

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-063

A By-law to adopt the Old Oakville Heritage Conservation District Plan and Guidelines dated March 2025 under subsection 41.1 (2) of the Ontario Heritage Act.

WHEREAS pursuant to subsection 41.1 (2) of the *Ontario Heritage Act*, R.S.O., 1990, c. O.18, if, on or before the day the *Ontario Heritage Amendment Act*, 2005 received Royal Assent, the council of a municipality had passed a by-law designating one or more heritage conservation districts, it may pass a by-law adopting a heritage conservation district plan for any one of the designated districts

WHEREAS the Town of Oakville on October 20, 1981 passed By-law 1981-144 as later amended by By-law 1982-44 on March 1, 1982 and by By-law 1987-266 on September 1, 1987 and By-law 2025-054 on March 17, 2025 to designate an area of the Town as a Heritage Conservation District under section 41 (1) of the *Ontario Heritage Act* RSO 1980, c.337, “the Act”;

WHEREAS the Official Plan for the Town of Oakville contains policies relating to the establishment of heritage conservation districts;

WHEREAS the Old Oakville Heritage Conservation District Plan meets the requirements of subsections 41.1 (5) and (5.1) of the *Act*, regarding the contents of a heritage conservation district plan;

WHEREAS the requirements of subsection 41.1 (6) of the *Act* regarding consultation have been met including information relating to the proposed Old Oakville Heritage Conservation District Plan, including a copy of the proposed Plan, being made available to the public, at least one public meeting being held with respect to the proposed Plan on February 3, 2025, and the Town of Oakville municipal heritage committee, the Heritage Oakville Advisory Committee, being consulted with respect to the proposed Plan at their meeting on February 25, 2025;

WHEREAS the requirements of subsections 42.1 (7), (8) and (9) of the *Act* have been met regarding notice of public meeting with the Town Clerk having given notice of a public meeting to discuss the proposed Old Oakville Heritage Conservation District Plan, the public meeting having taken place at least 20 days after the said notice was given and any person attending the public meeting having been given an opportunity to make oral representations with respect to the Plan;

WHEREAS the requirements of subsection 42.1 (10) of the *Act* have been met with Town Council having ensured that information was provided to persons attending the public meeting explaining that, in accordance with section 41 (8) of the *Act*, a person who did not raise objections to the adoption of the proposed Old Oakville Heritage Conservation District Plan by making oral representations under section 41 (9) of the *Act* or written submissions under section 41 (11) of the *Act* may later be denied an opportunity to appeal the passing of this by-law adopting the Plan under section 41 (2) of the *Act*;

WHEREAS the requirements of subsection 42.1 (11) of the *Act* have been met by Town Council considering any written submissions with respect to the proposed Old Oakville Heritage Conservation District Plan before this by-law adopting the Plan was made;

WHEREAS the requirements of subsection 42.1 (12) of the *Act* have been met by Town Council providing copies of the proposed Old Oakville Heritage Conservation District Plan to any person upon request;

COUNCIL ENACTS AS FOLLOWS:

1. The Plan set out in Schedule “A” attached hereto and forming part of this by-law is hereby adopted as the Heritage Conservation District Plan and Guidelines for the Old Oakville Heritage Conservation District.
2. This by-law shall come into force in accordance with section 41 of the *Ontario Heritage Act*, R.S.O. 1990, either on the day following the last day of the prescribed appeal period or as otherwise provided by section 41(10) of the *Act*.

PASSED this 17th day of March, 2025

MAYOR

CLERK

SCHEDULE “A” to BY-LAW 2025-063

(Heritage Conservation District Plan and Guidelines follows on next page)

March 2025

Old Oakville Heritage Conservation District Plan and Guidelines

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With support from:
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GLOSSARY OF ABBREVIATIONS

ARA – Archaeological Research Associates Ltd.
CHVI – Cultural Heritage Value or Interest
CHL – Cultural Heritage Landscape
CHRIA – Cultural Heritage Resource Impact Assessment
HCD – Heritage Conservation District
MCM – Ministry of Citizenship and Multiculturalism
OBC – Ontario Building Code
OHA – *Ontario Heritage Act*
O. Reg. – Ontario Regulation
OP – Official Plan
PPS – Provincial Policy Statement
S&G – Standards and Guidelines for the Conservation of Historic Places in Canada

Full Glossary Found in Section 8.

A photograph of a red brick house with white shutters and a balcony, partially obscured by green foliage. The house features a prominent arched window with a decorative cross in the pediment. The balcony has a black wrought-iron railing. The overall scene is bright and sunny, with shadows cast on the brickwork.

1 | INTRODUCTION

1.1 Background of the Old Oakville Heritage Conservation District

On January 2, 1979, Council passed By-law 1979-003, being a bylaw of intent defining the area south of Robinson Street, east of the Sixteen Mile Creek and west of Allan Street to be studied as a Heritage Conservation District (HCD) under the *Ontario Heritage Act*.

Three public meetings were held with the Local Architectural Conservation Advisory Committee and the Planning and Development Services Department to review the Study.

On July 7, 1980, Council adopted the final report on the HCD and stipulated that the document was to be a policy document for the administration of alterations to buildings within the Old Oakville Heritage Conservation District (the District or the Old Oakville HCD).

The Ministry of Citizenship and Culture later endorsed the document on February 16, 1981. By-laws 1981-144 and 1982-044, which formally designated the Old Oakville Heritage Conservation District, were approved by the Ontario Municipal Board on July 5, 1982.

The Old Oakville HCD is a largely residential area that includes 128 lots as shown in Map 1.

Since the Old Oakville HCD By-law was passed, there have been numerous changes to heritage legislation, including updates to the *Ontario Heritage Act* in 2005, 2021 and 2023. To ensure the Old Oakville HCD follows current heritage practices, a new HCD Study and a new Plan and Guidelines for the District is required.

The HCD Study was approved by Town Council on February 5, 2024. The HCD Study includes a Statement of Cultural Heritage Value or Interest which outlines the heritage value of the district, and its heritage attributes. The Statement is supported by an inventory of properties, as well as the development of five Character Areas and a streetscape overlay within the District.

This document is the second part of the District update process: the updated Plan and Guidelines (the Plan). The Plan provides the basis for the careful management and protection of the area's cultural heritage value and its heritage attributes, including buildings, spaces, and landscape features.

This Plan has been developed with the community through an extensive consultation process (see Appendix A).



Map 1: Boundaries of Old Oakville Heritage Conservation District

1.2 What is a Heritage Conservation District?

The *Ontario Heritage Act* (OHA or the Act) is the key provincial legislation that enables municipalities to conserve, protect, and manage heritage properties and areas. There are two parts to the Act that concern cultural heritage: Part IV enables a municipality to designate individual properties that are of cultural heritage value or interest; and Part V enables a municipality to designate groups or areas of properties that demonstrate cultural heritage value.

Prior to designating a district, it is required by the Act to study an area to identify the Cultural Heritage Value or Interest (CHVI) of a prospective district.

Ontario Regulation 9/06 as amended by Ontario Regulation 569/22 sets out the criteria for designation of an HCD. Specifically, 3. (2).1 notes that 25 percent or more of the properties within the boundaries must meet two or more of those criteria.

The Town of Oakville's Official Plan, *Livable Oakville*, requires that cultural heritage resources, including HCDs, be protected and conserved per applicable legislation and recognized heritage protocols.

The Town of Oakville has a Cultural Heritage Landscape Strategy, further described in Section 4.9. The Old Oakville HCD is a significant cultural heritage landscape, as all HCDs are. This is because HCDs include not only built structures, but also natural heritage features, lot patterns and setbacks, transportation routes and other associated patterns of development, and recognize the importance of the landscape as a whole.

The purpose of this Plan is to guide and manage change to protect and conserve the cultural heritage value and heritage attributes of the District.

1.3 Intent of the Plan

HCDs focus on the conservation of cultural heritage resources within the District boundary. This designation protects what exists and manages change to prevent negative impacts to the District's cultural heritage value and heritage attributes.

An HCD does not keep an area 'frozen in time' or require restoration of buildings to a specific time. It is intended to permit responsible, meaningful changes that are compatible with the character of the District.

HCDs are concerned with the visible heritage attributes from the public realm, including buildings, landscapes and open spaces. District designation does not impact interior alterations.

This Plan is intended to provide the framework to maintain and enhance the District's heritage attributes for the overall benefit of the community and future generations.

This Plan will be used when a property owner decides to alter their property.

1.4 OHA Requirements: Heritage Conservation District Plans

As noted in the HCD Study, the Plan contains a number of provisions that satisfy the requirements of Subsection 41.1(5) of the *Ontario Heritage Act*, including the following:

- A statement of the objectives to be achieved in maintaining the area as a Heritage Conservation District (Section 0)
- A statement explaining the cultural heritage value or interest of the Heritage Conservation District (Section 2.1)
- A description of the heritage attributes of the Heritage Conservation District and of properties in the District (Section 2.2)
- Categorization of properties according to whether they are ‘contributing’ (having cultural heritage value) or ‘non-contributing’ (not having cultural heritage value) (Section 2.3)
- Design guidelines for alterations and additions to buildings and structures that are considered to have heritage value (Section 5.3)
- Design guidelines for alterations and additions to buildings and structures that are considered to have no or limited heritage value (Section 5.4)
- Guidelines on new construction as infill development (Section 5.5)
- Guidelines on demolition and removal of buildings and structures (Section 5.3.1.3 and 5.4.1.3)
- Landscape conservation guidelines for both public and private property (Sections 5.7 and 5.8)
- Guidelines for streetscape improvements within the HCD (Section 5.8)
- Consideration of the Character Areas in development of the guidelines (Section 5.2)
- Recommended changes to municipal planning and administrative procedures (HCD Study)
- Up-to-date information on current federal and provincial legislation and Town of Oakville processes and policies as they relate to the HCD (Section 4)
- Descriptions of alterations or classes of alterations that can be carried out without obtaining a heritage permit under section 42 of the *Ontario Heritage Act* (Section 6)

1.5 What is a Heritage Permit?

All properties in the Old Oakville HCD are designated under Part V of the *Ontario Heritage Act*. Under Section 42 of the *Ontario Heritage Act*, a permit is required for the ‘erection, demolition, removal or alteration of a building or structure or any part of a property’ within a District, regardless of whether the property is identified as ‘contributing’ or ‘non-contributing’.

Property owners should use this Plan when planning any maintenance work, repairs, alterations, additions or new construction on their property.

Owners of property within the Old Oakville HCD must apply for a heritage permit for any alteration that might result in the loss, removal, obstruction, replacement, damage or destruction of one or more heritage features on the property or impact the heritage attributes of the District.

Proposed alterations are reviewed by town staff and, if applicable, the Heritage Oakville Advisory Committee and Council, for consistency with this Plan, as well as any other applicable heritage legislation.

1.6 When is a Heritage Permit Required?

Property owners must contact Heritage Planning staff to arrange a pre-consultation meeting prior to the submission of a heritage permit application to ensure the proposed application meets the relevant requirements. Heritage Planning staff can also help owners with the application process.

Work within the District falls into three categories:

1. **Minor**

A minor heritage permit is needed when small to medium changes to a property are proposed that may have a negligible impact on the cultural heritage value of the District and/or its heritage attributes.

If the proposed minor work is deemed to be in keeping with this Plan, then Planning and Development Services staff, by way of the town's Delegation By-law 2022-021, can approve the work on behalf of Town Council.

This process can take 5-7 business days from the receipt of a complete application.

If Planning and Development Services staff cannot support a minor heritage permit application for approval or approval with conditions, the heritage permit application is required to follow the process for a major heritage permit application.

2. **Major**

A major heritage permit is needed when significant changes or modifications are proposed which will have, or has the potential to have, major impacts on the cultural heritage value and/or the heritage attributes of the District.

Major heritage permits are reviewed by the Heritage Oakville Advisory Committee whose recommendations are then provided to Town Council for the final decision.

This process can take 60-90 days from the receipt of a complete application.

3. **Exempt**

Section 7 outlines the works that are exempt from a heritage permit. Exempted actions may include proposed works that are:

- undertaken within a small area; or
- small in scope and confined to areas that are out of sight from public view; or
- constitute routine maintenance; or
- do not impact any cultural heritage values or attributes.

Note:

A heritage permit application/approval does not preclude consideration of other applicable policies and regulations, including (but not limited to) applications for zoning amendments, minor variances, site plan, building permits, sign permits, site alteration, or tree removal permits.

Town staff and, when needed, Heritage Oakville Advisory Committee members will review all properties with an understanding of unique site-specific considerations and should be made aware of other approvals required by the applicant at the time of submission for their heritage permit application.

1.7 How to Use the Plan

The flowchart below shows which sections of the Plan are used to manage proposed changes:

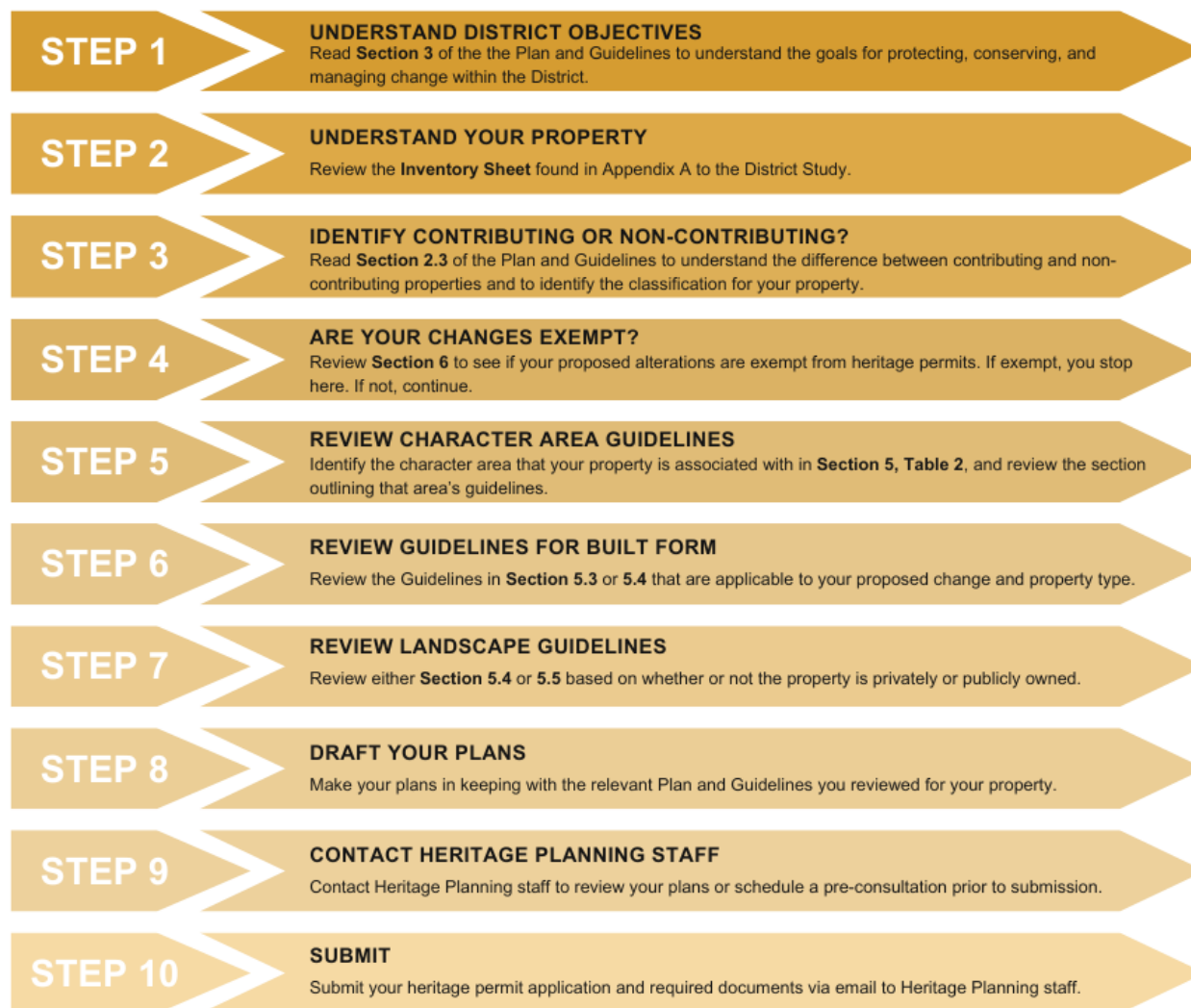


Figure 1: How to use the plan



2 | CULTURAL HERITAGE VALUE OF THE DISTRICT

2.1 Statement of Cultural Heritage Value or Interest

The Old Oakville Heritage Conservation District (the District) comprises 128 lots within an irregularly shaped boundary lined by Robinson Street, Allan Street, Navy Street and Lake Ontario. The lots within these boundaries represent several phases of boom and bust from the historic settler community. The District is largely residential except for two churches, a private recreational facility and several town-owned parks.

The District boundary follows the southern property line of Robinson Street, extending from Sixteen Mile Creek to the middle of Allan Street.

The District is a significant cultural heritage landscape. The undulating topography, Lake Ontario and Sixteen Mile Creek shorelines and views, mature vegetation, and two centuries of settlement are part of this organically evolved cultural heritage landscape.

The District's low-density scale and height, large parcel sizes, mixed building setbacks, openness at intersections, street tree cover, wide viewsheds, and permeable fencing types create an open landscape and pedestrian-scaled experience. This is enhanced by the historic road grid configuration, typology and block size.

The District can be understood through a Character Area framework that identifies distinct historic streetscape and landscape features. Five distinct streetscape and landscape Character Areas and one streetscape overlay were identified in the Old Oakville Heritage Conservation District Study: Waterfront Open Space, Old Oakville Settlement Area, Gully Landscape, Mixed Residential Development Pattern, St. Andrew's Traditional, and the Key Streetscape Overlay. The character areas and streetscape overlay contribute to the overall cultural heritage value or interest and the heritage attributes of the District.

Design and Physical Value

The Old Oakville Heritage Conservation District has design/physical value as a representative example of an organically evolved cultural heritage landscape. Its origins are a historic harbourside settler residential community dating from the early-to-mid 19th century. The District reflects a variety of architectural styles from the 19th and early 20th centuries that contribute to a varied, yet cohesive streetscape.

The District has retained much of the lot patterns and historic street grid based on Deputy Surveyor J.H. Castle's 1833 Town of Oakville plan. Over half of the buildings of the District were constructed between 1830 and 1900 by families of different means and professions. Another quarter of the properties in the District were constructed in the second historic residential building boom between 1900 and 1930. This is reflected in the variety of architectural forms, including Georgian, Neoclassical, Classic Revival, Cottage, Gothic Revival, Edwardian and their vernacular expressions.

Viewed individually, these buildings represent their architectural styles. Viewed collectively, they create a robust and varied streetscape of residential buildings interspersed with churches and parkland. The District has a village-like feel due to its historic street grid, low-density residences with lower lot coverages. Modest-sized historic homes line intimate streetscapes designed for pedestrians. The character of the area also includes designed green spaces such as Lakeside Park, the Erchless Estate, and the semi-natural river harbour on Sixteen Mile Creek.

The Old Oakville Heritage Conservation District has design/physical value as it contains a unique concentration of designed green spaces along the shoreline of Lake Ontario and steep banks along Sixteen Mile Creek.

These designed spaces include: Lakeside Park, Market Square, Dingle Park and George Street Parkette, the Oakville Harbour on Sixteen Mile Creek, and the Erchless Estate. The evolution of this area began as a woodland through the 1868 inspired legacy of Mayor W. F. Romain who led the restoration of landscape to the pre-colonial canopy and Oakville's "grove-like aspect."

Historical and Associative Value

The Old Oakville Heritage Conservation District has historical/associative value due to its direct association with the themes of early 19th century commercial development, early 20th century industrial and residential booms, and 20th century recreation that have contributed to the overall growth and identity of the Town of Oakville.

In the 19th century, the Oakville Harbour was not only home to important local industries and businesses but was also a busy shipping port for local exports including wheat and lumber. While the commerce for Oakville was initially founded on wood products and wheat, the area became associated with shipbuilding when William Chisholm established a shipyard on Sixteen Mile Creek at the top of Navy Street. Oakville became well known around the Great Lakes and elsewhere for the good quality of the large ships and schooners built here.

When commercial activity shifted to the rail line north of the downtown, the District stagnated for some years before residential growth began to climb again following the first World War. Commercial shipbuilding in the Oakville Harbour had declined due the popularity of the railway; however, the building of smaller watercraft continued to make Oakville well known. This supported re-orientation from industrial and commercial uses to publicly accessible recreation around the mouth of the harbour and along the Lake Ontario shoreline.

Oakville's position on Lake Ontario makes it a prime destination for day-trippers and vacationers. Lakeside Park was established in 1897, and several structures within the District have direct associations with recreation, such as the Oakville Club and Oakville Lawn Bowling Club. The area along the mouth of Oakville Harbour and shoreline of Lake Ontario remains an important recreational hub of the Town of Oakville.

The Old Oakville Heritage Conservation District has historical/associative value through its direct associations with Oakville's founding family, the Chisholms, other settler families who were instrumental to the growth of Oakville in the 19th century, and William Sinclair Davis, one of Oakville's most successful businesspeople and real estate brokers.

The District is part of the land purchased by Colonel William Chisholm in 1828 from the Mississauga Reserve lands to develop a port at the mouth of Sixteen Mile Creek. Oakville was the result of foresight and planning on the part of Chisholm, who was aware of the commercial possibilities of a harbour at the mouth of Sixteen Mile Creek and the value of the river's waterpower for manufacturing. Chisholm, considered the settler founder of Oakville, opened the first Customs House on the Erchless property in 1834. The townsite was surveyed in 1833 and Oakville grew around the commercial harbour with Market Square established in 1833. Many of the first buildings in the District were constructed by the shipbuilders and carpenters who worked in the Oakville Harbour.

The settler families who lived in the District influenced the early industrial, commercial and social growth of Oakville. These families include, but are not limited to: the Andrews, the Marlatts, the Williams, the McCorquodales, the Ryans, the Pattersons, the Sumners and the Barclays.

William Sinclair Davis, who lived just outside the District on First Street, was a key player in the residential boom in the District between 1900-1930 and constructed many of the buildings in the District that date to this period.

The Old Oakville Heritage Conservation District has historical/associative value through its direct association with two places of worship that are significant to the community: St. Andrew's Catholic Church and St. Jude's Anglican Church.

Each of these churches influenced the residential growth in the blocks surrounding them, provided social, educational and spiritual support for residents of the District and beyond, and have remained important in the community since their respective constructions. St. Andrew's Catholic Church also supported St. Mary's School, which was located to the east of the historic church building and the convent of the Sisters of Notre Dame.

The Old Oakville Heritage Conservation District has historical/associative value through its potential to yield information that contributes to the understanding of the pre-contact Indigenous inhabitants.

Sixteen Mile Creek and the surrounding area is part of the treaty land and territory of the Mississaugas of the Credit First Nation as well as the traditional territory of the Huron-Wendat and the Haudenosaunee peoples. The Mississaugas called the river Nanzuhzaugewazog meaning 'having two outlets', a reference to the shallow, gravelly mouth dividing the river in two and used the river for fishing, especially salmon. The British Crown recognized this area as Haudenosaunee land in the 1701 Fort Albany Nanfan Treaty and Six Nations' rights to these lands have never been ceded. The Mississaugas of the Credit ceded their lands on the Sixteen Mile Creek under Treaty 22 on February 8, 1820, to the British Crown as part ongoing European colonization and settlement of Indigenous territories. The confluence at the mouth of Sixteen Mile Creek and Lake Ontario continues to hold significance for the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.

Contextual Value

The Old Oakville Heritage Conservation District has contextual value due to its physical, functional, visual, and historical links to its surroundings.

The District consists of terrain that gently slopes towards Lake Ontario, becoming steeper towards the Sixteen Mile Creek. The District grew around the harbour at the mouth of Sixteen Mile Creek in the early 19th century. Residences line the original town street grid, with some properties retaining their original layout. Open space along the waterfront provides active and passive recreational amenities to serve the neighbourhood and visitors from within and outside of Oakville. The north-south streets terminate at Lake Ontario, providing views of the lake.

The Old Oakville Heritage Conservation District has contextual value because it is important in defining, maintaining, or supporting the character of an area. Together, the properties in the District have a distinct character.

The District has a village-like feel due to its historic street grid, low-density residences with lower lot coverages. Modest-sized historic homes line intimate streetscapes designed for pedestrians. The District's mature vegetation and tree canopy provides cover over the streetscape and public lands. The sloping topography, both towards the Lake and into a central gully, create variations along the street that helps to define the distinct character of the District.

The Old Oakville Heritage Conservation District has contextual value because it is recognized as a landmark.

Located along the shore of Lake Ontario, the District itself is a landmark with its paths and parks, views to the lake and the unique historic streetscapes. The District also has numerous individual properties that are landmarks to the community, including the Erchless Estate, Lakeside Park, St. Andrews Catholic Church and St. Jude's Anglican Church.

2.2 Description of Cultural Heritage Attributes

The Old Oakville Heritage Conservation District has design/physical value as a representative example of an organically evolved historic harbourside residential community dating from the early 19th century and early 20th centuries. The District reflects a variety of architectural styles and a concentration of designed green spaces along the shoreline of Lake Ontario and steep banks along Sixteen Mile Creek. All these elements contribute to the District's varied, yet cohesive, streetscape. The District contains the following heritage attributes that reflect these values:

- The lot patterns and historic street grid based on the 1833 survey and original quarter-acre lots
- Contributing properties of modest scale, massing, height and lower lot coverages
- Structures dating from the early 19th to early 20th century representing a variety of architectural styles in vernacular interpretations/materials that reflect the District's organic evolution
- Traditional construction, materials and architectural features of *heritage buildings*, including stucco and wood cladding; gable and hip roof forms; multipaned wood framed windows and wood shutters
- The orientation of main entrances towards the street
- Side yard driveways with rear or side yard garages and outbuildings
- Corner lots with open views/vistas
- Varied building setbacks
- Low-lying permeable fencing and soft landscaping along sidewalks and curbs
- Mature trees on both private and public lands highly visible from the public realm
- The contributing properties adjacent to St. Andrew's Catholic Church with generous building setbacks, larger lot sizes, similar architectural character, and the predominant use of stucco
- The contributing properties adjacent to St. Jude's Anglican Church with large front and side yard buildings setbacks, generous spacing between buildings and use of stucco cladding
- Front Street, Navy Street and Water Street rights-of-way
- Public open spaces including Lakeside Park, Market Square, Dingle Park and George Street Parkette
- The significant cultural heritage landscape of the Oakville Harbour, specifically the semi-natural river mouth of Sixteen Mile Creek
- The significant cultural heritage landscape of the Erchless Estate

- Five distinct streetscape and landscape Character Areas and one streetscape overlay that acknowledge distinct features associated with the organic evolution of the District from the early 19th century through to the early 20th century.

