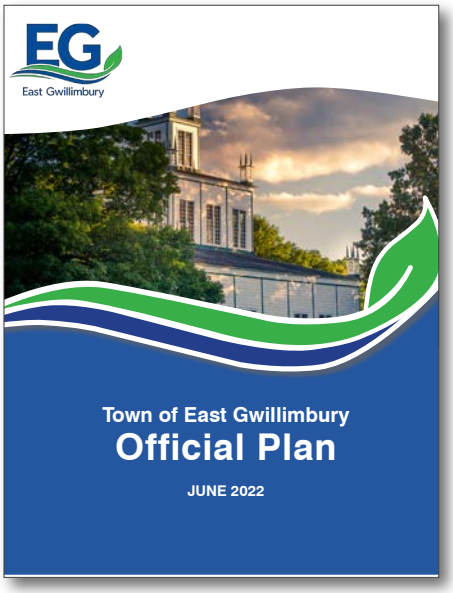
- Sharon UDG
- Mount Albert UDG
- Holland Landing UDG
- Queensville UDG
- Green Lane West UDG
- 404 Secondary Plan UDG
- NW Yonge & Green Lane Secondary Plan UDG

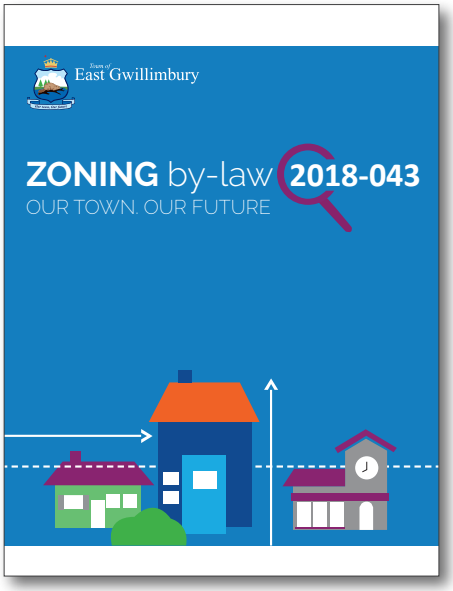
The UDM, in concert with the Official Plan policies and the Thinking Green Development Standards, will be used to evaluate development applications in order to ensure that a high level of urban design and the intended level of sustainability is achieved.

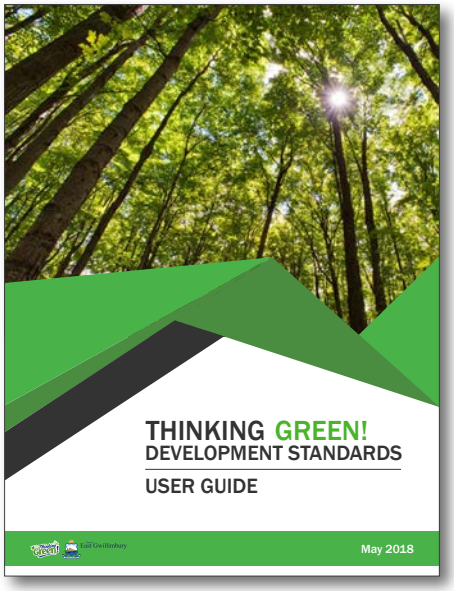
The UDM will be used by:

- Town Council and Committees when evaluating whether an application meets the Town's vision for development in East Gwillimbury;
- Town staff and external agencies when reviewing development applications and as a reference for design decisions for proposed studies and projects;
- The development industry including, but not limited to developers, consultants, and property owners to demonstrate how their proposals align with the Town vision; and,
- The public for use of greater awareness of the benefits of urban design in their community.

Notwithstanding the foregoing, the policies of the Official Plan and the provisions of the Zoning By-law shall prevail over the provisions of UDM in the event of any conflict







1.2.4 Implementation Tools

The Zoning by-law addresses matters such as lot coverage, parking, setbacks and height - many quantitative aspects of a community's physical form. While zoning regulates how buildings sit within a lot or block, it represents only one of the planning tools that may be used to guide and shape development. Zoning is best used in conjunction with draft plan of subdivision or condominium design, or site plan control, all of which would consider the UDM to create development that promotes design excellence, and is compatible with, and fits within its surrounding context.

The guidelines address the relative height, massing, and articulation of buildings and landscapes, and their relationship to one another and to their surroundings. These qualitative aspects of physical form work in combination with zoning parameters to lend shape and character to a community

The Town will utilize the UDM to guide development and redevelopment. The Town may consider the use of tools such as the Community Benefits By-law, Community Improvement Plans, and associated incentive programs to assist with the implementation of development, design, and sustainable development standards.

1.2.5 Applicability

The UDM shall apply to all projects subject to review and Planning approval by the Town through subdivisions, condominiums, and site plan control applications as permitted under the Planning Act and the Zoning By-law.

Compliance with the provisions of the UDM does not preclude compliance with other development regulations associated with an application as required by the Town or other applicable jurisdiction. Where provisions of the UDM may conflict due to the characteristics of a proposal, the more restrictive shall apply and/or an alternative design solution(s) may be required that meets the intent of the UDM.

1.2.6 Submissions

To assist decision makers, stakeholders, and community members in understanding proposals applicants shall submit an **Urban Design Brief** with their development proposal as part of a complete development application.

The Urban Design Brief shall describe the project and demonstrate to the Town how their proposal meets the UDM, including any additional written materials, graphic illustrations, and diagrams necessary to demonstrate compliance with the UDM.

The Urban Design Brief is further described in **Appendix A** of this document.

Note. Illustrations and photographs shown throughout this guideline document demonstrate examples of how the Manual can be applied, and are not intended to exclude other designs that meet the intent of the Manual.

1.3 Vision & Guiding Principles

The East Gwillimbury Official Plan promotes a long-term vision for the Town, articulating what East Gwillimbury aspires to become. The Official Plan has established a **Vision and Guiding Principles** to promote the Town as a successful and desirable place to live, work, play, and invest in.

Vision

East Gwillimbury will evolve as a balanced, sustainable, and complete community, with a mix of housing options to meet the needs of a diverse population and a range of employment opportunities, public service facilities and commercial uses supported by appropriate municipal infrastructure and a well-connected multi-modal transportation network. The Town's unique villages will be supported as they grow and diversify with new compatible development and a mix of uses, while character giving natural areas and farmland are protected for the long term. East Gwillimbury will continue to support and celebrate a high quality of life for current and future residents of all backgrounds and abilities and will ensure that health, accessibility, safety, equity, prosperity, and resilience are prioritized.

Guiding Principles

To realize the vision for East Gwillimbury the guidelines shall support the Official Plan to achieve the following principles:

PRINCIPLE 1

To ensure that the growth and evolution of the Town prioritizes the protection and enhancement of its agricultural resources and the natural heritage system and its ecological functions, including appropriate protection for those lands included in the Greenbelt and the Oak Ridges Moraine.

PRINCIPLE 2

To foster a vibrant agricultural and rural community through support for farming and appropriate agricultural-related and on-farm diversified uses and to protect, maintain, and enhance the rural character and function of lands outside of the settlement areas.

PRINCIPLE 3

To ensure that new development contributes to the creation of complete communities, including a diverse mix of uses to facilitate easy access daily needs, a multi-modal transportation system, live-work and local employment opportunities that provides opportunities for people of all ages, abilities, and incomes.

PRINCIPLE 4

To encourage and support the creation of a full range and mix of housing options to meet the needs of a growing and diversifying population, including a mix of densities, unit types and tenures, as well as affordable, accessible housing options.



PRINCIPLE 5

To promote fiscal responsibility, by ensuring that the required capital and operating expenditures to provide services for growth and development are funded in an equitable and sustainable manner and that supports logical development patterns, the creation of complete and successful communities, and the achievement of the Town's intensification and density targets.

PRINCIPLE 6

To create cohesive, vibrant, and connected urban communities through the promotion of successful, mixed-use historic main streets, attention to urban design and architectural excellence, and the protection of the Town's cultural heritage.

PRINCIPLE 7

To promote the creation of resilient and environmentally sustainable communities that recognize and respond to the impacts of climate change, including the promotion of green building technologies, green infrastructure, compact development, and a multi-modal transportation system with a commitment to transit and active transportation.

PRINCIPLE 8

To provide opportunities for economic development, including support for new and existing economic generators, protection of employment areas, goods movement networks, the provision of appropriate municipal service infrastructure and the creation of strong and attractive commercial main streets.







2.0

public realm



2. THE PUBLIC REALM



Parks and open spaces designed with pedestrian connections.



An enhanced public realm with plantings and paving materials.

As the population of East Gwillimbury continues to grow, it will require a public realm that continues to support the needs of its existing residents, new residents, and visitors. The public realm is compromised of public roads, lanes, parks and open spaces, natural heritage features and their associated buffers, stormwater management facilities, and the public use activity areas of other public lands.

The design of the public realm and its relationship to the private realm plays an incredibly important role in place-making, defining community character, and presenting an attractive and successful image to residents and visitors. Good design can improve the walkability and bikeability of the Town, attract visitors and customers for local businesses, spur private investment, and generally improve quality of life and human health. Moving people efficiently through the community and providing a variety of public spaces for socializing and recreation are key priorities that form the basis of the public realm guidelines.

The guidelines will be considered when municipal initiatives or private development applications impact elements of the public realm.

For additional information and urban design recommendations and guidelines, refer to the Town's **Parks Design Standards Manual (PDSM)** and the **Streetscape and Public Realm Urban Design Guidelines**.

2.1 General Guidelines

1. Encourage opportunities for vibrant, diverse and pedestrian-oriented urban environments that provide for public safety, changing experiences, social engagement, and meaningful destinations.

2. Provide for mixed-use neighbourhoods that are walkable with connected public gathering places, where opportunities for social interaction are increased and services can be provided within easy walking or cycling distance or by use of public transit.

3. Support the 15-minute community by ensuring a typical walking distance to a variety of services and facilities, such as of 400 metres (5 minute walk) to daily activities, such as transit (local bus routes), elementary schools, active parks, and modest services, or 800 to 1,200 metres (10 to 15 minute walk) to secondary schools, higher order transit, or Centres and Corridors, among others.

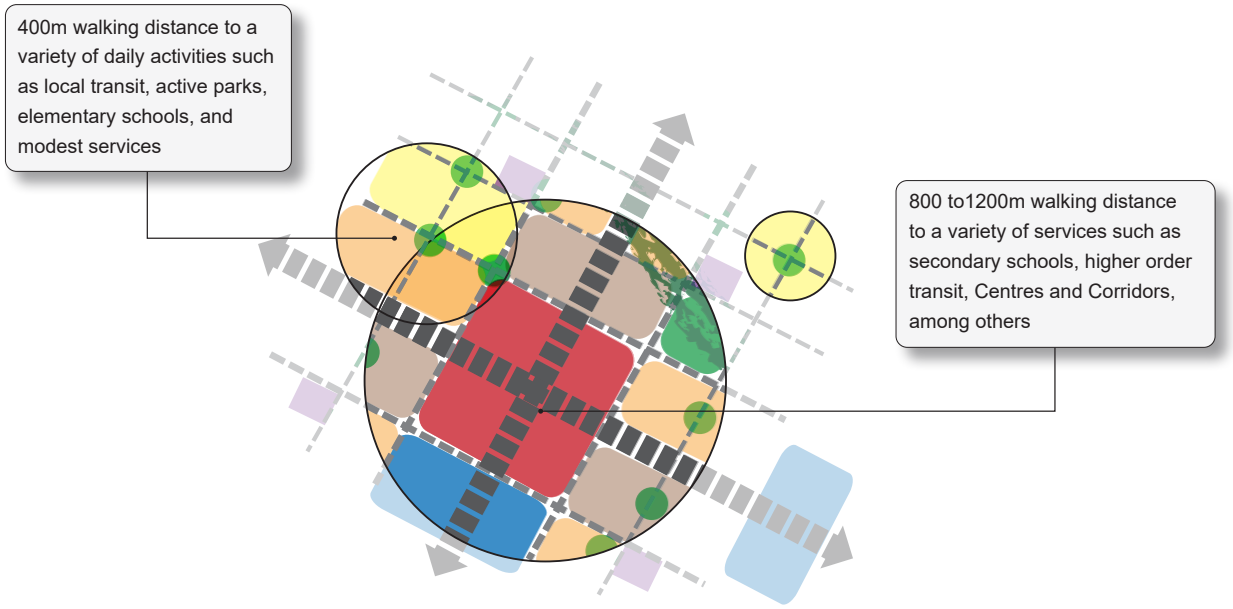
4. All modes of mobility and users should be given equal consideration in the planning, design, and construction of new developments to achieve a balanced, pedestrian-oriented approach.

5. Promote internal connectivity and multiple connections to the community at large, taking into account the existing and proposed urban structure of adjacent and adjoining areas.

6. To ensure the effective continuity of the street pattern and implementation of long range active transportation plans:
   a. Gaps in the existing street grid shall be completed by providing connecting streets through developments;
   b. Adjoining streets shall be extended into developments and subdivisions; and,
   c. Streets shall be extended to the boundaries of the development as appropriate to accommodate further extension of the street pattern and to create interconnections to adjacent neighbourhoods and uses.

6. Provide for an interconnected network of sidewalks, bicycle routes, transit, and multi-use trails ensuring proper integration with surrounding neighbourhoods and a variety of destinations, allowing for continuous movement throughout the Town.

7. Locate and design parks and open spaces to support, complement, and buffer the Natural Heritage System.



Locating services and amenities within walking distance supports daily physical activity and reduces the reliance on the private automobile.

2.2 Universal Design

Designs for new developments shall ensure that all community members have access to services, social activities, and opportunities to move freely within East Gwillimbury. Development project designs should enhance people's comfort with features that fit well with the average person's physical capabilities and senses.

Universal Design seeks to ensure that products and environments are useable by people regardless of age, ability, or situation.

Key principles of Universal Design include:

- **Equitable use**: does not disadvantage, stigmatize or privilege any group of user;
- **Flexibility in use:** accommodates a wide range of individual preferences and abilities;
- **Simple and intuitive**: easy to understand regardless of user's experience, knowledge, or language skills;
- **Low physical effort:** can be used efficiently, comfortably and with minimal fatigue;
- **Perceptible information**: communicates all necessary information to all users regardless of ambient conditions or the users' abilities;
- **Tolerance for error:** minimizes hazards and adverse consequences of accidental or unintended actions; and,
- **Size and space for approach and use**: provides appropriate size and space for approach and use regardless of body size, posture or functional ability.

2.3 Roads and Blocks

Throughout East Gwillimbury roads shall be designed to be complete streets which form a network to facilitate the movement for people and goods in an integrated, safe, comfortable, and accessible manner. The road network will prioritize connectivity and will allow for different users and modes of transportation, including pedestrians, cyclists, transit, and vehicles.

A typical cross section that identifies the boulevard and the roadway are provided in this section for each road type.

Boulevard: part of the public realm of streets and generally consists of a sidewalk, planting and furnishing zone, and bicycle path, where feasible.

Roadway: part of the public realm that is dedicated to the movement of transportation and includes travel lanes for vehicles; dedicated or shared bicycle lanes; and lanes for street parking.

The specific technical details of the road cross sections (i.e., engineering standards) will be determined through the appropriate design review process.

Refer to the **Town of East Gwillimbury Engineering Standards and Design Criteria** for the design of roads in the Town.

2.3.1 General Guidelines

1. Design a permeable network of roads with strong links and route choices between urban and neighbourhood centres, mixed use corridors, and neighbourhoods.

2. Design the road and block pattern to emphasize connections and walkability both internally and with surrounding neighbourhoods, through a grid or modified grid pattern discouraging cul-de-sacs, p-loops, and crescents, except where necessary due to grading, topography, or exiting development that prohibits a connection.

3. Design roads to incorporate principles of Crime Prevention Through Environmental Design (CPTED) and Accessibility for Ontarians with Disabilities Act (AODA).

4. Avoid back-lotting or reverse lot frontages where feasible, and should not be considered unless demonstrated to be the only option.

5. For blocks with grade-related residential units, encourage street and block alignments within 15-degrees of geographic east-west to maximize passive solar orientation of buildings.

6. Terminate roads at public facilities or landmark buildings, parks, open spaces, or rural areas, where possible.

7. Encourage the layout of streets to relate to natural areas, water courses, parks, and rural edges.

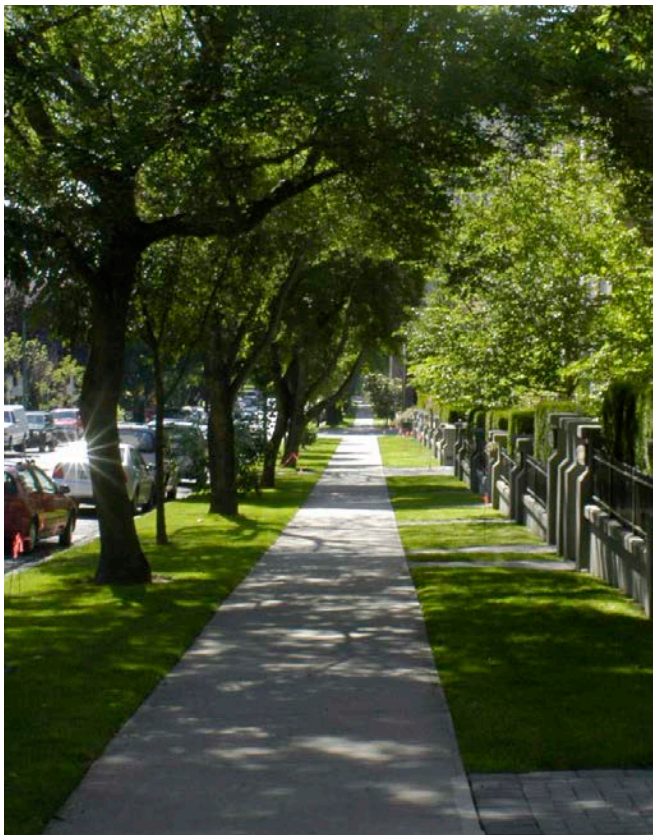
8. Provide neighbourhood permeability by designing blocks to be generally no more than 200 metres to promote active transportation, discourage excessive driver speed, and disperse traffic movements.

9. Design all roads to include defined and, wherever possible, continuous zones for plantings, street furnishings, pedestrian sidewalks, utilities, bicycle lanes, and vehicular pavements.

10. Construct all sidewalks to municipal standards and accommodate on all street types to facilitate pedestrian and bicycle circulation.

11. Plant street trees to create and enhance the urban tree canopy while providing shade over sidewalks. Provide a continuous row of canopy street trees on both sides of the road.

12. Introduce green infrastructure, such as bioswales, within the public right-of-way to enhance ground water infiltration and improve water quality as part of a comprehensive water management plan.



Large canopy trees provide shade over the sidewalk.



Local Road with a bioswale in the right-of-way to assist with run-off and infiltration.

2.3.2 Collector Roads

Collector Roads serve a variety of functions, including providing key routes for transit, connections between both communities and neighbourhoods, and connections to Local Roads.

Major Collector Roads have a right-of-way width of 26.0 metres; Minor Collector Roads have a right-of-way width of 22.0 metres; and Rural Collector Roads are 22.0 - 26.0 metres wide.

Please refer to **Figures 1 and 2** for a cross-section and plan of Collector Roads and the components that comprise the right-of-way.

1. Roadway

a. Prioritize the movement of transit, vehicles, and bicycles in the roadway.

b. Incorporate transit travel lanes to accommodate buses. Locate lanes curb-side.

c. Include an optional 3.0 metre on-street parking lane on both sides of the road in urban areas.

d. Provide separated or on-road designated bicycle lanes on both sides of the street adjacent to the curb.

e. Generally limit individual direct access to any development site abutting a Major Collector Road to minimize disruptions to traffic flow and to maximize safety and the attractiveness of the road.

f. Provide centre medians, generally 4.0 metres wide, within the roadway of Major Collector Roads at strategic locations, as a vehicular traffic separator and as a refuge for pedestrians while crossing the roadway.

g. Locate medians at open space locations such as neighbourhood parks and at gateway locations.

2. Boulevard

a. Provide an enhanced streetscape, including a wide pedestrian clearway, high quality landscaping, street trees, street furniture, and street lighting in the boulevard.

b. Locate street trees and landscaping continuously along both sides of Collector Roads.

c. Provide minimum 1.8 metre sidewalks on both sides of the road.



Collector Road lined with rear lane live-work units and lay-by parking.

2.3.3 Local Roads

Local Roads provide the fine-grain transportation network for the community, connecting to Collector Roads and linking with public spaces. Local Roads should create 'intimate' pedestrian-scaled streetscapes that promote walking and residential activities, but discourage speeding and through traffic.

Local Roads have right-of-way width of 18.0 to 20.0 metres with a maximum of two travel lanes

Please refer to **Figure 3** for a cross-section and plan of Local Roads and the components that comprise the right-of-way.

1. **Roadway**
    a. Include a parking lane on one side of the road, that could alternate to both sides of the road.
    b. Accommodate on-street parking on both sides of Local Roads adjacent to centres, corridors, and main streets.
    c. Consider bicycle movement a normal part of Local Road traffic movement; no dedicated bicycle infrastructure is required.
2. **Boulevard**
    a. Provide sidewalks on at least one side of the road.
    b. Provide continuous sidewalk connections on both sides of Local Roads near schools, parks, and along transit routes, where possible, to facilitate pedestrian mobility. Sidewalks shall be a minimum width of 1.5 metres.
    c. Street trees and landscaping should be located continuously along Local Roads where feasible.

2.3.4 Window Roads

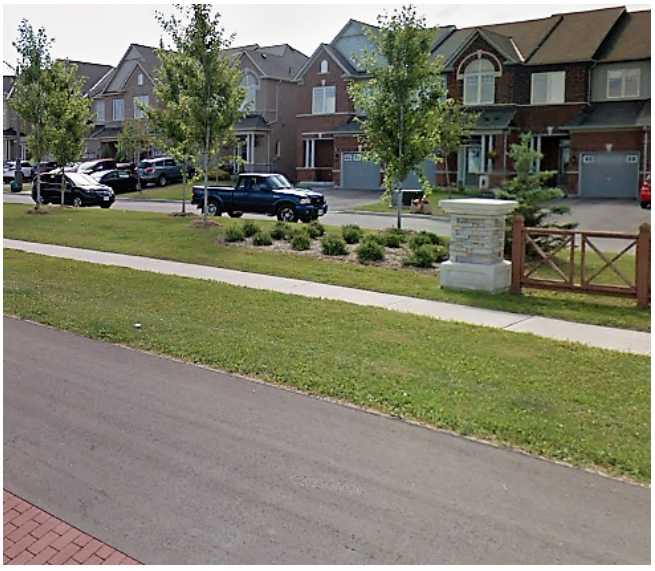
Window Roads are proposed in particular situations to avoid residential reverse lotting and frontages directly along Arterial Roads. Window Roads can be Collector or Local Roads that are typically single-loaded and are parallel to Arterial Roads.