The Old Oakville Heritage Conservation District has historical/associative value for its direct associations with the early 19th century commercial development of the village of Oakville, with 20th century recreation and town building, and with Oakville's founding family, the Chisholms, other settler families and early 20th century developer William Sinclair Davis. The District contains the following heritage attributes that reflect this value:

- The lot patterns and historic street grid based on the 1833 survey and original quarter-acre lots
- Contributing properties that date from the early 19th to early 20th century directly associated with Oakville's founding family, other settler families and early 20th century developer William Sinclair Davis
- Contributing properties with buildings dating from the early 19th to early 20th century representing a variety of historic architectural styles and materials that are reflective of the District's organic evolution
- The contributing properties including architectural style, form and materials of buildings historically associated with St. Andrew's Catholic Church and St. Jude's Anglican Church
- The open garden and lawn space to the west of St. Jude's Church (between King Street and William Street)
- The Oakville Club
- The Oakville Lawn Bowling Club
- The public open spaces along Sixteen Mile Creek and Lake Ontario
- The Oakville Harbour Cultural Heritage Landscape heritage attributes within the District as outlined in Bylaw 2020-125
- The Erchless Estate Cultural Heritage Landscape heritage attributes within the District as outlined in Bylaw 2019-057

The Old Oakville Heritage Conservation District has historical/associative value for its potential to yield information that contributes to the understanding of the pre-contact Indigenous inhabitants. The District contains the following heritage attributes that reflect this value:

- The known and potential archaeological resources
- The waters and shorelines of Lake Ontario and the Sixteen Mile Creek
- The pedestrian trail leading from Dingle Park to Allan Street.

The Old Oakville Heritage Conservation District has contextual value because it is important in defining, maintaining, or supporting the character of an area. The District contains the following heritage attributes that reflect this value:

- The lot patterns and historic street grid based on the 1833 survey and original quarter-acre lots
- Contributing properties of modest scale, massing, height and lower lot coverages
- Structures dating from the early 19th to early 20th century representing a variety of architectural styles in vernacular interpretations/materials that reflect the District's organic evolution
- The openness on public and private lands at corner intersections

- The road configuration combining traditional town form and laneways
- Varied building setbacks
- Low-lying permeable fencing and soft landscaping along sidewalks and curbs
- The mature trees on both private and public lands highly visible from the public realm
- Five distinct streetscape and landscape Character Areas and one streetscape overlay acknowledge distinct features associated with the organic evolution of the District from the early 19th century through to the early 20th century.

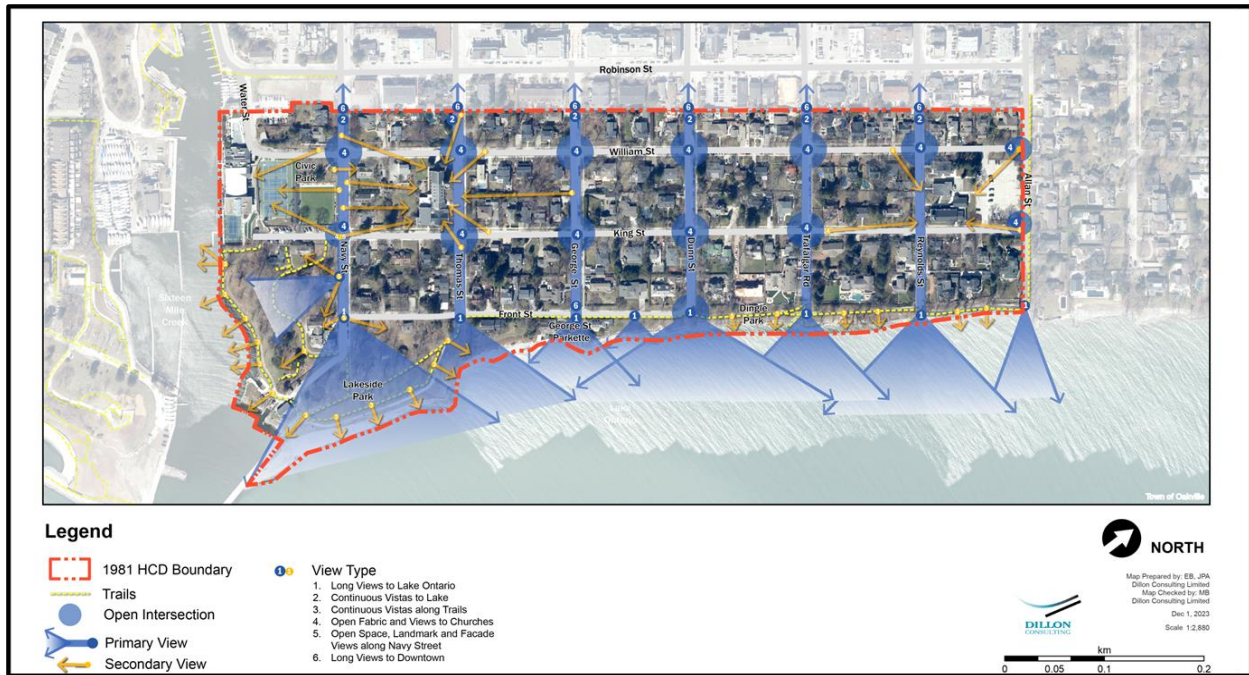
The Old Oakville Heritage Conservation District has contextual value due to its physical, functional, visual and historical links to its surroundings. The District contains the following heritage attributes that reflect this value:

- The lot patterns and historic street grid based on the 1833 survey and original quarter-acre lots
- Contributing properties of modest scale, massing, height and lower lot coverages
- The widening at corner intersections and the road configuration combining traditional town form and laneways
- The steep banks along Sixteen Mile Creek and the gentle sloping topography within the District – north/south and east/west
- The built form of contributing properties that respond to the changing topography including heights of buildings that follow the topographical slopes, terraces, retaining walls and exposed foundations
- Views as shown in Map 2: Views and vistas:
 - Long views to Lake Ontario along and at the road terminus of Navy Street, Thomas Street, George Street, Dunn Street, Trafalgar Road, Reynolds Street and Allan Street, fronting onto the waterfront open space.
 - Navy Street's wide viewshed into Lake Ontario as it opens into Lakeside Park
 - Long views from the District to Downtown Oakville along and at the road terminus (e.g. Navy Street, Thomas Street, George Street, Dunn Street, Trafalgar Road, Reynolds Street and Allan Street)
 - Long viewsheds to St. Jude's and St. Andrew's churches
 - Continuous vistas to the lake, except in the gully streetscape, along Front Street
 - Continuous vistas to Lake Ontario, Sixteen Mile Creek and the harbour along the trail system within the waterfront open space system, including: Erchless Estate, Lakeside Park, George Street Parkette and Dingle Park
- Large building setbacks, porous fencing and low-height soft landscaping supporting openings in the streetscape throughout the District, especially at road intersections framing residential viewsheds
- Five distinct streetscape and landscape Character Areas and one streetscape overlay acknowledge distinct features, views and vistas associated with the organic evolution of the District from the early 19th century through to the early 20th century

The Old Oakville Heritage Conservation District has contextual value because it is recognized as a landmark. The District contains the following heritage attributes that reflect this value:

- The Erchless Estate Cultural Heritage Landscape heritage attributes as outlined in By-law 2019-057
- The Oakville Harbour Cultural Heritage Landscape heritage attributes within the District as outlined in Bylaw 2020-125
- St. Andrew's Catholic Church

- St. Jude's Anglican Church
- The Waterfront trail
- Public open spaces including Lakeside Park, Market Square, Dingle Park and George Street Parkette.



Map 2: Old Oakville HCD, Views

2.3 Property Categorizations: Contributing and Non-Contributing

All properties within the District are designated under Part V of the OHA.

Ontario Regulation (O. Reg) 9/06 as amended by O. Reg 569/22 sets out the criteria for designation of an HCD. Specifically, 3. (2).1 requires that 25 per cent or more of the properties within the boundaries must meet two or more of the criteria. The Old Oakville Heritage Conservation District meets this threshold. This work is based on the inventory created as part of the HCD Study (see Appendix A of the HCD Study), which documented and evaluated each building according to O. Reg 9/06.

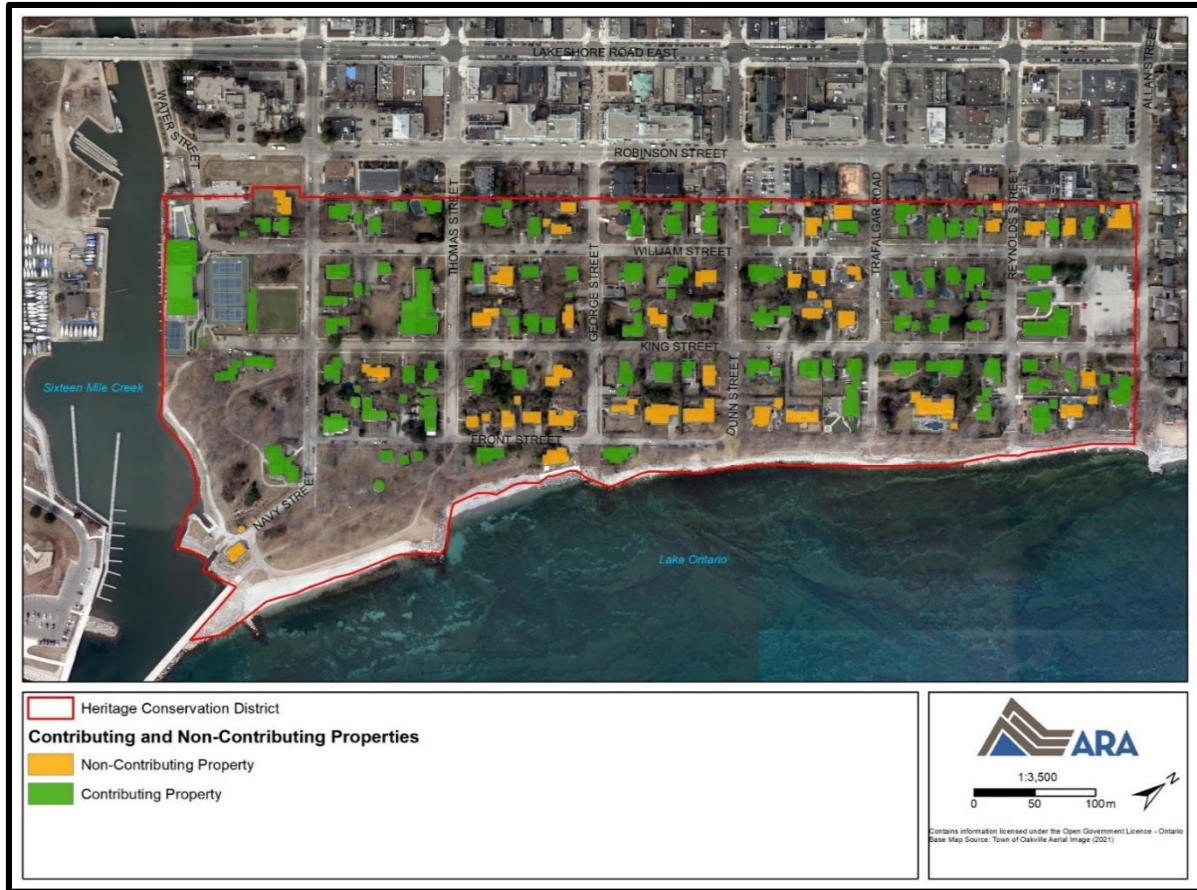
There are two categories of properties found in the District:

- a. **Contributing properties** exhibit physical heritage attributes which directly contribute to the cultural heritage value or interest of the District. Most contributing properties contain a heritage building. Ninety properties within the District (70 per cent) have been identified as contributing properties. Removing or significantly altering these properties would negatively impact the heritage character of the District. Contributing properties are subject to specific policies which are outlined in Section 5.3.
- b. **Non-contributing properties** do not meet two or more of the criteria outlined in O. Reg 9/06 and therefore do not exhibit significant cultural heritage value. Most non-contributing properties contain a non-heritage building. While they did not meet the test of two criteria under O. Reg 9/06, many non-contributing properties in the District are considered “good neighbours” in terms of their site placement, design, scale and massing. Their proximity to, and evolution alongside of contributing properties give them the potential to impact the heritage character of neighbouring properties, their Character Area and the District. The properties that are considered “good neighbours” are identified in Appendix E. Non-contributing properties are subject to specific policies which are outlined in Section 5.4.

Table 1 lists all properties within the District and an indication of the status of each property (contributing or non-contributing). The property status is also mapped in



Good neighbour properties are shown in Map 4.



Map 3: Contributing and Non-Contributing Properties



Map 4: "Good Neighbour" Properties

Table 1: Property Status (Contributing or Non-Contributing) in the District

Property Address	Status	Property Address	Status
21 Dunn St	Non-Contributing	155 King St	Contributing
30 Dunn St	Non-Contributing	177 King St	Non-Contributing
43 Dunn St	Contributing	181 King St	Contributing
53 Dunn St	Contributing	184 King St	Contributing
65 Dunn St	Contributing	187 King St	Contributing
66 Dunn St	Contributing	191 King St	Contributing
69 Dunn St	Contributing	208 King St	Non-Contributing
143 Front St	Contributing	212 King St	Contributing
144 Front St	Contributing	213 King St	Contributing
176 Front St	Contributing	219 King St	Non-Contributing
181 Front St	Non-Contributing	222 King St	Contributing
187 Front St	Non-Contributing	230 King St	Contributing
194 Front St	Non-Contributing	233 King St	Contributing
204 Front St	Contributing	250 King St	Contributing
212 Front St	Contributing	260 King St	Non-Contributing
221 Front St	Non-Contributing	262 King St	Contributing
235 Front St	Non-Contributing	263 King St	Non-Contributing
240 Front St	Contributing	268 King St	Contributing
22 George St	Non-Contributing	274 King St	Contributing
23 George St	Non-Contributing	275 King St	Non-Contributing
44 George St	Non-Contributing	288 King St	Contributing
68 George St	Non-Contributing	290 King St	Contributing
110 King St	Contributing	295 King St	Contributing
114 King St	Contributing	302 King St	Contributing
146 King St	Non-Contributing	309 King St	Contributing
154 King St	Contributing	312 King St	Contributing

Property Address	Status	Property Address	Status
340 King St	Non-Contributing	24 Thomas St	Contributing
350 King St	Contributing	26 Thomas St	Contributing
19 Navy St	Contributing	29 Thomas St	Contributing
2 Navy St	Contributing	32 Thomas St	Contributing
8 Navy Street	Contributing	50 Thomas St	Contributing
29 Navy St	Contributing	53 Thomas St	Contributing
41 Navy St	Contributing	65 Thomas St	Contributing
44 Navy St	Contributing	68 Thomas St	Contributing
45 Navy St	Contributing	23 Trafalgar Rd	Non-Contributing
53 Navy St	Contributing	25 Trafalgar Rd	Non-Contributing
54 Navy St	Contributing	26 Trafalgar Rd	Contributing
64 Navy St	Contributing	43 Trafalgar Rd	Contributing
65 Navy St	Contributing	65 Trafalgar Rd	Contributing
68 Navy St	Non-Contributing	68 Trafalgar Rd	Non-Contributing
70 Navy St	Non-Contributing	56 Water St	Contributing
21 Reynolds St	Contributing	115 William St	Contributing
22 Reynolds St	Contributing	145 William St	Contributing
23 Reynolds St	Non-Contributing	148 William St	Contributing
27 Reynolds St	Contributing	160 William St	Contributing
31 Reynolds St	Contributing	180 William St	Non-Contributing
41 Reynolds St	Contributing	185 William St	Contributing
47 Reynolds St	Contributing	186 William St	Contributing
53 Reynolds St	Contributing	187 William St	Contributing
18Thomas St	Contributing	188 William St	Contributing
20 Thomas St	Contributing	195 William St	Non-Contributing
21 Thomas St	Non-Contributing	200 William St	Contributing

Property Address	Status	Property Address	Status
214 William St	Contributing	296 William St	Contributing
215 William St	Contributing	297 William St	Contributing
225 William St	Contributing	301 William St	Contributing
226 William St	Contributing	302 William St	Contributing
234 William St	Non-Contributing	307 William St	Contributing
258 William St	Non-Contributing	308 William St	Contributing
263 William St	Non-Contributing	313 William St	Non-Contributing
266 William St	Non-Contributing	323 William St	Non-Contributing
273 William St	Contributing	329 William St	Contributing
274 William St	Non-Contributing	333 William St	Non-Contributing
288 William St	Contributing	339 William St	Contributing
295 William St	Contributing	349 William St	Non-Contributing

2.4 Streetscape and Landscape Character Areas

The Old Oakville HCD is unique because of the combination of elements that create its streetscape character and is a significant cultural heritage landscape. The undulating topography, Lake Ontario and Sixteen Mile Creek shorelines, views in and out of the District, mature tree growth and vegetation, and two centuries of European settlement have created a special character in this area.

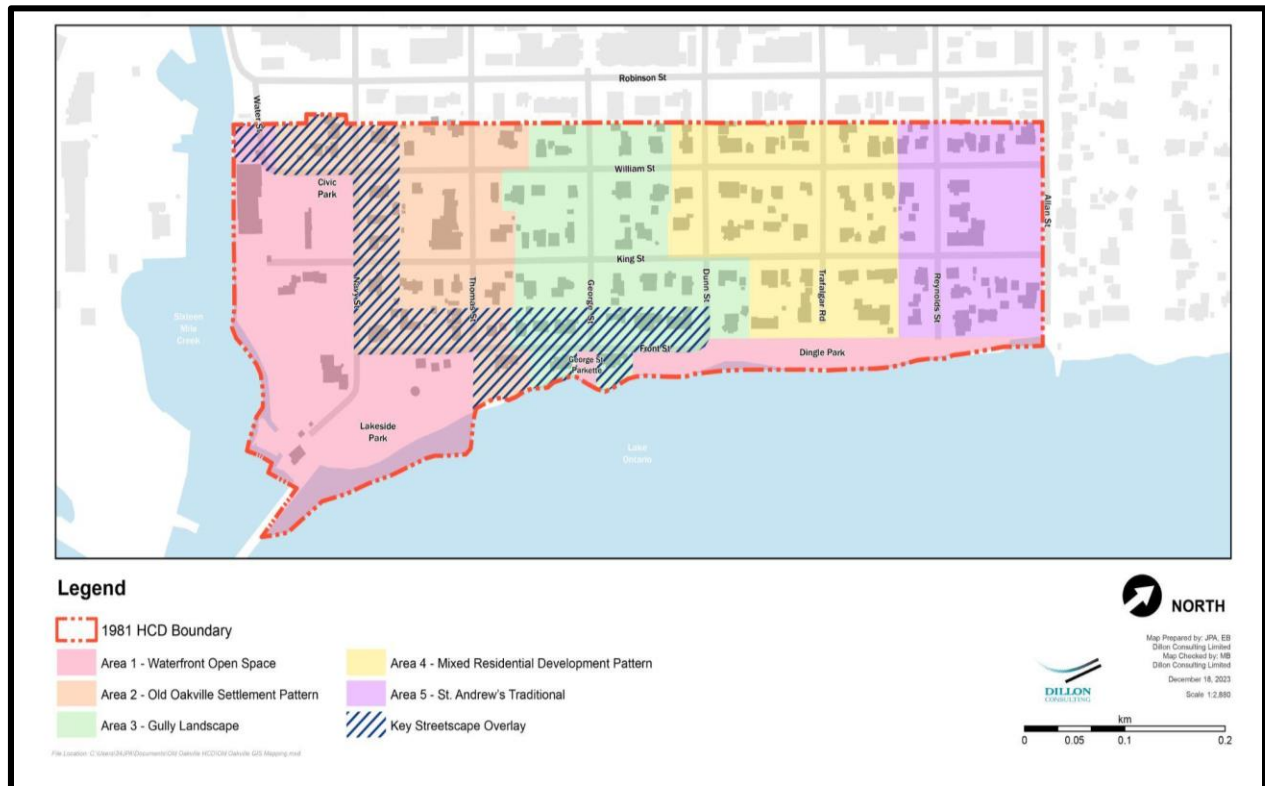
The District's low-density residences, large parcel sizes, mixed building setbacks, widenings at road intersections, street lining/framing tree cover, wide viewsheds and permeable fencing types contributes to its open landscape setting and enjoyable pedestrian experience. The road grid configuration and block size create a very desirable and walkable neighbourhood south of the commercial downtown.

Building on the original 1982 Old Oakville HCD Plan that viewed the area through a 'block' framework, as well as the updated cultural heritage values of the District, the HCD Study introduced a Character Area framework to acknowledge distinct features through the historic, streetscape and landscape analysis of the District.

Five distinct streetscape and landscape Character Areas were established in the HCD Study and in this Plan have area-specific site design guidance that works together with the general guidelines to manage change in the District. The five Character Areas and one streetscape overlay are categorized as:

- **Area 1 - Waterfront Open Space**
- **Area 2 - Old Oakville Settlement Area**
- **Area 3 - Gully Landscape**
- **Area 4 - Mixed Residential Development Pattern**
- **Area 5 – St. Andrew’s Traditional**
- **Key Streetscape Overlay**

Additional streetscape and landscape Character Area guidance specific to each category are outlined in Section 5.2.



Map 5: Streetscape and Landscape Characterization in Old Oakville



3 OBJECTIVES OF THE HERITAGE CONSERVATION DISTRICT

3.1 Introduction

The overall objective of this Plan is the conservation and management of the District's heritage attributes so that its cultural heritage value is protected. This requires understanding the District as a significant cultural heritage landscape, including the built form, spatial relationships and natural elements of the District streetscapes. The District Study provides the information and analysis of the history and context of the District area and should be referred to for additional information when required.

The cultural heritage value of the District as set out in Section 2 of this Plan consists of its design and physical value, its historical and associative value and its contextual value. The heritage attributes of the District include its built form, evolved lot pattern and historic street grid, streetscape, mature trees, vistas and views and public realm.

Specific objectives for the Plan are intended to provide guidance to property owners, tenants, Council, the Heritage Oakville Advisory Committee, town staff and others who have interests in the District when contemplating any changes to the District. They are consistent with the objectives that have been set by the Town of Oakville for the other HCDs in Oakville, as well as heritage best practices. All future changes in the District must be consistent with the objectives of the Plan.

3.2 Specific Objectives for the Plan

- a. To conserve, maintain and enhance the cultural heritage value of the District as expressed through its heritage attributes, contributing properties, streetscape and landscape Character Areas, public realm and land use;
- b. To conserve and enhance views from the public realm identified in this Plan that contribute to the District as a whole and the Character Areas as subsets;
- c. To conserve, maintain and enhance the distinctive assemblage of contributing properties and streetscapes that are an organically evolved CHL. This CHL is a historic harbourside village residential community with historic structures dating from the early-19th century into the mid-20th century;
- d. To conserve and maintain the historic scale, massing and low-density residential character of the built forms, patterns and visual appearance of the Character Areas and the District as a whole;
- e. To conserve and maintain the physical form, scale and architectural features of the range of architectural styles of contributing properties identified in the District;
- f. To conserve, maintain and enhance contributing properties within the District;
- g. To encourage the ongoing maintenance, retention, and adaptation of contributing properties, rather than demolition and replacement. Heritage permits for demolition of heritage buildings on contributing properties are considered rare and a last resort and should not be approved by Council unless no other viable option is available;

- h. To provide residents and property owners with the necessary information regarding appropriate methods of maintenance and conservation through the Plan so that building and repair activities can be undertaken;
- i. To facilitate the restoration of heritage buildings on contributing properties based on a thorough examination of archival and existing evidence and restoration best practices;
- j. To ensure that alterations to contributing properties are compatible to and sympathetic with the heritage attributes of the property, Character Area and District and consistent with the Plan;
- k. To encourage improvements to non-contributing properties that are compatible with the Character Area and the District cultural heritage values and attributes;
- l. To ensure that new development and additions conserve and enhance the cultural heritage value of its Character Area and the District. New development and alteration shall respect the scale, massing and the streetscape character, including contributing built forms, as well as identified views and vistas;
- m. To encourage thoughtful and sympathetic architectural style and form in the design of new development, additions and alterations that are compatible with adjacent contributing properties, the Character Area and the District's cultural heritage values and attributes;
- n. To maintain and enhance the tree canopy cover and park-like settings associated with green spaces visible from the public realm on private properties, public streetscapes and along the shoreline of Lake Ontario and the banks of Sixteen Mile Creek;
- o. To maintain and protect a consistent pedestrian experience of the District through connectivity including sidewalks, trails, street furniture, and lighting;
- p. To conserve, maintain and enhance the five streetscape and landscape Character Areas and one streetscape overlay as set out in Section 5.2 of this Plan;
- q. To conserve the open spaces including Lakeside Park, Market Square, Dingle Park, George Street Parkette and the significant CHLs and their relationship to adjacent contributing properties;
- r. To conserve, maintain and protect the identified views and vistas in Map 2 and the openness of private and public spaces at corner intersections;
- s. To conserve, maintain and protect the pedestrian scale of existing roads and streetscapes;
- t. To encourage and support environmentally friendly materials and 'green' initiatives where they do not negatively impact the cultural heritage value and heritage attributes of the District;
- u. To ensure public works maintain and conserve the cultural heritage values and heritage attributes of the District; and

- v. To ensure that development and alterations adjacent to the District conserve the District's cultural heritage value.