Single-loaded Collector or Local Roads adjacent to natural features provide the opportunity to enhance the character of the community, as well as unobstructed views to the natural areas. Where appropriate, accommodate a trail along the edge of the street for active uses, such as walking and cycling.

Please refer to **Figure 4** for a cross-section and plan of Window Roads and the components that comprise the right-of-way.



A Local Road with continuous street tree planting.



Window Road with street trees and buffer plantings on the boulevard adjacent to an Arterial Road.

1. **Roadway**
    a. Window Roads have one lane in each direction.
    b. Accommodate for on-street parking adjacent to the Arterial Road boulevard.

2. **Boulevard**
    a. Provide a 1.8 metre wide sidewalk on the residential side of the street.
    b. A second sidewalk or, where feasible, multi-use trail will be integrated into the right-of-way of the adjoining Arterial Road with direct pedestrian connections to the window road.
    c. The boulevard treatment shall consist of street trees on the dwelling side boulevard and trees with buffer planting and low decorative fencing within a grass boulevard adjacent to the Arterial Road boulevard. Landscaping of Window Roads shall be consistent in design.
    d. Design Window Road treatments to take into consideration noise attenuation, grading issues, the need for headlight screening, and safe pedestrian access into the neighbourhood.
    e. Highlight pedestrian access points with decorative hard or soft landscaping.

2.3.5 Lanes

The use of rear Lanes provides significant benefits such as enabling continuous street tree planting and creating safer pedestrian environments through the removal of driveways from the street edge. Lanes may be used in key locations where private access along prominent streets should be minimized. Lanes have a minimum right-of-way width of 8.5 metres.

Lanes are a component of the street pattern and may be required based on development design, use, and site characteristics to:

- Improve the visual quality of a streetscape;
- Create frontage onto open spaces, river or stream corridors, or parks; and,
- To provide service access to commercial and industrial areas.

Please refer to **Figure 5** for a cross-section and plan of Lanes and the components that comprise the right-of-way.

1. **Roadway**
    a. The desirable Lane length is a maximum of 150 metres to be consistent with fire hydrant spacing on road connections.
    b. Identify snow storage locations for the design of new lanes. Set aside areas for this purpose.



Lane with landscaping to enhance the visual appeal.

c. Parking will not be permitted within the right-of-way of a laneway.

d. Consider the use of porous or permeable materials in areas where sufficient drainage exists.

2. Boulevard

a. Provide a 1.25 metre utility corridor on either side of the lane.

b. Provide pedestrian access to lot frontages where Lanes are used to provide vehicle access for housing fronting open spaces and parks.

c. Provide landscape areas in Lanes where possible to enhance lane appeal and promote their use as gathering and playing areas.

d. Provide street lighting at Lane entrances to promote vehicular and pedestrian safety.

2.3.6 Private Roads

The following guidelines apply to new roads which will not be owned or maintained by the Town and which facilitate access to new multi-unit residential, commercial, or mixed-use developments on private properties. The guidelines do not apply to historic private roads which facilitate access to existing development. Private Roads have a minimum right-of way width of 9.0 metres.

Please refer to **Figure 6** for a cross-section and plan of Private Roads and the components that comprise the right-of-way.

1. Roadway

a. Private Roads have one lane in each direction.

2. Boulevard

a. Provide a minimum 1.5 metre landscaped utility corridor on either side of the Private Road.

b. Sidewalks are required on at least one side of a Private Road, and may be located within the utility corridor.

c. Consider the use of porous or permeable materials in areas where sufficient drainage exists.

2.3.7 Gateways

Gateways play an important role in a community's structure and design by providing visual landmarks that enhance the sense of arrival and place, promote community character and assist with wayfinding.

Community Gateways occur at major entry points to neighbourhoods. Town Gateways are found at significant entry points into the Town's historical settlement areas.

1. Design gateways to identify the intersection as an entry point into the community or neighbourhood.

2. Incorporate gateway features, such as community signage, low walls, fencing, or enhanced landscape treatment in the design of entry road intersections. Coordinate the design and materials with adjacent structures.

3. Include a planted centre median and other design features for gateways and entry roads into the community to signify their importance.

4. Utilize distinctive surface treatment for pedestrian crossings, including wider sidewalks and connections to transit shelters at gateway intersections.

5. For urban gateways, consider enhanced public realm features in the public right-of-way such as entrance signs, planting areas, public art, seating areas, sidewalks, lighting, and other pedestrian amenities as a method of reinforcing the focal nature of these spaces. Opportunities for public plazas should be explored where appropriate.



Sidewalks in high pedestrian areas should be wide to provide the opportunity for patios and retail display.



Example of street trees in a planting trench with low shrubs.

2.3.8 Streetscape Elements

Refer to the Town's **Streetscape and Public Realm Urban Design Guidelines** for additional urban design guidelines and recommendations.

2.3.8.1 Sidewalks

1. Ensure sidewalks are continuous throughout the community and constitute an integral part of the pedestrian system to promote active transportation. Design sidewalks as follows:
   - 1.5 metres on Local Roads;
   - 1.8 to 2.0 metres on Collector and Arterial Roads; and
   - 1.8 to 3.0 metres in high pedestrian areas in the Village Cores, Centres, or along Corridors, particularly where retail is provided along the street.

   In all cases, provide sufficient space for street furnishings, public utilities, lighting, tree plantings, and transit shelters.

2. Sites along the highway corridor may substitute walkways or trail connections for sidewalks based on location and as approved by the Town. Industrial/business/institutional campuses may provide sidewalks on only one side of the street based on design merit and overall pedestrian infrastructure network proposed.

3. In order to accommodate the needs of persons with disabilities and the elderly, design sidewalks to applicable municipal standards.

2.3.8.2 Street Trees and Planting

1. Plant street trees to contribute to the urban tree canopy, to incorporate a buffer to separate the pedestrian from moving vehicles, and to create a canopy and shade over sidewalks in order to enhance pedestrian comfort and safety.

2. Encourage the delivery of alternative planting strategies along high-pedestrian areas such as soil cells, sufficient soil medium, continuous planting trenches, etc., to sustain long-term growth and healthier tree life.

3. Utilize a comprehensive planting and soils strategy based upon species diversity, resiliency, and urban tolerance.

4. Where appropriate, use low maintenance, drought resistant, and salt tolerant landscaping within medians to visually soften the pedestrian environment.

5. Consider a diversity of native tree species along each street.

6. Plant a double row of trees in key areas, such as adjacent to parks, and where a wider boulevard exists.

2.3.8.3 Street Furniture

Street furniture contributes to the creation of unique streets and is an essential component of comfortable, pedestrian supportive streetscapes. Street furniture includes seating, benches, bicycle racks, bollards, and raised planters, among others.

1. Concentrate street furniture in areas with the highest pedestrian traffic, such as Village Cores, key intersections, and parks.

2. Where possible, use street furniture manufactured from recycled material(s).

3. Ensure that street furniture does not obstruct pedestrian, cyclist, or vehicular circulation.

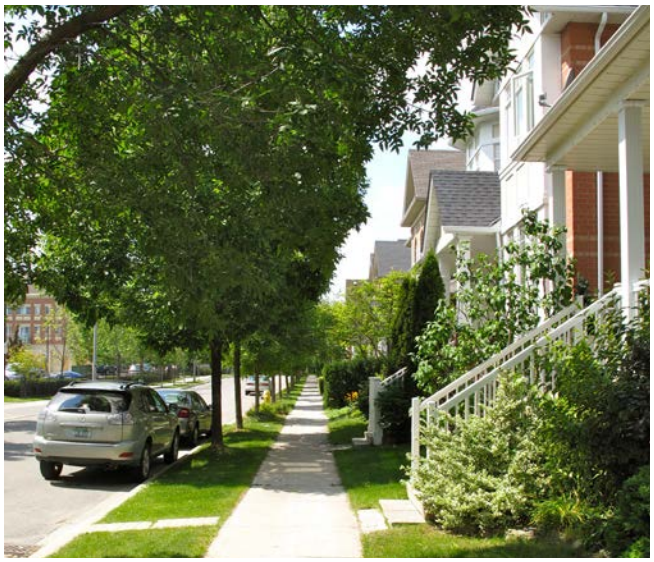
4. Ensure that street furniture does not hinder snow removal or other maintenance requirements.

5. Where raised planters are used in the boulevard, design the planters to function as alternative seating along the sidewalk edge.

6. Incorporate street furniture designed to be universally accessible.

7. Ensure the placement of bicycle racks within the pedestrian realm does not impede pedestrian movement.

8. In high pedestrian areas consider flexible spaces or opportunities to reclaim or re-purpose underutilized roadways and excess parking spaces. These roadways and parking spaces may be used to create additional public space for benches, planters, landscaping, bicycle parking, and café table seating, where feasible.



Sidewalks with street trees to provide shade and increase tree canopy.



Bicycle racks designed as an interesting design feature along the street.



Example of a temporary seating area located within the on-street parking lane.

2.3.8.4 Street Lighting

1. Provide pedestrian-scaled street lighting to enhance safety, visibility, and natural surveillance on streets.

2. Consider sustainability and the impacts of light pollution in the design and location of lighting.

3. Provide downcast pedestrian-scale lighting in high traffic pedestrian areas.

4. Group street lighting with street furniture, waste receptacles, and landscaping elements to minimize disruptions to pedestrian circulation.

5. Ensure street lighting reflects the Town's standard palette and consider maintenance requirements.

2.3.8.5 Pedestrian Crossings

1. Provide formal pedestrian crossings at every four-way intersection in high pedestrian areas in order to promote walkability and a pedestrian-focused environment.

2. Provide signalized pedestrian crosswalks at locations where important destinations or significant walking traffic is anticipated, such as near retail shops, schools, and civic buildings.

3. Ensure pedestrian crossings have a minimum width of 3.0 metres, are continuous, and connect to adjacent sidewalks.

4. Utilize distinctive feature paving to minimize the conflict between vehicles and pedestrians to enhance the visibility and quality of pedestrian crossings. This could include the use of alternative paving markings or materials, or at a minimum, distinctive painted lines.

5. Ensure safe routes to schools are defined in residential subdivisions and projects that form a link along a route to a school. Enhance along the entire route with, at a minimum, the following:
   a. Marked pedestrian crossings;
   b. Signage; and,
   c. Other pedestrian safety features and amenities as determined appropriate and effective by the Town.

6. Minimize the height of curb cuts to facilitate wheel-chair and stroller usage in high pedestrian areas.



Decorative paving and wider sidewalks.

2.3.8.6 Wayfinding Signage

The purpose of wayfinding signage is to take residents or visitors from one location to a desired destination by walking or cycling.

1. Develop comprehensive wayfinding strategies to include directional signage and mapping at key locations, such as mixed-use nodes, neighbourhood centres, and key intersections. Key destinations also include the access points to parks, public transit stations, community/ recreation centres, and off-road trails.

2. Create wayfinding signage from high quality materials and ensure it is easy to understand, highly visible, visually interesting, and aid pedestrians and drivers in navigating the area, especially at night.

3. Design wayfinding signage to use combinations of forms, materials, universal symbols, tactile lettering, contrasting colours, and fonts in sizes and type that are easy to read and appropriate for the intended use and location.

2.3.8.7 Public Art

Public art adds visual richness and provides landmarks within a community. It can also celebrate the Town's heritage and elicit emotions and thoughts that engage the viewer.

The form of public art could include:

- Murals on blank building walls
- Paving motifs
- Street furniture
- Free standing sculpture

1. Consider the inclusion of public art in parks, Town facilities, and pedestrian spaces.

2. Locate public art in areas of high pedestrian traffic, including near key intersections and within gateway locations.

3. Ensure that public art is durable and easily maintained.

4. Ensure that public art is both physically and visually accessible and barrier-free.

5. Ensure the siting of public art does not hinder motorist sight lines.

6. Design public art, in coordination with landscaping, to further enhance the piece, as appropriate.





Examples of wayfinding signage.



Public art can represent a heritage element of the area.

2.3.8.8 Community Mailboxes

The design and placement of mailboxes must consider the need for easy, safe, and convenient access to these community facilities. The design and location must be consistent with the requirements of Canada Post.

1. Locate mailboxes along side yards between the sidewalk and the corner lot line to avoid conflict with adjacent residential uses.

2. Where appropriate, coordinate the location of community mailboxes, newspaper boxes, seating, and waste receptacles.

3. Provide mailboxes in locations where on-street parking and adequate street lighting are available to promote safe use.

2.3.8.9 Utilities

1. Wherever possible, utilities should be buried below grade. The use of a joint utility trench is encouraged for access and maintenance benefits to maximize available space for street trees.

2. Where below-grade utility design is not feasible, group at grade utilities in single locations to minimize their aesthetic and access impacts on the public realm.

3. Encourage utility design that minimizes street clutter. Utilize products that incorporate street lighting and telecommunications facilities within the same utility pole.

2.3.9 Traffic Calming

1. Traffic calming designs must be approved by the Town. Traffic calming designs to reduce vehicular traffic speeds and to ensure safe walking and cycling environments may include:
   a. Pedestrian-priority streets, home-zones or woonerfs (i.e., the speed limit is under 15km/hr. and vehicles must yield to pedestrians and cyclists);
   b. Street design that discourages vehicle speeding through right-of-way curvature, raised intersections, curb bulb-outs, and/or traffic circles, building proximity to the street, and boulevard street tree planting; and/or,
   c. Minimum number of traffic lanes in the roadway.

2. Curb extensions may be required on streets to provide improved pedestrian safety. Design curb extensions to:
   a. Reduce crossing distances and provide safe refuge for pedestrians waiting to cross the street;
   b. Reduce vehicle speeds; and,
   c. Include a combination of landscape and hard surface elements to improve aesthetics.



Curb extensions provide improved public safety.

2.4 Transit System Guidelines

Transit supportive systems require densities and development patterns that connect people of all ages to homes, jobs, and other places linked to their lifestyles.

Transit networks connect communities within York Region and the neighbourhoods in East Gwillimbury. The design and location of local transit and transit shelters within East Gwillimbury will play a significant role in encouraging transit use. Refer to York Region Transit's (YRT) transit service guidelines for transit stops placement.

1. Provide local transit within walking distance of residential development to support active transportation such as walking and cycling, and to reduce automobile dependence.

2. Place transit stops near building entrances and at key intersections.

3. Ensure the coordination of the transit network with the multi-use trails and paths system to enhance accessibility to transit.

4. Provide a range of transit facility amenities including but not limited to: weather protection, seating, garbage and recycling receptacles, lighting, route information, and automated fare machines at all major transit stations.

5. Provide surface texture changes at transit stops to assist the visually challenged in locating the stop and/or shelter location.

6. Where pedestrian-scaled street lighting is not located adjacent to transit shelters, integrate lighting into the transit shelter.

7. Design transit shelters with highly transparent materials to promote safety and visibility.

8. Support bike use through the provision of bike racks, bike storage, and lockers at transit stops and stations.

9. Where four-sided transit shelters are not possible, provide overhead open-air canopies to protect transit users from sun, rain, and snow.

East Gwillimbury GO Station

10. Adjacent to the GO station, consider alternative parking standards, including shared parking.

11. Consider Electric Vehicle (EV) parking and charging facilities at the GO Station.

12. Prioritize pedestrian and cyclist connectivity to the GO Station in site design and in the orientation of the local street network on nearby properties.



Canopy to provide shade, seating, waste receptacles, and bicycle parking at a transit stop.



Bicycle racks at a transit stop supports active transportation.