4.1 Introduction

An HCD protects and conserves the cultural heritage value and heritage attributes by managing physical changes to existing properties and ensuring that new development complements the existing heritage resources. The management of changes to properties within an HCD falls under the purview of the OHA. Some changes are also governed by a number of provisions under the *Planning Act*, such as official plans, zoning by-laws, and site plan control.

The successful maintenance and protection of an HCD relies on local planning policies, by-laws and initiatives that complement and support the conservation measures of this Plan. The following section outlines the provincial and municipal legislation/policies that help to manage development within the District.

4.2 Provincial Legislation

The Province of Ontario has made a clear commitment to the conservation of significant cultural heritage resources through its legislation and policies, including the *OHA*, the *Planning Act* and the *Provincial Planning Statement, 2024 (PPS)*.

Section 4.6.1 of the PPS relating to Cultural Heritage and Archaeology states:

Protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved.

The PPS defines “significant”, in regard to cultural heritage and archaeology, as:

... in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the Ontario Heritage Act.

Further, the PPS defines "conserved" as:

... the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches should be included in these plans and assessments.

The PPS also states:

*4.6.4. Planning authorities are encouraged to develop and implement:
a) archaeological management plans for conserving archaeological resources; and
b) proactive strategies for conserving significant built heritage resources and cultural heritage landscapes.*

The equivalence given to conserving built heritage resources and cultural heritage landscapes in the PPS is important, as it reinforces the broad scope of the OHA beyond its initial focus on built heritage. Heritage conservation districts are significant to communities not just for their built structures, but also their landscape and streetscape character.

The PPS functions together with the OHA by the shared principle that cultural heritage resources shall be conserved.

The OHA sets out the procedures for evaluating and protecting heritage resources at the provincial and municipal levels. This includes the use of Ontario Regulation 9/06 as the means for determining if a property has cultural heritage value. Ontario Regulation 9/06 as amended by Ontario Regulation 569/22 sets out the criteria for designation of an HCD. Specifically, 3. (2).1 notes that 25 per cent or more of the properties within the boundaries must meet two or more of those criteria.

While not applicable for the management of all changes within an HCD, certain provisions under the *Planning Act* can be used to negotiate protection or conservation measures under plans of subdivision or condominium, zoning by-law amendments, site plan approvals, and consents. Condition of approval relating to heritage conservation may be used in land division and the creation of new lots.

Zoning by-law amendment provisions, or variations thereof, may stipulate retention of properties or uses within specified heritage buildings as of the date of passing of the by-law and retention of buildings, structures and features may also be specified in site plans.

Authority may also be derived from Section 2(d) of the *Planning Act* (identifying a provincial interest in heritage conservation) and related provincial planning statements.

4.3 The Livable Oakville Plan

An Official Plan is a document required by the *Planning Act* that sets out municipal council or planning board's policies on how land in your community should be used.

Section 16 of the *Planning Act* requires that Official Plans contain:

goals, objectives and policies established primarily to manage and direct physical change and the effects on the social, economic, built and natural environment of the municipality or part of it, or an area that is without municipal organization.

The Town of Oakville's Official Plan, known as the Livable Oakville Plan, came into force in May 2011. Section 5 of the Livable Oakville Plan sets out the policy direction for cultural heritage resources and states that:

Conservation of cultural heritage resources forms an integral part of the Town's planning and decision making. Oakville's cultural heritage resources shall be conserved so that they may be experienced and appreciated by existing and future generations, and enhance the Town's sense of history, sense of community, identity, sustainability, economic health, and quality of life.

Section 5.2 of the Livable Oakville Plan provides the town authority to establish heritage conservation districts and adopt heritage conservation district plans for each district.

Properties Adjacent to the Old Oakville HCD

As per the PPS Section 4.6.3:

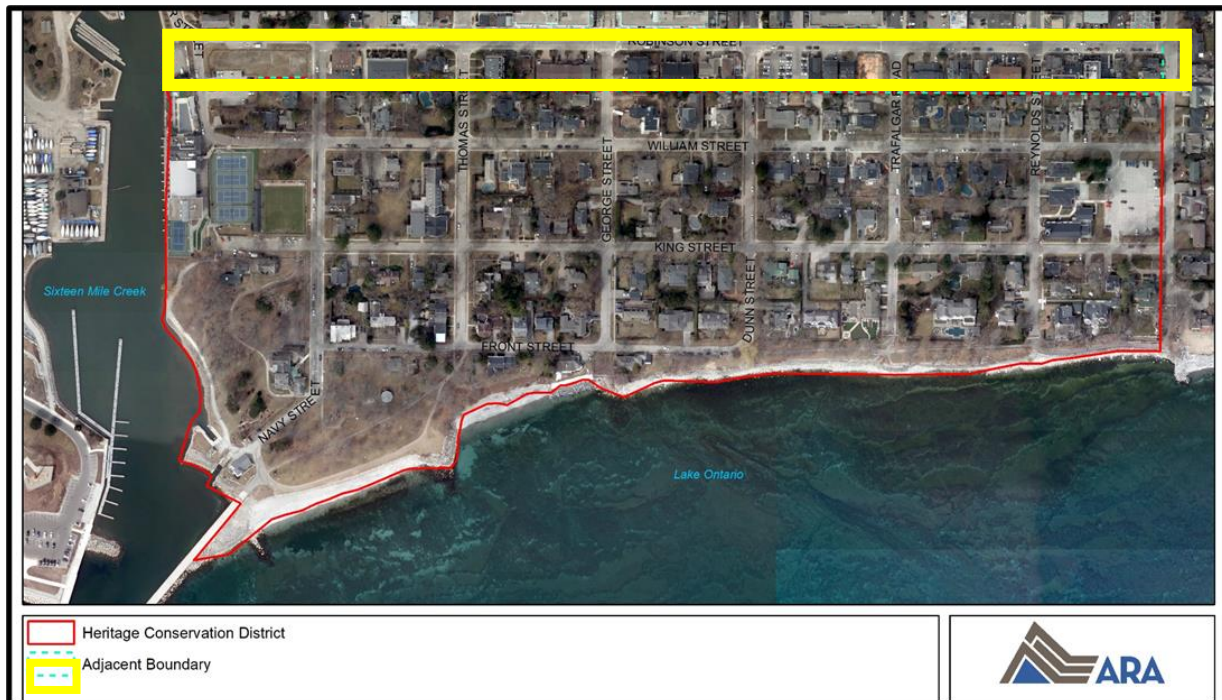
Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property unless the heritage attributes of the protected heritage property will be conserved.

Any proposals for new construction adjacent to, or in the immediate vicinity of the District, is required to consider the heritage attributes set out in Section 2.2 of this Plan and Guidelines to ensure they are conserved.

As per the Livable Oakville Plan, Heritage Impact Assessments (HIAs) may be required when any development is proposed adjacent to an HCD. The Terms of Reference for HIAs has been set out by the Planning and Development Department. HIAs for properties adjacent to the District shall demonstrate how the cultural heritage value of the District is being conserved.

For clarification on the definition and delineation of ‘adjacent’ properties for the Old Oakville HCD, refer to

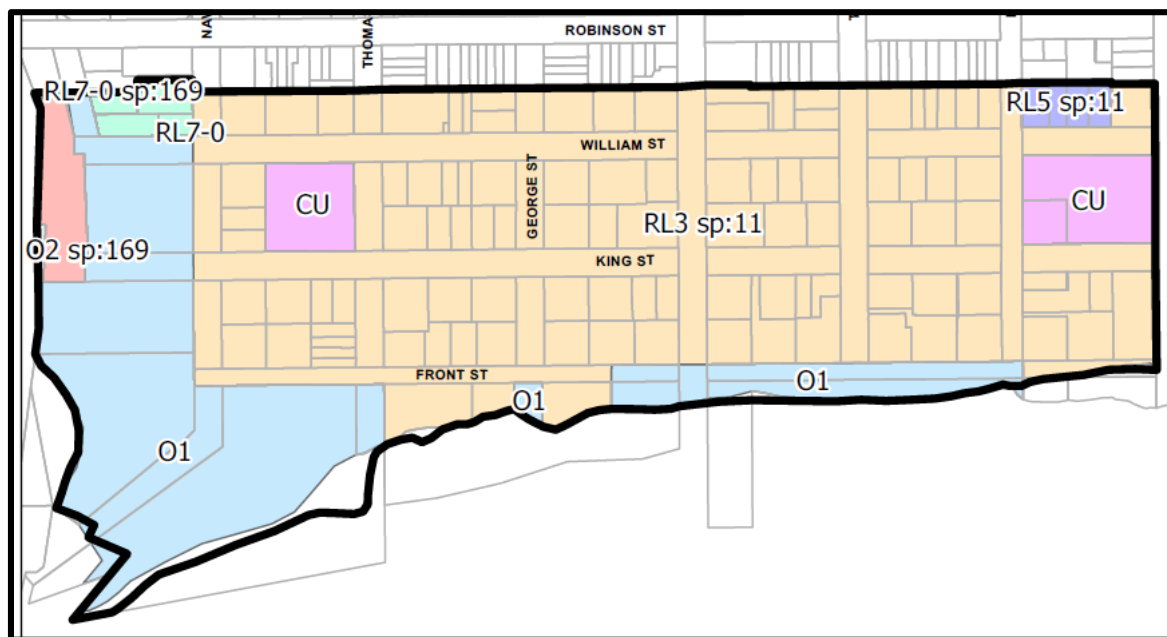
Map 6 that shows properties that are adjacent to the north of the District along Robinson Street. Adjacent properties to the east of the District are guided by First and Second Street HCD Plan and to the west, the Oakville Harbour CHL Conservation Plan and are subject to the requirements of their respective plans.



Map 6: Map of Adjacent Properties to the north of the Old Oakville HCD

4.4 Town of Oakville Zoning By-Law 2014-014

The Zoning By-Law is a set of regulations which lists permitted use and building design requirements in each of the different zones. At the time of approval of this Plan, there are several zoning provisions applicable within the District boundary under By-law 2014-014. The most prominent zoning designation is Residential Low 3 (RL3) with a Special Provision to ensure that building heights are consistent with the character of the area, as well as lot coverage. The small section of Residential Low 5 (RL5) along the north side of William Street between Reynolds Street and Allan Street is subject to Special Provision 11. There are four properties zoned as Residential Low 7 with the suffix -0 at the intersection of Navy Street and William Street.



Map 7: Old Oakville zoning from Town of Oakville Zoning By-law 2014-014

Two church properties are zoned as 'Community Use.' Under this designation, various uses associated with places of worship as indicated are permitted. The lands designated as Open Space 1 (OS1) includes town owned parks and Open Space (OS2) includes private open space pertaining to uses such as golf courses, accessory retail space, and sports facilities. The Oakville Club has a special provision within this designation under Special Provision 169.

4.4.1 Update to Zoning By-law 2014-014

The town is currently in the process of updating its residential zoning by-law, providing an opportunity to improve existing zoning provisions that pose challenges for new development's height and massing to be in accordance with the intent of this Plan. Changes made to the zoning within the District should maintain the overall cultural heritage value of this area and its heritage attributes.

4.5 Site Plan Control

The town's Site Plan By-law establishes the classes of development requiring site plan approval, exemptions and the delegation of powers under the *Planning Act*.

The *More Homes Built Faster Act, 2022*, Bill 23, came into force on November 28, 2022, introducing significant changes to Ontario's site plan control process to accelerate affordable housing development. This Act removes exterior design matters (except some related to sustainability) from site plan approvals and grants all property owners the as-of-right ability to construct up to three residential units per lot. Under this evolving legislation, far fewer properties in the District will require site plan approval. However, development proposals would still require heritage permit approval and, in some cases, an HIA.

Town staff and the Heritage Oakville Advisory Committee will continue to review and provide feedback on planning and development proposals for heritage properties. This includes assessing alterations, removals, or demolitions using the planning tools available under current legislation.

4.6 Demolition Control

The Livable Oakville Plan states that in any instance where an application includes proposals to demolish a designated heritage resource, it must be considered in accordance with the provisions of the OHA and the Livable Oakville Plan.

Section 42 of the OHA allows municipalities to prevent the demolition or removal of buildings within HCDs prior to obtaining a permit. Further, the OHA holds that a municipal heritage committee must be consulted on all applications for demolition permits in the District. The demolition process is described later in this Plan.

Residential Rental Property Demolition

The town enacted By-law 2023-101 in July of 2023 to regulate the demolition and conversion of residential rental property in the town. The entire geographic area of the town is designated as the demolition control area and no person shall demolish a structure unless they are issued a demolition control permit in accordance with this By-law. The primary intent of this by-law is to conserve buildings with six or more dwelling units to prevent the premature loss of building stock.

4.7 Property Standards By-law

The Property Standards By-law provides direction related to property maintenance. This by-law addresses matters such as structural adequacy, foundations, walls, columns, beams, floors, roofs, balconies, stairs, heating and ventilation, and mechanical aspects. Standards are also included for yards, lighting, fences, and vacant properties.

There is a section in the Property Standards By-law specific to heritage properties designated under Part IV and Part V of the OHA. The focus of these standards is to protect and maintain the heritage attributes of contributing properties and ensure that a permit is obtained prior to work being undertaken. There are also sections regarding the repair of properties, replacement of heritage attributes, clearing properties, and vacant properties.

4.8 Private Tree Protection By-law

The town has a Private Tree Protection By-law that provides protection to trees located on privately owned lands. A tree removal permit is required for:

- any trees that measure 15 centimetres or more in diameter at breast height (DBH),
- dead and high-risk trees (noting that ash trees and buckthorn are exempt from fees),
- any tree that is 15 centimetres or more in diameter being removed as part of a development application; and
- any hedge with stems that measure 15 centimetres or more in diameter.

A heritage permit may also be required for tree removal, as discussed later in this Plan.

4.9 Cultural Heritage Landscape Strategy

In January 2014, the town endorsed the Cultural Heritage Landscapes Strategy (the Strategy), which set the foundation to identify, inventory, and assess candidate cultural heritage landscapes (CHLs) and to conserve significant CHLs. The Old Oakville HCD is an Organically

Evolved Landscape, which is a landscape that “results from an initial social, economic, administrative, and/or religious imperative and has developed in its present form in response to its natural environment”. It is considered a ‘Continuing Landscape’ within the Organically Evolved category which “retains an active social role in contemporary society closely associated with the traditional way of life, and which the evolutionary process is still in progress.”

The Strategy identifies processes to protect CHLs. These processes include but are not limited to:

- Guide the proposed development to ensure compatibility with and respect of CHLs; seek opportunities to incorporate CHLs in whole or part into the design where possible;
- Conserve and protect by using the most appropriate planning tool (heritage designation under the OHA, conservation under subsection 2(d) of the *Planning Act*); and,
- Conduct consultation for both proactive and reactive assessments of CHLs.

The overlap of the CHLs within the Old Oakville HCD is shown in Map 6.

4.10 Oakville Harbour Cultural Heritage Landscape

The Oakville Harbour Cultural Heritage Landscape, designated under By-law 2020-125, has a Conservation Plan specific to its values and attributes that shall be used to manage change in the CHL area, in addition to the guidelines provided in this Plan. The boundary of the CHL is shown in Figure 3.



Figure 2: Oakville Harbour CHL boundary

4.11 Erchless Estate Cultural Heritage Landscape Strategy

The Erchless Estate Cultural Heritage Landscape, designated under By-law 2019-05, specific to its values and attributes that shall be used to manage change in the CHL area, in addition to the guidelines provided in this Plan. The boundary of the CHL is shown in Figure 3.

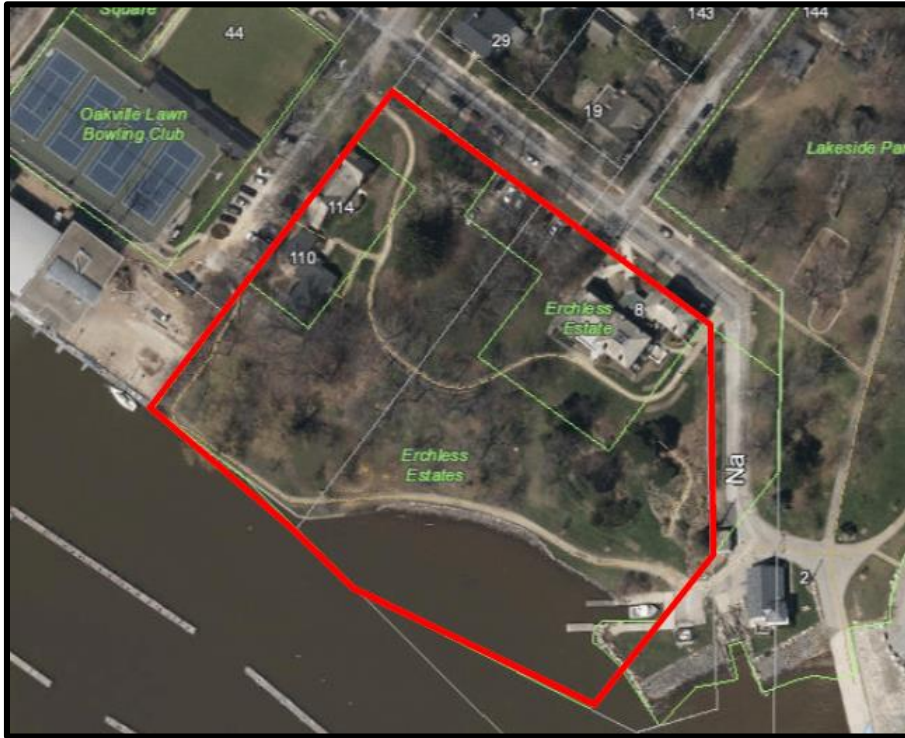
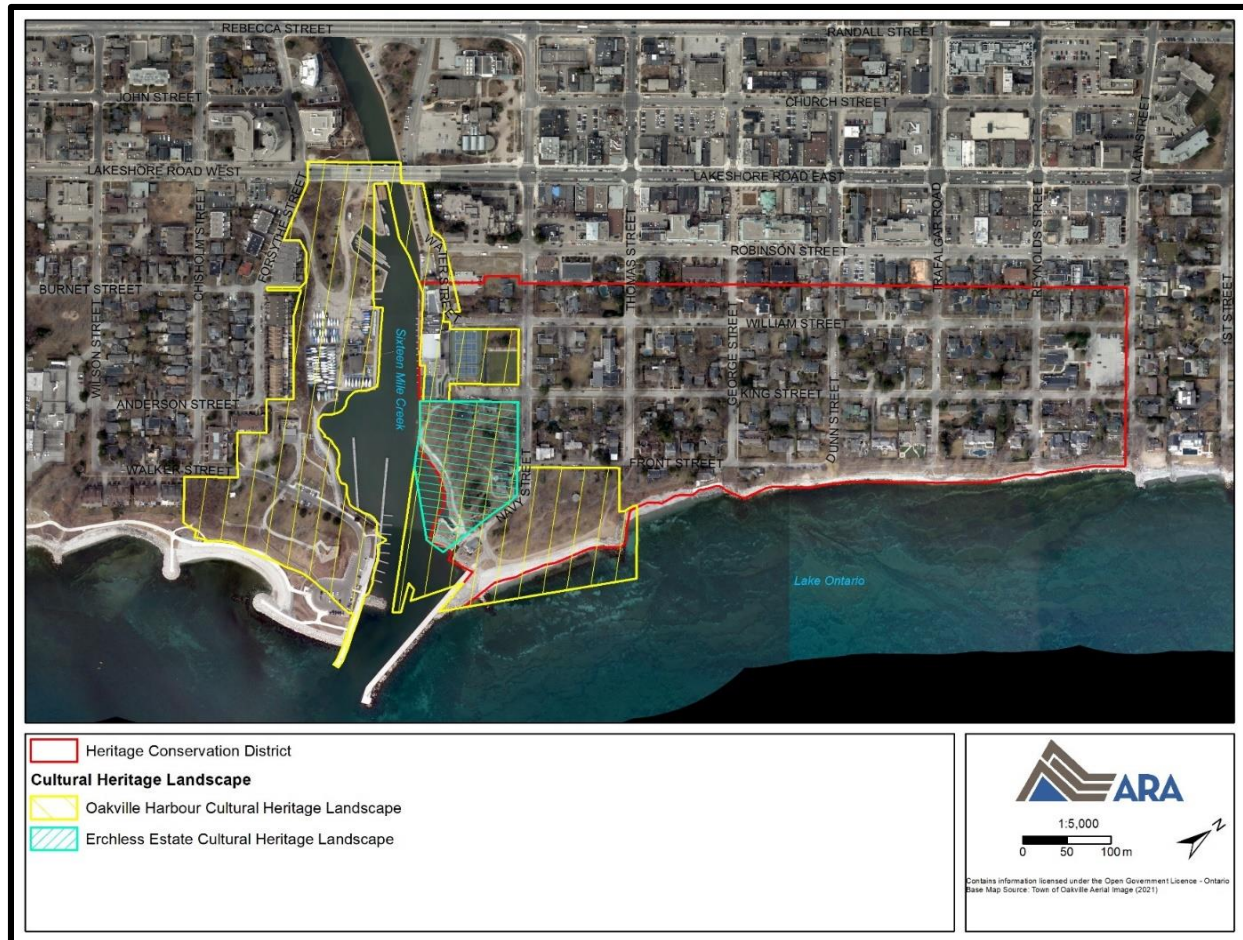


Figure 3: Erchless Estate CHL boundary



Map 8: HCD and CHL Boundaries



5 | GUIDELINES FOR MANAGING CHANGE

5.1 Introduction

This Plan provides direction to manage change at three levels: the District as a whole; the Character Area guidelines and the guidelines for contributing and non-contributing properties. The objectives for the District set out in section 3 are high level guidance when considering alterations to properties. Next to be reviewed is the Character Area guidelines that set the context for the area immediately surrounding the property. Finally, the guidelines for contributing and non-contributing properties provides the finest level of guidance for individual properties.

Design guidelines are required to manage physical changes to ensure that property owners use appropriate building forms, scale and massing, materials, construction methods, and site layouts that preserve the character the District. ‘Best Practice’ guidelines are noted in the ‘Alterations to Contributing Properties’ section and are intended to be the benchmark standard for all minor and major alterations within the District.

These guidelines must be considered by town staff, the Heritage Oakville Advisory Committee, Council, and property owners and their agents, when considering or reviewing applications for changes to properties within the District.

The design guidelines are divided into the following sections:

- **Character Areas**
 - **Area 1 - Waterfront Open Space**
 - **Area 2 - Old Oakville Settlement Area**
 - **Area 3 - Gully Landscape**
 - **Area 4 - Mixed Residential Development Pattern**
 - **Area 5 - St. Andrew’s Traditional**
 - **Key Streetscape Overlay**
- **Alterations to Contributing Properties**
- **Additions to Contributing Properties**
- **Alterations and Additions to Non-Contributing Properties**
- **New Development – Primary Structures**
- **New Development – Detached Additional Residential Units**
- **Landscape and Site Guidelines for Publicly Owned Lands (Contributing and Non-Contributing)**
- **Landscape and Site Guidelines for Privately Owned Lands (Contributing and Non-Contributing)**

Refer to the flowchart on the next page for guidance on how to prepare for alterations to your property.

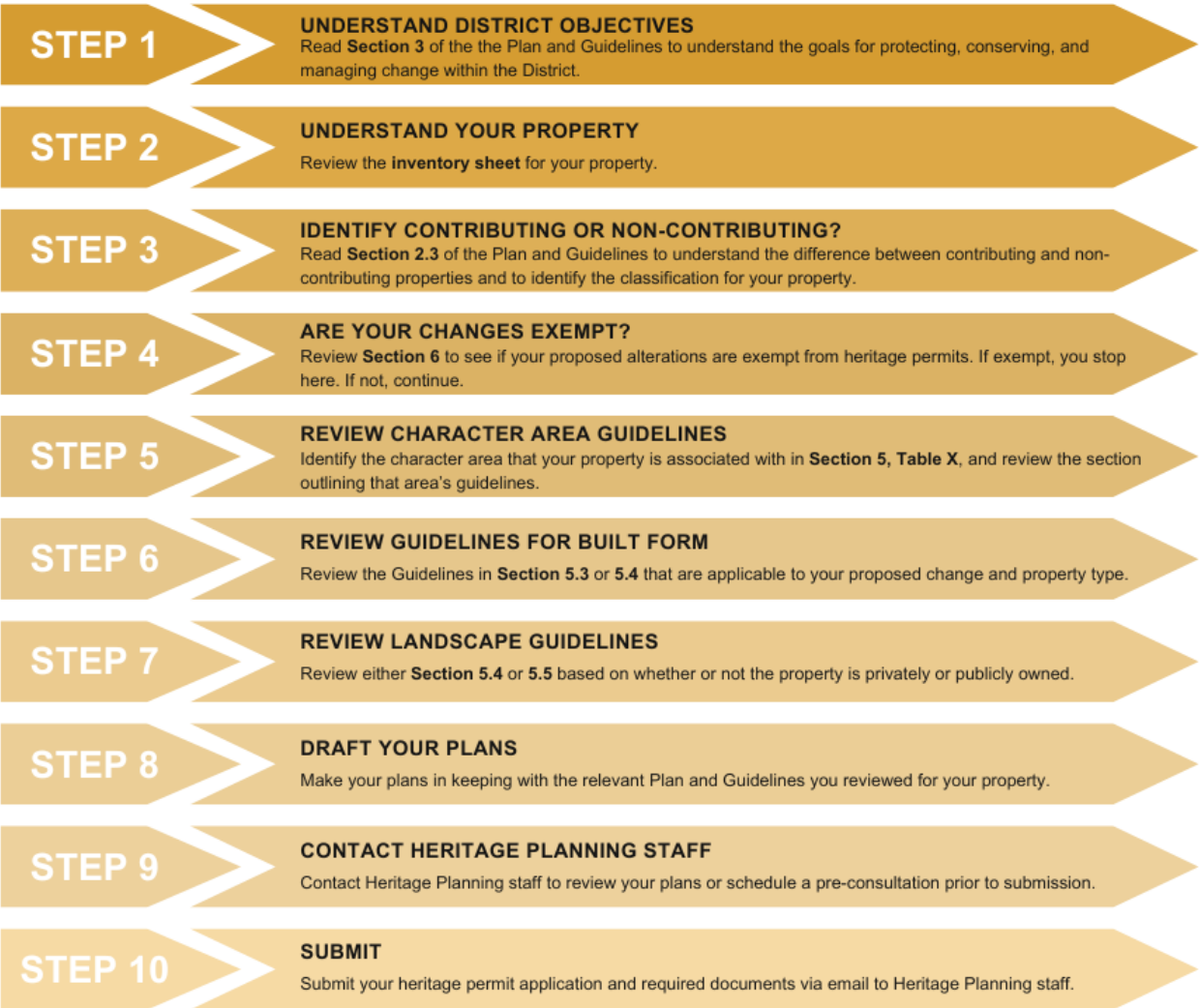


Figure 4: How to use the Plan

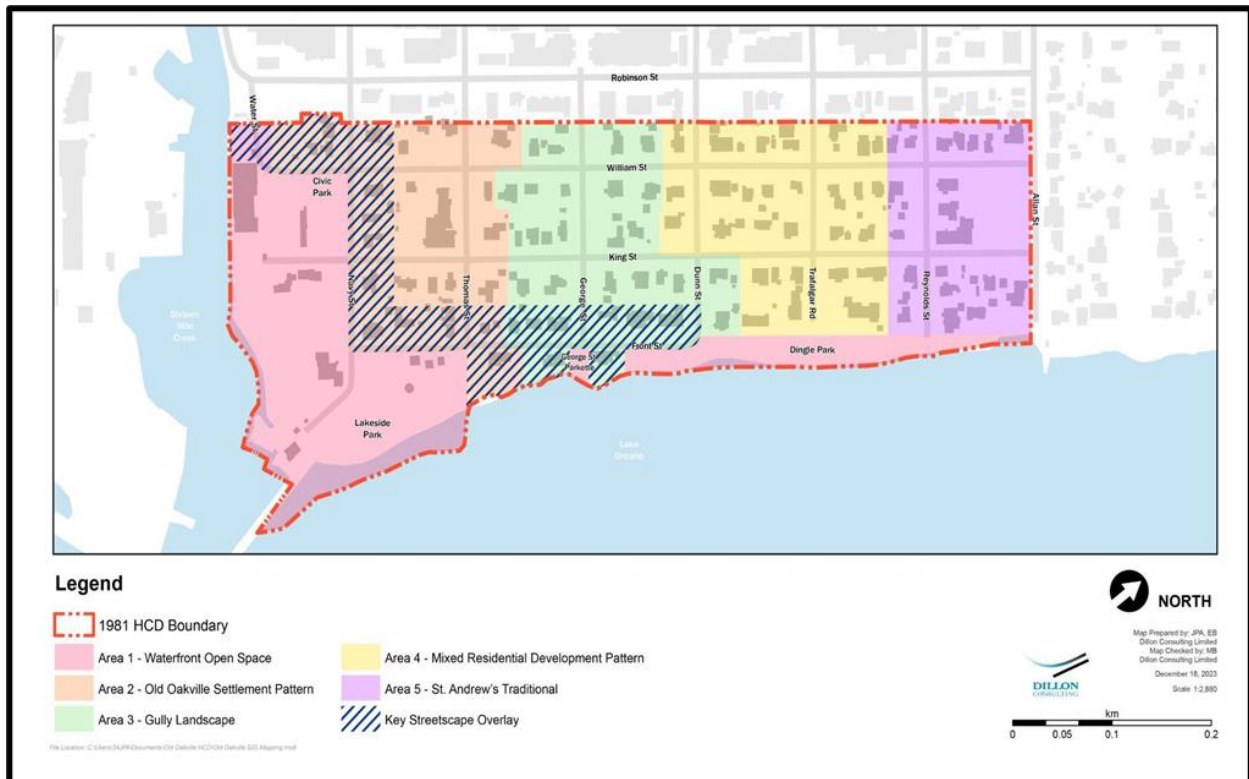
5.2 Character Area Guidelines

The Old Oakville Heritage Conservation District, when first designated under the OHA in 1982, used a Plan that relied on an analysis of the area through a ‘Block structure’ framework. Guidance was provided through each defined ‘Block’ to ensure that changes considered both individual buildings and the impact on the streetscape.

The updated Old Oakville Heritage Conservation District Study, completed in 2024, introduced a ‘Character Area’ framework that acknowledges heritage attributes through the historic, streetscape and landscape analysis of the District’s evolution. Five distinct streetscape and landscape Character Areas have been identified as contributing to the overall cultural heritage values of the District.

- **Area 1 - Waterfront Open Space**
- **Area 2 - Old Oakville Settlement Area**
- **Area 3 - Gully Landscape**
- **Area 4 - Mixed Residential Development Pattern**
- **Area 5 - St. Andrew’s Traditional**
- **Key Streetscape Overlay**

Table 2 includes the property addresses for each Character Area. This section provides the streetscape and landscape character guidelines for each Character Area that must be considered by property owners, town staff, the Heritage Oakville Advisory Committee and Council when reviewing applications for change.



Map 9: Old Oakville Character Areas

Table 2: Property Address List by Character Area

Area 1 - Waterfront Open Space	Area 2 - Old Oakville Settlement Area	Area 3 - Gully Landscape	Area 4 - Mixed Residential Development Pattern	Area 5 - Street Andrew's Traditional	Key Streetscape Overlay
144 Front St	143 Front St*	21 Dunn St	43 Dunn St	309 King St	143 Front St
204 Front St	176 Front St*	30 Dunn St	53 Dunn St	312 King St	176 Front St
240 Front St	146 King St	181 Front St*	65 Dunn St	340 King St	181 Front St
110 King St	154 King St	187 Front St*	66 Dunn St	350 King St	187 Front St
114 King St	155 King St	194 Front St*	69 Dunn St	21 Reynolds St	194 Front St
2 Navy St	177 King St	212 Front St*	233 King St	22 Reynolds St	212 Front St
8 Navy St	19 Navy St*	235 Front St*	260 King St	23 Reynolds St	221 Front St
44 Navy St	29 Navy St*	221 Front St*	262 King St	27 Reynolds St	235 Front St
54 Navy St	41 Navy St*	22 George St*	263 King St	31 Reynolds St	22 George St
56 Water St	45 Navy St*	23 George St*	268 King St	41 Reynolds St	23 George St
	53 Navy St*	44 George St	274 King St	47 Reynolds St	19 Navy St
	64 Navy St*	68 George St	275 King St	53 Reynolds St	29 Navy St
	65 Navy St*	181 King St	288 King St	307 William St	41 Navy St
	68 Navy St*	184 King St	290 King St	308 William St	45 Navy St
	70 Navy St*	187 King St	295 King St	313 William St	53 Navy St
	18 Thomas St*	191 King St	302 King St	323 William St	64 Navy St
	20 Thomas St*	208 King St	23 Trafalgar Rd	329 William St	65 Navy St
	21 Thomas St*	212 King St	25 Trafalgar Rd	333 William St	68 Navy St
	24 Thomas St*	213 King St	26 Trafalgar Rd	339 William St	70 Navy St
	26 Thomas St*	219 King St	43 Trafalgar Rd	349 William St	18 Thomas St
	29 Thomas St	222 King St	65 Trafalgar Rd		20 Thomas St
	32 Thomas St	230 King St	68 Trafalgar Rd		21 Thomas St
	50 Thomas St	250 King St	234 William St		24 Thomas St
	53 Thomas St	180 William St	258 William St		26 Thomas St
	65 Thomas St	185 William St	263 William St		115 William St
	68 Thomas St	186 William St	266 William St		
	115 William St*	187 William St	273 William St		
	145 William St	188 William St	274 William St		
	148 William St	195 William St	288 William St		
	160 William St	200 William St	295 William St		
		214 William St	296 William St		
		215 William St	297 William St		
		225 William St	301 William St		
		226 William St	302 William St		

*Property also falls under the Key Streetscape Overlay area.

5.2.1 Area 1 - Waterfront Open Space

The Waterfront Open Space Character Area reflects the District's open public land uses that evolved over the treaty lands and territory of the Mississaugas of the Credit First Nation and the traditional territories of the Huron Wendat and the Haudenosaunee into a settler founded 19th century commercial development and then 20th century recreation at the mouth of Sixteen Mile Creek.

The topography of this Character Area is varied, incorporating the steep valley slope and Sixteen Mile Creek valley, shoreline of Lake Ontario and the bottom of the gully at George Street Parkette that runs north to south, as well as Lakeside Park, Market Square and Dingle Park.

Two significant individual CHLs are also located here: the Oakville Harbour and the Erchless Estate. They contribute to the Waterfront Open Space Character Area's design and physical value, as well its historic evolution from woodland through to the legacy of Mayor W. F. Romain who led the restoration of landscape to the pre-colonial canopy and Oakville's "grove-like aspect."

The Waterfront Open Space Character Area's current function is active and passive recreational space. Two historical organizations have direct associations with recreational uses: the Oakville Club and Oakville Lawn Bowling Club. Buildings in this area are eclectic in their characters, reflecting their unique histories. Visual and physical access to the Lake Ontario and Sixteen Mile Creek shorelines is provided to pedestrians. Individual property addresses under this Character Area are listed in Table 2.

Waterfront Open Space guidance:

- a. Protect the narrow undefined "back lane" character of Water Street;
- b. Protect the narrow undefined "back lane" character of Front Street along Lakeside Park as part of the pedestrian walkway that follows the shoreline;
- c. Protect and enhance physical access to the public lands of the District along Lake Ontario and Sixteen Mile Creek shorelines;
- d. Protect, maintain and enhance a consistent pedestrian experience through the connectivity of the trails, street furniture, signage and lighting;
- e. Protect and conserve the topographical slope to the lake and harbour;
- f. Restore, maintain and enhance the tree canopy cover and park-like settings along the shoreline of Lake Ontario and bank of Sixteen Mile Creek;
- g. Integrate passive and active recreational activities that support community needs, and the cultural heritage values and heritage attributes of the District;
- h. Integrate historic and current Indigenous knowledge, traditions, activities and use into public open spaces through consultation with the Mississauga of the Credit First Nation, Six Nations of the Grand River and/or other Indigenous communities/groups such as Grandmother's Voice;

- i. Ensure public works maintain and conserve the cultural heritage values and heritage attributes of the District; and
- j. Commemorate two designated CHLs (i.e., Erchless Estate and the Oakville Harbour).

Streetscape and Landscape
Character Analysis Area 1 - Waterfront
Open Space



5.2.2 Area 2 - Old Oakville Settlement Pattern

The Old Oakville Settlement Pattern Character Area is layered over the treaty lands and territory of the Mississaugas of the Credit First Nation and the traditional territories of the Huron Wendat and the Haudenosaunee. This landscape is part of the largely European settlement of the village of Oakville with a commercial centre around the port at the mouth of Sixteen Mile Creek. It has been a low-density residential neighbourhood since the early 19th century.

Many of the lots in this area are intact quarter-acre lots associated with the original 1833 street pattern, which provides a contemporary experience of the town's early character. The predominant architectural styles of the residential built form are: 19th Century Vernacular, Georgian Revival, and Neo-Classical.

The Old Oakville Settlement Pattern Character Area is framed by open spaces to the west and south, a mix of residential and park spaces along Navy, Front, Water and Thomas streets, mature tree canopy, and six intersection 'corners' that set the precedent for open corners within the District.

The Old Oakville Settlement Pattern Character Area also features the landmark of St. Jude's Anglican Church's tall bell tower that has multiple view lines within the area and the open church gardens at the west of the church building.

Individual property addresses under this Character Area are listed in Table 2.

Old Oakville Settlement Pattern guidance:

- a. Protect and maintain the openness at intersections and vistas between and through properties that are visible from the public realm;
- b. Protect and maintain the lot size, composition, height and setback of the built form along the east side of Navy Street as a contrast to the open space on the west side of Navy Street;
- c. Protect and maintain the ordered appearance of the wall along Navy Street at the Erchless Estate as a continuous element linking the length of the cultural heritage landscape;
- d. Protect and maintain the narrow undefined "back lane" character of the entrance to Front Street from Navy Street as an integral part of the pedestrian walkway system;
- e. Protect the built form along both sides of Thomas Street between Front Street and King Street as a cohesive streetscape with consistent narrow setbacks and materials;
- f. Protect the view lines and the deep front yard setbacks adjacent to and across from St. Jude's Anglican Church to conserve its landmark status in the area (King, Thomas and William streets);
- g. Protect and maintain the open spaces with gardens and mature trees around St. Jude's Anglican Church;

- h. Support additions and development that reflect and complement the historic architectural styles with unifying materials that are found in contributing properties such as traditional stucco and brick;
- i. Protect and maintain the views to the lake from Navy and Thomas streets; and
- j. Protect and enhance the tree canopy along Navy and Thomas streets.

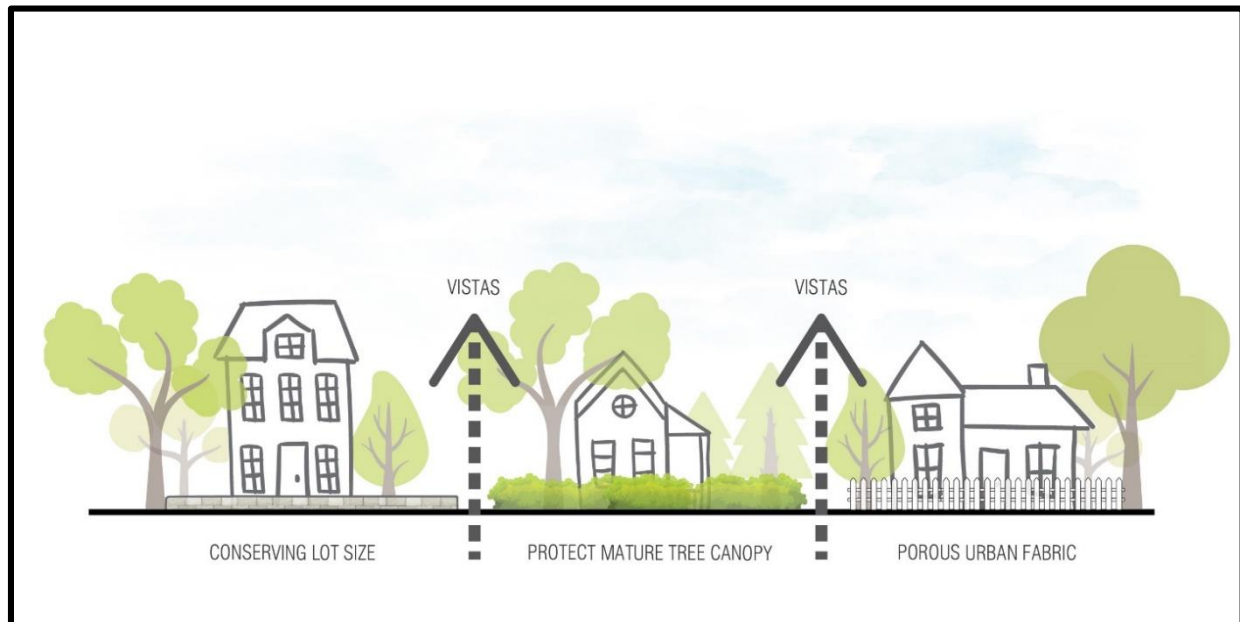


Figure 5: How to conserve views and vistas

Streetscape and Landscape
Character Analysis Area 2 - Old
Oakville Settlement Pattern



5.2.3 Area 3 - Gully Landscape

The Gully Landscape Character Area is layered over the treaty lands and territory of the Mississaugas of the Credit First Nation and the traditional territories of the Huron Wendat and the Haudenosaunee and has been an evolving and growing low-density residential area since the largely European settlement spread outwards from the mouth of the Sixteen Mile Creek.

The area is characterized by a deep gully that primarily runs from the north to the south end of George Street, terminating at the George Street Parkette. The gully flows slightly deeper along Dunn Street terminating at Dingle Park. A gentler rise and fall of the topography is experienced from the west to the east, along William, King and Front streets within the Gully Landscape Character Area.

The area is well defined by mature tree canopies, reflecting Mayor W. F. Romain's 1868 tree restoration legacy. Because of the slope of the gully and the surrounding higher elevations, this Character Area offers very different viewpoints at higher and lower elevations that are unique within the District, including views to the lake and the downtown.

The built form has generous spacing between buildings and reflects a mix of architectural styles and periods due to the organic evolution of the area. In most cases, building heights step down and follow the topographical slopes creating vistas and views to the lake and the residential streetscape. Landscape elements, such as terracing, steps and retaining walls, are well-integrated into the prominent slopes of the area.

Individual property addresses under this Character Area are listed in Table 2.

Gully Landscape guidance:

- a. Protect the traditional quarter acre lot settlement pattern with appropriate lot sizes, front yard setbacks, openness at intersections, and vistas between properties;
- b. Protect and conserve both vertical (north to south slopes) and horizontal (east to west slopes) gully planes within the landscape through the adjustment of height and massing of new built form that responds appropriately to the grading;
- c. Protect and maintain the visual connectivity of residential properties to open spaces at intersections and mature tree canopies;
- d. Protect and maintain the openness of intersections in this area through low permeable fencing and soft landscaping;
- e. Protect and maintain the deep setback of houses along the north side of Front Street to emphasize Lake Ontario and the public open spaces of its shorelines and the contributing property at 212 Front Street;
- f. Support additions and development that reflect and complement the historic architectural styles with unifying materials that are found in contributing properties such as traditional stucco and brick;

- g. Protect and maintain the historic iron fencing that defines the street corners along Front Street and runs along the south side of King Street; and
- h. Strengthen the tree canopy within the area, particularly along Front Street.



Figure 6a: Building elevations and height following the topographical slope

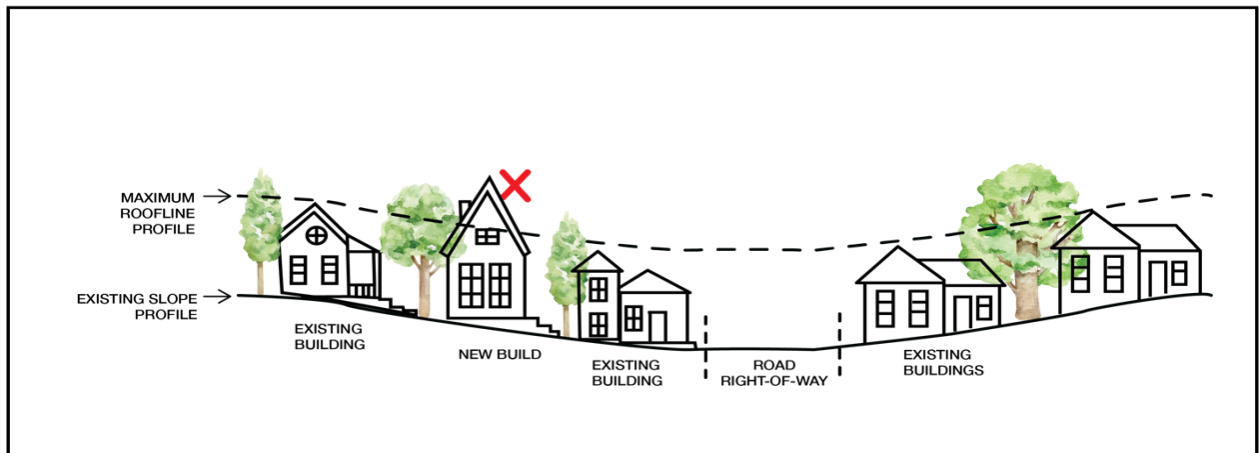


Figure 6b: Building elevations and height following the topographical slope

Streetscape and Landscape
Character Analysis Area 3 - Gully
Landscape



5.2.4 Area 4 - Mixed Residential Development Pattern

The Mixed Residential Development Pattern Character Area is layered over the treaty lands and territory of the Mississaugas of the Credit First Nation and the traditional territories of the Huron Wendat and the Haudenosaunee. It is a low-density residential streetscape with development spanning the town's largely European settlement between 1830 and 1900, into the small-town building boom between 1900 and 1930 and then densification into post 1980s construction. As a result, this Character Area has a mix of architectural styles and materials, varied building setbacks, lot sizes and fencing that create distinct characteristics.

These distinctions include the following:

- The west section of the north side of King Street has grand and spaciouly scaled buildings with the two contributing properties at the corner of Dunn Street setback from both streets;
- The south side of King Street closes in moving from west to east with building setbacks coming closer to the street; and low soft landscaping on the north side;
- The west section of William Street is anchored by the contributing properties at the intersections with Dunn Street and Trafalgar Road and also by the use of low permeable fencing and soft landscaping;
- The east section of William Street has consistent setbacks, and the subtle rhythms of building facades create a well-ordered appearance. Despite different construction periods for buildings along the south side of William Street between Trafalgar Road and Reynolds Street, there is a unity of materials and a variety of gable roof forms;
- Like King Street, the east section of William Street closes in moving from west to east with building setbacks coming closer to the street.

Common features within this area include a Traditional Town road typology (e.g. two lanes of traffic and sidewalks on one or both sides of the road), framed by mature trees.

Individual property addresses under this Character Area are listed in Table 2.

Mixed Residential Development Pattern guidance:

- a. Protect the traditional quarter acre lot settlement pattern with appropriate lot sizes, front yard setbacks, openness at intersections, and vistas between properties;
- b. Protect the varied front yard setbacks, building heights and massing to retain the distinct streetscape character established through the evolution of this area;
- c. Support additions and development that reflect the historic architectural styles with unifying materials that are found in contributing properties such as traditional stucco, horizontal cladding, and brick;

- d. Protect and enhance the openness and vistas of the intersections in this area through low permeable fencing and soft landscaping; and
- e. Support and enhance the mature tree canopy on private lands.

Streetscape and Landscape
Character Analysis Area 4 - Mixed
Residential Development Pattern



5.2.5 Area 5 - St. Andrew's Traditional

The St. Andrew's Traditional Character Area is layered over the treaty lands and territory of the Mississaugas of the Credit First Nation and the traditional territories of the Huron Wendat and the Haudenosaunee. The St. Andrew's Traditional Character Area is defined by its more than 180-year historical association with St. Andrew's Catholic Church. As a key landmark, St. Andrew's is the important and dominant feature of this area.

The residential built form adjacent to the church has generous setbacks, large lot sizes, and architectural character that complements St. Andrew's as a focal point. The Character Area has development spanning the town's largely European settlement between 1830 and 1900, into the small-town building boom between 1900 and 1930 and then densification into post 1980s construction. The predominant cladding materials used are light coloured stucco and horizontal frame cladding, giving visual unity to the area.

The streetscape is characterized by significant open space around the church, porous fencing and low height landscaping at the adjacent intersections, that create long view lines of St. Andrew's. Reynolds Street is characterized by its mature tree canopy, reflecting Mayor W. F. Romain's 1868 tree restoration legacy.

Individual property addresses under this Character Area are listed in Table 2.

St. Andrew's Traditional guidance:

- a. Protect the traditional quarter acre lot settlement pattern with appropriate lot sizes, front yard setbacks, openness at intersections, and vistas between properties;
- b. Protect the deep front yard property setbacks, heights and massing of buildings along King, Reynolds and Williams streets to reinforce the prominence of St. Andrew's;
- c. Protect and enhance the openness of the intersections in this area and views between residences, as well as the long view lines to St. Andrew's through low open fencing and soft landscaping;
- d. Support additions and development that reflect the historic architectural styles with unifying materials that are found in contributing properties such as traditional stucco and horizontal frame cladding;
- e. Support new development that protects the open corners surrounding St. Andrew's and its ancillary buildings, maintains the low heights and deep setbacks of surrounding properties, and uses complementary and unifying architecture and materials, to ensure St. Andrew's remains the focal point;
- f. Protect the narrow undefined "back lane" character of Allan Street as part of the pedestrian walkway that leads to Lake Ontario;

Streetscape and Landscape
Character Analysis Area 5 - St.
Andrews Traditional



5.2.6 Key Streetscape Overlay

The Key Streetscape Overlay is a significant and unique interface between open space, private properties and transit ways along Water Street, Navy Street and Front Street. These streetscapes define the intact historic residential edge within the District, the historic industrial and commercial harbour functions of Navy Street and Water Street, and the narrow one-way lane of Front Street.

This overlay provides supplementary character defining elements that enhance specific properties in:

- Area 2 – Old Oakville Settlement Patterns
- Area 3 – Gully Landscape

Navy Street, Front Street and Water Street are three important roads within the District that have higher public profiles and utility due to their adjacency to open spaces and highly visited Town of Oakville landmarks. They are also associated with views that need to be protected and preserved.

- Navy Street, terminating at the lake, characterized by the mature tree canopy that reflects Mayor W. F. Romain's 1868 tree restoration legacy, as well as framing views to the lake.
- Front Street is a very narrow and intimate one-way road that supports on-road pedestrian connections between Lakeside Park, George Street Parkette and Dingle Park.
- The steep valley slope towards the Sixteen Mile Creek is emphasized through terraces, retaining walls and exposed foundations within the built form. The built form also complements the narrow laneway character of Water Street.
- The built form of the homes along the east side of Navy Street, as well as 64 Navy Street and 115 William Street on the west side, date to the early European settlement, with an established uniform street wall that relies on the built form setbacks, low 1 ½ - 2 storey heights, low permeable fencing and soft landscaping.
- The importance of Navy Street residential streetscape edge is contrasted by the openness in the public realm on the west side of Navy Street including Market Square, the Lawn Bowling Club, Lakeside Park and the cultural heritage landscape of Erchless Estate.
- The built form along Front Street has a significant relationship with the adjacent public open space and parks. This area is an important historic and current gateway to visual and physical access to Lake Ontario.
- The built form on the south side of Front Street has small setbacks given the narrow depth of the lots, while the homes along the north side of Front Street have deeper setbacks that give emphasis to the narrow laneway and the presence of the Lake.

Key Streetscape Overlay guidance includes:

- a. Protect and strengthen Navy Street and Front Street as important streetscapes that have relationships with the historic European settlement of Oakville and their evolving use as public open space and parks. They serve an important function as gateways to visual and physical access to Lake Ontario and the Sixteen Mile Creek.
- b. Protect and strengthen the Water Street retaining walls and terracing of built form along the street that respond to the steep topographical slopes of the District;
- c. Protect and conserve the uniform street wall and defined residential street edges through continuous front yard setbacks, building heights, low permeable fencing and soft landscaping along Navy Street, Front Street and Water Street;
- d. Protect and conserve the historic iron fencing and stone pillars along Front Street;
- e. Protect and conserve open spaces and open views through continuous low profile permeable fencing and soft low-profile landscaping; and,
- f. Strengthen and enhance the mature street tree canopy and protected views.