Major Collector Roads - 26.0 metre ROW

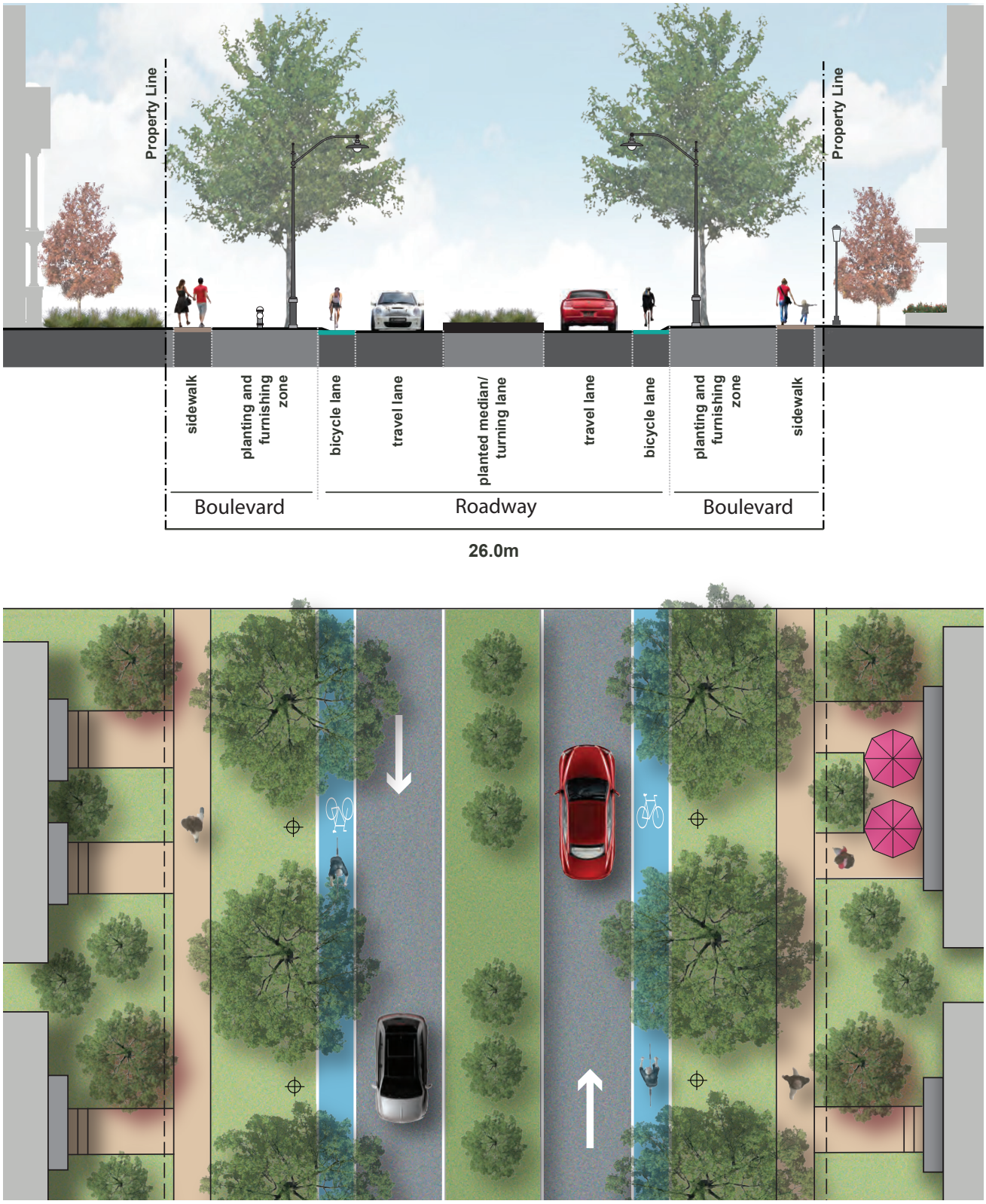


Figure 1 - Major Collector Road cross-section and plan

Minor Collector Roads - 22.0 metre ROW

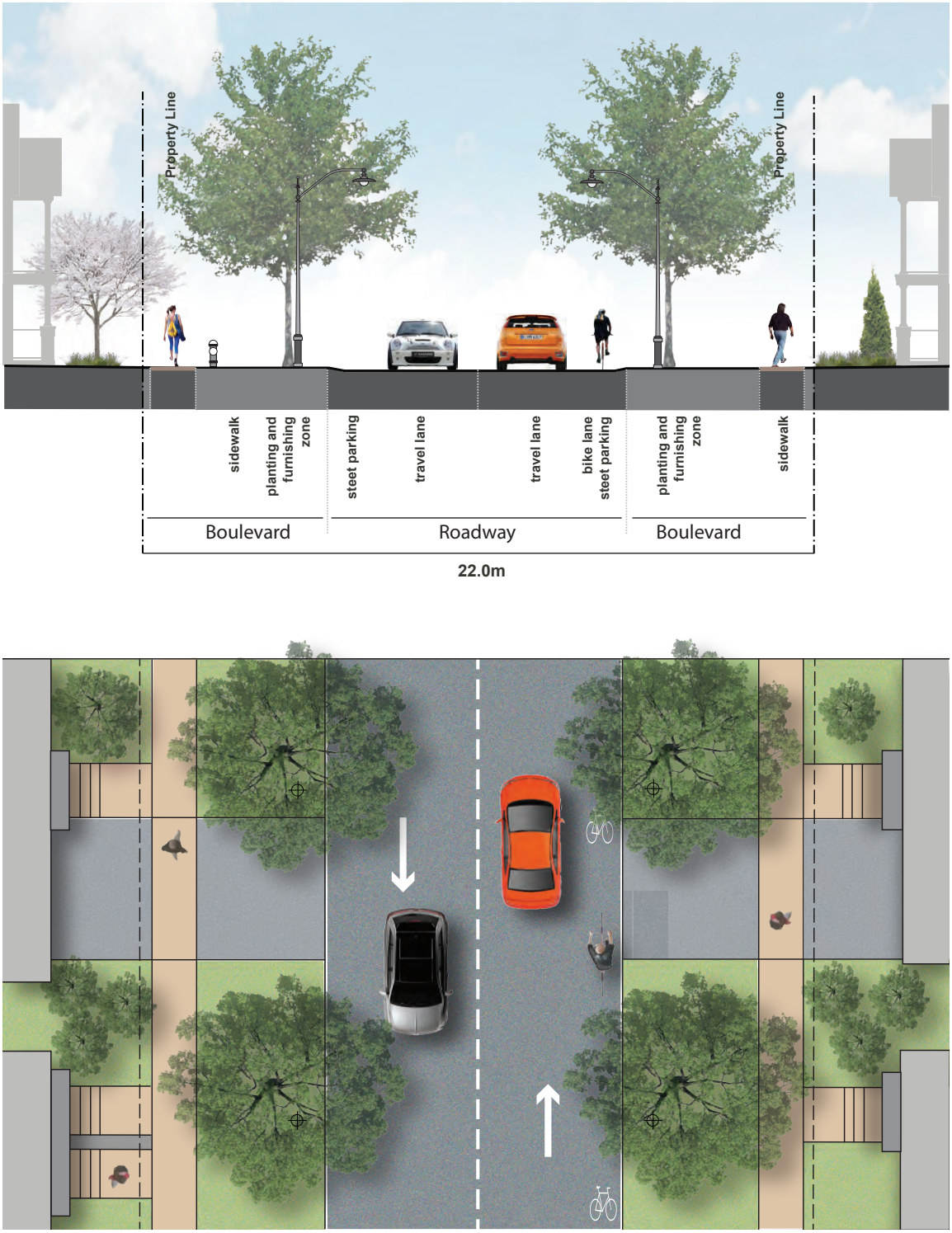


Figure 2 - Minor Collector Road cross-section and plan

Local Roads - 18.0 metre ROW

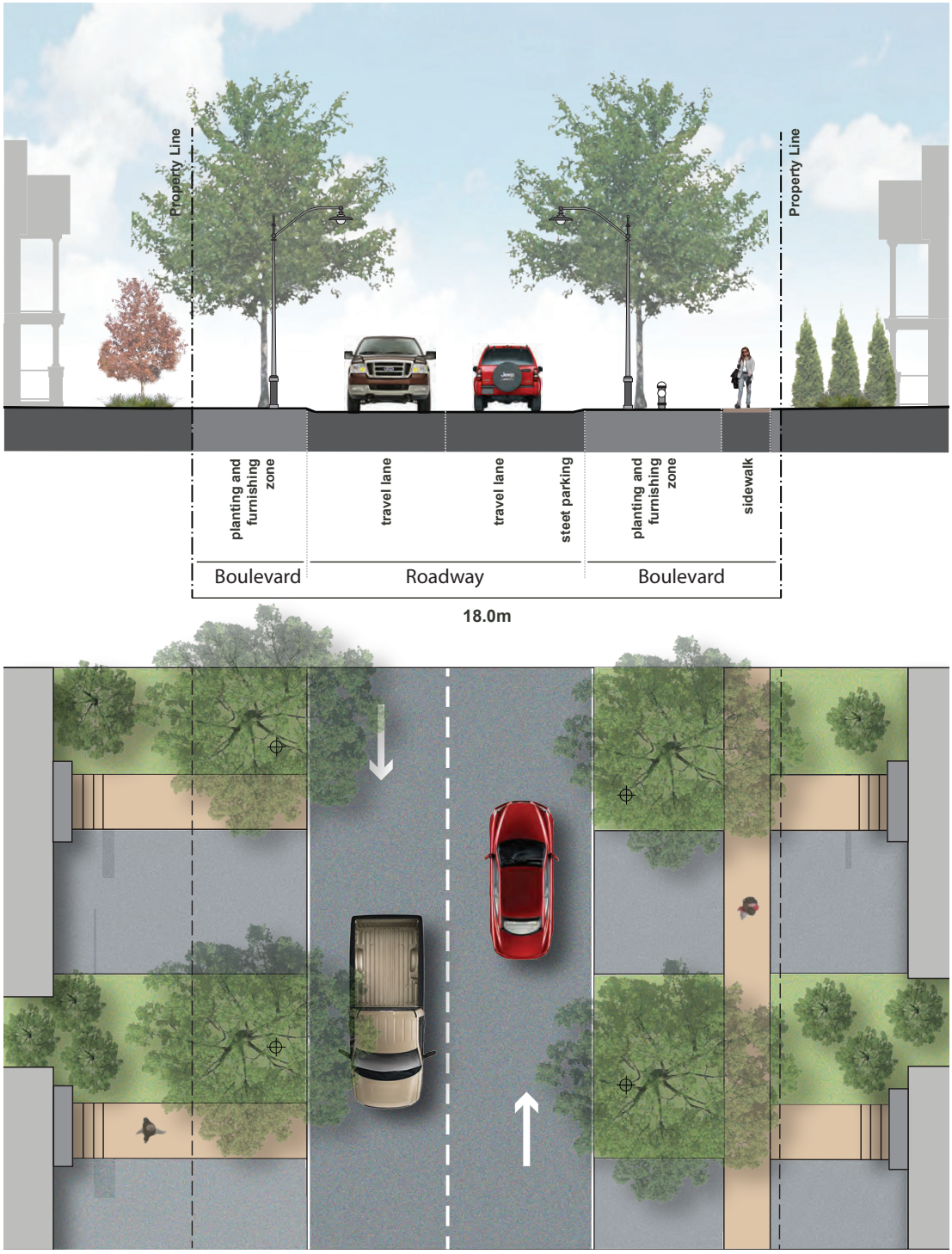


Figure 3 - Local Road cross-section and plan

Window Roads - 16.0 metre ROW

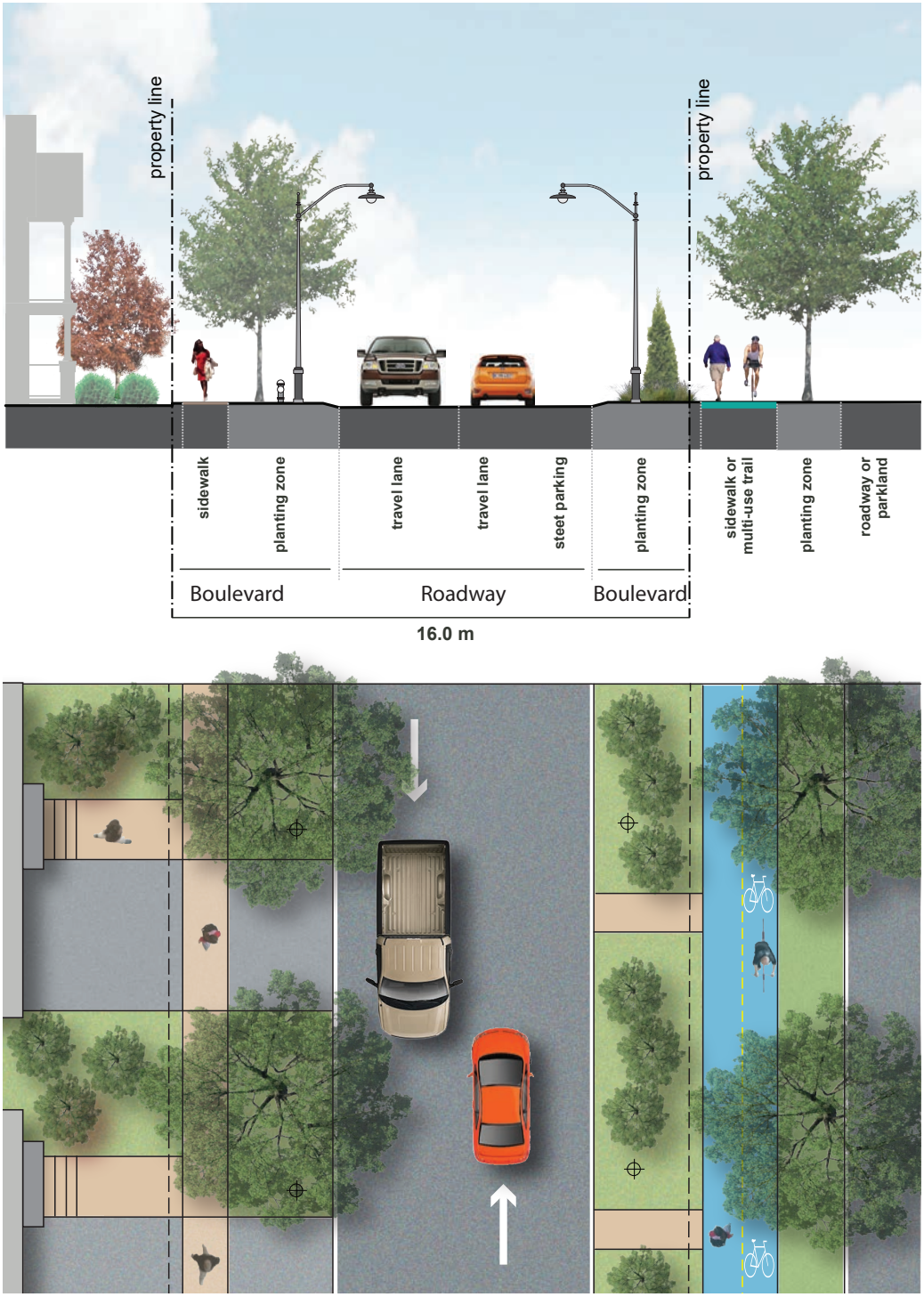
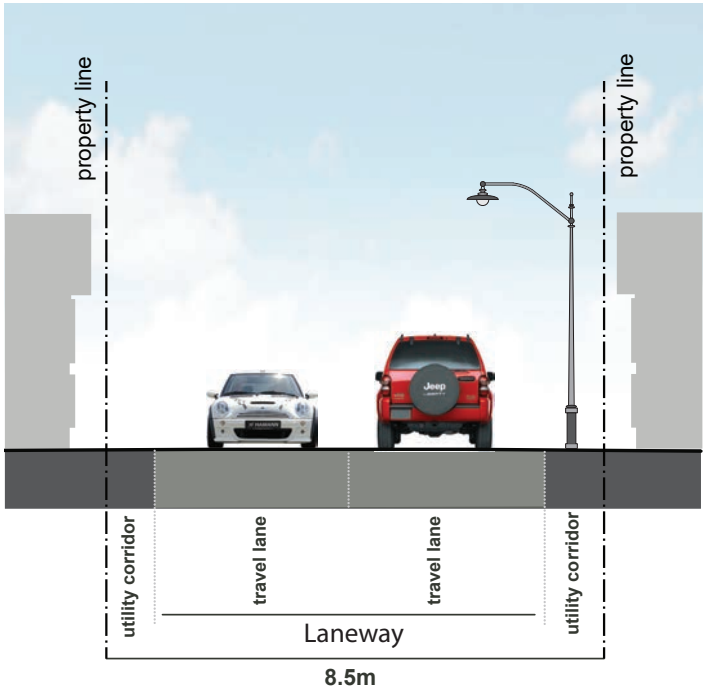


Figure 4 - Window Road cross-section and plan

Lanes - 8.5 metre ROW



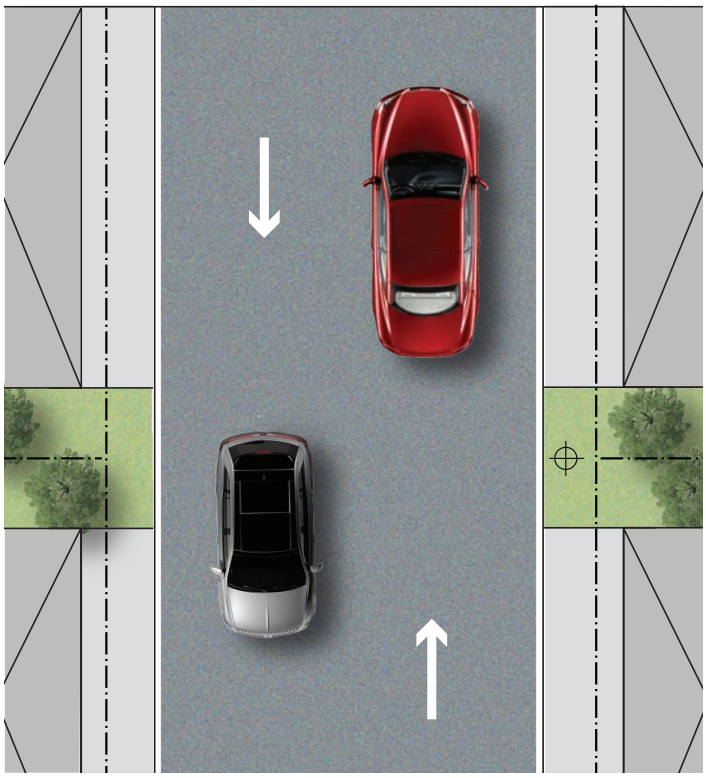
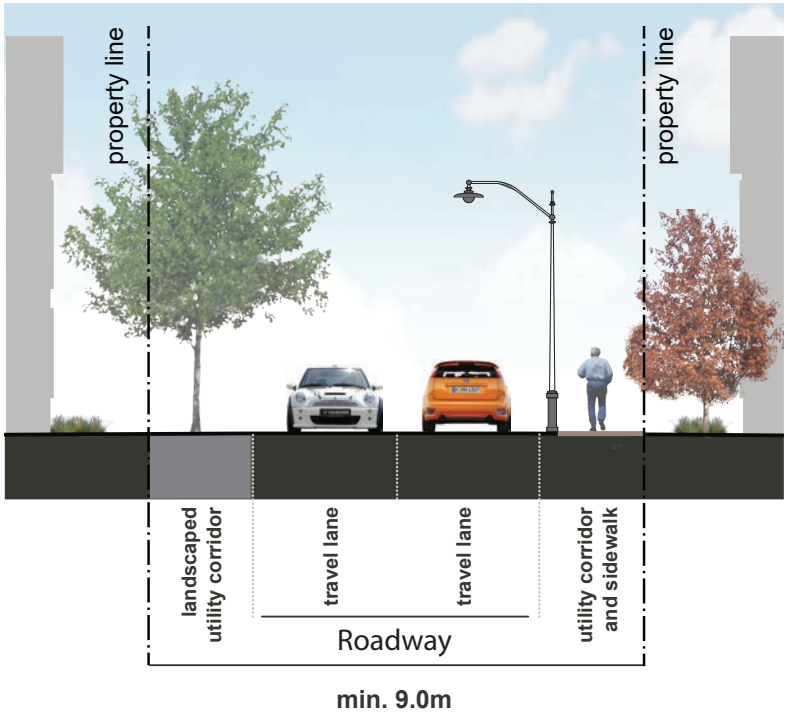


Figure 5 - Municipal Lane cross-section and plan

Private Roads - 9.0 metre ROW



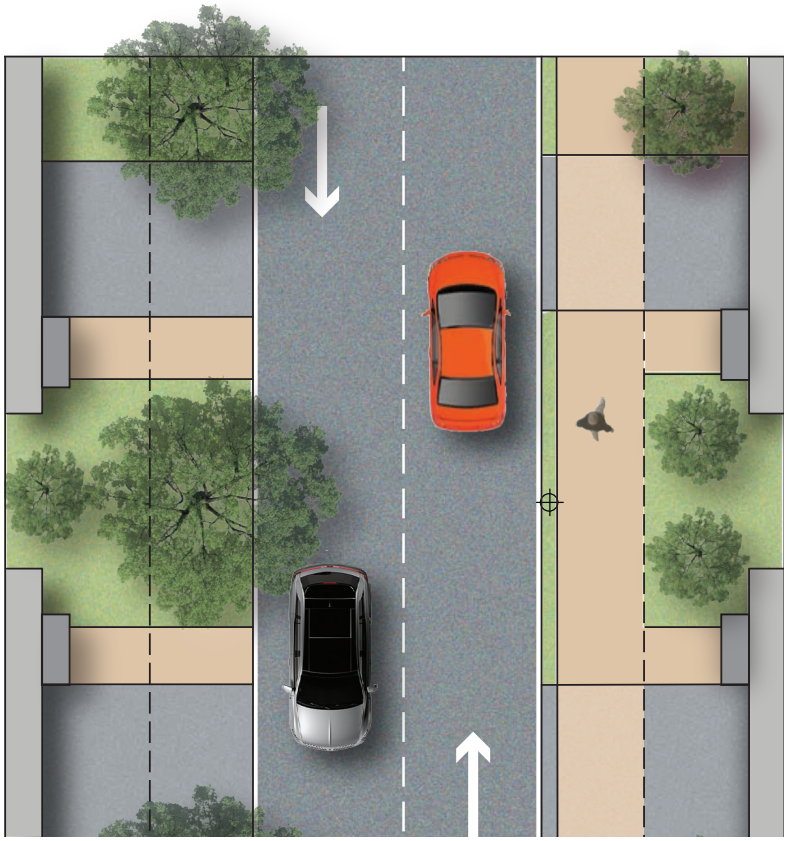


Figure 6 - Private Road cross-section and plan



Integrate the natural heritage system with the community.



Incorporate recreational opportunities such as cycling trails adjacent to the natural heritage system to encourage physical activity.

2.5 The Natural Heritage System and Parks Network

The Natural Heritage System and Parks Network is a major functional, structural, and aesthetic component of East Gwillimbury and should be designed to provide a fair distribution of amenity spaces for a range of users.

The natural environment, urban forest, parks, open space, and trail systems are essential components of a healthy, sustainable community ensuring residents have convenient access to a connected and diverse range of recreational opportunities.

2.5.1 Natural Heritage System

The Natural Heritage System contributes to the community's character and is a key structural element of East Gwillimbury.

The following guidelines aim to protect, restore, and enhance the Natural Heritage System, while mitigating any existing or potential negative impacts due to urbanization and development. They ensure natural heritage features are woven into the fabric of the community, providing important ecological functions, enhancements to community character through views, and recreational opportunities, where appropriate.

2.5.1.1 General Guidelines

1. As opportunities arise, connect and integrate the Natural Heritage System with the Parks Network and the local and regional trail systems to buffer and expand natural heritage features and functions, ensuring ecological systems are not interrupted.

2. Integrate the Natural Heritage System as a key structural element in each new neighbourhood's design by providing for a range of development interfaces that create opportunities for public vistas and connections to the Natural Heritage System (e.g. terminal views at the end of prominent streets).

3. Incorporate recreational opportunities such as trails within the Natural Heritage System to encourage physical activity, where negative impacts will not occur.

4. Provide frequent access points and significant street frontage along the Natural Heritage System to promote views, where appropriate.

5. Provide naturalization planting and restoration to enhance the urban ecology and function of natural heritage features and their adjacent lands.

6. Development within the Natural Heritage System should adhere to the Town's Thinking Green Development Standards.

2.5.1.2 Woodlands

1. Preserve and expand existing tree cover to connect and buffer protected woodlands and other natural areas and to mitigate heat island impacts.

2. Provide opportunities for naturalized plantings and landscape restoration to enhance and help to establish local ecological features.

3. Limit physical access to environmentally sensitive woodlands, however, these features will have a presence within the community through their exposure along streets.

4. Prevent direct access from private properties backing onto woodlands.

5. Ensure the location of trail heads will have no long term impact to the existing vegetation and wildlife communities.

6. Lighting within woodlands is discouraged.

2.5.1.3 Urban Forest

Trees provide ecological services that benefit human and environmental health, such as reducing the heat island effect, sequestering greenhouse gases, providing shade in the summer, separating pedestrians from vehicular traffic, and contributing to more appealing sidewalks and streets.

To support the minimum of 40 percent tree canopy cover in the urban area:

1. Provide robust species selection to anticipate climate change conditions and operational constraints.

2. Encourage a diversity of tree species along each road, native to the Town and Region, non-invasive, drought and salt tolerant, and low maintenance.

3. Where trees are proposed to be removed on site, replacement trees are planted to the satisfaction of the Town to ensure no loss of canopy coverage, as demonstrated by a qualified professional.

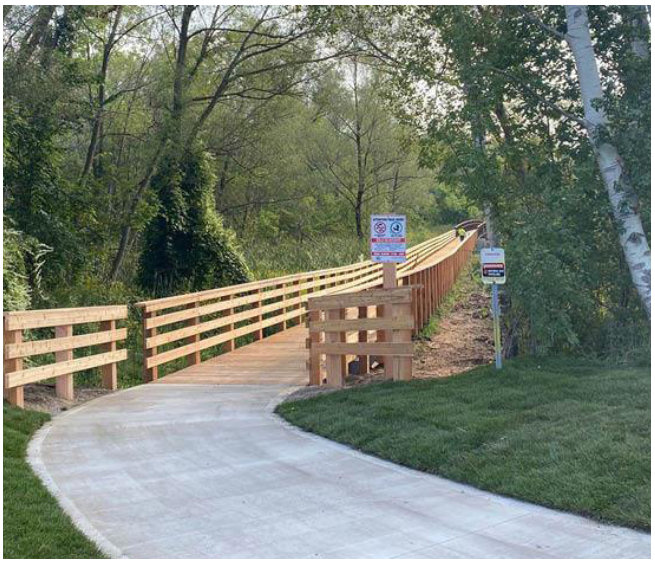
2.5.1.4 Watercourses

1. Preserve and enhance watercourses and maintain the habitat value and charm that the natural environment brings to residents and visitors by ensuring that all streams, creeks, and rivers remain open and uncovered.

2. Covered or buried natural water courses should be daylighted as part of new developments or redevelopments where practical. This involves uncovering and appropriately rehabilitating the watercourses.

3. Ensure development takes advantage of views and frontage along the East Holland River, with public connections to the open space system such as "river walks" and other public uses.

4. Design buildings with entrances and windows facing the East Holland River or facing streetscapes adjacent to open space along the river.



Opportunities for walking trails through the natural heritage system.



Parks create opportunities for large social gatherings.



Public art serves as a defining feature for a public park.

2.5.2 Parks Network

A Parks Network is connected to the natural environment, and throughout the community, and provides for a variety of open spaces, parks, and recreation facilities to support opportunities for improved public health. Convenient access to these amenities encourages residents to walk and cycle, in addition to providing places for gathering, socializing, and active and passive recreation.

Refer to the Town's **Parks Design Standards Manual (PDSM)** for guidelines for designing and maintaining community parks and open spaces.

For more information, click here.

1. Incorporate the following Crime Prevention through Environmental Design (CPTED) principles into the design of parks:
   - Facilitate visual permeability and clear sightlines by ensuring the ability to see what is ahead and around;
   - Provide strategic lighting to illuminate pathways;
   - Avoid landscaping that obstructs natural surveillance;
   - Orient buildings to overlook public spaces. Playgrounds should be highly visible to public streets and/or houses to enhance safety;
   - Ensure proper site design and signage for ease of access and egress; and,
   - Program parks with a mix of activities for constant use of the space.

2. Ensure new trees and landscaping within parks are native plant materials, and where possible, salvaged from the site or the local area.

3. Design parks and open spaces for water efficiency including Low Impact Development (LID) measures. Prioritize a reduction in overall water use, innovative stormwater management, and grey water collection and re-use.

4. Consider public art as focal points in open spaces to reflect the cultural heritage of the location. Public art can include memorials, sculptures, water features, or individual installations at visually prominent sites.

5. Provide bicycle parking in parks. Bike racks should be accessible and conveniently located adjacent to play areas and park entrances, with hard surfaces under the bike rack..

6. Consider natural play spaces that predominantly use landscape features and landforms, natural materials, and plantings to achieve the intended uses. Design natural parks and play spaces to harmonize with the surrounding landscape and incorporate the use of natural materials.

7. Design natural play spaces to include the following:
   a. Topographic changes in the form of berms, rockeries, and other similar features;
   b. Interpretive signage describing the natural features and the unique characteristics of the natural play space;
   c. Direct interaction with natural materials and the environment; and,
   d. All season play with particular attention to plant materials that highlight seasonal changes.