5.3 Guidelines for Contributing Properties

5.3.1 General Guidelines

5.3.1.1 Understanding

Alterations and additions to a contributing property shall be based on a firm understanding of the historic fabric of that property and how it contributes to the cultural heritage value of the property's Character Area and the District.

The Inventory Sheets developed for each property as part of the District Study (and found in Appendix A of the District Study) shall be used to help understand property history, past alterations/additions, site context, cultural heritage value, noting that the Inventory Sheets are not intended to be a complete list of all features of a property.

- (1) Interventions to a contributing property shall consider:
 - a. the historic architectural style and identified period of significance of the building(s);
 - b. changes that have been made to the building(s)/property over time, noting that historic alterations may have value along with the original;
 - c. making the changes physically and visually compatible with and subordinate to the historic fabric of heritage buildings; and
 - d. the current condition of the heritage building and/or other property features.

- (2) Where historic fabric is damaged or deteriorated, determine the extent of the damage prior to planning any interventions to determine the appropriate scope of work and to preserve the building fabric.
 - a. Replacement cladding materials that match historic materials (such as stucco) retain the importance of the historic cladding, meaning that the cladding of a building does not lose its overall significance if replacement is required, and historic materials should be matched as closely as possible.

- (3) Alterations and additions to a contributing property may be permitted by the town when the following has been completed:
 - a. the impact of the proposed alterations and/or additions on the contributing property, the Character Area of the property and the District have been identified:
 - i. this means making the changes physically and visually compatible with and subordinate to the historic fabric of the building; and,
 - ii. ensuring that the proposed changes meet the objectives set out in Section 3 of this Plan;
 - b. on corner lots, special consideration has been given for both public facing elevations and their impact on the streetscapes; and
 - c. appropriate mitigation measures have been proposed.

- (4) A Heritage Impact Assessment (HIA) may be required to be completed in accordance with the Town of Oakville's Development Application Guidelines for Heritage Impact Assessments.

5.3.1.2 Compliance

- (1) Current codes and standards pertaining to health and safety, security, accessibility and sustainability requirements shall be adhered to in a way that does not negatively impact the heritage character of the contributing property and the District. This includes but is in no way limited to the Ontario Building Code (OBC) and Accessibility for Ontarians with Disabilities Act (AODA).

Note: OBC, Part 11, Section 11.5, Compliance Alternatives may provide some relief for requirements contained in OBC Part 3, 4, 6 or 8 where the chief building official is satisfied that the compliance with the requirement is impracticable because it is detrimental to the preservation of a heritage building.

5.3.1.3 Demolition and Relocation

- (1) These guidelines apply to the full and partial demolition, and relocation of heritage buildings on contributing properties in the District:
- a. The demolition of heritage buildings on contributing properties in the District is not permitted, except in exceptional circumstances (i.e., where the property has suffered severe damage due to unforeseen events).
 - b. A structural engineering assessment, prepared by a structural engineer licensed to practice in Ontario and with experience with historic structures, may be required where the structural integrity of the heritage building is compromised, and demolition is being sought because of severe damage to the building structure. A peer review of the structural engineering report may be required, at the applicant's expense. Demolition will only be permitted if the town concurs with the structural assessment and/or peer review.
 - c. Proposed changes to a heritage building shall not result in a condition that renders the structure vulnerable to structural failure.
 - d. All mitigation measures shall be taken during construction to ensure that the heritage building does not result in a condition that renders the structure vulnerable to structural failure.
 - e. A heritage permit for the demolition of a heritage building in full or in part shall not be granted until the design for the replacement building or alterations has been submitted and approved. The design of replacement buildings and alterations must comply with the guidelines for new development and/or alterations as set out in this Plan.
 - f. Relocation of a heritage building within the lot may be permitted on a case-by-case basis. The new location of the heritage building shall meet all appropriate guidelines in this Plan, including but not limited to, spaces around buildings, views, landscaping and the impacted Character Area.
 - g. Removal or demolition of a heritage attribute and/or structure on a Part IV property within the District may require a notice of intention to demolish to be submitted in accordance with the OHA.

5.3.1.4 Lot Severances and Assembly

- a. Protect the traditional quarter acre lot settlement pattern with appropriate lot sizes, front yard setbacks, openness at intersections, and vistas between properties;
- b. Consent applications will be evaluated on a case-by-case basis for lot severances and assembly in the District.
- c. All severances must conform to provincial and local policies and by-laws including, but not limited to, the in-effect Official Plan and Zoning By-law.
- d. The lot size of any infill property or severance shall reflect the character of the surrounding lot fabric and impacted Character Area.

5.3.1.5 Spaces Around Buildings

- a. Maintain traditional distances between buildings visible from the public realm and the picturesque rhythm of buildings with streetscapes.
- b. Maintain traditional views and orientation of heritage buildings from the public realm.
- c. Prominent building features shall not be blocked or obscured with fencing, hardscaping features, service or utility equipment, garages or other accessory buildings.
- d. Maintain historical means of access to contributing properties, including driveways and walkways.
- e. Special consideration may apply to buildings of atypical orientation, on lakefront lots and/or on corner lots.

5.3.2 Alterations to Contributing Properties

5.3.2.1 Historic Fabric

- (1) Alterations to a contributing property shall be physically and visually compatible with the historic fabric of the property and the property’s Character Area, with regard to architectural style, detailing and materials.
 - a. Alterations shall not create a false sense of historical development by adding heritage building elements from other places, properties or historic periods, and shall not combine features that never coexisted on the building.
 - b. When reinstating historical architectural elements, ensure that the design of forms, materials and detailing are based on appropriate historical photographs or documentation.
- (2) Alterations to a contributing property shall minimize loss of historic fabric.
 - a. Repair damaged or deteriorated historic fabric rather than replacing it.
 - b. When replacements are necessary, replace *historic fabric in kind*, using the same form, materials and details as the original

Best Practices – Historic fabric
 Reinstating historic architectural elements that have been removed, neglected or obscured when undertaking alterations to a Contributing Property.

5.3.2.2 Roofs

- (1) Protect and maintain historic roof forms and features, including dormers, eaves, eavestroughs and downspouts, soffits, finials, decorative trim and other features related to specific architectural styles.
 - a. Repair rather than replace historic roof features using historically appropriate materials.
 - b. Replace only roof features that have deteriorated beyond repair, rather than replacing an entire roof or roofline.
 - c. Protect and maintain original or historic eavestroughs, downspouts and flashing wherever possible. If repair is not possible due to condition, replacement with matching materials is required.
 - d. Where documentary evidence of original or historic eavestrough and downspout profiles exist, the reinstatement of these features is encouraged.
- (2) Roofing materials shall be replaced in kind, matching the form, materials and details of the historic roof system. The exception to ‘in kind’ replacement is restoration of the roof material or details to an earlier style/material based on evidence and documentation.
 - a. Asphalt shingles and cedar shingles are appropriate roofing materials for the District. The use of alternative materials that mimic the appearance of asphalt or cedar may be considered on a case-by-case basis.
 - b. Slate may be historically appropriate for more prominent buildings, such as St. Jude’s Anglican Church.
 - c. Metal roofing materials shall not be permitted for full roof systems and may only be used for accents where compatible with the architectural style of the heritage building, Character Area and District.

- d. Membranes may be considered on flat roofs.
 - e. Roofing materials such as PVC, terracotta and ceramic that do not traditionally exist in the District are not permitted.
 - f. Aluminum or PVC soffits and fascia shall not be permitted on heritage buildings where they are not already installed.
 - g. New flashing should be coloured to match the wall or roof materials against which it is located.
- (3) Rooftop equipment and drainage elements shall be discreetly integrated and shall not negatively impact the character of the heritage building, Character Area and the District.
- a. New skylights, green roofs, roof ventilation equipment, plumbing vents, solar cells and other stacks may be permitted, providing they are located on side or rear elevations that are not visible from the public realm.
 - b. New eavestroughs and downspouts shall be appropriately designed to manage water properly and direct drainage away from building foundations.

Examples of Roofs



Figure 7: 143 Front Street – Cedar shake gable roof with dormers and stucco cladding



Figure 8: 212 Front Street (left) – Cedar shake hip roof with dormers and stucco cladding
Figure 9: 176 Front Street (right) – Cedar shake gable roof with stucco cladding



Figure 10: 329 William Street (left) – Cedar shake hip roof with stucco cladding
Figure 11: 307 William Street (right) – Asphalt hip roof with horizontal wood cladding



Figure 12: 65 Navy Street (left) – Asphalt gable roof on house and garage with stucco cladding
Figure 13: 301 William Street (right) – Asphalt gable roof with stucco cladding



Figure 14: 27 Reynolds Street – Asphalt gable roof with shake cladding

Best Practices - Roofs

Determine the cause of any distress, damage or deterioration of a roof system through investigation, monitoring and minimally invasive testing techniques. It is in the property owner’s best interest to address any of these issues as soon as possible to prevent further deterioration or additional complications.

Where structural faults or problems in the historic fabric exists, the replacement of structural materials with contemporary materials may be permitted on a case-by-case basis. Any changes visible on the exterior of the property shall be physically and visually compatible with the heritage building, following recognized conservation practices.

Where historic alterations have been made to address structural faults or problems in the historic roof design, they should be retained so long as they do not have a negative impact on the heritage character of the building. If they do have a negative impact on the heritage character of the building, removal and restoration is encouraged.

Where evidence exists, reinstate original or historic details or materials that have been removed from the roof system, including chimneys, finials, eavestrough/downspouts and other decorative or functional elements.

Completely remove existing materials, such as shingles, before applying new roofing.

5.3.2.3 Chimneys

- (1) When a historic chimney is no longer in use, cap and conserve the chimney rather than removing it. Proposals to remove replacement and/or non-historic chimneys will be assessed on a case-by-case basis.
- (2) New chimneys may be permitted, providing they match the design and architectural style of the heritage building and existing chimneys, where applicable.

Examples of Chimneys



Figure 15: 53 Dunn Street (left)
Figure 16: 295 King Street (right)

5.3.2.4 Dormers

- (1) Protect and maintain historic dormers.
 - a. The removal or obstruction of historic dormers on public-facing elevations of a contributing property shall not be permitted.
 - b. Repair rather than replace historic dormers using historically appropriate materials.
 - c. Replace only dormer materials that have deteriorated beyond repair, rather than replace an entire dormer. Replacements, in whole or part, shall be in kind, matching the form, materials and details of the historic dormer.
 - d. For windows within dormers, refer to the guidelines in sub-section 5.3.2.5.
- (2) New dormers may be permitted on heritage buildings only where they are compatible with the architecture of the heritage building.
 - a. New dormers shall complement the design and scale of the roof, windows and any existing dormers.
 - b. New dormers shall not be permitted on public-facing portions of the original or historic portion of a heritage building and should be located on rear or interior-facing side elevations or additions.

- c. New dormer windows should be square or vertically proportioned and should have the same proportions or be slightly smaller than the uppermost windows in the elevation below.

Best Practices - Dormers

Where evidence exists, reinstate original or historic dormers or details or materials that have been removed from dormers.

Dormer body proportions should be driven by the dormer window proportions.

5.3.2.5 Windows

- (1) Protect and maintain the location, orientation, shape and size of historic window openings.
 - a. The removal or obstruction of historic window openings is strongly discouraged. Consideration may be given to alterations to historic windows that are located on side or rear elevations in a manner that does not diminish the character of the heritage building, Character Area or District.
 - b. Maintain historic solid-to-void ratios and the historic rhythm of windows and bays.
- (2) Protect and maintain historic window features, including trim, sills, surrounds, brick moulds, materials, frame, sashing, muntins, hardware, glazing and storm windows.
 - a. Repair rather than replace historic window features.
 - b. Replace only those specific window features that have deteriorated beyond repair, rather than replacing an entire window unit.
 - c. Historic wood trim and surrounds shall be protected and maintained. If repair/replacement is required due to poor condition, materials and profile/design shall match the existing.
 - d. Historic stone or masonry sills, surrounds or voussoirs shall be protected and maintained. If repair/replacement is required due to poor condition, materials and profile/design shall match the existing.
- (3) The Town of Oakville's Heritage Window Replacement Guidelines shall be used to determine if original/historic windows can be replaced.
 - a. Should replacement windows be approved, the following applies:
 - i. Maintain the pattern of window divisions in their original configurations.
 - ii. Glue-on or snap-on muntins (i.e. window grilles) shall not be permitted. Muntins shall be true divided lights or simulated divided lights with dark spacers at every muntin. Simulated divided lights should be integral to the window sash. Aluminum muntins may be used where stronger muntins are required to support sealed window units while maintaining the original thinner muntin profiles. These muntins shall be made integral to the sash frame.
 - iii. New windows that replace existing wood windows shall be wood. Aluminum-clad wood may be permitted on side or rear elevations that are not visible from the public realm, providing the original moulding profiles have been reproduced.
 - iv. Existing leaded windows shall be replaced with new leaded windows to match.
 - v. Vinyl and fiberglass windows shall not be permitted. They are not compatible with the character of heritage buildings, Character Areas and the District, and do not

- adequately replicate wood windows in their detailing, finishes, profiles and colour as their sashes, frames and mouldings are often much flatter in appearance.
- vi. Ensure that all sills are sloped away from the exterior wall, with drip edges when they extend beyond the face of the exterior cladding.
 - vii. Remove, repair and reuse existing brick moulds. When these cannot be salvaged, their size, profile and detailing shall be replicated. Ensure that the original relationship between the brick moulds, the window trim and the window frame are maintained.
 - viii. Remove, repair and reuse existing window trim. When these cannot be salvaged, their material, size, profile and detailing shall be replicated. Ensure that the original relationships between brick moulds, trim and frame are maintained. Ensure that the original relationship between the window trim and the exterior cladding is maintained.
- (4) New window openings may be permitted only where their location, alignment, proportions, materials and design is compatible with the architecture of the heritage building, Character Area and District as exemplified by the historic rhythm of windows and bays. New window openings should be located on side or rear elevations of heritage buildings.
- a. Materials and design of new windows shall be compatible with historic windows on the same elevation.
 - b. Where traditionally operable window styles are used in new window openings, the new window shall also be operable.

Examples of Windows & Shutters



Figure 17: 26 Thomas Street (left) – Wood window with storm

Figure 18: 329 William Street (right) – Wood windows with storms

Best Practices - Windows

Reinstate historic windows that have been removed or blocked, based on appropriate documentary evidence.

Replace newer unsympathetic windows based on appropriate documentary evidence.

Historic wood windows, when properly maintained, can last 60 to 100 years. Aluminum, vinyl or fiberglass windows cannot be repaired and need to be replaced. Modern sealed window units have a 15 to 20-year life span. Consider the following alternatives prior to replacing historic windows or designing new windows:

- Reinstate exterior storm windows that have been removed. A single glazed window with an exterior storm window can be as effective as a sealed window unit.
- Retrofit sealed glazing units into the historic sashes as an alternative to replacing the whole window.

Replacement glazing should be considered only when the existing glazing is damaged, or the historic sash is being retrofitted with sealed glazing units.

Replace all damaged weather-stripping to ensure air tightness of window assembly. The performance of single-glazed windows will be significantly improved by proper weather-stripping that reduces air infiltration.

Regularly maintain the caulking around the windows.

The sills are often the most damaged features of windows, and can be replaced using dutchman repairs, leaving the window frame in place. Sashes can be removed for in-shop repairs.

Historically operable windows should maintain their operability. Avoid painting windows shut or otherwise sealing them in a manner that is difficult to reverse.

5.3.2.6 Shutters

(1) Protect and maintain historic shutters.

- a. The removal (without replacement) or permanent obstruction of historic shutters shall not be permitted.
- b. Repair rather than replace historic shutters.
- c. Replace only the shutter elements (e.g. individual louvers) that have deteriorated beyond repair, rather than replacing an entire shutter.

(2) When shutter replacement is necessary, shutters shall be replaced in kind, matching the form, materials and details of the original.

(3) New shutters may be permitted only where they are physically and visually compatible with the architecture of the heritage building.

- a. Attach shutters to the window casing rather than the wall. Hinges and hooks should be used to ensure shutters are functional.
- b. Design shutters in a style appropriate to the architectural style of the heritage building, including panelled or louvered styles. Louvers may be fixed or operable.
- c. The dimensions of shutters shall be one-half the width of the sash they are covering, allowing them to effectively cover the window if closed.
- d. Wooden shutters shall be painted in a colour appropriate for the materiality and colours of the heritage building.



Figure 19: 308 William Street (left) – Wood windows with storm and operating louvered shutters
Figure 20: 65 Navy Street (right) – Wood windows with thermal pane and operating louvered shutters



Figure 21: 215 William Street – Wood windows with storm and operating shutters

Best Practices – Shutters

Reinstate historic shutters that have been removed or blocked, based on documentary evidence.

Replace newer unsympathetic shutters, such as those that are too narrow, based on documentary evidence.

Restore historic shutters that have been removed from their hinges and attached to the wall on either side of the window. New hardware should be used to re-hang the shutters so that they are operable.

5.3.2.7 Entrances

- (1) Protect and maintain the location, size and orientation of historic entrances.
 - a. The removal or obstruction of historic entrance openings shall not be permitted.
 - b. Maintain historic entrances as functioning entrances.
 - c. Maintain historic hierarchies of entrances on buildings, where they exist.
- (2) Protect and maintain historic entrance features, including doors, door surrounds, materials, glazing, lighting and steps.
 - a. Repair rather than replace historic entrance features.
 - b. Replace only entrance features that have deteriorated beyond repair, rather than replacing the entire entrance.
- (3) When the replacement of entrance features is necessary, features shall be replaced in kind, matching the form, appearance, materials and details of the original.
 - a. Existing wood doors shall be replaced with wood doors to match.
 - b. Aluminum doors that mimic wood panelling may be considered on a case-by-case basis for side or rear elevations that are not visible from the public realm, providing they effectively replicate wood doors in their detailing, finishes and colour.
 - c. Wood is the most appropriate material for screen doors. Aluminum doors that mimic wood panelling may be considered for side or rear elevations not visible from the public realm on a case-by-case basis, providing they effectively replicate wood screen doors in their detailing, finishes and colour.
 - d. Sliding doors and other doors that do not swing shall not be permitted on heritage buildings.
- (4) New entrances on the historic portion of a heritage building may be permitted only where their location, alignment, proportions, materials and design is compatible with the architecture of the heritage building, as exemplified by the historic entrances and the rhythm of bays.
 - a. New entrances shall be subordinate to the primary historic entrance in terms of location and design. New entrances should be located on side or rear elevations, not visible from the public realm.
 - b. Doors and door surrounds of new entrances shall be detailed in a style and materials appropriate to the architecture of the heritage building.

- c. Wood panelled doors are most appropriate for the District. Aluminum doors that mimic wood panelling may be considered for side or rear elevations not visible from the public realm on a case-by-case basis, providing they effectively replicate wood doors in their detailing, finishes and colour.

Examples of Entrances and Doors



Figure 22: 29 Navy Street (left) – Main entrance wood door with surround facing street
 Figure 23: 212 Front Street (right) – Main entrance wood door with wood storm door facing street



Figure 24: 212 King Street – Main entrance wood door facing street



Figure 25: 145 William Street – Main entrance wood door facing street

Best Practices – Entrances

Reinstate historic entrance openings that have been removed or blocked, based on appropriate documentary evidence.

Replace newer unsympathetic entrance features based on appropriate documentary evidence.

Improve weather protection and energy efficiency of existing doors through re-puttying and replacing or installing weather-stripping, adjusting hardware, and sealing openings and joints, rather than replacing the historic doors.

5.3.2.8 Foundations

- (1) Retain sound or partially deteriorated foundation walls that are repairable. Stabilize exterior walls by using structural reinforcement, weather protection, or correcting unsafe conditions as required.
- (2) When the foundations of buildings or porches have deteriorated excessively, re-build damaged foundation walls or piers rather than demolishing the structure. Install temporary support for the structure while the damaged wall or pier is reconstructed.
- (3) Existing original or historical foundations shall not be clad or covered with contemporary materials including parging or painting (especially over unpainted masonry).

Examples of Foundations



Figure 26: 115 William Street – Lakestone foundation

Best Practices – Foundations

Where historic foundations are extensively deteriorated, contemporary methods may be used to construct new foundations. Where visible above grade, ensure the new foundations are clad in salvaged stone wherever possible or new stone material that matches the original or historic style and quality of the historic material.

Improve the drying ability of exterior wall assemblies through suitable heating and/or ventilation measures wherever possible.

Painting or covering over historic masonry with contemporary materials can prevent proper monitoring and maintenance of the exterior building materials and create new issues such as spalling and mortar deterioration. Instead, repair and/or replace the existing exterior building materials with like material.

Where original or historic masonry is concealed with later cladding materials, removal and repair is highly encouraged and recommended. Use historic documentation to rehabilitate the foundations.

Protect and maintain existing foundations by ensuring that site drainage is directed away from building and porch foundations.

5.3.2.9 Porches, Verandahs and Porticos

- (1) Protect and maintain historic porches, verandahs, and porticos and their features, including posts, brackets, railings, steps and roofs.
 - a. The removal or obstruction of historic porch, verandah and portico features shall not be permitted.
 - b. Repair rather than replace historic features.
 - c. Replace only the specific features that have deteriorated beyond repair, rather than replacing an entire porch, verandah or portico.

- (2) New porches, verandahs and porticos may be permitted as additions to heritage buildings, provided that they are in a style that is appropriate for the architecture of the heritage building, Character Area and District, and are physically and visually compatible with the heritage building in terms of location, orientation, design and materials.
 - a. When architectural elements such as columns and entablatures are used on new porches, verandahs or porticos, they should conform to classical proportions.
 - b. Replacement materials for porches, verandahs and porticos should be wood with brick and stone used for piers or bases. The use of composite and engineered wood or wrought iron may be considered on a case-by-case basis.

Examples of Porches, Verandahs and Porticos



Figure 27: 53 Navy Street (left)– Open wrap-around porch
Figure 28: 19 Navy Street (right) – Glassed-in side porch



Figure 29: 154 King Street (left) – Open wrap-around porch
 Figure 30: 27 Reynolds (right) – Covered porch



Figure 31: 295 & 297 William Street (left) – Open front porch
 Figure 32: 212 King Street (right) – Covered open porch

Best Practices – Porches, Verandahs and Porticos

Where porches, verandahs and porticos are extensively deteriorated or missing parts, replace in kind where there are surviving prototypes. Use salvaged material wherever possible or new materials that match the original or historic style and quality.

Reinstate historic porches, verandahs and porticos that have been removed or blocked, based on appropriate documentary evidence.

Replace newer unsympathetic porch, verandah and portico features based on appropriate documentary evidence.

5.3.2.10 Garages and Coach Houses

- (1) Protect and maintain historic garages and coach houses.
- (2) Alterations to existing historic garages or coach houses shall not negatively impact the contributing property, Character Area or District in terms of the garage's architectural style, massing, design, materials, colour and location.
- (3) Non-historic garages or coach houses on contributing properties may be removed or replaced, provided any replacement is subordinate to and compatible with the character of the contributing property, Character Area and District. The replacement structure shall follow the guidelines outlined in Additions to Contributing Properties, Section 5.3.4.14 'Garages and Coach Houses'.

Examples of Garages and Coach Houses



Figure 33: 19 Navy Street – Detached garage



Figure 34: 29 Thomas Street (left) – Detached garage (restored barn)



Figure 35: 32 Thomas Street (right) – Detached garage



Figure 36: 22 Reynolds Street (left) – Detached garage
Figure 37: 65 Navy Street (right) – Detached garage



Figure 38: 66 Dunn Street – Attached 1 ½ storey garage with appearance of detachment through single storey connection to main residence



Figure 39: 145 William Street (left) – Separate coach house set back in rear yard

Figure 40: 53 Navy Street (right) – Coach House set back and facing William Street away from main residence

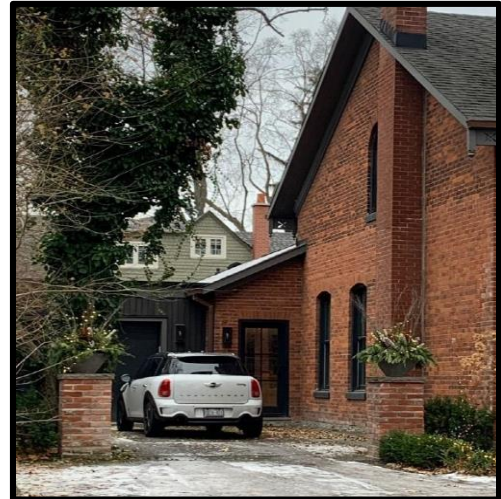


Figure 41: 43 Trafalgar Road (left) – Attached garage with appearance of detachment through single storey connection to main residence

Figure 42: Trafalgar Road (right) – Attached single car garage with shed appearance setback to rear of property

Best Practices – Garages and Coach Houses

Determine the cause of damage or deterioration to historic garages and coach houses through investigation, monitoring and minimally invasive testing techniques.

Address signs of damage and deterioration immediately, so as not to cause further degradation.

5.3.2.11 Utility Service Equipment

- (1) Utility and service equipment shall not negatively impact the contributing property, Character Area or the District and shall be located so as to minimize its visibility from the public realm.
 - a. Service hardware (such as utility meters, cable TV and telephone connections), commercial mechanical elements (such as dryer vents, heat reclamation vents, furnace and water heater exhausts, gas fireplace exhausts and kitchen exhausts), and ground mounted electrical and mechanical hardware (such as heat pumps, transformers and air conditioning units) shall not be located on main elevations and should not be visible from the public realm. If visible from the public realm, screen appropriately using landscaping features. (See Section 5.7- Landscape and Site Design Guidelines for Privately Owned Lands, for requirements on screening)
 - b. New aboveground infrastructure, including hydro lines, should be buried.
 - c. Solar panels may be permitted if oriented so that they do not compromise the character of the contributing property, Character Area or District and are preferred on side and rear elevations.

Best Practices – Utility Service Equipment

Find solutions to incorporate sustainable building initiatives without having a negative impact on the character of contributing properties, Character Areas and the District.