8. Provide lighting that is Dark Sky/Nighttime Friendly compliant.

9. Incorporate LED lighting or solar powered lighting for natural trails, park pathways, and other public spaces to reduce electric energy supply in the public realm.

2.5.3 Community Parks

1. Community Parks are intended to primarily serve the broader community and shall have a an area of 2.0 to 8.0 hectares.

2. Locate Community Parks at the intersection of Arterial or Collector Roads, with significant frontage for easy access to the surrounding neighbourhoods and/or a defined service area.

3. Locate Community Parks adjacent to community facilities such as community centres, recreation centres, libraries, or secondary schools to allow for shared use of facilities and parking.

4. Link Community Parks to the Natural Heritage System and pedestrian sidewalks and bicycle trails, where feasible.

5. Direct lighting for sports fields within Community Parks away from the Natural Heritage System and design to minimize disturbance to adjacent properties.

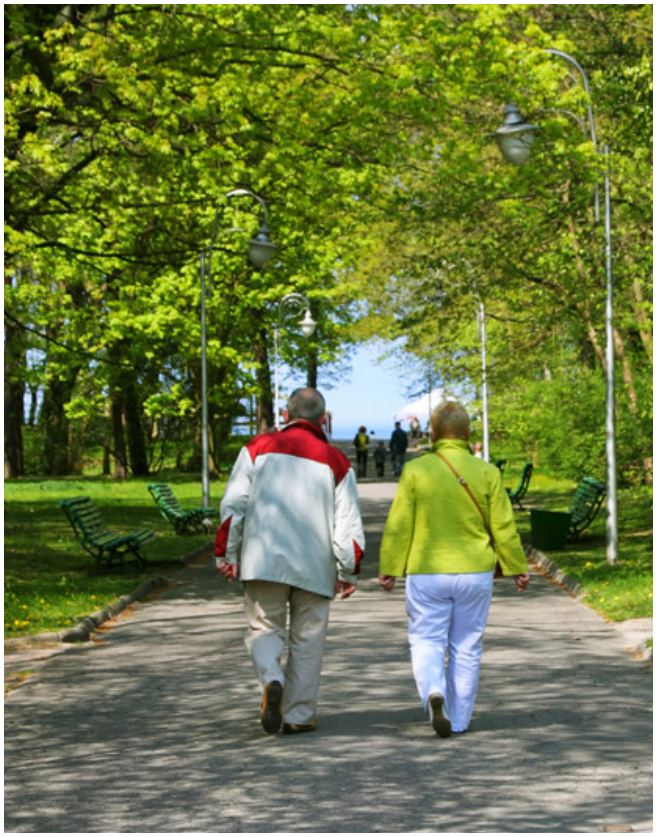
6. Consider community gardens in Community Parks to encourage social interaction and provide access to locally grown produce.



Park facility with play structures, areas for seating and shade, and solar powered lighting.



Active recreation through the use of playgrounds.



Pathways in a park encourage safe and efficient pedestrian circulation.

2.5.4 Neighbourhood Parks

1. Neighbourhood Parks are intended to primarily serve local residents within a 10 minute walk (approximately 800 metres) and shall generally be 2.0 hectares in size.

2. Plan Neighbourhood Parks as focal points of neighbourhoods, preferably centrally located at the terminus of a major street or at the corner of a main intersection, and within walking distance of schools and other community amenities and destinations.

3. Ensure Neighbourhood Parks have significant frontage on adjacent streets to promote views and reinforce their focal nature. For Neighbourhood Parks, in the order of 2.0 hectares in size, ensure street frontage is not generally less than 30% of the park perimeter, or has frontage on two roads.

4. Locate Neighbourhood Parks adjacent to school sites, where appropriate, to allow for shared amenities, such as parking lots and recreational fields. Consider constructing recreational fields using appropriate durable turf treatments to minimize maintenance and extend the life of the field.

5. Provide on-street parking adjacent to the park to create a barrier edge. Parking can be either lay-by parking or on-street, depending on the scale of the park and the nature of the streetscape.

6. Coordinate the design of park structures, such as gazebos, with other neighbourhood elements such as transit stops and community mail boxes.

7. Include a range of active and passive recreation opportunities in Neighbourhood Parks, such as playgrounds, courts, walkways, seating, planting areas, and/or natural or cultural features.

8. Provide bicycle parking in Neighbourhood Parks. Ensure bike racks are accessible and conveniently located adjacent to play areas and park entrances, with hard surfaces under the bike rack.

2.5.5 Parkettes

1. Parkettes may be less than 1.0 hectares in size and support the needs of the community located within a 5 minute walk (approximately 400 metres) of the park space.

2. Plan Parkettes with local level facilities such as playgrounds, waterplay, seating areas, and walking paths.

3. Street frontage on more than one public street is encouraged for Parkettes to support accessibility and visibility.

4. Connect formalized paths within Parkettes to pedestrian sidewalks and trails.

2.5.6 Urban Squares

Urban Squares are a moderately scaled typology of the urban public park hierarchy commonly associated with higher intensity commercial and residential land uses.

1. Locate Urban Squares to achieve significant public exposure and access with frontage on at least 2 public streets.

2. Urban Squares shall be between 0.25 to 1.0 hectare in size and shall generally follow a 1:1 proportion of length to width.

3. Design Urban Squares to enhance the character of the surrounding public realm through public art, site furniture, seating areas and places to eat, landscape treatments, as well as street-related activities such as vendor and exhibit space.

4. Use distinctive, high quality paving treatments for the Urban Square with consideration given to extending the paving treatment onto the street to give the space further prominence. This additional area would delineate an extended space that could be occasionally utilized for large-scale events such as a farmers market or festival.

2.5.7 Greenways

1. Greenways or open space linkages are linear parks that support active transportation, improve community connectivity, and link parks, open space areas, and the Natural Heritage System. Support community connectivity by providing frequent openings and access points along open space linkages.

2. Utilize utility corridors, abandoned railway lines, or easements for greenway linkages to contribute to a continuous linear open space system.



Parkettes should include areas of shade and seating.

3. Greenways may include multi-purpose trails intended for passive recreational purposes such as walking, jogging, cycling, and mobility aid riding. Design multi-use trails to accommodate a range of users and abilities and to be barrier-free, where appropriate.

4. Refer to Section 2.6.1 for additional guidelines for the pedestrian and cycling system.

2.5.8 Views and Vistas

Enhancing the views of important community elements for residents can assist in the creation of a sense of place. The best way to achieve those views is through the orientation of streets and buildings.

1. Orient streets to maximize views to the natural heritage system and East Holland River. These views are an opportunity to reinforce these natural elements as landmark features.

2. Provide for views and view parks along the East Holland River Corridor, Sharon Creek, and other key locations to allow views to these natural areas.

3. Existing natural features should form the basis for directing views.

4. Protect significant views through the location and configuration of open space opportunities.

5. Where possible, site community buildings such as schools, churches, and community facilities as view terminations.

6. Design buildings that terminate views as special landmark buildings.

2.5.9 Lookouts

1. Provide lookouts along trails and in parks and other public spaces adjacent to water courses for people to experience the natural features.

2. Design lookouts to provide undisturbed viewing areas away from vehicle, foot, or bike traffic at locations that maximize the potential for users to comfortably experience these natural assets. A project may be exempt from this requirement along a trail, if that trail section has a similar feature within 200 metres.

3. At a minimum, lookouts should contain the following features:
   a. Seating;
   b. Shade trees or structure; and,
   c. Interpretive signage describing the natural feature being viewed or, public art.



Lookouts should include undisturbed views of features.

2.6 Active Transportation

2.6.1 Pedestrian + Cycling Network

Encourage active transportation and support physical activity through the provision of a linked system of pedestrian and bicycle routes and trails to ensure residents have increased access and mobility options to local destinations for work and play.

Refer to the Town's **Active Transportation and Trails Master Plan** for additional urban design recommendations.

1. Create a continuous and diverse active transportation network of inter-connected pedestrian and cycling routes, walkways, sidewalks, and bicycle lanes that link the community with surrounding neighbourhoods, integrate with existing and future public transit infrastructure, and connect to sidewalks and the open space system.

2. Design new development to incorporate a pedestrian path network that links the following uses:
   - Transit stops;
   - Sidewalks;
   - Trails;
   - Building entrances;
   - Parking areas;
   - Public gathering areas, and,
   - Parks and open spaces.

3. Design pedestrian ways and connections to be convenient, comfortable, safe and easily navigable, continuous, and barrier-free. Design pedestrian ways to be:
   a. Clear of obstructions and maintaining a minimum 1.5 metre wide passageway;
   b. Slip resistant;
   c. Unobstructed and without unnecessary meanders around built obstacles such as mail boxes, street lights, utility poles, seating, and street furniture;
   d. Hard surfaced (hard-packed gravel may be permitted for walkway surfaces in areas adjacent to natural areas); and,
   e. Designed with appropriate accessibility components for persons with disabilities including ramps, sight assistance strips, and textured edges at grade transitions and street crossings.

4. Develop a cycling network that includes bike lanes and off-road cycling or Multi-use Trails that connect to existing bike lanes and trails.



Multi-use path designed to accommodate a range of users.

5. Design Multi-use Trails (shared off-street pedestrian and bicycle paths) based on the requirements of the route. Pedestrian and cycling lanes should be painted along Multi-use Trails or clearly identified by other means to minimize pedestrian and cycling conflicts.

6. Design Multi-use Trails to be a minimum 3.0 metres wide to facilitate two-way cyclist or pedestrian movement.

7. Ensure Multi-Use Trails include adequate amenities including seating, waste receptacles, and signage. Amenities should be designed to reflect site-specific conditions.

8. Provide frequent access points along Multi-Use Trails from adjacent streets, trails, open spaces, and nodes of activity.

9. Provide active transportation connections across water courses and open spaces for pedestrians and cyclists, where required. Design as functional multi-season connections.

10. Encourage safe routes to schools by providing a network of connected local streets with inherent traffic calming measures. To ensure safe use by young pedestrians and cyclists, such measures may include reduced lane widths, raised intersections, slower vehicle speeds, and crosswalks.

2.6.2 Trails

The trail system in East Gwillimbury consists of a comprehensive local and regional trails network.

1. Provide for a continuous, linked, legible, and clearly marked system of trails throughout the community as part of the open space network.

2. For new developments, ensure additional trails, connections, and public accesses are linked or maintained between roads and trails to support connectivity through developments for pedestrians and cyclists. Provide or improve links to the following:
   - Local points of interest;
   - Open space amenities;
   - Adjacent land uses;
   - Civic institutions; and
   - The regional trails network.

3. Avoid creating trails that cross roadways. Off-road connections are preferred, wherever possible.

4. Design trails to be barrier-free and to accommodate a range of users and abilities. Where possible, slopes should be under 5% with curb-cuts and other safety measures provided to improve access at road crossings.



Wayfinding signage at a trail head.



Silk Twist trail and bridge is barrier-free and can accommodate a range of users.

5. Trails must be clearly signed identifying trail entry and access points, permitted uses, and speed. Provide wayfinding signage and trail markers throughout the trail network.

6. Incorporate interpretive signage on trails located in proximity to significant natural heritage features or adjacent to stormwater management facilities to educate and promote stewardship initiatives that will protect and enhance the features and functions of the natural landscape.

7. Consider special treatments at trail head entrances including features such as landscaping, benches, natural or built shade structures, decorative paving pattern, interpretive or directional signage, or wider pathway widths.

8. Design trails to minimize and mitigate impacts on natural heritage features. Consider the use of low impact materials such as wood chips, limestone screenings, or porous or permeable materials for trail construction in areas where sufficient drainage exists.

9. To address accessibility and active transportation needs, asphalt surfaces may be incorporated into the trails system.

10. Provide lighting for pedestrian safety along primary connecting trails. Lighting is not acceptable in natural heritage features.

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

12. Use native, non-invasive species along trails abutting natural features to contribute to the urban tree canopy and provide shade for trails.



Nokiidaa Trail bridge.





Ponds should blend with the natural landscape.



Ponds incorporated as an amenity, with trails and lookouts.

2.7 Stormwater Management Facilities

Stormwater management facilities should be developed in a manner that will yield the greatest environmental and amenity benefit to the neighbourhood, which can be achieved first through reducing stormwater run-off and flow to the ponds, and secondly, through the design and landscaping of the pond.

These facilities support sustainability by providing habitat, enhancing ecosystem structure and resilience, and managing stormwater on site.

1. Design stormwater management facilities as major open space features that provide passive recreational and educational opportunities, while augmenting the extent of the community's open spaces and associated microclimatic benefits.

2. Enhance views and access to ponds by designing a portion of the pond to be bounded by either streets and/or open space.

3. Pond Design and Landscaping:
   a. Locate ponds off line and as a buffer to environmental features;
   b. Landscape ponds to contribute to the urban tree canopy, add to the natural features of the community, and support wildlife habitat;
   c. In addition to functional objectives related to flow moderation and water quality, design ponds as key focal/visual features within the community; and
   d. Design ponds as part of the overall pedestrian and trail system with view points and interpretive signage. Surround ponds with public walking or cycling trails and extend along stormwater channels.



Formal hardscaped paths, seating, and playgrounds are located around the perimeter of the pond.

4. Fencing of the entire perimeter of stormwater management ponds is discouraged, except where necessary along steep slopes, or the rear or flankage of residential property lines. Install 1.8 metre high black vinyl-coated chainlink fencing along the property line where a stormwater management facility block abuts private property. It should be continuous with no gates permitted.

5. Fencing is not required along the property line where a stormwater management facility abuts a public park, open space, natural area, or road right-of-way.

6. Coordinate landscape components such as look-outs, seating areas, fountains, and gazebos to complement the overall character of the pond.

7. Design stormwater management facilities to blend with the natural landscape. Where feasible, conceal inlet and outlet structures using a combination of planting, grading, and natural stone.

8. Ensure the edges of ponds abutting natural heritage features remain naturalized.

9. Install signage at prominent locations along the road frontage or in an appropriate location along the interface between the pond block and the adjacent open space to ensure it is highly visible to the public. The purpose of signage is to identify the site as a stormwater management facility and raise public awareness of the functional aspects and related potential hazards of the facility.

10. Consider on-site treatment of stormwater through the use of green infrastructure such as bioswales, at source infiltration, and porous or permeable pavement.







3.0

private realm



3. THE PRIVATE REALM



Stacked townhouses with balconies and entrances along the street.



Use of high-quality, durable exterior building materials and architectural detailing.

The private realm within East Gwillimbury is comprised of the built form and site design within development blocks and their relationship to adjacent open spaces and roads. The residential, institutional, commercial, mixed-use, employment, and industrial buildings within a community contribute to its character and can assist in further defining and complementing the public realm.

The UDM promotes high quality urban design within the private realm that is based upon the quality, scale, and character of the surrounding existing and emerging contexts to reinforce 'human scaled' environments and promote a sense of place.

Good urban design practices will promote excellence in the design of the private realm. While the specifics of each development proposal may vary, the overall objectives will remain the same throughout East Gwillimbury. These objectives include:

- Creating distinctive, appealing, and pedestrian friendly streetscapes through attention to building design and detailing;
- Ensuring appropriate massing, materials, building siting, and design compatibility; and
- Identifying enhanced design requirements for priority lots having highly visible elevations.

The guidelines will be considered and implemented through the review of development applications within the private realm.

3.1 General Guidelines for all Development

All development shall ensure excellence in design, be designed to achieve a high degree of environmental sustainability, and demonstrate high quality architectural detailing, in accordance with the following guidelines.

3.1.1 Village Cores

The Village Cores are focused along the historic main street areas associated with the communities of Holland Landing, Sharon, and Mount Albert. Village Cores are expected to function as a hub of activity and the centre of each community for residents, tourists, and the traveling public. These main streets are reflective of the character of the area, include historical and architectural qualities, and are in proximity to the surrounding neighbourhoods offering services within walking distance of residents.

1. Ensure all development within the Village Cores is compatible with adjacent uses. Any proposed new development will have regard for adjacent low-rise residential built forms, with respect to building mass, height, setbacks, orientation, landscaping, and visual impact.

2. New development in the Village Cores must be designed to preserve, complement, and enhance the historical and/or architectural character of the area and demonstrate compatibility with its surrounding context. Architectural detailing, landscape treatments, colour, and building materials shall be representative of the highest quality possible.

3. Promote multi-storey buildings that create an urban street condition with building façade proportions that contribute to a comfortable pedestrian experience.

4. Orient buildings to frame the street edge and to create a strong street wall in order to clearly define the public realm and create an attractive and safe pedestrian environment.

5. Locate parking interior to the block or at the rear of buildings within the Village Cores.

6. Ensure all buildings abutting main streets include the use of quality materials, articulated façades with window displays, and high activity uses at-grade, such as retail stores and restaurants, to animate the streetscape.

7. Ensure access from sidewalks and public open space areas to primary building entrances is convenient and direct, with minimum changes in grade. Entrances shall be accessible to people who are mobility challenged.

8. Encourage public art in the Village Cores to reflect the heritage character of the location. Public art can include memorials, sculptures, water features, murals, or individual art installations at visually prominent sites.

3.1.2 Centres

Centres are planned to accommodate the highest densities, the broadest mix of uses, and the majority of medium and high density housing in the Town. Centres are identified in each Settlement Area and along Corridors. Refer to **Schedule 2** of the Official Plan.

1. Design Centres as community focal points with a mix of uses and activities.

2. Ensure a connected street and sidewalk system in Centres to support active transportation and transit and vehicular access.

3. Focus the highest density, building massing, and heights at the core of each Centre and at street intersections.

4. Ensure buildings are located along the street edge, with primary entrances facing the street,

5. On the periphery of Centres provide an appropriate transition to existing or planned adjacent uses, through built form, stepping down of heights, or landscape buffering.

6. Public art is encouraged in all significant private sector developments.



Public art used as a focal point.



Mix of mid-rise residential, community facilities, and retail.



Multi-storey mixed use buildings with activity at the ground level.

3.1.3 Corridors

Corridors will accommodate a full range of residential, office, recreational, cultural, entertainment, and community uses and facilities over time. The lands within the Corridors are the connective spines of the Town and are envisioned to develop as mixed use and transit supportive corridors.

Corridors are located along the major Arterial and Collector Roads and include Yonge Street, 2nd Concession Road, Leslie Street, Green Lane, Mount Albert Road, among others. Refer to **Schedule 2** of the Official Plan.

1. Locate higher density forms of development, mixed uses, and live-work units along the Corridors with the highest intensity of development near Centres or at key intersections. Between intersections, building forms may transition to medium density building types.

2. Incorporate transit facilities and active transportation routes along Corridors.

3. Orient buildings to relate to adjacent streets, particularly at transit stops. Ensure block patterns are permeable, providing access and frontage among buildings within Corridors.

4. Design buildings to be compatible with, and sensitively integrated with the surrounding land uses and built forms. Ensure appropriate transition to adjacent uses and built forms through reduced building heights, setbacks, step-backs, and/or enhanced landscaped buffer strips.

3.1.4 Community Areas

Community Areas provide for the development of residential neighbourhoods including housing, parks and open spaces, convenience commercial uses, institutional and educational facilities.

1. Design neighbourhoods to ensure residents are in proximity to amenities that will meet their daily needs including convenience commercial, office and personal services, institutional, and recreational uses.

2. Provide a mix of housing types, densities, sizes and tenures, including special needs housing in new residential development.

3. Ensure residential development is well-designed to:
   a. Reduce the prominence of garages in the front elevation;
   b. Promote pedestrian activity;
   c. Create functional and visual diversity;
   d. Develop multi-unit residential forms that fit within the community; and,
   e. Guide the creation of architecturally varied, and context appropriate, residential streetscapes.

4. Ensure new residential blocks contain a mix of dwelling types with a variety of elevations to provide a diverse housing stock and to avoid a homogeneous streetscape.

3.1.5 Employment Areas

Employment Areas in East Gwillimbury are expected to accommodate primarily employment opportunities with a focus on heavy and light industrial, business park opportunities, and office uses. Land in the Public Education/Health Care Facility area are intended to accommodate major institutional uses.

1. Arrange and design industrial and business parks to incorporate a campus design to ensure that all development components are recognizable as part of an integrated complex. A campus design format consists of one or more individual buildings or multiple tenancy buildings having shared parking, loading, and access facilities.

2. Design buildings to have high-quality design features including built form, architectural detail, landscaping, and signage.

3. Orient buildings adjacent to Highway 404 or an Arterial or Collector Road to face the Highway and/or Road to provide good visibility.

4. Design parking lots with planting strips and landscaped traffic islands, medians, or bump-outs to break up the expanse of hard surface areas.

3.1.6 Cultural Heritage Resources

The development and sensitive integration of new buildings and landscapes shall ensure that adjacent heritage resources are respected, protected, and enhanced. Sharon Temple, and the Village Cores in the communities of Mount Albert, Holland Landing, and Sharon are unique in terms of built form and their distinctive character should be preserved. The following guidelines, along with the Village Core guidelines under 3.1.1, apply to all new development.



Construction of an employment office building.



Adaptive reuse of a heritage property in Mount Albert.

1. Minimize the removal or disruption of historically or culturally significant uses, landscapes, structures, or architectural elements, with features integrated into the site design as amenities.

2. Where applicable, provide for the relocation or adaptive reuse of cultural landscapes such as hedgerows and rural road cross sections.

3. The retention, restoration, and adaptive reuse of existing heritage buildings in their original locations is a priority to provide a tangible example of the cultural heritage of the area.

4. Where cultural heritage resources have been identified, provide a transition in lot sizes, setbacks, massing, and grading that complements the cultural heritage resource.

5. For heritage designated or listed sites new development is considered adjacent if it shares a property boundary and fronts the same street as the designated sites. A Heritage Impact Assessment will be required as part of a complete development application where new development includes, or is adjacent to an identified or designated cultural heritage resource.

6. Locate and design buildings to respect and complement the scale, character, form and siting of on-site and surrounding cultural heritage resources.

7. Ensure façade designs of new development references the articulation of adjacent historic buildings with respect to vertical and horizontal elements, including the rhythm and proportion of its main architectural elements.

8. New development will reflect the architectural characteristics of adjacent heritage buildings and sites in their design by incorporating a selection of the following:
    a. Roof slopes;
    b. Details such as cornices and sills;
    c. Types of entrance features such as porches;
    d. Architectural style, materials, or detailing;
    e. Maintaining cornice lines in buildings of the same height;
    f. Extending horizontal lines of fenestration;
    g. Proportion, size, and pattern of windows, and doors;
    h. Setback or average setback of adjacent properties; and,
    i. Complementary landscaping.

Sharon Temple

The heritage character and values of the Sharon Temple are a valuable and unique national, provincial, and community resource that must be preserved.

9. Development in proximity to Sharon Temple must reflect the heritage character of the area and enhance the Sharon Temple as a historical and cultural focal point.

10. Ensure access to the site and primary sightlines from Leslie Street are not impacted by new development. The most significant view to the Sharon Temple is from Leslie Street towards the east entry.



Sharon Temple.

3.2 Site Planning

Site planning plays an important role in how a development is experienced and how it functions, including elements such as building orientation, site access, and landscaping. The following will guide new development to maximize the positive attributes of the Town and continue East Gwillimbury's development pattern of visually attractive, walkable, and interconnected neighbourhoods.

3.2.1 Site Layout

1. Arrange all new development to address the street by lining streets with building front facades, active uses, and public spaces. Maintain and reinforce existing setbacks by aligning the building base with adjacent building bases, or by placing the building at the average distance between those of adjacent properties.

2. Use prominent built form to address gateways and other key locations. On larger sites, create 'paired' corner buildings on either side of a street to emphasize a sense of entry or to distinguish one street district from another.

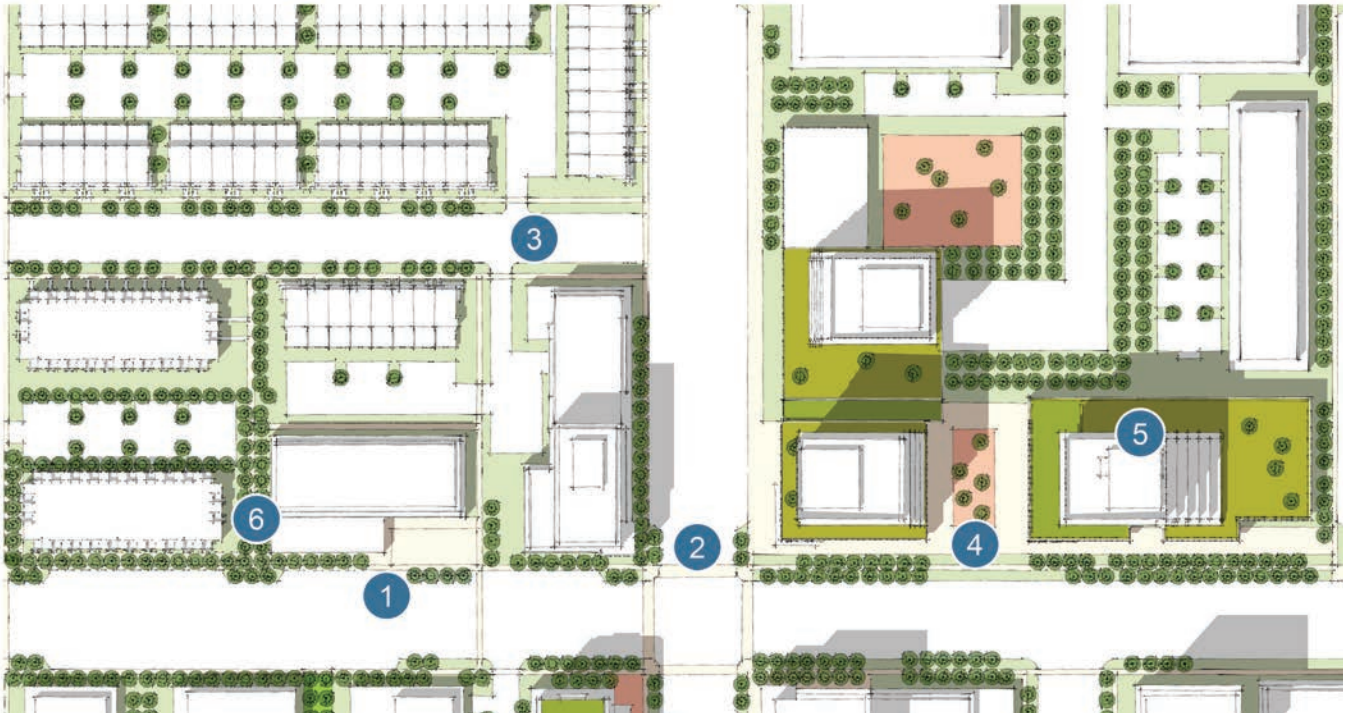
3. Provide a safe, clear, and accessible site circulation system for pedestrians, cyclists, and vehicles, including connections to the surrounding street network, public sidewalks, transit stops, and parking areas. .

4. Create a pedestrian-scaled environment by arranging buildings to create comfortable and protected pedestrian spaces that provide a sense of enclosure.

5. Design blocks with a regular shape measuring a maximum of 100 metres in width and 200 metres in length. For industrial areas, the maximum block dimension is 300 metres by 300 metres.

6. Provide mid-block pedestrian connections for development blocks over 200 metres in length to support pedestrian movement.

7. Enhance wayfinding by using buildings as gateways and landmarks, public spaces as focal points, and streetscapes to frame significant views.



Example of a site layout illustrating building placement, access, and landscaping.



Outdoor pedestrian connecting link with seating and landscaping.

8. Ensure a mix of housing types and densities with the denser residential uses located at the ends of blocks or adjacent to parks, community amenities, or civic uses and buildings, and along Collector or Arterial Roads.

9. In order to minimize the visual impact of long blocks, the lots located on the end should be turned 90-degrees to face the flanking road. Consider a variety of lot facing conditions, in addition to flankage lots, along long stretches of road.

10. Consolidate vehicular entrances to serve multiple buildings in order to minimize the number of interruptions to the street wall and sidewalk network.

11 Surface parking lots should be screened from view from roads, open spaces, and adjacent residential areas with low fencing, architectural features, landscaping and/or other mitigating design measures, such as lowered parking surfaces with landscaped buffers.

12. Ensure pedestrian connections and entrances are visible and universally accessible. Walkways should be distinguished from driveways through a change in material or by using a planted or sodded edge.

13. In high pedestrian volume areas provide connections through blocks of buildings or a building. This may be achieved through the introduction of a walkway, galleria, or other similar features to connect two streets; and/or connections to publicly accessible spaces such as parks, courtyards, and outdoor amenity spaces.

14. The design of shared mailbox facilities should consider:
    a. Locations where they act as an integral component of the streetscape, or in central areas such as an amenity area or park space.
    b. Providing seating and waste receptacles, where appropriate; and,
    c. Including landscaping and/or privacy fencing as a buffer when located at a corner or end lot.

3.2.2 Site Landscaping

Landscaping design should reinforce the structure and layout of the site with a focus on creating a safe, comfortable, and animated pedestrian environment.

1. Develop a comprehensive strategy for planting, built features, fencing, walls, paving, lighting, signage, and site furnishings.

2. Base planting strategies on year-round interest, hardiness, drought, salt and disease tolerance, and bio-diversity.

3. Preserve, protect, and incorporate existing healthy and mature trees into the site and landscape designs.

4. Minimize the use of hard, paved areas to reduce surface run-off and heat island effect. Use permeable or porous paving wherever possible.

5. Use high-quality, durable materials for all landscape features such as paving, fences, walls, planters, site furniture, and shade structures.

6. Consider green roofs for mid- and high-rise buildings. This will assist with reducing the heat island effect and improving air quality and noise insulation.

7. Incorporate a combination of soft landscaping, planters, and trees along non-residential frontages to delineate and differentiate private open spaces, entrances, and individual units at grade.

8. Appropriate planting conditions such as soil depth, volume, and growing mediums must be provided for successful landscapes.

9. Utilize landscaped buffers, which are linear green open spaces, to provide an appealing and ‘soft’ transitional interface between new development areas and the backyards of exiting established areas. Landscaped buffers should be comprised of lush landscaping, such as evergreens, that retain their foliage in all seasons to provide a visual barrier, as well as some sound attenuation

10. Ensure the design of lighting avoids light spill onto abutting properties and adjacent residential neighbourhoods.

11. Avoid using noise attenuation fences or walls, if possible.

12. Where noise attenuation fences or walls are used ensure the fencing provides pedestrian connections and integrates with the design of the surroundings. Coordination in the design, colour, texture, and plantings is encouraged.



Low wall and plantings define the private and public realms.



Street tree planting to buffer the sidewalk from the street.

3.3 Infill Development

The intent for infill development is to encourage compatible design that does not deviate substantially from an established pattern, without requiring an identical design, architectural style, or material palette for every dwelling or building in a neighbourhood. It is important that infill development integrates with the existing context and co-exists in harmony with no undue physical or functional adverse impact on existing or proposed development in the area.

The concept and definition of compatible development is intended to ensure that all new development within the Town is appropriately integrated into the existing built form and landscape. The starting point is to consider the tested definition of "Compatible Development", as follows:

"Compatible development means development that may not necessarily be the same or similar to the existing buildings/development in the vicinity, but, nonetheless, enhances an established community and coexists with existing development without causing any undue adverse impact on surrounding properties."

In determining compatibility, an area of influence in the vicinity of the new development shall be used. New development should be compatible with the existing development within its area of influence. The scale of new development determines the appropriate scale of the area of influence.

Scale of new development	Area of influence for determining compatibility
modifications to an existing dwelling or property	existing dwelling and immediate neighbours (including across the street)
demolition or redevelopment of a single dwelling or property	streetscape/block, within 60 m in all directions
large scale redevelopment; development with land assembly; intensification	neighbourhood, min. 120 m from the site of the proposed development

3.3.1 General Guidelines

1. Infill development in the form of architecture for renovations and new construction shall:
   a. Ensure development is of high quality design and sensitively integrates with the existing context and character of the neighbourhoods identity.
   b. Preserve the variety of design, colour and construction materials within a range that enhances the character of the neighbourhood;
   c. Maintain compatible architectural character in the design of roofs, windows, doors, porches and signs; and,
   d. Minimize or reduce the impacts of increased size, scale, and massing of new construction on neighbouring properties.

2. Ensure the architecture of a new dwelling is consistent with the architectural style and era in which its neighbourhood was built.

3. Design the architecture of an addition to be consistent with the original architecture of the existing dwelling.

4. On second-story additions and new two-story dwellings, maintain architectural continuity of materials and detailing around all sides of the dwelling, especially where the dwelling backs onto and is visible from adjacent streets or other public areas.

5. Ensure solar access by designing a new dwelling or addition to not adversely affect the availability of daylight falling on neighbouring properties. Design the location, scale, and massing of an addition or new dwelling to have regard for the amount of shadow upon neighbours' rear yard areas.

6. Where infill development occurs through the severance of large lots into smaller lots, the resulting lots should reflect the rhythm and scale of lots in the surrounding area.

3.3.2 Site Orientation

Placement & Orientation

1. Consider building placement and siting on a property in relation to the street and neighbouring lots to reinforce the positive characteristics of the existing streetscape.

2. Maintain consistent setbacks along the street. New development should have a set back equal to the predominant setback (70%+) on the street (+/- 1.0m), or a distance that is the average of those on either side of the development site (+/- 1.0m).

3. Where there is no predominant setback along a street, set back new development a distance that is the average of those on either side of the development site (+/- 1.0 metre).

4. Locate dwellings close to the street edge to frame the streetscapes, however, this will depend on the setbacks to dwellings on either side of the site.

Access & Parking

5. Place garages behind the front wall of the dwelling or at the side or rear of the lot, unless the predominant location of the garage on other dwellings on the streetscape projects from the front of the unit or is not at the side or rear.

6. Ensure front-facing garages attached to the main dwelling do not occupy more than 50% of the building's width.

7. Set back detached garages from the main front wall of the dwelling. Ensure detached garages are similar in material and architectural character to the dwelling.

8. Locate and space driveways to reinforce the rhythm along a street and to allow for street trees to be planted in the boulevard.

Landscaping

9. Include landscaped areas in front of buildings that provide a transition from private to public areas. A minimum of 50% of the front yard zone should include soft landscaping areas (non-paved areas supporting grass, groundcovers, trees and/ or shrubs).

10. Where the predominant (70%+) existing streetscape character has design elements such as low stone walls, low permeable fences, planting and/or other landscaping at the front of the lot, ensure new development provides similar elements.

11. Preserve existing mature trees. The planting of new trees is encouraged to provide a continuous canopy over the street.

12. Maintain a consistent character on the street by ensuring height and opacity of front yard fencing is consistent with those found throughout the neighbourhood.

13. Ensure front yard hedges or fencing that are used to define the edge of private property are no more than 1.2 metres high to maintain visibility to the street.



Landscaped areas provide a transition from private to public areas.

3.3.3 Building Design

Massing & Elevation Articulation

1. Ensure the new building is generally consistent in height and massing with adjacent buildings along the streetscape.

2. Provide appropriate transitions in height to existing adjacent buildings and ensure no new building is more than 1.5 storeys or 4.5 metres higher/lower than the adjacent dwellings, subject to the area's maximum height permission.

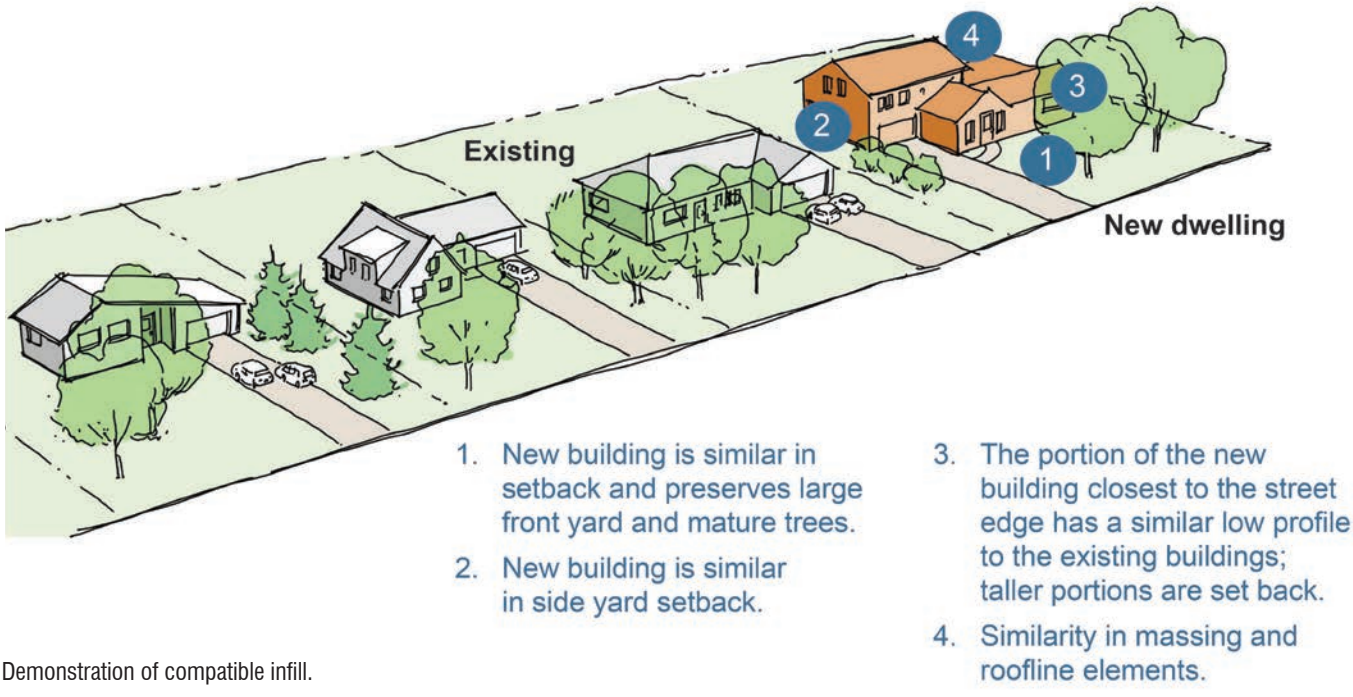
3. Where possible, maintain the existing lot grading and the neighbourhood's characteristic first floor height.

4. Design the building envelope, and individual architectural elements within the building, to reference the architectural treatment of buildings in the neighbourhood. The goal is not to replicate buildings of the neighbourhood, but to ensure new development relates to them by incorporating similarities in design language to promote compatibility. Consider massing and architectural elements such as:
   a. Similar building shape (square, rectangular, L-shaped, etc.);
   b. Roof lines with similar massing, pitches and articulation (gable, hipped, shed, flat,
   c. Similar principal building massing elements (bays, projections, first floor height, building height, entry features, etc.);
   d. Similar architectural features (porches, stoops, chimneys, columns, frieze boards, etc.);
   e. Important datum lines (cornice, base courses, string courses, window alignment, bays, etc.); and,
   f. Similar proportions (bays, windows, garage, etc.).

5. Avoid mixing historic architectural elements with other architectural styles elements.

6. Historical designs should only be undertaken by registered, qualified architects who have experience in designs of that historic period.

7. Contemporary designs may be considered provided they exhibit consistency with the massing and articulation guidelines in this section.



Demonstration of compatible infill.

Materials

8. Ensure building materials reflect and complement the existing materials in the area and are high quality, durable, and easily maintained.

9. Ensure the materials selected are consistent for a building's facade and any walls that are publicly visible.

10. Recommended building materials include brick masonry, stone masonry, wood, or stucco; one or two of these materials should be selected as base materials and may be complemented by a wider range of accent materials.

11. For additions or renovations to an existing building, incorporate materials and colours that are consistent with and complement the main building.

Porches and Entry Features

12. Ensure the main entrance faces the street, with the door in a prominent position. The front door should be clearly visible and approachable from the street.

13. Front porches are encouraged as features that increase the prominence of the front entrance of the dwelling.

14. Provide weather protection elements at the main entrance and design to complement the overall design of the dwelling.

15. Where appropriate, consider extending the dwelling's roof to cover entrance features to reflect modern, minimalistic architectural styles.



Variety of building materials that complement the adjacent buildings.



Existing residential dwelling that illustrates entry elements such as porches and generous overhangs to articulate front elevations at entrances.



Single detached dwelling with front porch and side driveway.



An upgraded elevation with variety in roof lines, materials, and a front porch.



Townhouse units with consistent architectural details on the facade.

3.4 Low-Rise Residential

The following guidelines apply to Low-rise Residential Buildings up to 3 storeys in height.

3.4.1 General Guidelines

1. All low-rise buildings shall demonstrate design excellence and compatibility with the surrounding context. Architectural detailing, landscape treatments, colour, and building materials shall be representative of the highest quality possible.

2. Ensure the height difference between adjacent low-rise buildings on the same block does not vary by more than 1 storey to maintain a consistent street wall.

3. Upgrade side and rear elevations of units that are exposed and visible from a public space or public right-of-way, to ensure they are consistent and continuous in design, quality, and material as the front elevation.

4. Locate garages and driveways on a Local Road or Rear Lane, off Arterial or Collector Roads, where possible.

5. Screen utility meters, air conditioning units, and similar features from public view and integrate into the design of dwelling units through the use of wall recesses, enclosures, screening, or insetting within the building walls. Rear lane units shall locate utility meters at the rear lot line.

3.4.2 Typologies

3.4.2.1 Single Detached and Semi-Detached Dwellings

1. Design dwellings to frame the street edge with a consistent setback, and front doors, windows, and entry features facing the road to create a consistent street wall.

2. Design the front elevation of the dwelling so that its front entrance and architectural elements reduce the visual dominance of the garage and driveway.

3. Garages shall not protrude beyond the main front wall of the dwelling unit. Garages shall be set behind or flush with the main building face or the front porch, or accessed from a rear lane.

4. The setback to the main building face should be 3.0 to 6.0 metres from the edge of the right-of-way. The main building face could be the main front wall, second floor room over or beside the garage, or a significant element such as a roofed porch or verandah.

5. Porches, stairs, canopies, and other entrance features may encroach into the required setbacks, a maximum of 1.5 metres.

6. Design driveways to reduce the amount of asphalt on front yards and enhance the visibility of the street.

7. Semi-detached dwellings with a front facing garage and driveway should pair the garages, where feasible, to maximize the extent of continuous green planting area.

8. Ensure semi-detached dwellings have a single unified roof form and continuous and consistent architectural details and materials for both dwelling units.

3.4.2.2 Detached Additional Residential Unit

1. An additional residential unit is permitted in a detached accessory building or structure on a lot that includes a primary single detached, semi-detached and/or townhouse building. Ensure the detached building:
   a. Is created and used in accordance with the Implementing Zoning By-law;
   b Has a maximum gross floor area of no more than 75 square metres and a maximum height of 2 storeys; and,
   c. Is designed to complement the architecture of the main building.

2 Provide an additional parking space as a tandem parking space on the lot.



Single detached dwelling with upgraded side elevation.



Detached garage with second storey dwelling unit.

3.4.2.3 Townhouses

1. Coordinate the siting, massing, and facade design of townhouse units on a block-by-block basis.

2. Articulate the elevation of the townhouse block to provide variation between units with common characteristics.

3. Utilize variety in the design of roofs through the use of traditional gables and dormers, or more contemporary designs that include cantilevers and parapet details to break up the massing of units within a block. The main roof should appear as one roof where possible.

4. Limit blocks of street townhouses to a maximum of 8 units, with 6 units preferred. The length of a townhouse block should not exceed 50 metres, unless it is essential to the architectural style of the townhouse block.

5. Orient the main front entry of interior units to the front lot line or higher order street. Orient the entry of the end unit to the exterior lot line when on a corner lot. Where a dwelling unit flanks a private street or laneway, the main entrance should face the front lot line.

6. Orient blocks of attached townhouse units to the street with integrated front garages accessed from the street. For rear lane townhouses an attached or detached garage will be located at the rear of the block and accessed from a lane.

7. Design front garages to not exceed 50% of the width of the unit and to not protrude beyond the main front wall or the front porch of the dwelling unit.

8. Pair front driveways to allow for more substantial front yard green space, where feasible.

9. Ensure rear lane accessed garages are complementary in design and building material with the principal dwelling.



Example of variation between the units of a townhouse block.

3.4.2.4 Live-Work Units

Live-Work units introduce a flexible built form use that allows for the unit to be used fully as a residence or a residence above with retail, commercial, or office uses at grade. Live-Work units area ideally suited for the mixed-use context in the Centres and Corridors.

1. Design Live-Work buildings to support pedestrian activity through minimal front yard setbacks, pedestrian weather protection such as canopies, and enlarged clear glazed windows, and pedestrian-scaled detailing for commercial space.

2. Provide on-street parking by using lay-by parking with resident parking provided at the rear of the building and accessed from a lane or a private road.

3. Ensure Live-Work units have continuous and consistent architectural details and materials for the entirety of the block.

4. Screen mechanical equipment including air conditioning units and utility meters or locate away from public view.

3.4.2.5 Low-Rise Apartment Buildings

1. Design the building and the site layout to consider overall form, massing and proportions, and rhythm of major repetitive building elements to create a streetscape that supports a pedestrian scale.

2. Ensure the majority of the main building facade fronts the abutting street. The implementing Zoning By-law may establish a front yard build-within zone along the street line to ensure pedestrian comfort and streetscape activation.