5.3.2.12 Exterior Walls

- (1) Protect and maintain historic architectural features of exterior walls, including cladding materials, exposed structural elements (such as pilasters and half-timbering) and decorative elements (such as articulated brickwork, quoining and date stones).
 - a. The removal or obstruction of historic architectural features of exterior walls shall not be permitted.
 - b. Alterations and maintenance work should not remove, cover or obscure the patina of age or irregularities found in older work and materials. Patina is the result of the natural aging of a material and provides it with a protective coating.
 - c. Repair rather than replace historic materials.
 - d. Replace only specific sections of materials that have deteriorated beyond repair whenever possible. Document the patterns, profiles and detailing of materials prior to repairing or replacing them.
 - e. Where historic materials have deteriorated beyond repair, replace deteriorated materials in kind, maintaining the compositions, size, finishes, patterns, tooling and colours of the original. Replacement materials should also match the physical characteristics of the original such as vapour permeability and compressive strength.
 - f. Historically unpainted masonry surfaces shall not be painted.
 - g. Maintain historically painted surfaces, including stucco, wood clapboard and wood shingles.
 - h. New finishes or coatings that alter the appearance of historic materials shall not be applied, especially where these finishes are substitutes for the repair of historic materials. Staining of new masonry to match historic masonry may be permitted with products that do not alter the permeability of the masonry. A heritage permit will be

required to approve colour, product and staining technique. Mortar mixes should be coloured to match and staining over top may not be permitted.

- i. Exterior Insulation and Finish Systems (EIFS) shall not be permitted. In addition to being aesthetically incompatible with the character of contributing properties, Character Areas and the District, this material can promote mould growth and retain moisture in building fabrics that were intended to breath.

Examples of Exterior Walls



Figure 43: 18, 20 and 26 Thomas Street (left) – Example of horizontal wood cladding
Figure 44: 307 William Street (right) – Example of horizontal wood cladding



Figure 45: 53 Dunn Street – Example of horizontal wood cladding



Figure 46: 53 Thomas Street (left) – Example of stucco cladding
Figure 47: 22 Reynolds Street (right) – Example of stucco cladding



Figure 48: 29 Thomas Street (left) – Example of stucco cladding
Figure 49: 19 Navy Street (right) – Example of early brick cladding



Figure 50: 350 King Street (left) – Example of late 1800s brick cladding
Figure 51: 302 William Street (right) – Example of early 1900s brick cladding with open front porch



Figure 52: 309 King Street (left) – Example of stucco cladding with shake dormers
 Figure 53: 43 Trafalgar Road (right) – Combination brick and shake siding with asphalt roof

Best Practices – Exterior Walls

Regularly inspect and maintain the exterior materials on heritage buildings.

Ensure that water shedding, drainage and management elements are functional: that sills, cap stones and other exposed horizontal are sloped with drip edges; that the ground is sloped away from the foundations to prevent splash-back and provide proper drainage; that gutters and downspouts are functional; that sealants and flashing are in good condition; that projecting eaves are maintained; and that masonry joints are sound.

When cleaning, use the gentlest means possible so as to remove soiling while maintaining the patina of the historic materials. Protect adjacent surfaces including the landscaping. Perform mock-ups prior to cleaning to ensure that the chosen method will not negatively impact the historic materials.

Determine and address the causes of material deterioration prior to developing any maintenance, repair or replacement scope of work.

Assess the condition and composition of the stucco and its substrate prior to developing any repairs strategies. Document the original finishes’ texture and colour prior to undertaking any work.

Remove deteriorated paint prior to repainting. When removing paint, use the gentlest means possible. Select colours for repainting that are compatible with the architectural style, cladding materials and colour of the heritage building.

Replace newer unsympathetic exterior cladding materials based on historic documentation.

5.3.2.13 Guidelines for Specific Materials

The guidelines below provide additional direction for specific materials. Refer to Parks Canada's Standards and Guidelines for the Conservation of Historic Places for additional guidelines and best practices relating to specific cladding materials (i.e. masonry, wood, concrete, metals, glass, plaster and stucco).

- (1) Protect and maintain the historic appearance of wood finishes and elements.
 - a. Identify the species of wood prior to doing any repairs or replacements. For dutchman repairs, the pieced-in sections should, whenever possible, match the species of the existing element being repaired.
 - b. When replacing and/or repairing wood siding, shingles and other wood elements, document their pattern, size, detailing, profile, and colour prior to removal.
 - c. Replace *in kind* any wood element including wood siding, shingles, trim, half-timbering, decorative elements, railings, stairs, porch columns and finishes. Composite and engineered wood may be considered on a case-by-case basis, providing they effectively replicate the historic cladding, trim or other sections of the exterior wall.
 - d. Replicate historic siding and shingle patterns when replacing or repairing them.
 - e. Ensure that the original relationships between the trim and siding are maintained.
 - f. Historic wood siding and shingles shall not be clad over.
 - g. Metal, vinyl or plastic composite siding shall not be permitted.
 - h. Eaves, soffits or fascias shall not be permitted to be clad or flashed in metal.

- (2) Protect and maintain the historic appearance of masonry (brick and stone).
 - a. Sandblasting masonry surfaces shall not be permitted. This will remove the harder, more durable kilned face of the brick exposing its softer interior.
 - b. Brick or stone shall not be painted, unless it has already been painted. Repainting already painted masonry is permitted.
 - c. When removing paint from masonry surfaces, do so in a manner that does not damage the historic materials. Protect adjacent surfaces and landscaping. A heritage permit is required for paint removals.
 - d. When replacing bricks, ensure that the new bricks match the appearance and physical properties of the original. Modern bricks are stronger, smaller and less vapour permeable than historic bricks. The use of a stronger brick in a historic wall assembly can accelerate the deterioration of the surrounding historic bricks. Historic bricks are still available from specialty suppliers. Staining new bricks to match historic brick may be permitted, see guidance in Section 5.3.2.12 Exterior Walls.
 - e. Repoint brick masonry using a physically and visually compatible mortar mixture and traditional pointing methods, recreating the original tooling and joint profile. The pointing mortar should be softer and more vapour-permeable than the masonry. When cutting or raking out joints, use appropriate methods to ensure that the arises of the bricks or stone are protected from damage. When rebuilding a section of historic masonry, ensure that the original coursing and joint widths are maintained.
 - f. Protective sealants shall not be applied to masonry. These sealants are often vapour impermeable and will trap moisture within the masonry assembly accelerating its deterioration.

-
- (3) Protect and maintain the historic appearance of the stucco surfaces.
- a. Exterior Insulation and Finish Systems (EIFS) shall not be permitted as a replacement material for stucco. In addition to being aesthetically incompatible with the heritage character of the District, this material can promote mould growth and retain moisture in building fabrics that were intended to breath.
 - b. Repair the substrate, where required, to ensure the structural stability of the stucco finish.
 - c. Retain and repair existing stucco finishes where possible. When replacement is required, replace stucco with in-kind materials, typically with a historically appropriate three-coat application. Reproduce the original finish, colour, strength and texture patterns.
 - d. Ensure that the patching and repair materials used are physically and visually compatible with the historic stucco.
 - e. Ensure that the paint systems used are physically and visually compatible with the historic stucco, especially with regards to vapour permeability.

5.3.3 Additions to Contributing Properties

5.3.3.1 Historic fabric

- (1) Additions to a heritage building on a contributing property shall be physically and visually compatible with, complementary and sympathetic to and distinguishable from the historic fabric of the building, with regard to the location, massing, height, proportions, architectural style, detailing and materials of the addition.
 - a. An addition that is distinguishable from the heritage building is not required to be a different style of architecture. Cladding materials, differing rooflines and wall planes and even paint colour can be used to create a distinguishable addition.
 - b. Complementary additions physically and visually conserve or enhance the cultural heritage value and heritage attributes of the District.
 - i. To be physically complementary refers to the use of materials and construction methods that do not detract from or damage heritage attributes.
 - ii. To be visually complementary refers to the selection of materials and design, massing, proportions and details so as to conserve and enhance the District's cultural heritage value.

- (2) Additions to a heritage building shall minimize the loss of historic fabric.
 - a. Whenever possible, new additions should be reversible so that the form and integrity of the heritage building is maintained and not structurally compromised should the addition be removed later.

5.3.3.2 Location

- (1) Additions to a heritage building on a contributing property shall be located towards the rear of, or sufficiently set back from, the heritage building. The location for a new addition shall ensure that the character of the heritage building, Character Area and District is maintained.
- (2) Additions should be placed so they are considered to be subordinate to the heritage building on the contributing property in size, scale and detailing. Also refer to Section 5.3.1.5 Spaces Around Buildings, which provides additional guidance on the location of additions within the context of the streetscape.
- (3) Maintain prominent views of heritage buildings on contributing properties from the public realm. Do not block or obscure prominent views of heritage buildings from the public realm with new additions or their associated features.
 - a. Design new additions so that any significant landscape features of the existing property are maintained including mature trees and site topography.
 - b. Place new additions so they are parallel with the street, in concert with the heritage building, Character Area and District.
 - c. Buildings on corner sites are required to address all facing streets.

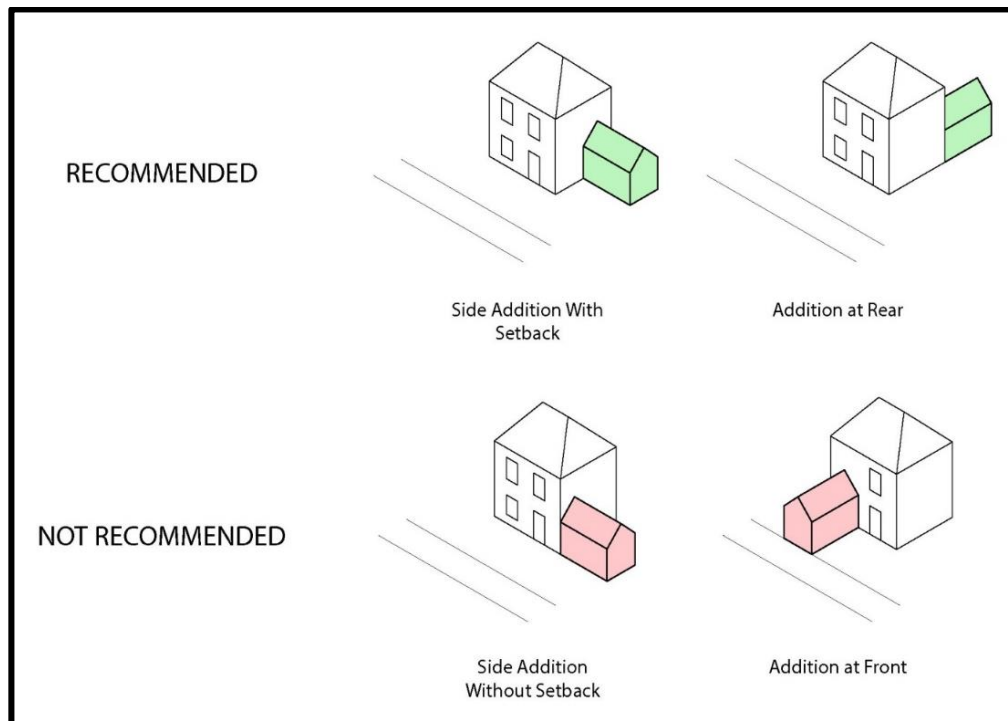


Figure 54: Suggestions on how to locate additions to contributing properties

5.3.3.3 Scale and Massing

- (1) The design of additions shall be subordinate to the heritage building; that is, the addition must not devalue or distract from the heritage building.
 - a. Rooflines should complement the form, materials and style of the heritage building, Character Area and District.
 - b. The proportions, placement, style and materials of windows and doors of additions should complement the heritage building, Character Area and District.
- (2) Massing and proportions of additions shall be simple and subordinate to the heritage building. Additions shall be sympathetic in scale and massing to the heritage building, Character Area and the District.
- (3) Additions shall not negatively impact the proportional symmetry of the heritage building.
- (4) Porches, verandahs and porticos are included in massing considerations for heritage buildings and should be designed so that they complement the proportions, placement, style and materials of the heritage building, Character Area and District.

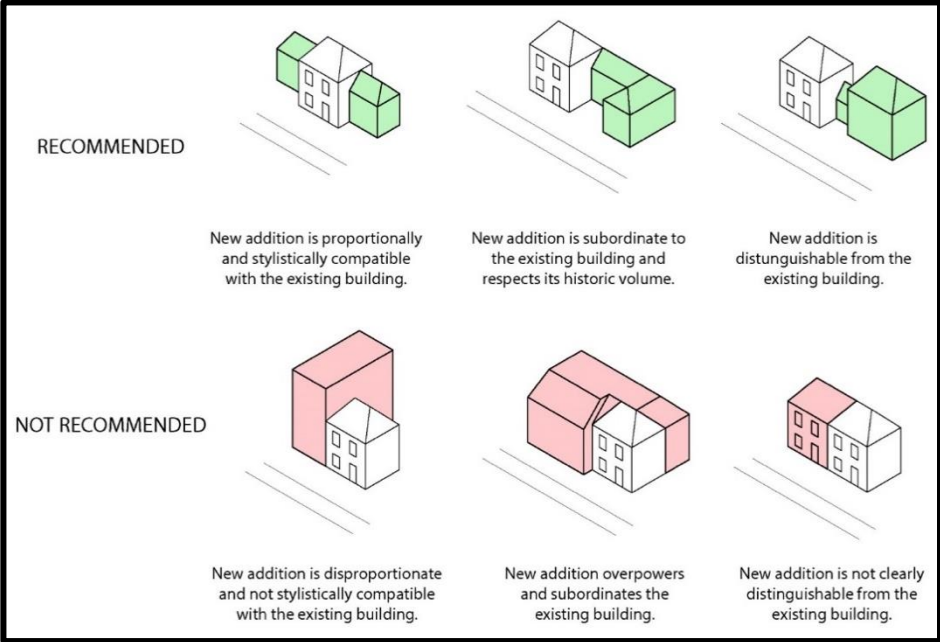


Figure 55: Guidelines for the scale and massing of additions to contributing properties

5.3.3.4 Height

- (1) Protect and maintain the historic low-rise scale of the District.
- (2) The overall scale, massing, design and height of the addition should be complementary to the heritage building and clearly secondary in terms of scale, massing and height.
- (3) Varying grades and elevation changes in the land shall be taken into account for additions. See the appropriate Character Area section in this Plan for additional guidance. The addition should not negatively impact the heritage building, Character Area or District.
- (4) An addition to a heritage building should be lower than the height of the heritage building on the property to clearly distinguish it from the original building. Additional height may be considered under exceptional circumstances on a case-by-case basis where there are demonstrated site constraints and an appropriate design has been proposed that does not negatively impact the heritage building, Character Area or District.

5.3.3.5 Style

- (1) The design of an addition should reflect or reference the architecture of the heritage building, in terms of roof form, massing, materials, windows and entrances.
 - a. Design additions so they are distinguishable from the historic portion of the heritage building.
 - b. An addition that is distinguishable from the heritage building is not required to be a different style of architecture. Cladding materials, differing rooflines and wall planes and even paint colour can be used to create a distinguishable addition.

5.3.3.6 Roofs

- (1) When considering the location of an addition, consideration shall be given to the conservation of historic roof forms and features, including eaves, eavestroughs and downspouts, soffits, finials, decorative trim.
- (2) The roof form of an addition shall be physically and visually compatible with the heritage building, Character Area and District.
 - a. Gable roofs and hipped roofs are the most appropriate roof forms for the District.
 - b. Gambrel roofs may be acceptable on a case-by-case basis.
 - c. Mansard roofs are not appropriate for the District.
 - d. While not appropriate for entire structures or large additions, flat roofs and shed roofs may be permitted for small additions when compatible with the form and architectural style of the heritage building, Character Area and District.
- (3) Roofing materials used on additions shall be physically and visually compatible with the roofing materials of the main roof of the heritage building.
 - a. Asphalt shingles and cedar shingles are appropriate roofing materials for additions to heritage buildings on contributing properties. The use of alternative materials that mimic the appearance of asphalt or cedar may be considered on a case-by-case basis.
 - b. Metal roofing materials shall not be permitted for full roof systems and may only be used for accents where compatible with the architecture of the heritage building, Character Area and District.
 - c. Membranes may be considered on flat roofs.
 - d. Roofing materials such as PVC, terracotta and ceramic that do not traditionally exist in the District shall not be permitted.
 - e. Aluminum or PVC soffits and fascia shall not be permitted.
 - f. Flashing should be coloured to match the wall against which it is located.
- (4) Rooftop equipment and drainage elements shall be discreetly integrated and shall not negatively impact the character of the heritage building, Character Area and the District.
 - a. New skylights, green roofs, roof ventilation equipment, plumbing vents, solar cells and other stacks may be permitted, providing they are located on side or rear elevations that are not visible from the public realm.
 - b. New eavestroughs and downspouts shall be appropriately designed to manage water properly and direct drainage away from building foundations.

5.3.3.7 Chimneys

- (1) Historic chimneys should not be removed to accommodate additions to heritage buildings.
- (2) Chimneys on additions may be permitted, providing they are complementary to the design and architectural style of any existing historic chimneys, the heritage building, Character Area and District.

5.3.3.8 Dormers

- (1) Historic dormers that are integral to the character of the heritage building shall not be removed to accommodate additions.
- (2) New dormers may be permitted on additions to heritage buildings where they are compatible with the architecture of the heritage building and the addition.
 - a. New dormers shall complement the design and scale of the roof, windows, and any existing dormers on the heritage building.
 - b. New dormer windows should be square or vertically proportioned and should have the same proportions or be slightly smaller than the uppermost windows in the elevation below.

5.3.3.9 Windows

- (1) Protect and maintain the location, orientation, shape and size of historic window openings.
 - a. The removal or obstruction of historic window openings to accommodate new additions is strongly discouraged. Consideration may be given to window removal to accommodate additions that are located on side or rear elevations that are not visible from the public realm if they do not negatively impact the character of the heritage building, Character Area or District.
 - b. Maintain historic solid-to-void ratios and the historic rhythm of windows and bays.
- (2) Windows in additions shall be carefully considered for their location, alignment, proportions, materials and design to ensure their compatibility with the architecture of the heritage building, as exemplified by the historic rhythm of windows and bays.
 - a. Where traditionally operable window styles are used in new window openings, new windows shall also be operable.
 - b. Horizontal banding of windows shall not be permitted on public facing elevations but may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - c. Blank and windowless walls are discouraged but may be considered on a case-by-case basis where the wall is not visible from the public realm.
 - d. The appropriate solid-to-void ratios and rhythm of windows and bays (glazing) shall be between 15-30% as shown in Figure 15 on all public facing elevations.
 - e. Windows in new additions should be wood. Aluminum-clad wood may be considered on a case-by-case basis, if they effectively replicate wood windows.
 - f. Vinyl and fiberglass windows shall not be permitted. They are not compatible with the character of heritage buildings, Character Areas and the District, and do not adequately replicate wood windows in their detailing, finishes, profiles and colour as their sashes, frames and mouldings are often much flatter in appearance.
 - g. Glue-on or snap-on muntins are not permitted. The use of true divided lights or full profile simulated divided lights with spacer bar are required when the proposed window has muntins. Simulated divided lights should be integral to the window sash. Aluminum muntins may be used where stronger muntins are required to support sealed window units while maintaining the original thinner muntin profiles. These muntins shall be made integral to the sash frame.
 - h. Window trim shall be wood, with stone or brick sills and voussoirs permitted on a case-by-case basis, depending on compatibility with the architecture of the heritage building.

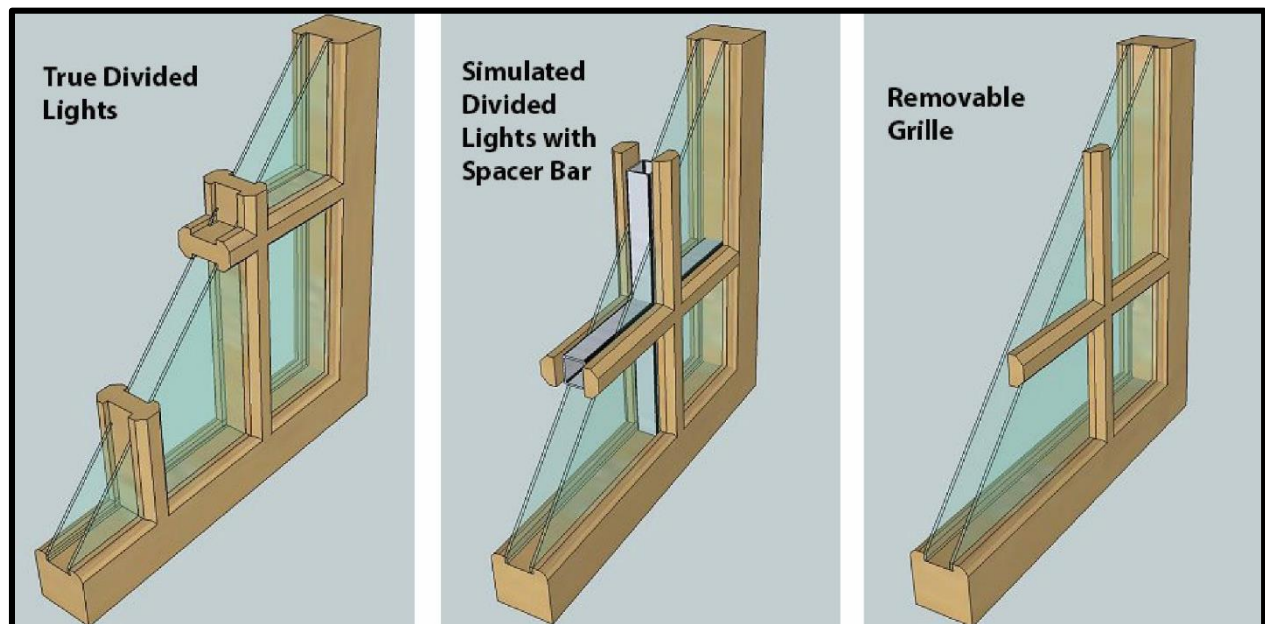


Figure 56: Examples of Muntin Bars – Removable grilles are not permitted.

5.3.3.10 Shutters

- (1) Historic shutters should not be removed to accommodate additions to heritage buildings.
- (2) Shutters on additions may be permitted only where they are physically and visually compatible with the architecture of the addition and the heritage building.
 - a. Attach shutters to the window casing rather than the wall. Hinges and hooks should be used to ensure shutters are functional.
 - b. Design shutters in a style appropriate to the architectural style of the heritage building, including panelled or louvered styles. Louvers may be fixed or operable.
 - c. The dimensions of shutters shall be one-half the width of the sash they are covering allowing them to effectively cover the window if closed.
 - d. Wooden shutters shall be painted in a colour appropriate for the materiality and colours of the addition and the heritage building.

5.3.3.11 Entrances and Doors

- (1) Historic entrances that are integral to the character of the heritage building shall not be removed to accommodate additions.
- (2) Entrances located on an addition to a heritage building shall be compatible, in terms of location, alignment, proportions, design and materials, with the architecture of the heritage building, as exemplified by the existing historic entrances and rhythm of bays.
 - a. New entrances shall be subordinate to the primary historic entrance, in terms of location and design. New entrances should be located on side or rear elevations, not visible from the public realm
 - b. Wood panelled doors are most appropriate for the District. Aluminum doors that mimic wood panelling may be considered on a case-by-case basis for additions that are not

visible from the public realm, providing they effectively replicate wood doors in their detailing, finishes and colour.

- c. Wood is the most appropriate material for screen doors. Aluminum and steel screen doors may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
- d. Sliding doors and other doors that do not swing shall not be permitted on elevations of additions that are visible from the public realm.
- e. Doors and door surrounds of new entrances shall be detailed in a style and materials appropriate to the architecture of the addition and heritage building.

5.3.3.12 Foundations

- (1) Additions shall be designed to ensure the impact to the heritage building foundation is as minimal as possible.
- (2) If applicable, new concrete foundations should be clad above grade with salvaged or new stone that is compatible with stone used on the heritage building.

5.3.3.13 Porches, Verandahs and Porticos

- (1) Protect and maintain historic porches, verandahs and porticos and their features, including posts, brackets, railings, steps and roofs. The removal or obstruction of historic porch, verandah and portico features to accommodate new additions should be avoided.
- (2) New porches, verandahs and porticos may be permitted on additions to heritage buildings, providing they are in a style that is appropriate for the architecture of the addition and the heritage building, and are physically and visually compatible with the heritage building, Character Area and District in terms of placement, orientation, design and materials.
 - a. Ensure new porches, verandahs and porticos on additions are subordinate to the heritage building.
 - b. When architectural elements such as columns and entablatures are used on new porches, verandahs or porticos, they should conform to classical proportions.
 - c. Materials for porches, verandahs and porticos should be wood with brick and stone used for piers or bases. The use of composite and engineered wood or wrought iron may be considered on a case-by-case basis.

5.3.3.14 Garages and Coach Houses

For the purposes of this Plan, new garages on Contributing Properties will be addressed in this 'Additions to Contributing Properties' section. It is noted that new detached garages are always preferred to new attached garages.

For the purposes of this Plan, the intent of new garages (detached or attached) is primarily for residential storage (i.e. cars, household materials) with any additional living space as a secondary consideration.

For guidelines on new Detached Additional Residential Units on Contributing or Non-Contributing Properties, see Section 5.6.

- (1) New detached garages are strongly preferred on contributing properties.
- (2) New attached garages may be permitted on a case-by-case basis, providing they are subordinate to and compatible with the heritage building, the context of the contributing property, Character Area and District.
- (3) New garages, whether detached or attached, shall be located and massed to be minimize their visibility from the public realm
 - a. Detached and attached garages shall be lower in profile than the heritage building and shall be complementary to the heritage building in design, materials and colour.
 - b. Landscaping treatments should be used to screen garages from the public realm.
 - c. New garages shall not block or obstruct views of the heritage building from the public realm.
 - d. New garages shall respond appropriately to changes in grade and topography to ensure they remain subordinate in the streetscape to the heritage building.
 - e. New attached garages shall be subordinate to the heritage building, located on rear or side elevations of the heritage building and shall minimize the loss of historic fabric. When located on side elevations, attached garages must be set back from the main elevation of the heritage building
 - f. New detached garages shall be located to the rear or side of the heritage building, set back from the heritage building.
 - g. Garage roofs, doors and windows shall be complementary to the architecture of the heritage building, Character Area and District.
 - h. Garage doors shall each be a single car width, with separated overhead doors for each bay.
 - i. Detached and attached garages shall have no more than two door bays.
 - j. When applying these guidelines to proposals for new garages on corner lots, special consideration may be given in recognition of their visibility from the public realm.

5.3.3.15 Utility Service Equipment

- (1) Utility and service equipment shall not negatively impact the contributing property, Character Area or the District and shall be located so as to minimize its visibility from the public realm.
 - a. Service hardware (such as utility meters, cable TV and telephone connections), commercial mechanical elements (such as dryer vents, heat reclamation vents, furnace and water heater exhausts, gas fireplace exhausts and kitchen exhausts), and ground mounted electrical and mechanical hardware (such as heat pumps, transformers and air conditioning units) shall not be located on main elevations and should not be visible from the public realm. If visible from the public realm, screen appropriately using landscaping features. (See Section 5.7- Landscape and Site Design Guidelines for Privately Owned Lands, for requirements on screening)
 - b. New aboveground infrastructure, including hydro lines, should be buried.
 - c. Solar panels may be permitted if oriented so that they do not compromise the character of the contributing property, Character Area or District and are preferred on side and rear elevations.

5.3.3.16 Exterior Walls

- (1) Protect and maintain historic exterior walls wherever possible, with the understanding that additions may require the removal of a portion of historic exterior walls. Removals should be carefully considered to minimize the impact to the historic materials and to ensure that the structural stability of the heritage building is not compromised.

- (2) The removal or obstruction of unique historic architectural features of exterior walls should be avoided.
- (3) Historic exterior walls that are proposed to be altered through removal or attachment to a new addition shall be fully investigated to determine structural stability and compatibility as part of a complete heritage permit application.
- (4) Exterior walls of an addition shall be compatible in terms of materials with the exterior form of the heritage building. Distinguishing the new addition from the heritage building can be achieved through the use of a sympathetic cladding material, different patterns and colours.
- (5) Traditional materials including wood, historically appropriate three-coat stucco and brick are appropriate cladding materials for additions to heritage buildings. Stone may be used for foundations to additions only.
- (6) Historically unpainted masonry surfaces of the heritage building shall not be painted to match new additions.
- (7) Exterior Insulation and Finish Systems (EIFS), vinyl and aluminum siding shall not be permitted on additions to heritage buildings.

Examples of Additions



Figure 57: 19 Navy Street – addition to rear and visible from side street; height of addition steps down; consistency in roof form and style of windows/doors and trim; complementary use of materials including brick and horizontal wood cladding



Figure 58: 273 William Street (left) – addition to west; height of addition matches; consistency in roof form and style of windows/doors and trim; complementary use of materials

Figure 59: 66 Dunn Street (right) – small addition to rear and visible from side yard. Height of addition matches; consistency in roof form and style of windows/doors and trim; complementary use of materials with shake cladding distinct from stucco



Figure 60: 53 Navy Street (left) – addition to rear and visible from William Street. Height of addition matches; consistency in gable roof form stucco cladding and public facing style of windows/doors and trim

Figure 61: 188 William Street (right) – addition to rear and visible from William Street. Height of addition is lower than original, combination of consistent stucco cladding and complementary horizontal wood cladding, wood windows in complementary style



Figure 62: 308 William Street (left) – addition to rear and visible from Reynolds Street. Height of addition is lower than original, consistent horizontal wood cladding and chimney style, wood French doors in complementary style

Figure 63: King Street (right) – small addition to rear and visible from side yard facing George Street. One storey “connection” to original creates impression of outbuilding; complementary gable shake roof and use of colour; distinction in cladding through use of horizontal wood and in window form

5.4 Guidelines for Non-Contributing Properties

5.4.1 General Guidelines

5.4.1.1 Understanding

- (1) Alterations and additions to a non-heritage building and/or non-contributing property shall be based on a firm understanding of its Character Area and the District. Alterations and additions should be complementary to the Character Area and the District.
- (2) Complementary alterations and additions physically and visually conserve or enhance the cultural heritage value and heritage attributes of the District, even on non-contributing properties.
 - a. To be physically complementary refers to the use of materials and construction methods that do not detract from or damage the District's heritage attributes.
 - b. To be visually complementary refers to the selection of materials and design, massing, proportions and details so as to conserve and enhance the District's cultural heritage value.
- (3) Inspiration for design can be taken from the examples of 'Good Neighbours' (see Appendix E). 'Good Neighbours' are non-contributing properties that are appropriate for their Character Area and the District and have the following characteristics:
 - a. Their scale, height and massing are complementary to neighbouring properties.
 - b. Their materials and colours are appropriate for the District.
 - c. Their design inspiration has been taken from heritage buildings in the District but does not directly copy historic architecture.
- (4) Alterations and additions to a non-heritage building may be permitted when the following has been completed:
 - a. The impact of the proposed alterations and/or additions on the Character Area of the property and the District have been identified:
 - i. this means making the changes physically and visually compatible with the impacted Character Area; and,
 - ii. ensuring that the proposed changes meet the objectives set out in Section 3 of this Plan and Guidelines; and
 - iii. on corner lots, special consideration has been given for both public facing elevations and their impact on the streetscapes.
- (5) A Heritage Impact Assessment (HIA) may be required accordance with the Town of Oakville's Development Application Guidelines for Heritage Impact Assessments.

5.4.1.2 Compliances

- (1) Current codes and standards pertaining to health and safety, security, accessibility and sustainability requirements shall be adhered to in a way that does not negatively impact the Character Area or the District. This includes but is in no way limited to the Ontario Building Code (OBC) and Accessibility for Ontarians with Disabilities Act (AODA).

- (2) New development should also refer to the Town of Oakville's Design Guidelines for Stable Residential Communities.

5.4.1.3 Demolition

- (1) The demolition of a non-heritage building on a non-contributing property may be permitted (in whole or part) through a heritage permit application. The application shall be accompanied by the plans for the proposed new addition or building on the property.
- (2) If permission to demolish a non-heritage building is granted through heritage permit approval, a demolition permit shall not be issued until complete plans for the replacement building have been submitted for a building permit.
- a. Plans for replacement buildings must conform to this Plan as well as all other applicable town policies.
 - b. The physical demolition of the existing non-heritage building shall not take place until the issuance of the building permit for the new dwelling.
 - c. Securities for the construction of a new structure may be required to prevent empty lots within the District. Substantial progress shall be made in the construction of the replacement building within two years of the demolition of the previous building. If the delay is deemed to be unwarranted, securities may be forfeited, at the discretion of the Town of Oakville's Director of Planning and Development.
 - d. If construction of the replacement building is delayed, the town may require interim landscape treatment of the site. If the delay is deemed to be unwarranted, securities may be forfeited, at the discretion of the Town of Oakville's Director of Planning and Development.

5.4.1.4 Lot Severances and Assembly

- (1) Consent applications will be evaluated on a case-by-case basis for lot severances and assembly in the District.
- (2) All severances must conform to provincial and local policies and by-laws including, but not limited to, the in-effect Official Plan and Zoning By-law.
- (3) The lot size of any infill property or severance shall reflect the character of the surrounding lot fabric and the impacted Character Area.
- (4) Protect the traditional quarter acre lot settlement pattern with appropriate lot sizes, front yard setbacks, openness at intersections, and vistas between properties.
- (5) Applications for new development and additions bridging assembled lots will be considered on a case-by-case basis, according to the following criteria:
- a. Traditional distances between buildings and the picturesque rhythm of buildings within streetscapes shall be maintained;
 - b. Long street elevations that would break the historic streetscape rhythm and negatively impact the Character Area shall not be permitted;
 - c. Any adjacent heritage building shall remain clearly distinct and identifiable; and
 - d. Any proposed linking structure shall be subordinate to the heritage building.

5.4.1.5 Spaces Around Buildings

- (1) Maintain traditional distances between buildings visible from the public realm and the picturesque rhythm of buildings with streetscapes.
- (2) Maintain traditional views and orientation of adjacent heritage buildings from the public realm.
- (3) Special consideration may apply to buildings of atypical orientation, on lakefront lots and/or on corner lots.

5.4.2 Alterations and Additions to Non-Contributing Properties

5.4.2.1 Impact on Character Area and District

- (1) Alterations and additions to a non-heritage building on a non-contributing property may be permitted where they are physically and visually compatible with the impacted Character Area and the District.

5.4.2.2 Scale, Massing and Location

- (1) The scale, massing and location of an addition to a non-heritage building shall be physically and visually compatible with the impacted Character Area and the District.
- (2) Maintain prominent views of surrounding heritage buildings from the public realm. Do not block or obscure prominent views of adjacent heritage buildings from the public realm with additions to non-heritage buildings, landscaping, fencing, servicing or utility equipment.
- (3) Design new additions and alterations to non-heritage buildings so that any significant landscape features of the existing property are maintained, including mature trees and site topography. Use creative design solutions to integrate new buildings into the existing setting.
- (4) Locate new additions on non-heritage buildings parallel with the street, in concert with existing buildings in the Character Area and District.
- (5) If applicable, alterations and additions to non-heritage buildings on corner sites must address all public facing elevations.

5.4.2.3 Height

- (1) Protect and maintain the historic low-rise scale of the District.
- (2) The overall scale, massing, design and height of the addition should be complementary to the existing building and clearly secondary in terms of scale, massing and height.
- (3) Varying grades and elevation changes in the land shall be taken into account for additions. See the appropriate Character Area section in this Plan for additional guidance. The addition should not negatively impact the existing building, Character Area or District.
- (4) An addition to a non-heritage building should be lower than the height of the non-heritage building on the property. Additional height may be considered under exceptional circumstances on a case-by-case basis where there are demonstrated site constraints and an appropriate design has been proposed that does not negatively impact the non-heritage building, Character Area or District.

5.4.2.4 Style

- (1) Alterations to non-heritage buildings and new additions to non-heritage buildings should be compatible with the existing building, the Character Area and District.
- (2) Introduction of historic architectural details that have no context with the existing building should be avoided.

5.4.2.5 Roofs

- (1) The roof form of a non-heritage building or its additions shall be physically and visually compatible with that of the existing building, Character Area and District.
 - a. Gable roofs and hipped roofs are the most appropriate roof forms for the District.
 - b. Gambrel roofs may be acceptable on a case-by-case basis.
 - c. Mansard roofs are not appropriate for the District.
 - d. While not appropriate for entire structures or large additions, flat roofs and shed roofs may be permitted for small wings when compatible with the existing building, Character Area and District.

- (2) Roofing materials used on non-heritage buildings and their additions shall be physically and visually compatible with the roofing materials of the main roof of the existing building, the Character Area and District.
 - a. Asphalt shingles, cedar shingles are appropriate roofing materials for additions to non-heritage buildings. The use of alternative materials that mimic the appearance of asphalt or cedar may be considered on a case-by-case basis.
 - b. Metal roofing materials shall not be permitted for full roof systems and may only be used for accents where compatible with the architecture of the existing building, Character Area and District.
 - c. Membranes may be considered on flat roofs.
 - d. Roofing materials such as PVC, terracotta and ceramic that do not traditionally exist in the District shall not be permitted.
 - e. Aluminum or PVC soffits and fascia shall not be permitted.
 - f. Flashing should be coloured to match the wall against which it is located.

- (3) Rooftop equipment and drainage elements shall be discreetly integrated and shall not negatively impact the Character Area and District.
 - a. New skylights, green roofs, roof ventilation equipment, plumbing vents, solar cells and other stacks may be permitted, providing they are located on side or rear elevations that are not visible from the public realm.
 - b. New eavestroughs and downspouts shall be appropriately designed to manage water properly and direct drainage away from building foundations.

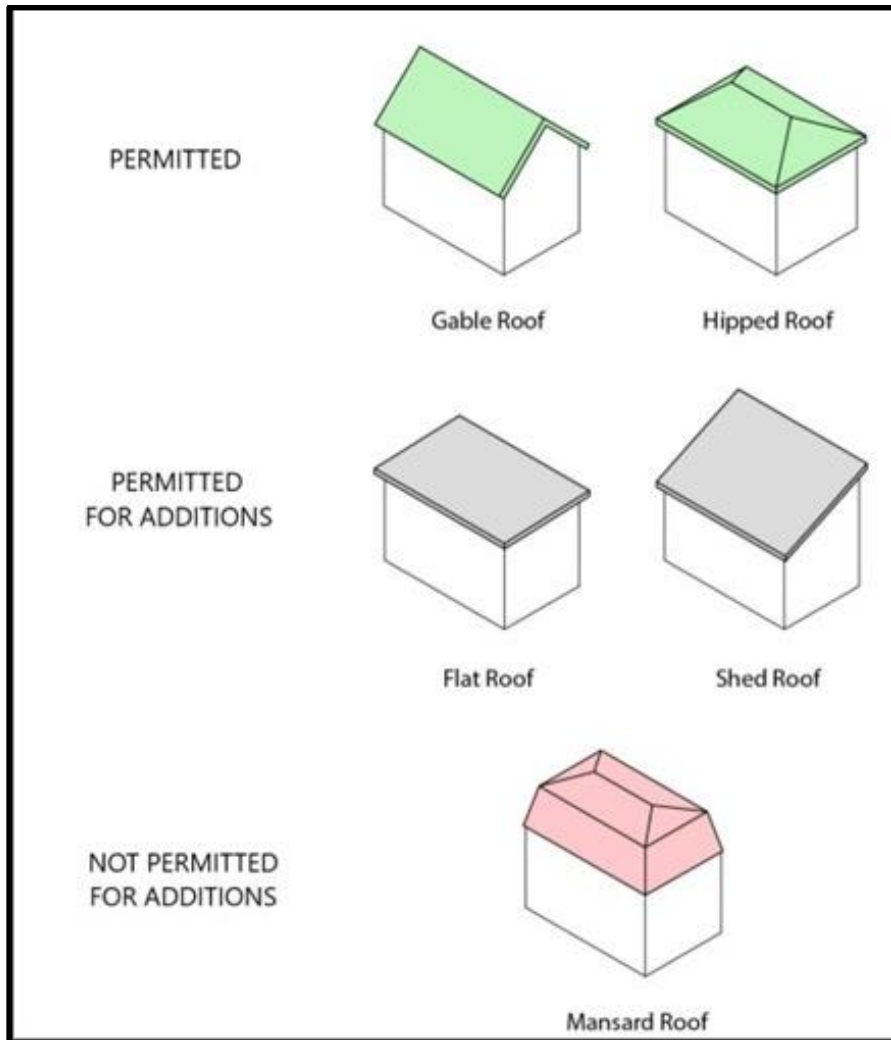


Figure 64: Examples of roof forms

5.4.2.6 Chimneys

- (1) Chimneys on non-heritage buildings and their additions may be permitted, providing they are complementary in scale, massing and materials to the existing building, Character Area and District.

5.4.2.7 Dormers

- (1) New dormers may be permitted on non-heritage buildings and their additions when they are compatible with the architecture of the existing building and the impacted Character Area.
 - a. Scale new dormers to complement the design and scale of the roof, windows, and any existing dormers on the existing building.

5.4.2.8 Windows

- (1) Windows in non-heritage buildings and their additions shall be carefully considered for their location, alignment, proportions, materials and design to ensure their compatibility with the architecture of the existing building, Character Area and District.
 - a. Where traditionally operable window styles are used in new window openings, new windows shall also be operable.
 - b. Horizontal banding of windows shall not be permitted on public facing elevations but may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - c. Blank and windowless walls are discouraged but may be considered on a case-by-case basis where the wall is not visible from the public realm.
 - d. The appropriate solid-to-void ratios and rhythm of windows and bays (glazing) shall be between 15-30% as shown in Figure 15 on all public facing elevations.
 - e. Windows in new additions to non-heritage buildings should match the existing windows in the building. Aluminum-clad wood may be considered on a case-by-case basis.
 - f. Vinyl and fiberglass windows are not permitted unless the existing windows in the non-heritage building are vinyl or fiberglass.
 - g. Glue-on or snap-on muntins are not permitted. Simulated divided lights should be integral to the window sash.
 - h. Window trim should be wood or aluminum clad-wood, with stone or brick sills and voussoirs permitted on a case-by-case basis, depending on compatibility with the architecture of the existing building.

5.4.2.9 Shutters

- (1) Shutters may be permitted on non-heritage buildings and their additions when they are physically and visually compatible with the architecture of the existing building, the Character Area and District.
 - a. Attach shutters to the window casing rather than the wall. Hinges and hooks should be used to ensure shutters are functional.
 - b. The dimensions of shutters shall be one-half the width of the sash they are covering allowing them to effectively cover the window if closed.

5.4.2.10 Entrances and Doors

- (1) Entrances located on a non-heritage building or its addition should be compatible with the existing building in terms of general arrangement, proportions, design and material, and not negatively impact the Character Area and District.
 - a. Principal entrances for non-heritage buildings shall be oriented towards the public realm.
 - b. Wood panelled doors are most appropriate for the District. Aluminum doors that mimic wood panelling may be considered on a case-by-case basis for additions that are not visible from the public realm, providing they effectively replicate wood doors in their detailing, finishes and colour.
 - c. Wood is the most appropriate material for screen doors. Aluminum and steel screen doors may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - d. Sliding doors and other doors that do not swing shall not be permitted on elevations of non-heritage buildings or their additions that are visible from the public realm.
 - e. Doors and door surrounds of new entrances shall be detailed in a style and materials appropriate to the architecture of the existing building.

5.4.2.11 Foundations

- (1) Non-heritage buildings and their additions should have unobtrusive foundations that do not detract from the Character Area and District.
- (2) New foundations on non-heritage buildings and their additions should not use cuts and types of stone or materials not in keeping with the Character Area and District.

5.4.2.12 Porches, Verandahs and Porticos

- (1) New porches, verandahs and porticos may be permitted on non-heritage buildings and their additions providing they are in a style that is appropriate for the architecture of the existing building, Character Area and District.
 - a. When architectural elements such as columns and entablatures are used on new porches, verandahs or porticos, they should conform to classical proportions.
 - b. Materials for porches, verandahs and porticos should be wood with brick and stone used for piers or bases. The use of composite and engineered wood or wrought iron may be considered on a case-by-case basis.

5.4.2.13 Garages and Coach Houses

For the purposes of this Plan, new garages on Non-Contributing Properties will be addressed in the 'Alterations and Additions to Non-Contributing Properties' section. It is noted that new detached garages are always preferred to new attached garages.

For the purposes of this Plan, the intent of new garages (detached or attached) is primarily for residential storage (i.e. cars, household materials) with any additional living space as a secondary consideration.

For guidelines on new Detached Additional Residential Units on Contributing or Non-Contributing Properties, see Section 5.6.

- (1) New detached garages are strongly preferred in the District.
- (2) New attached garages may be permitted on a case-by-case basis, providing they are subordinate to and compatible with the existing building, Character Area and District.
- (3) New garages, whether detached or attached, shall be located and massed to minimize their visibility from the public realm
 - a. Detached and attached garages shall be lower in profile than the existing building, and shall be complementary to the existing building, Character Area and District.
 - b. Landscaping treatments should be used to screen garages from the public realm.
 - c. New garages on non-contributing properties shall not block or obstruct views of surrounding heritage buildings from the public realm.
 - d. New garages shall respond appropriately to changes in grade and topography to ensure they remain subordinate in the streetscape to surrounding heritage buildings.
 - e. New attached garages shall be subordinate to the existing building and located on rear or side elevations of the existing building. When located on side elevations, attached garages must be set back from the main elevation of the existing building
 - f. New detached garages shall be located to the rear or side of the existing building.
 - g. Garage roofs, doors and windows shall be complementary to the architecture of the existing building, Character Area and District.
 - h. Garage doors shall each be a single car width, with separated overhead doors for each bay.
 - i. Detached and attached garages shall have no more than two door bays.
 - j. When applying these guidelines to proposals for new garages on corner lots, special consideration may be given in recognition of their visibility from the public realm.

5.4.2.14 Utility Service Equipment

- (1) Utility and service equipment shall not negatively impact the Character Area or the District and shall be located so as to minimize its visibility from the public realm.
 - a. Service hardware (such as utility meters, cable TV and telephone connections), commercial mechanical elements (such as dryer vents, heat reclamation vents, furnace and water heater exhausts, gas fireplace exhausts and kitchen exhausts), and ground mounted electrical and mechanical hardware (such as heat pumps, transformers and air conditioning units) shall not be located on main elevations and should not be visible from the public realm. If visible from the public realm, screen appropriately using landscaping features. (See Section 5.7 – Landscape and Site Design Guidelines for Privately Owned Lands, for requirements on screening)
 - b. New aboveground infrastructure, including hydro lines, should be buried.
 - c. Solar panels may be permitted if oriented so that they do not compromise the Character Area or District and are preferred on side and rear elevations.

5.4.2.15 Exterior Walls

- (1) Exterior walls of a non-heritage building and/or its addition shall be compatible in terms of materials with the exterior form of the existing building, Character Area and District.
- (2) Traditional materials including wood and brick are appropriate cladding materials for non-heritage buildings and/or their additions. Stone may be used as a foundation material only on a case-by-case basis and shall be a type and cut appropriate for the Character Area and District.
- (3) Exterior Insulation and Finish Systems (EIFS) and vinyl and aluminum siding shall not be permitted on non-heritages buildings or their additions.
- (4) Composite materials, such as wood siding or shingles may be considered on a case-by-case basis.

5.5 New Development – Primary Structures

For the purposed of this Plan, this section shall apply to the development of new primary structures on contributing or non-contributing properties. Primary structures are the principal building, usually a residence, on a lot.

For guidelines on Garages and Coach Houses, refer to Sections 5.3.4.14 or 5.4.2.13.

For guidelines on new Detached Additional Residential Units, refer to Section 5.6.

For guidelines on new Outdoor Use Associated Structures, refer to Section 5.7.4.

5.5.1 General Guidelines

5.5.1.1 Good Neighbours

- (1) New development shall be based on a firm understanding of the impacted Character Area and District. New development should be complementary to the Character Area and the District.
- (2) Complementary alterations and additions physically and visually conserve or enhance the cultural heritage value and heritage attributes of the District, on both contributing and non-contributing properties.
 - c. To be physically complementary refers to the use of materials and construction methods that do not detract from or damage the District's heritage attributes.
 - d. To be visually complementary refers to the selection of materials and design, massing, proportions and details so as to conserve and enhance the District's cultural heritage value.
- (3) Since the inception of the District in 1981 there have been a number of new buildings constructed that are sympathetic to the character of the District and compatible with the neighbourhood. Inspiration for design can be taken from the examples of 'Good Neighbours' (see Appendix E). 'Good Neighbours' are non-contributing properties that are appropriate for their Character Area and the District and have the following characteristics:
 - a. Their scale, height and massing are complementary to neighbouring properties
 - b. Their materials and colours are appropriate for the District
 - c. Their design inspiration has been taken from heritage buildings in the District but does not directly copy historic architecture.
 - d. The location of the new development within the lot has conserved historic views.
 - e. The property has landscaping and fencing that is appropriate for the District.

5.5.1.2 Impact on Heritage Character of the District

- (1) New development of a primary structure may be permitted where it is physically and visually compatible with the impacted Character Area and the District.
- (2) New primary structures shall contribute to the sense of place of the District and shall not negatively impact or detract from the heritage character of surrounding contributing properties within the impacted Character Area and the District.

5.5.1.3 Location, Scale and Massing

- (1) The scale and massing of new primary structures shall be physically and visually compatible with the impacted Character Area and the District.
- (2) Locate new primary structures so that prominent views of surrounding heritage buildings from the public realm are maintained. Do not block or obscure prominent views of surrounding heritage buildings from the public realm with landscaping, fencing, servicing or utility equipment.
- (3) Design new primary structures so that any significant landscape features of the existing property are maintained, including mature trees and site topography. Use creative design solutions to seamlessly integrate new development into the existing setting.
- (4) Place new primary structures parallel with the street, in concert with existing buildings in the Character Area and District.
- (5) New primary structures on corner sites must address all public facing streets.

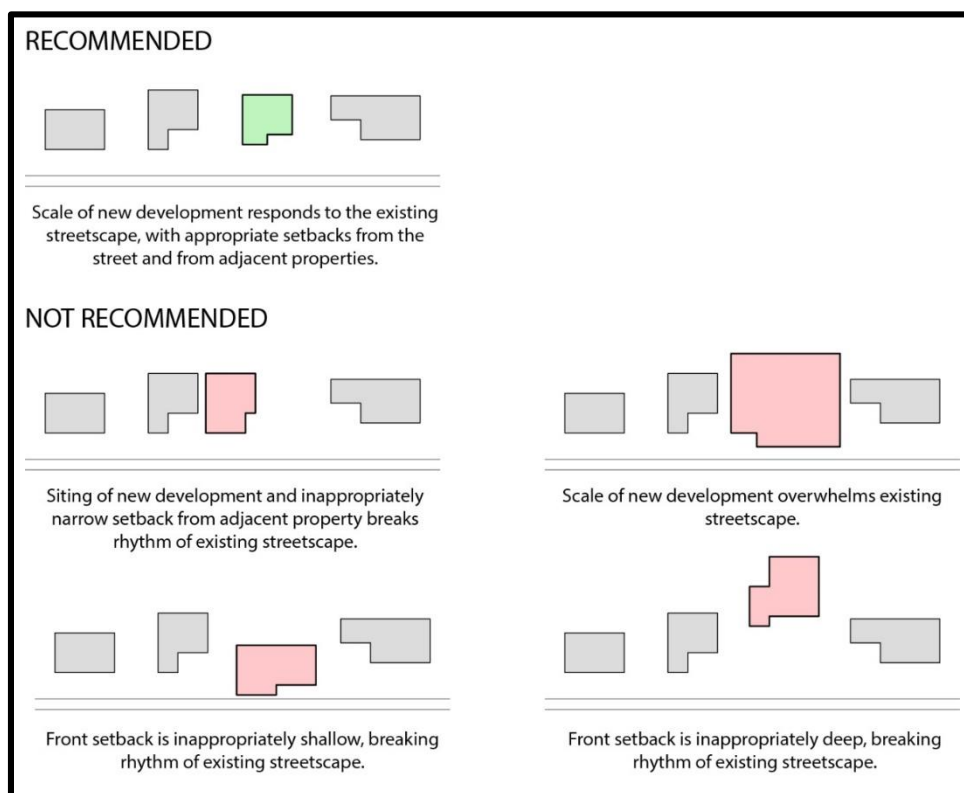


Figure 65: Guidelines for siting new development within the existing streetscape

5.5.1.4 Height

- (1) Protect and maintain the historic low-rise scale of the District.
- (2) New primary structures shall be compatible and complementary to surrounding properties, the Character Area and the District.