3. Locate and orient primary building entrances to public roads and design to be visible and accessible to the public.

4. Locate visitor parking, loading, and service areas in areas of low public visibility in side or rear yards and set back from the building.

5. Screen parking from street view through the use of landscaping or fencing, or a combination of both.



Live-work units with lay-by parking.



Low-rise building with balconies and entrances along the street.

3.4.3 Siting and Setbacks

1. Integrate existing topography and natural features into the development, and minimize alteration to the existing grading of the site, if feasible.

2. Locate dwelling units and townhouse blocks close to the street edge to create a pedestrian-oriented streetscape.

3. Orient dwelling units and townhouse blocks to face the public realm, and particularly any adjacent streetscape, pedestrian connection or open space, to promote a high level of comfort and create a safe environment.

4. Ensure the front yard setback of new units is consistent with that of adjacent units. If there are differing setbacks on adjacent lots, the new unit should be located to act as a transition between the differing setbacks.

5. Where lot depths permit, design dwellings on long, straight streets to give the appearance of a diversity of setbacks, through architectural details and permitted encroachments.

6. The following elements may be permitted to encroach into front, rear, and exterior side yards, when appropriate:
   - Bay windows;
   - Balconies or decks; and,
   - Porches of up to 1 storey.

7. Where the first floor of the dwelling or townhouse unit is within 3 metres of a sidewalk, raise the entry of the unit a minimum of 0.9 metres to a maximum of 1.2 metres above the sidewalk grade. The change of grade should be reinforced through landscaping features.

8. Maintain consistent side yard setbacks along the streetscape. If there are differing setbacks on adjacent lots, the side yard setbacks of new units should be the average distance of those on either side of the development.

9. Increase side yard setbacks at pedestrian links and public open spaces.

10. Low-rise developments are to have front-to-front or back-to-back dwelling configuration along streets, lanes, or around open spaces.

11. Avoid front-to-back façade configurations where possible. If necessary, the 'rear' facing units of front-to-back façade configurations are to include:
    - Recessed garages;
    - Enhanced landscaping; and,
    - Upgraded façades.

12. Locate built form to minimize the need for noise attenuation walls.

3.4.4 Private Outdoor Amenity Space

The design of private outdoor amenity areas, such as balconies, terraces, back yards, or gardens provide an important extension to the livable space of a dwelling unit.

1. Design private outdoor amenity spaces to have direct access to sunlight and sky view.

2. Avoid a 'rear yard' condition along streets and parks and open spaces.

3. Locate private outdoor amenity spaces for family-sized units so that they have views and access to outdoor play areas, where possible.

4. Design roof top private amenity spaces to limit overlook into adjacent neighbourhoods.

5. Inset or partially inset balconies to offer greater privacy and shelter from wind, reduce the building bulk, and minimize the impact of shadow on other amenity spaces below.

3.4.5 Garages and Driveways

The design of garages can have a major impact on the visual character of the individual dwelling and the collective streetscape. A cohesive streetscape where garages compliment instead of dominate the streetscape is intended.

The visual presence of garages shall be minimized by prohibiting garages from projecting beyond the front wall of the dwelling face or the front porch. A variety of parking strategies should be explored for Low-Rise Residential housing, including attached garages, attached recessed side yard garages, rear yard garages, and laneway access garages.

3.4.5.1 Front Garages

In order to minimize the presence of the garage, the following guidelines shall be applied for attached and detached garages accessed from the front yard.

1. Ensure garages are a natural extension of the design, massing, and materials of the main dwelling.

2. Ensure garages are set behind or flush with the main building face or front porch and do not project beyond the main wall or front porch of the dwelling. Garage doors facing a public road should be setback a distance of 6.0 metres from the right-of-way.

3. Design attached garages as follows:
   a. De-emphasize their presence on the streetscape by recessing garages 0.5 to 1.5 metres from the main wall or front porch of the dwelling;
   b. Accommodate a maximum of 2 garage doors for garages fronting the road, with a maximum width 50% of the dwelling width. Three garage doors may be permitted for single detached dwellings on a large lot but is not encouraged;
   c. Include two single garage doors separated by a masonry pier, or an architectural or design equivalent, for double garages;
   d. Setback a second storey built over the garage a maximum of 2.0 metres;
   e. Consider glazed top panels or transom lights for all garage doors, especially for traditional style dwellings; and,
   f. Utilize a consistent garage door throughout a townhouse block.

4. Detached garages are only permitted in the rear yard and interior side yard.



Garages flush with the main dwelling and do not dominate the facade.



Attached garage setback from the main building face.



Detached garage with consistent materials as the main dwelling.



Detached rear lane garage with a secondary suite.



Lane based garages in groups of three.

5. Design detached garages to complement the architecture of the main building and as follows:
   a. Provide access from either a rear lane or the street by a driveway;
   b. Provide main cladding materials consistent with those of the exterior of the main dwelling;
   c. Create staggering garage door depths and planes, and varying roof styles and details along lanes;
   d. Ensure a minimum setback of 2.0 metres from the dwelling;
   e. Ensure a minimum setback of 1.2 metres from the side lot line; and,
   f. Ensure a maximum height of 2 storeys.

3.4.5.2 Lane-Accessed Garages

Garages that are accessed from a laneway can either be detached or attached to the main dwelling at the rear. Attached garages can be set into the house with access at the rear, or they can be attached to the main dwelling through a breezeway which forms a side courtyard for amenity space.

1. The minimum setback for garages accessed by a lane should be 0.6 metres from the lane right-of-way.

2. Side yard setbacks may be a minimum of 1.2 metres if the garage has doors or windows facing the side yard.

3. Side yard setbacks may be a minimum of 0.3 metres if the garage has no doors or windows facing the side yard. 0.0 metre setback is allowed where the garages on abutting lots are attached.

4. Where possible, pair garages to allow for increased rear yards or an outdoor parking pad.

5. The maximum number of attached garages on adjacent lots should be three.

3.4.5.3 Driveways

1. Ensure driveway widths are no larger than the interior width of the garage. A maximum driveway width of 3.0 metres shall be permitted for single car garages and a maximum driveway width of 6.0 metres shall be permitted for double car garages.

2. Parking for detached, semi-detached, and townhouse dwellings is only permitted in the front or exterior side yard and only on a driveway or a parking pad.

3. Encourage the use of light-coloured paving material for driveways to reduce heat island effect.

4. Encourage the use of permeable or porous pavement for surfacing driveways and parking areas instead of asphalt and concrete to reduce stormwater run-off.

5. Locate driveways as far as possible from parks, open space features, public walkways, schools, and intersections.



Light coloured materials reduce heat island effect.



Lane with parking pad and private outdoor amenity space over the garage.

3.4.5.4 Multiple Unit Parking

1. Locate parking areas away from the street frontage, at the rear or sides of the principal building.

2. For multiple unit development locate visitor parking spaces within a 200 metre walking distance or one block, which ever is less, of the residential units served.

3. Design surface parking areas for multiple unit residential buildings with the following:
   a. continuous brick, pavers, or other distinct and decorative pavement treatment;
   b. markings for stalls;
   c. pedestrian scaled lighting; and,
   d. low fencing, architectural features, or landscaping to screen from public view.

3.4.6 Priority Lots

Priority lots are those which are situated in prominent locations and are highly visible from the public realm. Priority lots include:

- Gateway lots;
- Corner lots;
- Lots which terminate at “T” intersections;
- Lots facing, adjacent to, or backing onto parks, open spaces, and pedestrian links; and,
- Window street lots.

1. Architectural and siting treatments for priority lots are recommended in order to promote a defined and attractive streetscape with visual focal points.

2. Where a townhouse is sited on a corner lot, the end unit flanking a street is defined as a priority lot.

3. In cases where a semi-detached dwelling is sited on a corner lot, both units should be defined as a priority lot.

3.4.6.1 Gateway lots

1. Ensure dwellings on gateway lots are given special consideration in architectural design, massing, orientation, siting, and materials, and are of high architectural quality.

2. Pair similar model units on lots directly opposite to each other to establish and enhance a gateway condition. Use stone or other quality materials as the main massing material for gateway units, where possible.

3. Provide upgraded landscape features on gateway lots including decorative fencing, where appropriate.

4. Coordinate the materials of dwellings on gateway lots with those used on gateway features.

3.4.6.2 Corner lots

1. Consider wrap around windows, porches and other architectural treatments for corner lot dwelling units.

2. Ensure active living spaces are designed for the rooms adjacent to the corner.

3. Locate main entry features on the flankage elevation where possible.

4. Coordinate privacy fencing design for all corner lots to prevent views into the private rear yard amenity area.

5. Articulate rooflines to include vertical features and elements such as a tower or turret, incorporate steeper roof slopes on traditional units, or break the roof plane in keeping with any wall projection for contemporary styles.



Main entrance to the townhouse unit is located on the side elevation facing the street.



Dwellings located at the intersection of two streets shall address both streets

3.4.6.3 “T” Intersections

“T” intersections occur when one street terminates at a right angle to another.

1. Ensure the architecture on lots at the end of “T” intersections is of a highly articulated facade design such as coordinated fenestration, masonry detailing, and entry elements.

2. Incorporate special built form such as added height, turrets, or bay windows for “T” intersection lots.

3. Pair side yards to form a landscaped area at the terminus of the “T“ intersection.

4. Locate garages away from the “T” intersection of the streets.

5. Provide larger front yard setbacks at the view terminus for “T” intersections.



Dwelling unit at the end of a “T” intersection

3.4.6.4 Lots Adjacent to Parks and Open Spaces

1. Ensure front, side, and rear elevations exposed to public spaces such as neighbourhood parks and parkettes are highly articulated. Utilize a combination of fenestration, bay windows, material changes, and dormers in addition to other design elements to achieve the objective.

2. Ensure side and rear elevations adopt a similar design and use materials that are consistent with those used on front elevations. Architectural detailing such as corbelling should continue from front to side elevations, where visible to the public.

3. Ensure the location of porches, windows, and entry doors for units surrounding parks and parkettes maximizes opportunities for overview.

4. Locate driveways of adjacent dwellings as far away as possible from the public space.



An example of front porches overlooking amenity areas.



A porch flanking a park creates “eyes on the park”.

3.4.7 Building Design

3.4.7.1 Massing & Elevation Articulation

1. Ensure generally consistent height and massing along a street.

2. Provide appropriate transitions between all unit types to avoid drastic changes in height and/or massing.

3. Limit the height of new dwellings in existing neighbourhoods to no more than one storey greater than the height of existing, adjacent buildings.

4. Ensure appropriate design compatibility where different unit types are located adjacent to each other.

5. Design dwellings to have articulated elevations, especially those exposed to streets and open spaces. Articulated elevations might include changes in plane, projections, enhanced fenestration, highlighted entrances, complementary materials, among other architectural elements.

6 Upgrade the façade treatment for side and rear elevations visible from public areas.

3.4.7.2 Porches and Entry Features

1. Ensure the main entrance faces the street, with the door in a prominent position. The front door should be clearly visible and approachable from the street.

2. Articulate front elevations by highlighting front entries with features such as porches, verandahs, arches, generous overhangs, and massing elements such as a cantilevered or recessed upper storeys.

3. Ensure steps from a front porch are not located closer than 1 metre from a property line.

4. To ensure porches and verandahs are useable they should be a minimum of 1.5 metres in depth.



A block of townhouse units with a variety of elevations and colours.



Front porch highlights the dwelling entrance and addresses the street.

3.4.7.3 Materials

The variety of building materials contributes to the interest along the street and to the varied architectural character of the neighbourhood.

1. Ensure building materials reflect and complement the existing materials in the area and are high quality, durable, and easily maintained.

2. Ensure the materials selected are consistent for a building's facade and any walls that are publicly visible.

3. Recommended building materials include brick masonry, stone masonry, wood, or stucco; one or two of these materials should be selected as base materials and may be complemented by a wider range of accent materials.

4. Ensure rear and side walls exposed to public view are of a similar composition to the front wall.



Example of a mix of building materials on the facade of a dwelling.

3.4.7.4 Utility Meters and Mechanical Equipment

1. Where possible, locate utilities and meters in interior side yards, away from public view.

2 Locate utility and service meters discreetly by:

   a. Integrating into the design of the building;

   b. Screening through landscaping;

   c. Recessing or enclosing in the porch entry or landing;

   d. Installing below porch slabs and porch steps;

   e. Grouping in one location in a wall recess, enclosure or, where appropriate, a small roof overhang; and

   f. Screening meters on exposed elevations by integrating them into a wall or below porches and steps, providing complementary landscaping, or placing them behind a change in plane towards the rear of the elevation.

3. Locate dryer vents, exhaust fans, furnaces and hot water tanks on rear elevations, where possible.

4. Locate air conditioning units in the rear yard or interior side yard, where possible.

5. For flat roofs locate air conditioning units on the roof, setback from the edge so they are out of sight from public view, where possible.



Four storey apartment building with an articulated facade.



Example of a 9 storey high-rise residential building.

3.5 Mid-Rise and High-Rise Buildings

The following guidelines apply to mid- and high-rise built form. Mid- and high-rise buildings provide opportunities for framing and defining the public realm, while allowing for increased densities that more efficiently use land and infrastructure. They support mixed use communities, promote active transportation, and if done properly, generate liveable pedestrian experiences.

Mid-rise buildings have a maximum height of 4 storeys and High-rise buildings have a maximum of 12, unless identified above the maximum in Area Specific policies.

3.5.1 General Guidelines

1. Concentrate the greatest heights and massing along the frontage of an Arterial or Collector Road.

2. Ensure the scale of mid- and high-rise buildings is compatible and sensitively integrated with surrounding residential uses in terms of building mass, height, setbacks, orientation, privacy, landscaping, shadow casting, accessibility, and visual impact.

3. To demonstrate mitigation of potential shadow or wind impacts on existing or proposed pedestrian routes, public spaces, and adjacent development technical studies may be required including a wind study and/or sun/shadow study.

4. Development transition requirements may be met using a combination of the following:
   a. Separate mid- and high-rise buildings from low-rise buildings with a Local Road;
   b. Locate less dense and lower scale buildings in locations adjacent to existing low-rise neighbourhoods;
   c. Require a minimum 7.5 metre rear yard setback where mid- and high-rise development abuts low-rise properties;

d. Mitigate the actual and perceived massing impacts of a mid- and high-rise building by breaking up the mass horizontally and vertically, through the creative incorporation of changes in materials, balcony and floor plate design, architectural features, and unit/amenity locations;

e. Provide rear and side step-backs for upper storeys to provide contextually appropriate transitions from the mid- and high-rise buildings to the surrounding low-rise neighbourhoods; and,

f. Provide high quality landscape treatment such as decorative fencing, trees, shrubs, grassed areas, and berming.



Use of step-backs to provide appropriate transition to adjacent uses.

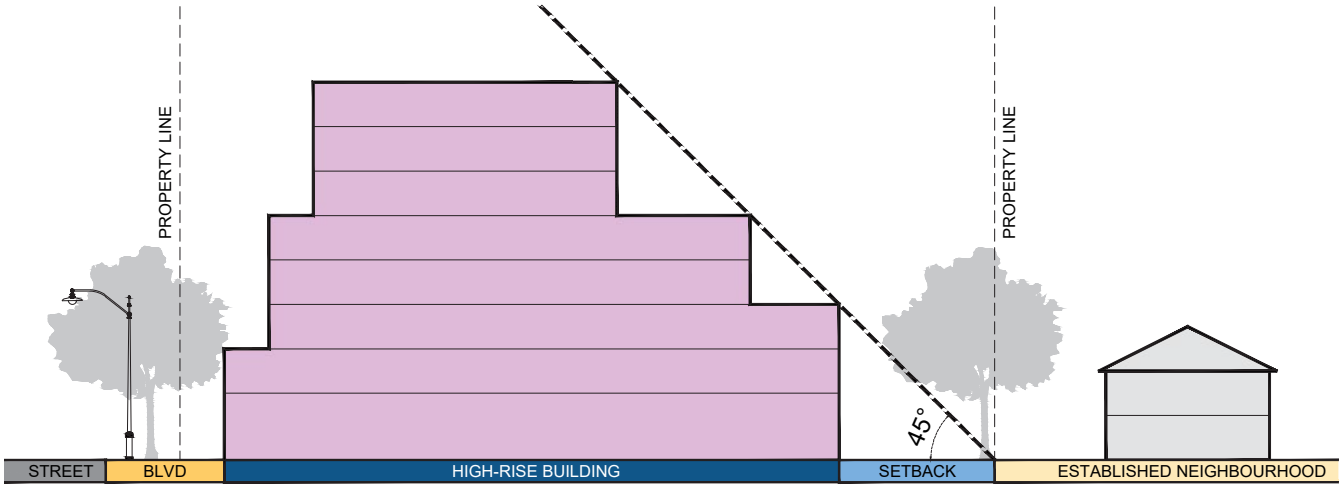
5. Angular planes can be used as a tool to evaluate the massing and height transitions of proposed developments to ensure appropriate skyview, light, and separation. Development within the Centres and Corridors shall apply a minimum 45 degree rear yard angular plane measured from the abutting property line where a building transitions to an adjacent low-rise residential area.

6. Ensure new development is compatible with adjacent and neighbouring development by siting and massing new buildings to avoid undue adverse impacts on adjacent properties particularly in regard to adequate privacy conditions for residential buildings and their outdoor amenity areas.

7. Use prominent built form to address gateway locations within the community. Within Centres, 'paired' corner buildings on either side of a street to emphasize a sense of entry.

8. Locate and orient primary building entrances to public roads, and design to be visible and accessible to the public.

9. Screen rooftop mechanical equipment from view through architectural design that reflects the building's façade treatment. Add-on screening elements such as lattice are prohibited.



Angular plane diagram - 45 degree angular plane measured from property line.

3.5.2 Typologies

3.5.2.1 Stacked and Back-to-Back Stacked Townhouses

Stacked townhouses are typically a 3 to 4 storey building of attached units which are stacked one above the other and oriented to the street.

Stacked townhouses have units stacked vertically. This can include three units located on top of each other, a two storey unit stacked on top of a one storey unit, or a two storey unit stacked on top of two storey unit. Each unit has its own entrance at grade.

Back-to-Back Stacked townhouses share a rear and side wall and are two stacked townhouses placed back-to-back.

1. Articulate the elevation of the townhouse block in a manner that provides variation between units and reinforces common characteristics that visually unites the block.

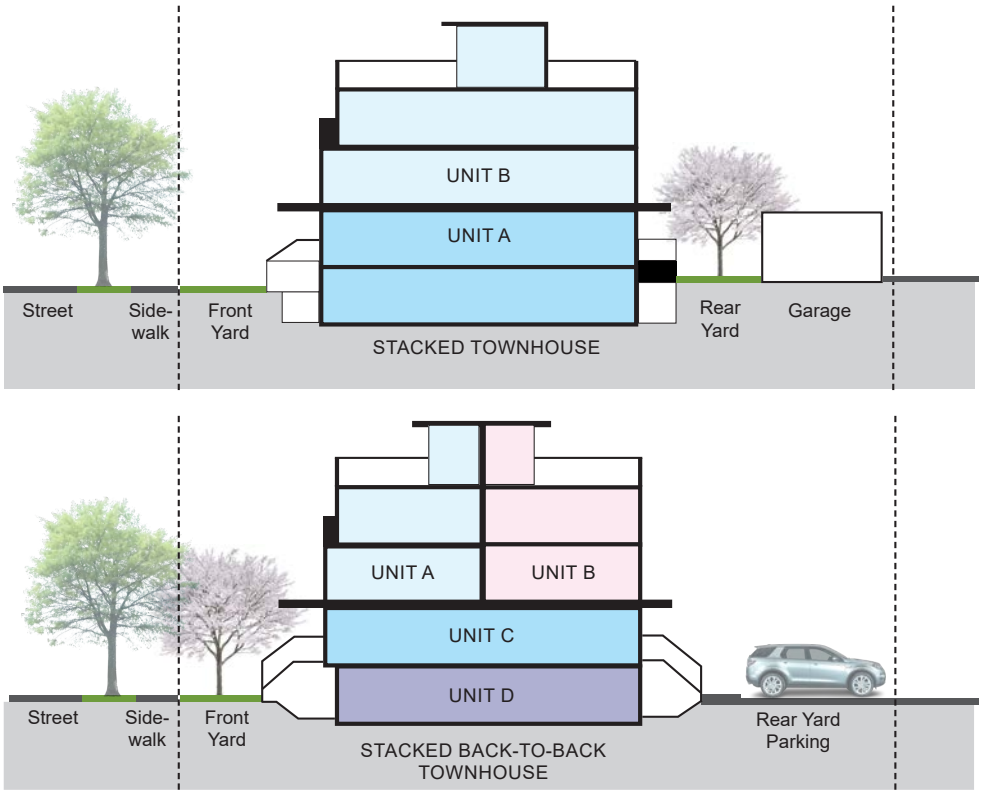
2. Use continuous and consistent architectural details and materials for the entirety of the building.

3. Limit stacked townhouse buildings to 3 to 8 units per block and the length of the townhouse block should not exceed 50 metres, unless it is essential to the architectural style of the building.

4. Locate and orient windows, decks, and balconies to limit overlook into nearby windows and amenity spaces of adjacent properties while enabling “eyes on the street” for common public areas.

5. Locate attached garages at the rear of the building to be accessed from a lane or private drive.

6. Provide underground parking for stacked back-to-back buildings with direct access to each unit.



Typical sections for Stacked and Back-to-Back Stacked townhouses.

7. Provide prominent, well-designed and integrated building entrances such as porches, porticos, or canopies along the building frontage.

8. On corner or double-fronting sites, locate building fronts and entrances to face both streets. Buildings on corner sites require additional attention to detail to enhance the corner.

3.5.2.2 Mid-Rise and High-Rise Buildings

These buildings are multi-storey structures that contribute to complete communities, provide a mix of housing and activity, and are built at densities that improve the viability of transit.

1. Mid- and high-rise buildings may include commercial and office uses at grade and multi-unit residential above or behind. Design ground floors to be appealing to pedestrians and include uses that are more active in terms of pedestrian traffic, such as commercial/retail, personal service, and restaurant type uses on the ground floor.

2. Retail and service commercial uses on the ground floors of buildings should have a minimum 4.25 metre floor-to-ceiling height.

3. Ensure residential entrances are clearly distinguished from the commercial entrances through building design and locate at the front or side of the building.

4. Locate visitor drop off areas at the side or rear of buildings with lane or private drive access.

5. Design interior courtyards to maximize sun exposure through the massing and location of tall building elements.

6. Design interior courtyards to maximize sun exposure through the massing and location of tall building elements.



Example of stacked townhouses with prominent entrances.



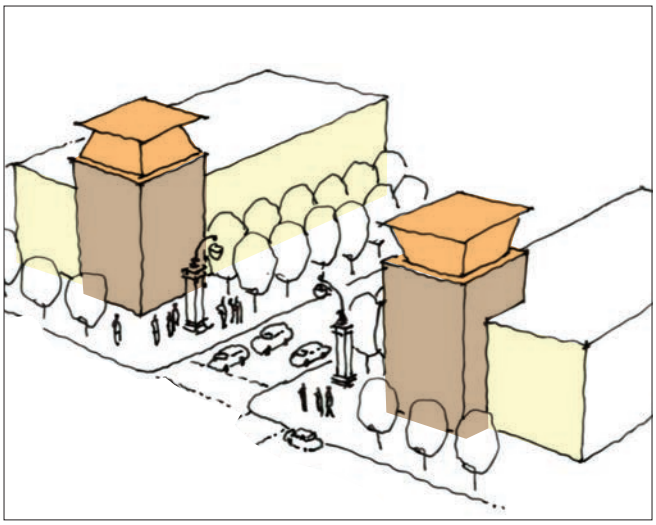
Examples of 4 and 6 storey residential buildings.



Example of a 6 storey residential building.



Mid-block pedestrian connection to enhance permeability.



Paired corner buildings to emphasize a sense of entry.



Corner building as a gateway feature.

3.5.3 Siting and Setbacks

1. Locate buildings close to the street edge to frame and animate the public realm. Where it supports a high quality public realm, new development should generally maintain and reinforce existing setbacks by aligning the base with adjacent building bases, or by placing it at the average distance between those of adjacent properties.

2. Organize and design the site (internal circulation and arrangement of structures) to reflect the urban context and fabric of the surrounding neighbourhood.

3. Provide mid-block pedestrian connections and multiple access-points to enhance visual and pedestrian permeability.

4. Where windows are proposed within the podium, provide an 11 metre separation distance between adjacent properties. Where no adjacent buildings exist, a 5.5 metre setback is appropriate. Where a continuous streetwall is desirable, no side-yard setbacks are necessary.

5. Include the provision of a minimum separation distance of 25 metres between high-rise buildings on the same site and a minimum tower setback of 12.5 metres from side and rear property lines. This will maximize sky views and natural sunlight, provide proper privacy, and minimize wind and shade impacts on surrounding areas.

6. Allow balconies to encroach on the 25 metre separation between buildings, while not contributing excessively to the building massing.

7. Use prominent built form to address gateway locations within the community. Within Centres and at key intersections along a Corridor, utilize ‘paired’ corner buildings on either side of a street to emphasize a sense of entry or to distinguish one street district from another.

3.5.4 Access, Parking and Servicing

1. Provide access to parking, servicing, and loading from the rear of the building, or a laneway, where possible. On corner sites, provide access from secondary streets provided the entrance facilities are well integrated into the rest of the frontage.

2. Avoid vehicular site access from higher order roads. Provide access from local roads or rear lanes, where possible.

3. Consolidate vehicular entrances to serve multiple buildings in order to minimize the number of interruptions to the street wall and sidewalk network. Limit the number of accesses from the same street to two.

4. Encourage lane-based and/or underground parking. Where not feasible, at grade and structured parking above grade may be permitted at the back of the building, preferably lined with active uses along all public frontages.

5. Where it is only possible to provide parking at grade, split the surface parking into small courtyards by using walkways, public art, or landscaped strips.

6. Locate and screen parking, loading, utilities, and servicing areas away from the public view through a combination of soft and hard landscaping, as well as other integrated architectural elements such as walls and pergolas.

7. Integrate facilities for handling, storing, and separating waste and recycling into the building design and screen from public view through landscaping and architectural elements.

8. Design underground/above ground parking ramps and service entrances as part of the building façade.

9. Provide long-term bicycle storage inside the building and short-term bicycle parking areas and racks close to entrances and external to the building.



Parking for stacked townhouses located in a rear lane.



Parking lot with smaller courts, plantings, and decorative paving.



Underground parking garage access screened by decorative door.

3.5.5 Building Design

3.5.5.1 Height and Massing

Mid-rise and high-rise buildings are generally comprised of a podium, tower, and top.

1. The height of the podium, and the tower step-backs above, should generally reflect the established streetwall. Ensure the height of the podium matches existing adjacent structures to reinforce the pedestrian scale of the streetscape.

2. Where no established streetwall exists, the minimum height of the podium shall be 3 storeys to frame the streetscape.

3. For mid- and high-rise buildings with retail or other active uses at grade, provide a minimum ground floor height of 4.25 metres. Residential ground floors should be a minimum of 4 metres in height.

4. Ensure the tower step-back is a minimum of 3 metres from the podium to differentiate between the building podium and tower and to ensure usable outdoor amenity space.

5. Consider an additional step-back for buildings taller than 8 storeys in height.

6. Provide a height transition towards adjacent existing or planned built form. Refer to Guideline 3.5.1.5 for Angular Plane application.

7. The top of the building defines the tower while further distinguishing a unique and interesting skyline. Design the top of buildings to include a variety of elements, such as step-backs, material variations, lighting, and other architectural elements to reinforce a strong presence at the top of the building.

8. Where possible, include outdoor amenity space within the top of the building, including balconies, patios, terraces, and rooftop gardens.

9. Design and clad mechanical penthouses with materials that complement the main building façade.

10. Locate mechanical rooms to the centre of the building rooftop and integrate into the rooftop design so they are not visible from the public realm. Screen from view through architectural design that reflects the building's façade treatment.

11. Avoid blank or long expansive elevations which are exposed to the public view. Where unavoidable, consider art or special wall treatments (i.e., screens, living walls, metallic or wooden textures).

12. For developments with more than one building, provide a range of heights and establish a height hierarchy related to site conditions and context.

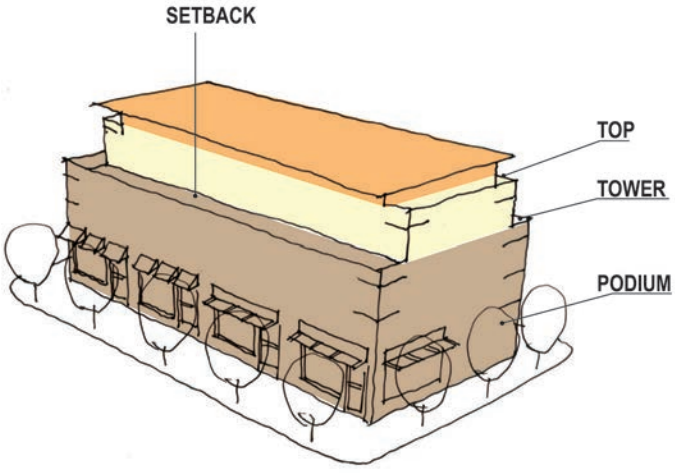


Diagram illustrating the building components of podium, tower and top.



The height of the podium on the mid-rise building should match the adjacent dwellings.

3.5.5.2 Articulation and Architectural Features

1. Animate the public realm and promote safe environments through active uses at grade based on the street character (i.e., retail, commercial uses, day-care facilities, townhouses, etc).

2. Mitigate the actual and perceived impacts of mid- and high-rise buildings by breaking up the mass both vertically and horizontally through the creative incorporation of changes in materials, balcony and floor plate design, architectural features, and amenity locations.

3. Incorporate windows and balconies on all elevations, especially if exposed to public view.

4. Locate entrances strategically so they are highly visible and well connected to the public realm.

5. Provide a high level of glazing at ground level, especially for those areas related to lobbies, common/amenity areas, and non-residential uses (i.e. retail or commercial uses).

6. Encourage weather protective design at grade and at the podium level through canopies, arcades, and cantilevers. Canopies located on the ground floor should be at least 1.5 metres deep.

3.5.5.3 Exterior Materials

1. Ensure high quality and durable materials are used on all elements and elevations of the development.

2. Select materials to complement the architecture, character, size, and style of the building, as well as the streetscape.

3. Maintain consistent materials between elevations.

4. Incorporate changes in materials to visually break-up the building massing.

5. Use reflective, low intensity colours on rooftops to reduce the heat island effect and HVAC loads. Refer to 4.1.6 and 4.1.7 for cool roofing material and solar reflectance guidelines.

6. Minimize danger to migratory birds by:
   a. Avoiding untreated reflective glass or clear glass that reflects trees and the sky;
   b. Ensuring glass has visual markers and is not reflective within the first 12 metres of building height; and,
   c. Locating and managing lighting to reduce reflections that might confuse migratory birds.



Windows and balconies on included on all elevations of the building.



Top of the building designed with visual interest.

3.5.6 Private Outdoor Amenity Space

Private outdoor amenity spaces should have access to sunlight, be comfortable, and designed to afford a level of privacy.

1. Provide shared space for both indoor and outdoor amenities in new multi-unit residential development.

2. Design private outdoor amenity spaces to:
   a. Have direct access to sunlight and sky view;
   b. Mitigate impacts on the public realm and neighbours - increased facing distances between buildings may be required to reduce impacts;
   c. Provide generous and well-designed landscaped areas to offer privacy, screening, and attractive interface with the public realm; and,
   d. Include railing designs to help increase privacy, screen items from view, and reduce risk of bird strikes.

3. Private outdoor amenity spaces can be provided in a variety of forms including front verandas on buildings where the podium is designed to incorporate townhouse units, roof-top decks, balconies, or a design with similar intent.

4. Raised terraces provide an entrance to only one unit. Provide privacy with planting and architectural elements and translucent or solid railings.

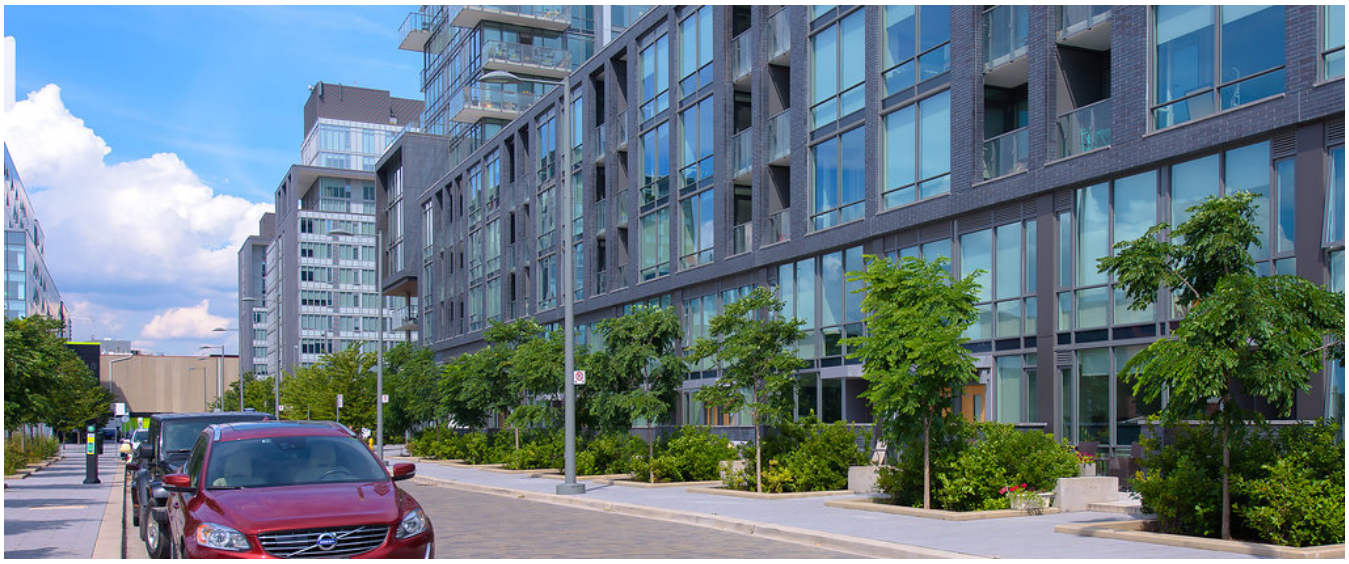
5. Raised terraces are raised a minimum of 0.6 metres and up to a maximum of 1.2 metres.

6. Design roof top private amenity spaces to limit overlook into the adjacent neighbourhood.

7. Design roof top terraces with parapets and solid or translucent railings.

8. Inset balconies or partially inset to offer greater privacy and shelter from wind, reduce the building bulk, and minimize the impact of shadow on other amenity spaces below.

9. Limit the size and avoid continuous projecting balconies, especially on residential streets, or when a private outdoor amenity space, pedestrian mews, and/or landscaped walkway is located below.



Example of a building with inset balconies to minimize shadowing the balconies below.

3.6 Commercial and Mixed-Use Buildings

In East Gwillimbury, commercial and mixed-use development is directed to the Strategic Growth Areas identified in the Official Plan. Commercial buildings provide for the retail and service commercial needs of the surrounding community or neighbourhood. Mixed-use buildings provide a mix of uses within the same building, with retail, commercial, office, recreation or community uses at grade and residential above.

3.6.1 Building Design

3.6.1.1 Building Placement and Orientation

Building placement refers to the location of the building in relation to the street. The orientation and placement of buildings along the street can help to reinforce the public realm by enhancing the pedestrian environment and creating a sense of enclosure. Key guidelines for the orientation and placement of buildings are as follows:

1. Use mixed-use buildings and smaller scale retail and commercial stores to frame the street with a consistent building setback.

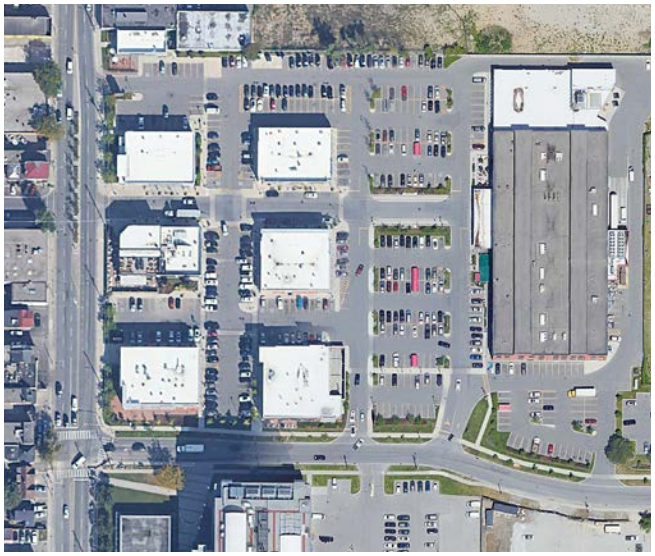
2. Ensure the siting and massing of buildings provides a consistent relationship, continuity, and enclosure to adjacent public roads. A pedestrian-scaled, permeable, and connected internal layout (block and street pattern) creates comfortable and protected pedestrian spaces that have a sense of enclosure.

3. At key corner sites, sidewalk cafes, kiosks, and street vendors are encouraged, and larger setbacks may be permitted. The area within the front yard setback should be hardscaped with paving for visual extension into the sidewalk.

4. Ensure buildings located adjacent to, or at the edge of parks or urban squares provide opportunities for overlook into the public space with windows and doors. The massing, siting and scale of these buildings should create a degree of enclosure or definition appropriate to the type of open space they enclose.



A consistent building setback frames the street..



A pedestrian-scaled, permeable and connected internal layout



Corner buildings address both sides of the street with windows, signage, lighting, and a continuation of public walkways.

5. Ensure primary entrances to buildings are clearly visible and located on a public road or onto a public open space for reasons of public safety and convenience. Secondary doors, such as those that face the parking area, emergency exits, and service doors should be designed to blend in with the building façade.

6. Ensure access to primary building entrances from sidewalks and public open space areas are illuminated, convenient, and direct with minimum changes in grade.

7. Ensure no parking, driveways, or lanes are located between the buildings and the street. Exceptions may be granted for large buildings on large sites with multiple buildings where the larger buildings are be situated to the interior of the block with smaller buildings facing the street.

8. Locate patios along primary streets in areas that maximize sun exposure and effectively animate the public realm.

9. Provide accessible and secure bicycle racks and parking at retail, commercial, and employment developments, as well as at other key locations to promote active transportation.

3.6.1.2 Articulation and Architectural Features

The aesthetic qualities of the building, it's façade, roof line, windows, and access points are all vital factors in how the public perceive a building and how that building impacts their experience of the street.

1. Divide building frontages that exceed 12 metres in width into functionally and visually smaller units through the use of façade articulation, internal courtyards, and networks of connected walkways and landscaping.

2. Articulate large walls visible from the street through various treatments, such as offsets in massing, façade, and fenestration treatments.

3. For stand-alone commercial uses, minimize the building footprint by providing a multi-storey building in order to deliver compact form and conserve land.

4. Require a high level of architectural quality for the façade of buildings located at corner sites along Arterial and Collector Roads.

5. Design sites with multiple buildings to reflect a consistent architectural theme. Similar building elements could include colours, materials, signage, and the base and top of buildings. Design individual buildings to offer visual interest and variety in design through architectural features.



Primary entrances located along the street frontage.



Articulation of the facade with various materials and offsets.

6. Ensure consistent high quality building design and architectural elements on all building elevations, particularly on facades in public view or backing onto residential properties.

7. Establish a rhythm of minor breaks or articulation along the façade, distinguishing one unit (retail or residential) or building component from the next.

8. Incorporate architectural elements to enhance the pedestrian environment such as canopies, overhangs, awnings, projecting display windows, architectural arcades, and colonnades. Design these elements as integral parts of the building in terms of form, style, material, and colour.

9. Incorporate steps and ramps architecturally into the building entrance.

10. Fully screen and locate garbage, recycling, loading, and service areas away from public view. These facilities should be located in the rear or side yards away from residential uses, major roads, and open space areas. Where possible, integrate these functions within buildings.

11. Incorporate garbage and recycling storage bins that can be accessed for pick up into the principal building design. Food waste shall always be stored in climate controlled rooms.



Awnings, canopies, and signage provide shade and weather protection for pedestrians.

3.6.1.3 Drive Through Facilities

Drive through facilities must demonstrate that they do not adversely affect the character of the existing and planned streetscape and contribute to an attractive streetscape, do not impact views and sightlines, or compromise the safe and efficient movement of pedestrians and cyclists. Refer to the Town's **Parking Lot & Drive-Through Urban Design Guidelines** for additional directions.

1. Design drive through sites and buildings to:
   a. Locate buildings close to or at the streetline to define and support the street edge and facilitate pedestrian activity and access;
   b. Ensure an appropriate transition in setback from existing and adjacent buildings along the street;
   c. Locate the main entrance directly off the public sidewalk;
   d. Ensure walls visible from the street are transparent with windows, doors, and other forms of transparent building materials to maximize views in and out of the building enhancing the relationship between interior and exterior to support and animate the public street and sidewalk;
   e. Provide vehicular access and stacking lanes along the side or the rear of the building away from adjacent residential uses, streetscapes, and open spaces. Do not locate stacking lanes or driveways between the building and the street;
   f. Provide parking adjacent to the secondary entrance to the facility so it is not necessary for pedestrians who arrive by car to cross driveways or stacking lanes to enter the building;
   g. Locate utilities and service components such as transformers, loading, and garbage pick up at the rear or flank of the building out of view from the street and other public areas;
   h. Provide landscaping to appropriately screen vehicle headlamps from public view and/or surrounding land uses; and,
   i. Provide sufficient signage where necessary to indicate direction of vehicular travel, stop signs, or no entrance areas.

3.6.1.4 Storefronts

1. Provide retail and service commercial uses on the ground floors of buildings to bring animation to the street and encourage pedestrian activity. The floor-to-ceiling height of ground floors for all new buildings shall be at least 4.25 metres.

2. Locate entrances to stores and the ground floor of live-work units at grade and design to be universally accessible, highly visible, and clearly articulated.

3. Provide spill-out space around the base of buildings for uses such as patios, street furniture, and special events.

4. Where retail uses are provided at-grade, ensure a significant amount of the building frontage on the ground floor and at building base levels is glass to allow views of the indoor uses and create visual interest for pedestrians. Clear glass is preferred to promote the highest level of visibility.

5. Provide awnings or canopies above windows and doors for weather protection.

6. Ensure storefronts on corner sites address both street frontages through entries and glazing.

3.6.1.5 Signage

1. Integrate signage in the building design and ensure it complements the building's elevation, animates the ground level and enhances the streetscape.

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

3. Ensure signage lighting design complements the design of the building.

4. Direct signage lighting to limit light trespass to surrounding properties and to prevent light pollution.

5. Signage should add diversity and interest to the street and not overwhelm either the storefront or streetscape. Design building signage to be compatible and complement the architecture of the building in its scale, material, consistency and design.

6. Projecting or hanging signs are permitted to encroach over the streetline provided that they do not project more than 1.0 metre from the building. There should be a minimum 2.4 metre clearance between the bottom of the sign and grade.



High level of transparency with glass windows create visual interest along the street.



Lighting above signage is directed at the sign and complements the design of the building.



Hanging signs encroach over the street line and extend into the pedestrian realm.

3.6.2 Parking

1. Provide a variety of parking options, including on-street parking, underground parking, structured, and screened at-rear parking courtyards. Avoid the use of large surface parking areas, where possible.

2. Locate parking areas away from the street frontage, at the rear or sides of the principal building.

3. Design surface parking to minimize environmental impacts by reducing parking area size, considering shared parking facilities with adjacent buildings, and providing preferential parking for fuel efficient vehicles.

4. Break large parking areas into smaller courts by providing walkways at a minimum interval of 8 rows of parking. Locate walkways flanking a lane or between 2 parking rows.

5. Use landscaping to break up parking areas to assist with reducing the heat island effect. Landscaping islands should have a minimum width of 2.5 metres.

6. Screen surface parking lots from roads, open spaces, and adjacent residential areas with the use of buildings, low fencing, architectural features, landscaping, berms, or other mitigating design measures, such as lowered parking surfaces with landscaped buffers.

7. Incorporate pedestrian walkways and landscaping into surface parking areas along primary vehicular routes to enable safe, barrier free, and direct movement to principal building entrances and the sidewalk.

8. Design walkways with a minimum width of 1.8 metres.

9. Where walkways cross drive aisles, differentiate from the driving surface through the use of surface materials and colour.

10. Consider above or below grade parking structures, where possible and feasible, in efforts to conserve land, promote compact development, and reduce the heat island effect.

11. Design and landscape parking facilities at-grade or in structures to complement the urban streetscape.

12. Incorporate active uses at-grade for above grade parking structures facing onto any Arterial or Collector Road, where possible.

13. Where above grade parking structures abut a road, minimize the visual impact of the building through screening or by treating the building face like an occupied building through expressing an architectural vocabulary and material compatible with adjacent façades.



Lowered parking surfaces and landscaped buffers help screen parking areas from street view.



Landscaped islands, pedestrian walkways with distinct paving, lighting, and plantings provide safe crossing through the parking lot.

3.6.3 Servicing, Storage + Loading

Servicing, utility, storage, and loading are necessary components of all building sites. These areas need to be functional and easily accessible and their visual impact minimized through location and screening.

1. Coordinate, consolidate, and integrate loading docks, service areas, and storage within the building envelope, where possible.

2. Locate loading, service, storage, and utility areas away from public streets and screened from public view.

3. Ensure that waste collection vehicles have ample room to maneuver at the site planning stage to ensure that these functions do not spill over into either the public right-of-way or public spaces.

4. Provide access to servicing and loading areas from secondary streets or rear laneways. Include design treatments to minimize impact and improve safety for pedestrians and cyclists crossing these areas.

5. Locate all utilities underground. Where components of utilities must be located above ground, utility providers are encouraged to consider innovative methods of containing utility services on or within streetscape features.

6. For all restaurant uses and cooking ventilation systems, incorporate ecologizer, water wash, ultraviolet, or other equivalent odour extraction mechanisms that are sufficient to ensure that the resulting exhaust is substantially odour free and will not affect surrounding residents.

7. Integrate facilities for handling, storing, and separating waste and recycling into the building design.

8. Ensure waste facilities within an external structure are consistent in design, colour, and materials to the main building and are not located in a prominent location.

3.7 Employment Areas

Employment Areas may include a wide variety of uses, including offices, research and development, warehouses, and manufacturing uses. Industrial buildings should be sited to define the street edge, limit nuisance effects from industrial operations, employ a high quality of design, and facilitate active transportation and public transit access.

1. Gateway employment sites are highly visible sites within employment areas. Design gateway employment sites with entry features and identifiable architectural features, such as towers, enhanced elevation treatments, unique massing or roofing lines, a multi-storey presence, or other prominent architectural forms to help identify an area as employment lands.

2. If there are multiple buildings on one site, provide a coordinated architectural treatment to develop overall site harmony. Provide differentiating characteristics, particularly at building entrances.

3. Avoid long stretches of monotonous building façades or 'blank walls'. Building articulation and material and colour changes should be the primary means to create interest on long expanses of walls.

4. Industrial uses may provide less decorative facade materials for non-street frontages, such as concrete and metal siding; provided the front facade material does not transition at the corner, and is wrapped around to the sides.

5. For accessory buildings, provide compatible and complimentary design, colour, and materials to the main building.

6. Provide outdoor amenity areas, such as courtyards, patios, and seating areas in desirable areas, such as facing public streets or natural heritage features and define with building façades, architectural features, fencing, and/or landscaping.

7. Ensure parking lots are configured, designed and landscaped as well defined areas linked to a particular building with safe and convenient pedestrian ways; and, with no more parking stalls than is necessary to comply with the Zoning By-law.

8. Provide pedestrian walkways to connect industrial buildings to on-site parking areas and amenity areas, to public sidewalks and transit stops, and to adjacent sites with convenient destinations (e.g., ancillary commercial uses).

9. Integrate stormwater facilities for large parking lots into the parking area and design as aesthetic landscape features such as planting strips between parking rows, where feasible.



Example of a parking lot that incorporates planting strips for as a stormwater management strategy.

10. Where permitted, ensure that outdoor storage only occurs within physically-defined areas, is screened with appropriate fencing, walls, or landscaping, and that all materials in an outside storage area are stored on an impermeable surface to prevent adverse impact on site drainage and stormwater management facilities.

11. Where practical, vehicular access to parking areas between adjacent properties should be shared, to reduce the extent of interruption along the sidewalk and the streetscape.

12. Provide specifically designated areas for uses such as service entrances, delivery and sorting, temporary storage, garbage and recycling, outdoor storage, outdoor work areas, and other similar uses. These shall be:
    a. Located behind buildings;
    b. Appropriately sized for the intended use; and,
    c. Screened from public areas and residential uses to reduce visual, or sound impacts on adjacent uses.

13. Ensure that service areas have adequate space for maneuvering and allow for efficient operation. Vehicle movements in and around service areas should not conflict with adjacent parking areas.

14. Ensure truck maneuvering, circulation, and queuing lanes are signed, and marked accordingly on the pavement.

15. Provide sufficient on site truck queuing areas as necessary for the expected numbers of trucks. Locate behind buildings and screen, as practical.

16. Ensure loading and delivery areas are not located in a required setback area.

17. Construct trash and recycling enclosures to be compatible with the project architecture and materials, built to house sufficiently sized bins for the intended use, and designed with a wall height that is sufficient to completely conceal bins.

18. Use berms in landscape strips to minimize views/noise from adjacent uses, parking, loading, and service areas.

19. Provide accessible and secure bike racks and parking at employment area developments to promote purposeful cycling.



Use of vegetated screening as a visual buffer.



Bicycle parking in employment areas to support active transportation.

3.8 Institutional and Educational Facilities

Institutional and educational facilities provide important opportunities for place-making and landmarking. With distinct architecture and high quality public spaces, and the potential to co-locate and share facilities, these sites can become hubs of activity and focal points for social interaction, gathering, and civic events.

Buildings serving these uses include schools, recreation centres, health care facilities, libraries, places of worship, and fire stations, among others. Careful attention must be paid to the design of these structures to ensure they reflect the built quality and integrate with the scale of the surrounding neighbourhood.

3.8.1 General Guidelines

1. Site public service facilities prominently and where possible, to terminate views. Ensure buildings are sited to specifically differ from the surrounding urban fabric in order to emphasize their importance as landmarks.

2. Locate public service facilities in community hubs to promote cost-effectiveness and facilitate service integration and access to transit.

3. Locate public service facilities close to the road to reinforce the street wall and define intersections.

4. Ensure public service facilities have direct access from the surrounding community through a comprehensive and connected active transportation network with linked trails and parks.

5. Design the site to be well landscaped and visible at the pedestrian level.

6. Locate vehicular parking at the side or rear of the building. Locate parking for cyclists near building entrances and where visual surveillance can be maximized.

7. Provide drop-off areas for buses and cars in the public right-of-way where possible, but when located on-site they should be at the side, and not the front of the building.

8. Ensure public service facilities contribute to the creation of compact neighbourhoods through multi-storey buildings in order to maximize the site and services, minimize building footprint, as well as contribute to an urban street condition.

9. Ensure the site and building incorporates accessibly for all individuals of varying ages and abilities.



Bicycle parking is provided in close proximity to the front entrance of the school.



Multi-storey building is massed around a central open space.

3.8.2 Building Design

Institutional and educational buildings form an important aspect of East Gwillimbury's identify, often acting as landmarks in the community. They should be designed to contribute to the public realm and to stand out from other buildings, while respecting the scale and character of the surrounding neighbourhood.

1. Design institutional buildings as special landmark buildings with high quality architectural design, materials, and finishes.

2. Respond to the local context and site conditions when siting buildings. Where applicable, design buildings to respond to the site's topography

3. Locate the most active portions of the buildings facing higher order streets. Locate large portions of buildings such as gymnasiums or auditoriums to the sides, rear, or interior of buildings.

4. Incorporate architectural elements such as massing and special features to terminate important views and vistas.

5. Ensure highly articulated façade design for all elevations exposed to public view. This includes changes in plane and materials, fenestration, projections, relief, and horizontal and vertical elements. Avoid blank, uninterrupted walls.

6. For buildings located at corners, design elevations to equally address the two street frontages. Additionally, use prominent massing, height, architectural elements and detailing to emphasize these locations.

7. Provide integrated weather protection elements at main entrances and ensure they complement the building's design.

8. Provide a sufficiently sized gathering space designed as an outdoor amenity space for public service facilities where significant numbers of people are expected to gather or wait outside the main entrance.

9. Ensure the front door of all public service buildings are connected by a walkway to the sidewalk and have direct access to transit stops.



Example of the use of architectural features to denote landmark community facilities.

10. Coordinate building materials and ensure they reflect, complement, and enhance the building's architectural style and detailing.

11. Ensure the design of ancillary buildings and structures is coordinated with that of the principal building in terms of height, massing, architectural details, signage, materials, and colours.

12. Provide a high level of visual transparency and permeability at eye level for lobbies by using windows and prominent entrances.

13. Utilize daylighting strategies, such as building orientation, uniform windows across the facade, or skylights to capture natural light and reduce dependence on electric lights during the day.

14. Consider roof forms other than flat roofs to respond to the context and character of the neighbourhood, particularly where there is a heritage context, and to highlight the nature of the public or institutional building.

15. Where flat roofs are used, incorporate cool roofs and/or green roofs in the design of the building to minimize surface runoff, reduce heat island effect, provide noise insulation, and improve local air quality. See Guidelines under Section 4.1.

16. Screen rooftop mechanical equipment with materials that are complementary to the building.

17. Integrate signage within the building design and ensure it complements the building's elevation, animates the ground level, and enhances the streetscape.

18. Direct signage lighting to limit light trespass to surrounding properties and downcast to prevent light pollution.

19. Ensure signage provides a high level of clarity, visibility, and visual interest, and aids pedestrians and drivers in navigating the area, especially at night.



The building is located close to the road to frame the street edge.


Green roofs reduce surface run-off on buildings.

3.8.3 School Sites

1. Minimize the land area required for school sites in order to promote compact development and conserve land. School Boards are encouraged to build more compact facilities including three storey elementary schools and buildings located close to the street.

2. Where possible, locate elementary school sites adjacent to a neighbourhood park to allow for the sharing of playfields and to minimize land area requirements. Explore the use of appropriate and innovative engineered turf material to increase the durability of school playfields and minimize maintenance requirements.

3. Consider shared parking lots for elementary school sites with neighbourhood parks, and secondary school sites with community parks, in order to reduce the number of parking requirements. Locate and site the shared parking lot to facilitate easy and safe access by students.

4. Consider maximizing the opportunity for using the natural heritage system for passive open space uses such as trails and trail heads for school sites located adjacent to the natural heritage system.

5. Provide direct pedestrian and cycling routes to secondary schools from all parts of the surrounding community that are linked with the active transportation network.

6. Design schools to ensure safe pedestrian crossing and cycling practices. Whenever possible, ensure students are able to easily reach building entrances without crossing bus zones, parking entrances, and student drop-off areas.

7. Design school sites to provide for visitor parking and bus pick-up and drop-off for automobiles and buses on site. For smaller sites, consider demarcated bays in the adjacent Collector Road right-of-way.

8. Locate parking at the rear or to the side of the principal building. Circulation in front yards should be limited to drop-off zones, and clear sight lines should be preserved to the street.



Parking is located to the side of the building, with circulation for bus pick-up and drop-off in the front of the building.

3.8.4 Major Institutions

Major Institutions include post secondary educational institutions or health care facilities. These uses form a critical part of complete communities, often acting as landmarks in the community.

1. Locate proposed major institutional use buildings toward key intersections with frontage on an Arterial or Collector Road.

2. Ensure the development of a post secondary educational institution or health care facility is accompanied by proximity to parks, community facilities, and retail and service commercial uses.

3. Multi-storey buildings are encouraged to make efficient use of land and contribute to a compact built form.

4. Ensure adequate amenity areas and pick-up and drop-off facilities are provided on-site. Consider parking structures, where feasible.

5. Provide connections to the existing pedestrian and cycling routes to support active transportation.

6. Ensure visitor parking is highly visible and accessible, where possible.

7. Design and landscape surface parking areas as high quality open spaces. Screen parking areas from views; break up large parking areas into smaller lots; maximize shade to reduce the heat island effect; and provide safe, convenient, and accessible pedestrian travel routes.

3.8.5 Fire Stations

1. Locate fire stations in a prominent and visible location with convenient access to an Arterial or Collector Road.

2. Ensure fire stations have a close relationship to the intended service area by integrating with the surrounding development, through appropriate architectural design, landscaping, and buffering from residential buildings.

3.8.6 Places of Worship

1. Locate Places of Worship on Arterial or Collector Roads along public transit routes in order to maximize transit ridership.

2. Consider the joint use of parking areas with adjacent uses in order to reduce land requirements and promote compact development, especially in mixed use areas.

3. Ensure the massing and scale of the building is compatible with the character of adjacent development, especially within low-rise areas through the use of similar setbacks, material selection, and the use of architectural elements.

4. Provide buffering, including visual screening, planting and/or fencing, between the place of worship use and any adjacent residential uses.







4.0



sustainable buildings + infrastructure

4. SUSTAINABLE BUILDINGS + INFRASTRUCTURE



Wind turbines on the roof of an office building.



Solar canopies in surface parking lots.

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

Development in East Gwillimbury should incorporate sustainable buildings and infrastructure to:

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

As part of the strategy to support a the intended level of sustainability within East Gwillimbury, the Sustainable Buildings and Infrastructure guidelines shall be read in conjunction with the Town's **Thinking Green Development Standards** and apply to both the private and public realm.

4.1 Energy Conservation

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

1. Where feasible, consider alternative community energy systems such as district energy, geo-exchange, sewer heat recovery, and/or inter-seasonal thermal energy.

2. Consider reducing demand for energy from the grid and encourage renewable energy production. Renewable energy sources that could be employed may include the use of solar thermal and photovoltaic equipment or wind power. Proposed alternative energy sources could be used in combination with energy from the grid.

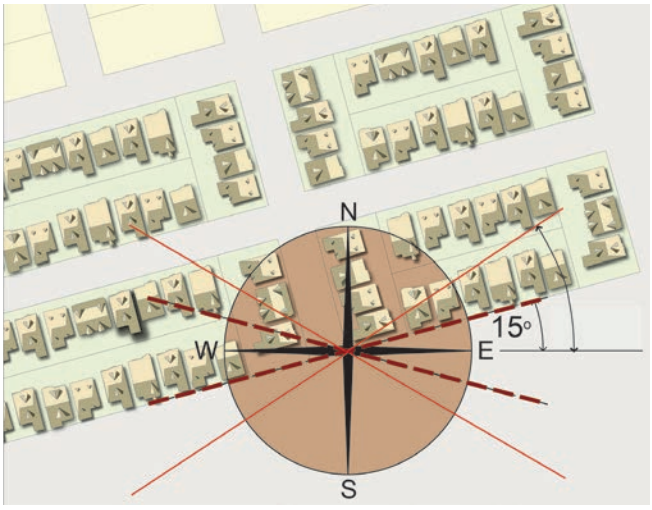
3. Encourage passive solar building orientation to permit enhanced energy efficiencies by creating optimum conditions for the use of passive and active solar strategies. The integration of passive building systems is enhanced with buildings oriented to maximize the potential for sunlight and natural ventilation.

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

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

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

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



To maximize passive solar orientation the street and block alignment should be designed within 15 degrees of geographic east-west.



Solar panels on the roof of low-rise development.



Light coloured pavers assist with the reduction of the heat island effect.



Charging stations for electric vehicles in mixed use areas.

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

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

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

11. Mitigate urban heat island effects through the installation of light-coloured paving materials including white concrete, grey concrete, open pavers, and any material with a solar reflectance index of at least 28. Consider light-colored material for development with hardscape or paved surfaces in the Village Cores, Centres, and Corridors, including parking areas, pedestrian walkways, and urban squares.

12. Consider paving driveways for grade related residential dwellings with light-coloured material to reduce urban heat island effects.

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

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

4.2 Water Use and Management

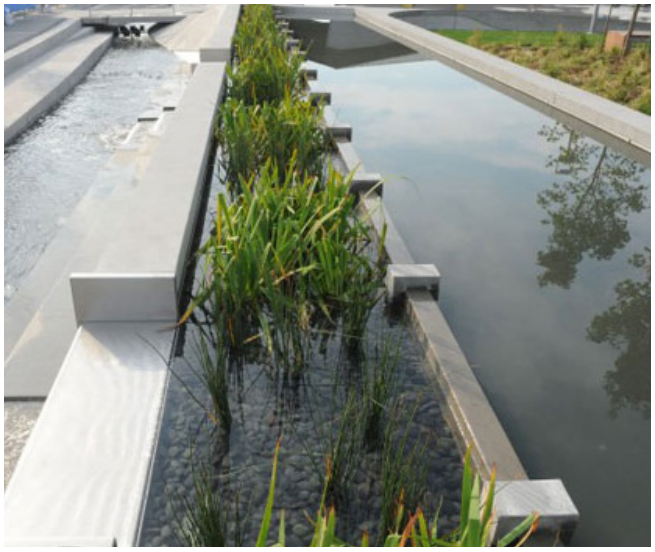
1. In order to promote water conservation, all new developments are encouraged to:
   a. Achieve 10% greater water efficiency than the Ontario Building Code and to encourage through appropriate incentive programs, 20% greater water efficiency than the Ontario Building Code;
   b. Restrict the use of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

2. Encourage the implementation of Low Impact Development standards that emphasize the use of bioswales, innovative stormwater practices, constructed wetlands, at-source infiltration, greywater re-use systems, and alternative filtration systems such as treatment trains.

3. Consider the following strategies for stormwater retention and run-off:
   a. Retain stormwater on-site through rainwater harvesting, on-site infiltration, and evapotranspiration;
   b. Direct flow to landscaped areas and minimize the use of hard surfaces in order to reduce the volume of run-off into the storm drainage system;
   c. Store snow piles away from drainage courses, storm drain inlets, and planted areas; and,
   d. Use infiltration trenches, dry swales, and naturalized bioswales adjacent to parking areas to improve on-site infiltration.

4. Stormwater management quality control devices which require frequent operation or maintenance such as Oil Grit Separators are discouraged within the public right-of-way.

5. Introduce green infrastructure, such as bioswales or bioretention planters, within the public right-of-way to enhance ground water infiltration and improve water quality as part of a comprehensive water management plan.



Example of an innovative stormwater management facility.



Bioretention planters assist with street greening and have stormwater management benefit.

6. Consider the use of permeable or porous pavement instead of standard asphalt and concrete for surfacing sidewalks, driveways, parking areas, and road surfaces, as a stormwater run-off management strategy.

7. Consider the inclusion of third pipe greywater systems and rain water harvesting, for watering lawns and gardening, to reduce demand on potable water use.

8. Implement a rainwater harvesting program to provide the passive irrigation of public and private greenspace, including absorbent landscaping, cisterns, rain barrels, underground storage tanks, infiltration trenches, etc.

9. Consider the installation of subsurface basins below parking lots to enable stormwater to be stored and absorbed slowly into surrounding soils.

10. Where feasible, implement curb cuts along sidewalks and driveways to allow water to flow onto planted zones or infiltration basins.

11. Implement xeriscaping using native, drought-tolerant plants as a cost-effective landscape method to conserve water and other resources on a residential and community-wide level.

4.3 Material Resources and Solid Waste

1. Consider the use of recycled or reclaimed materials for new infrastructure including roadways, parking lots, sidewalks, unit pavings, curbs, water retention tanks and vaults, stormwater management facilities, sanitary sewers, and/or water pipes.

2. Reduce waste volumes through the provision of recycling/reuse stations, drop-off points for potentially hazardous waste, and centralized composting stations.

3. In large buildings, such as multi-unit residential buildings and institutional or public buildings, provide on-site recycling facilities for the handling, storing, and separating of recyclables.

4. Recycle and/or salvage at least 50% of nonhazardous construction and demolition debris and locate a designated area on site during construction for recyclable materials.



Collect, store, and distribute rainwater in underground storage tanks.



Landscaped island with a bioswale to filter run-off from the parking lot.

4.4 Urban Agriculture

Urban agriculture, such as community gardens and traditional farm areas at community peripheries, provides the opportunity for an alternative use of green space and can act as a transition between land uses.

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

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

4.5 Stewardship and Education

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

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

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

3. Include environmental builder specifications in all subcontracts.

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

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





Urban agriculture supports sustainable local food production. Farmer's markets support local growers and access to fresh produce.







A

appendix

urban design brief terms of reference

Purpose

An Urban Design Brief may be required to support a development proposal as part of a complete development application, such as an Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision/Condominium, and/or Site Plan Control Application. This requirement will be identified by Planning Staff at the Pre-Consultation meeting.

An Urban Design Brief is intended to describe and illustrate the proposed design for a development proposal and demonstrate how the design meets the intent of the Town's Urban Design Manual and other Town urban design guidelines, standards, and policies.

Planning Staff will use the Urban Design Brief to assess the urban design aspects of development applications to ensure high quality design is achieved in the public and private realms. The Town is committed to urban design excellence that results in a complete, functional, sustainable, and attractive built environments consistent with East Gwillimbury's character and vision for the future, as outlined in the Town's Official Plan and Urban Design Manual.

The Urban Design Brief Terms of Reference has been prepared to standardize the Town's expectation for Urban Design Brief submissions. The scope and level of detail expected in the Urban Design Brief will depend on the scale, site, nature, and complexity of the development proposal.

Components of an Urban Design Brief

1.0 Existing Site Conditions and Surrounding Context

The Urban Design Brief should provide a description and analysis of the site and surrounding context. Photographs and a context map showing the subject site in relation to the existing neighbourhood should be included.

2.0 Applicable Design Guidelines and Policies

The Urban Design Brief should identify relevant urban design guidelines, policies, and standards from the following documents that are applicable to the proposed development:

- Town of East Gwillimbury Official Plan
- Town of East Gwillimbury Urban Design Manual
- Applicable Town Secondary Plans and Urban Design Guidelines
- Thinking Green Development Standards

3.0 Project Design Analysis

The Urban Design Brief should provide an analysis of the design rationale for the building, landscape, and site design elements of the proposed development and explain why the proposed development represents the optimum design solution. Discussion should consider the following:

- How the design of the proposed development meets the intent of the Town's applicable urban design guidelines and policies;
- How the design of the proposal meets sustainable design considerations;
- How the design addresses existing site conditions and constraints such as lot size, grading, or natural heritage features;
- How the proposed development is compatible with the surrounding context;
- How the design of the proposed development integrates with the existing neighbourhood and enhances its function and aesthetics; and,
- How the design of the proposed development will influence and integrate with future development in the neighbourhood.

4.0 Design Considerations

The Urban Design Brief should include a written description, plans, elevations, diagrams, and/or photographs to illustrate the design choices of the proposed development and site design. Depending on the scale of the development proposal explain how the following applicable design considerations have been addressed:

- Street and block pattern (e.g., connectivity, pedestrian access);
- Lot sizes;
- Building orientation and site layout;
- Built form, height, scale, and massing;
- Building articulation and detailing;
- Building materials;
- Setbacks from adjacent properties and the street;
- Building step back (if applicable);
- Building transition to adjacent neighbourhoods;
- Heritage considerations (if applicable);
- Location of parking (surface or underground), driveways, ramps, drop-off areas;
- Access to transit;
- Bicycle parking/storage;
- Location of servicing, garbage, organics, and recycling storage and collection, and loading areas;
- Streetscape elements (e.g., boulevard design, landscaping, street furniture, public art, signage, lighting, etc.); and,
- On-site landscaping and buffering.

East Gwillimbury



Prepared by:

The Planning Partnership

For the Town of East Gwillimbury