- (3) Varying grades and elevation changes in the land shall be taken into account for new primary structures. See the appropriate Character Area section in this Plan for additional guidance. The new primary structure should not negatively impact neighbouring buildings, Character Area or District.

5.5.1.5 Style

- (1) The architecture of new primary structures should be compatible with adjacent heritage buildings within the impacted Character Area and the District.
- (2) The architectural style of new buildings should be respectful of the local vernacular of the District and be compatible with neighbouring properties in the Character Area.

5.5.1.6 Roofs

- (1) The roof form of a new primary structure shall be physically and visually compatible with the Character Area and District.
- Gable roofs and hipped roofs are the most appropriate roof forms for the District.
 - Gambrel roofs may be acceptable on a case-by-case basis.
 - Mansard roofs are not appropriate for the District.
 - While not appropriate for the entire roof system of new primary residences, flat roofs and shed roofs may be permitted for small portions of the building where compatible with the Character Area and District.
 - Flat roof sections that are part of a hipped roof structure cannot account for more than 15% of the roof of the primary structure.
- (2) Roofing materials used on new primary structures shall be physically and visually compatible with the roofing materials of the Character Area and District.
- Asphalt shingles and cedar shingles are appropriate roofing materials for new primary structures. The use of alternative materials that mimic the appearance of asphalt or cedar may be considered on a case-by-case basis.
 - Metal roofing materials shall not be permitted for full roof systems and may only be used for accents where compatible with the architecture of the Character Area and District.
 - Membranes may be considered on flat roofs.
 - Roofing materials such as PVC, terracotta and ceramic that do not traditionally exist in the District shall not be permitted.
 - Aluminum or PVC soffits and fascia shall not be permitted.
 - Flashing should be coloured to match the wall against which it is located.
- (3) Rooftop equipment and drainage elements shall be discreetly integrated and shall not negatively impact the Character Area and District.
- New skylights, green roofs, roof ventilation equipment, plumbing vents, solar cells and other stacks may be permitted, providing they are located on side or rear elevations that are not visible from the public realm.
 - New eavestroughs and downspouts shall be appropriately designed to manage water properly and direct drainage away from building foundations.

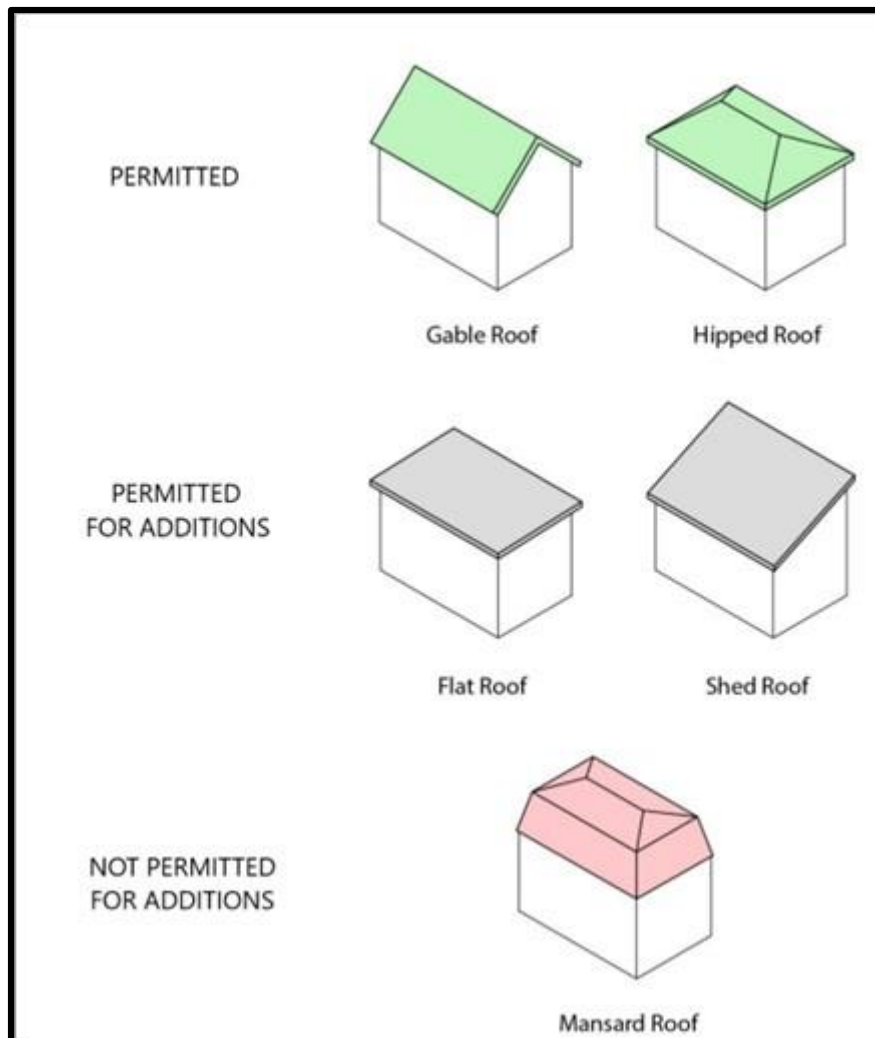


Figure 66: Guidelines for roof forms and roofs for additions in the District

5.5.1.7 Chimneys

- (1) Chimneys on new primary residences may be permitted, providing they are complementary in scale, massing and materials to the Character Area and District.

5.5.1.8 Dormers

- (1) Dormers may be permitted on new primary structures when they are compatible with the Character Area and District.
 - a. Scale new dormers to complement the design and scale of the roof, windows, of the Character Area.

5.5.1.9 Windows

- (1) Windows in new primary structures shall be carefully considered for their location, alignment, proportions, materials and design to ensure their compatibility with the Character Area and District.
 - a. Where traditionally operable window styles are used in new window openings, new windows shall also be operable.
 - b. Horizontal banding of windows shall not be permitted on public facing elevations but may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - c. Blank and windowless walls are discouraged but may be considered on a case-by-case basis where the wall is not visible from the public realm.
 - d. The appropriate solid-to-void ratios and rhythm of windows and bays (glazing) shall be between 15-30% as shown in Figure 15 on all public facing elevations.
 - e. Windows in new development should be appropriate for the Character Area and District. While wood is preferred, aluminum-clad wood may be considered on a case-by-case basis.
 - f. Vinyl and fiberglass windows are not permitted.
 - g. Glue-on or snap-on muntins are not permitted. Simulated divided lights should be integral to the window sash.
 - h. Window trim should be wood or aluminum clad-wood, with stone or brick sills and vousoirs permitted on a case-by-case basis.

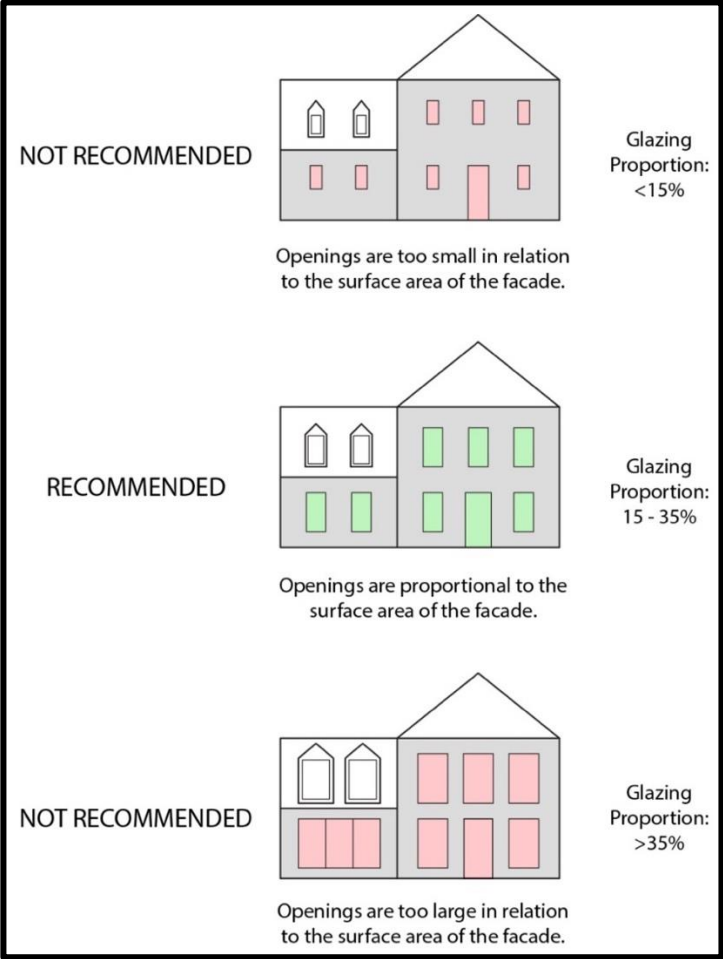


Figure 67: Guidelines for the solid-to-void ratio of new development

5.5.1.10 Shutters

- (1) Shutters may be permitted on new primary structures when they are physically and visually compatible with the Character Area and District.
 - a. Attach shutters to the window casing rather than the wall. Hinges and hooks should be used to ensure shutters are functional.
 - b. The dimensions of shutters shall be one-half the width of the sash they are covering allowing them to effectively cover the window if closed.

5.5.1.11 Entrances

- (1) Entrances located on new primary structures should be compatible with the Character Area and District.
 - a. Principal entrances for new primary structures shall be oriented towards the public realm.
 - b. Wood panelled doors are most appropriate for the District. Aluminum doors that mimic wood panelling may be considered on a case-by-case basis when they are not visible from the public realm, providing they effectively replicate wood doors in their detailing, finishes and colour.

- c. Wood is the most appropriate material for screen doors. Aluminum and steel screen doors may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
- d. Sliding doors and other doors that do not swing shall not be permitted on elevations of new primary structures that are visible from the public realm.
- e. Doors and door surrounds of new entrances shall be detailed in a style and materials appropriate to the Character Area and District.

5.5.1.12 Foundations

- (1) New primary structures should have unobtrusive foundations that do not detract from the Character Area or District.
- (2) Foundations should not use cuts and types of stone or materials that are not in keeping with the Character Area and District.

5.5.1.13 Porches, Verandahs and Porticos

- (1) New porches, verandahs and porticos may be permitted on new primary structures providing they are in a style that is appropriate for the Character Area and District.
 - a. When architectural elements such as columns and entablatures are used on new porches, verandahs or porticos, they should conform to classical proportions.
 - b. Materials for porches, verandahs and porticos should be wood with brick and stone used for piers or bases. The use of composite and engineered wood or wrought iron may be considered on a case-by-case basis.

5.5.1.14 Garages and Coach Houses

For the purposes of this Plan, new garages on Non-Contributing Properties will be addressed in the 'New Development – Primary Structures' section. It is noted that new detached garages are always preferred to new attached garages.

For the purposes of this Plan, the intent of new garages (detached or attached) is primarily for residential storage (i.e. cars, household materials) with any additional living space as a secondary consideration.

For guidelines on new Detached Additional Residential Units on Contributing or Non-Contributing Properties, see Section 5.6.

- (1) New detached garages are strongly preferred in the District.
- (2) New attached garages may be permitted on a case-by-case basis, providing they are subordinate to and compatible with the Character Area and District.
- (3) New garages, whether detached or attached, shall be located and massed to minimize their visibility from the public realm
 - a. Detached and attached garages shall be lower in profile than the new primary structure and shall be complementary to the Character Area and District.
 - b. Landscaping treatments should be used to screen garages from the public realm.
 - c. New garages shall not block or obstruct views of surrounding heritage buildings from the public realm.
 - d. New garages shall respond appropriately to changes in grade and topography to ensure they remain subordinate in the streetscape to surrounding heritage buildings.

- e. New attached garages shall be subordinate to the new primary structure and located on rear or side elevations of the structure. When located on side elevations, attached garages must be set back from the main elevation of the new primary structure.
- f. New detached garages shall be located to the rear or side of the new primary structure.
- g. Garage roofs, doors and windows shall be complementary to the architecture of the Character Area and District.
- h. Garage doors shall each be a single car width, with separated overhead doors for each bay.
- i. Detached and attached garages shall have no more than two door bays.
- j. When applying these guidelines to proposals for new garages on corner lots, special consideration may be given in recognition of their visibility from the public realm.

5.5.1.15 Utility Service Equipment

- (1) Utility and service equipment shall not negatively impact the Character Area or the District and shall be located so as to minimize its visibility from the public realm.
 - a. Service hardware (such as utility meters, cable TV and telephone connections), commercial mechanical elements (such as dryer vents, heat reclamation vents, furnace and water heater exhausts, gas fireplace exhausts and kitchen exhausts), and ground mounted electrical and mechanical hardware (such as heat pumps, transformers and air conditioning units) shall not be located on main elevations and should not be visible from the public realm. If visible from the public realm, screen appropriately using landscaping features. (See Section 5.7 – Landscape and Site Design Guidelines for Privately Owned Lands, for requirements on screening)
 - b. New aboveground infrastructure, including hydro lines, should be buried.
 - c. Solar panels may be permitted if oriented so that they do not compromise the Character Area or District and are preferred on side and rear elevations.

5.5.1.16 Exterior Walls

- (1) Exterior walls of new primary structures shall be compatible with the Character Area and District.
- (2) Traditional materials including wood and brick are appropriate cladding materials for new primary structures. Stone may be used as a foundation material only on a case-by-case basis and shall be a type and cut appropriate for the Character Area and District.
- (3) Exterior Insulation and Finish Systems (EIFS) and vinyl and aluminum siding shall not be permitted on new primary structures.
- (4) Composite materials, such as wood siding or shingles may be considered on a case-by-case basis.

5.6 New Development – Detached Additional Residential Unit

This section shall apply for the development of new Detached Additional Residential Units on both Contributing and Non-Contributing Properties.

For guidelines on Garages and Coach Houses, refer to Sections 5.3.4.14 or 5.4.2.13.

For guidelines on new Primary Structures, refer to Section 5.5

For guidelines on Outdoor Use Associated Structures, refer to Section 5.7.4.

5.6.1 General Guidelines

5.6.1.1 Impact on Heritage Character of the District

- (1) New detached additional residential units may be permitted, providing they do not negatively impact the Character Area and District, and, if applicable, the heritage building on a contributing property.
- (2) New detached additional residential units should be complementary to the Character Area and the District.
- (3) Complementary detached additional residential units physically and visually conserve or enhance the cultural heritage value and heritage attributes of the District, on both contributing and non-contributing properties.
 - e. To be physically complementary refers to the use of materials and construction methods that do not detract from or damage the District's heritage attributes.
 - f. To be visually complementary refers to the selection of materials and design, massing, proportions and details so as to conserve and enhance the District's cultural heritage value.
- (4) New detached additional residential units shall be designed to be compatible with and respect the heritage character of the Character Area and District, and if applicable, the heritage building on a contributing property, through attention to height, built form, setback, massing, material, orientation, relationship to the street, and other architectural details or physical elements.
- (5) New detached additional residential units shall contribute to the sense of place of the District and shall not negatively impact or detract from the heritage character of the Character Area and District, and if applicable, the heritage building on a contributing property.

5.6.1.2 Location, Scale and Massing

- (1) The scale, massing and location of new detached additional residential units shall be physically and visually compatible with the Character Area and District, and if applicable, the heritage building on a contributing property.
- (2) Maintain prominent views of heritage buildings (on site or adjacent to) from the public realm. Do not block or obscure prominent views of adjacent heritage buildings from the public realm with landscaping, fencing, servicing or utility equipment.
- (3) Design new detached additional residential units so that any significant landscape features of the existing property are maintained, including mature trees and site topography. Use creative design solutions to integrate new units into the existing setting.

- (4) New detached additional residential units on lots that are corner sites must address all public facing streets, if applicable.

5.6.1.3 Height

- (1) Protect and maintain the historic low-rise scale of the District.
- (2) The maximum height for new detached additional residential units shall be a half storey less than the primary structure on the property. In the case of one-storey primary structures, the new detached additional residential unit shall be limited in height to match the primary structure.
- (3) New detached additional residential units shall be compatible and complementary to the primary structure on the property, surrounding properties, the Character Area and the District.
- (4) Varying grades and elevation changes in the land shall be taken into account for new detached additional residential units. See the appropriate Character Area section in this Plan for additional guidance. The new detached additional residential unit should not negatively impact the primary structure on the property, neighbouring buildings, Character Area or District.

5.6.1.4 Style

- (1) The architecture of new detached additional residential units shall be compatible with the impacted Character Area, District, and if applicable, the heritage building on a contributing property.
- (2) The architecture of new detached additional residential units should be respectful of the local vernacular of the District and maintain appropriate design scale and details in respect of neighbouring properties in the Character Area, and if applicable, the heritage building on a contributing property.

5.6.1.5 Roofs

- (1) The roof form of a new detached additional residential unit shall be physically and visually compatible with the Character Area, District, and if applicable, the heritage building on a contributing property.
 - a. Gable roofs and hipped roofs are the most appropriate roof forms for the District.
 - b. Gambrel roofs may be acceptable on a case-by-case basis.
 - c. Mansard roofs are not appropriate for the District.
 - d. Flat roofs and shed roofs may be permitted for small portions of the detached additional residential unit if they are no more than one storey in height on a case-by case basis where compatible with the Character Area, District, and if applicable, the heritage building on a contributing property.
 - e. Flat roof sections that are part of a hipped roof structure cannot account for more than 15% of the roof of the unit.
- (2) Roofing materials used on new detached additional residential units shall be physically and visually compatible with the roofing materials of the Character Area and District, and if applicable, the heritage building on a contributing property.

- a. Asphalt shingles, cedar shingles are appropriate roofing materials for new primary structures. The use of alternative materials that mimic the appearance of asphalt or cedar may be considered on a case-by-case basis.
 - b. Metal roofing materials shall not be permitted for full roof systems and may only be used for accents where compatible with the architecture of the Character Area and District.
 - c. Membranes may be considered on flat roofs.
 - d. Roofing materials such as PVC, terracotta and ceramic that do not traditionally exist in the District shall not be permitted.
 - e. Aluminum or PVC soffits and fascia shall not be permitted.
 - f. Flashing should be coloured to match the wall against which it is located.
- (3) Rooftop equipment and drainage elements shall be discreetly integrated and shall not negatively impact the Character Area and District, and if applicable, the heritage building on a contributing property.
- a. New skylights, green roofs, roof ventilation equipment, plumbing vents, solar cells and other stacks may be permitted, providing they are located on side or rear elevations that are not visible from the public realm.
 - b. New eavestroughs and downspouts shall be appropriately designed to manage water properly and direct drainage away from building foundations.

5.6.1.6 Chimneys

- (1) Chimneys on new primary residences may be permitted, providing they are complementary in scale, massing and materials to the Character Area and District, and if applicable, the heritage building on a contributing property.

5.6.1.7 Dormers

- (1) Dormers may be permitted on new detached additional residential units when they are compatible with the Character Area and District, and if applicable, the heritage building on a contributing property.
- a. Scale new dormers to complement the design and scale of the roof, windows, of the Character Area, District and if applicable, the heritage building on a contributing property.

5.6.1.8 Windows

- (1) Windows in new detached additional residential units shall be carefully considered for their location, alignment, proportions, materials and design to ensure their compatibility with the Character Area, District and, if applicable, the heritage building on a contributing property.
- a. Where traditionally operable window styles are used in new window openings, new windows shall also be operable.
 - b. Horizontal banding of windows shall not be permitted on public facing elevations but may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - c. Blank and windowless walls are discouraged but may be considered on a case-by-case basis where the wall is not visible from the public realm.
 - d. The appropriate solid-to-void ratios and rhythm of windows and bays (glazing) shall be between 15-30% as shown in Figure 15 on all public facing elevations.

- e. Windows in new units should be appropriate for the Character Area and District, and if applicable, the heritage building on a contributing property. While wood is preferred, aluminum-clad wood may be considered on a case-by-case basis.
- f. Vinyl and fiberglass windows are not permitted.
- g. Glue-on or snap-on muntins are not permitted. Simulated divided lights should be integral to the window sash.
- h. Window trim should be wood or aluminum clad-wood, with stone or brick sills and voussours permitted on a case-by-case basis.

5.6.1.9 Shutters

- (1) Shutters may be permitted on new detached additional residential units when they are compatible with the Character Area, District, and if applicable, the heritage building on a contributing property.
 - a. Attach shutters to the window casing rather than the wall. Hinges and hooks should be used to ensure shutters are functional.
 - b. The dimensions of shutters shall be one-half the width of the sash they are covering allowing them to effectively cover the window if closed.

5.6.1.10 Entrances

- (1) Entrances located on new detached additional residential units should be compatible with the Character Area, District and if applicable, the heritage building on a contributing property.
 - a. Wood panelled doors are most appropriate for the District. Aluminum doors that mimic wood panelling may be considered on a case-by-case basis when they are not visible from the public realm, providing they effectively replicate wood doors in their detailing, finishes and colour.
 - b. Wood is the most appropriate material for screen doors. Aluminum and steel screen doors may be considered on a case-by-case basis on side or rear elevations that are not visible from the public realm.
 - c. Sliding doors and other doors that do not swing shall not be permitted on elevations of new primary structures that are visible from the public realm.
 - d. Doors and door surrounds of new entrances shall be detailed in a style and materials appropriate to the Character Area and District.

5.6.1.11 Porches and Porticos

- (1) New porches, verandahs and porticos may be permitted on new detached additional residential units providing they are in a style that is appropriate for the Character Area, District and, if applicable, the heritage building on a contributing property.
 - a. When architectural elements such as columns and entablatures are used on new porches, verandahs or porticos, they should conform to classical proportions.
 - b. Materials for porches, verandahs and porticos should be wood with brick and stone used for piers or bases. The use of composite and engineered wood or wrought iron may be considered on a case-by-case basis

5.6.1.12 Utility Service Equipment

- (1) Utility and service equipment shall not negatively impact the Character Area or the District and shall be located so as to minimize its visibility from the public realm.

- a. Service hardware (such as utility meters, cable TV and telephone connections), commercial mechanical elements (such as dryer vents, heat reclamation vents, furnace and water heater exhausts, gas fireplace exhausts and kitchen exhausts), and ground mounted electrical and mechanical hardware (such as heat pumps, transformers and air conditioning units) shall not be located on main elevations and should not be visible from the public realm. If visible from the public realm, screen appropriately using landscaping features. (See Section 5.7- Landscape and Site Design Guidelines for Privately Owned Lands, for requirements on screening)
- b. New aboveground infrastructure, including hydro lines, should be buried.
- c. Solar panels may be permitted if oriented so that they do not compromise the Character Area, District, or if applicable, the heritage building on a contributing property, and are preferred on side and rear elevations.

5.6.1.13 Exterior Walls

- (1) Exterior walls of new detached additional residential units shall be compatible with the Character Area, District, and if applicable, the heritage building on a contributing property.
- (2) Traditional materials including wood and brick are appropriate cladding materials for new primary structures. Stone may be used as a foundation material only on a case-by-case basis and shall be a type and cut appropriate for the Character Area, District, and if applicable, the heritage building on a contributing property.
- (3) Exterior Insulation and Finish Systems (EIFS) and vinyl and aluminum siding shall not be permitted on new detached additional residential units.
- (4) Composite materials, such as wood siding or shingles may be considered on a case-by-case basis.

5.7 Landscape and Site Design Guidelines for Privately Owned Lands (Contributing and Non-Contributing)

5.7.1 General Guidelines

5.7.1.1 Soft Landscaped Areas and Trees

- (1) Maximize, protect and maintain existing generous setbacks with landscaped areas, including gardens, low-profile hedges and open lawns. New landscaped areas are encouraged, particularly along sidewalks and curb frontages contributing and enhancing the continuity of the streetscape character of the impacted Character Area.
- (2) Protect and maintain the existing and future tree canopy within the District. A tree permit shall be required for the injury or removal of any tree located within the front yard of a private property, in accordance with the definitions, conditions and requirements specified in the Town of Oakville's Private Tree Protection By-Law 2008-156 (as amended).
- (3) All efforts shall be made to design additions and new development to accommodate existing mature trees, rather than remove them. The planting of new trees is strongly encouraged.
- (4) Monitor tree health on a regular basis and remove dead wood to avoid decay and prevent property damage.
- (5) The impact of alterations, additions and new development on soft landscaping should be mitigated through new landscaping plans that respect the Character Area and District.
- (6) Views as identified in Map 2 and open corners at intersections shall be conserved.

5.7.1.2 Surface Treatments and Hardscaping

- (1) Protect and maintain historic pathways within properties.
- (2) New pathways may be permitted, providing their siting and paving materials are compatible with the property frontage and the streetscape. Suitable materials for pathways include flagstone, pavers, gravel, and concrete. Proper methods of drainage must be installed with hardscaping.
- (3) New parking areas within front yards are not permitted. Where front yard parking areas already exist, they should be finished in materials that will reduce their visual impact, such as gravel, pavers, flagstone or permeable materials.
- (4) Minimize the visibility of driveways and surface parking areas from the public realm. Suitable materials for driveways include flagstone, pavers, gravel, concrete and asphalt.
- (5) Permeable surfaces are encouraged for paths, driveways and parking areas.

5.7.1.3 Fencing and Walls

- (1) Protect and maintain historic fencing and walls in situ when possible. Proposals for alterations, additions and new development that impact historic fencing, and walls should provide appropriate mitigation measures.
- (2) Refer to historic photographs or documentation for appropriate styles wherever possible when adding new fences and walls to contributing properties. On non-contributing properties or where historic documentation cannot be found, refer to the Character Area guidelines.
- (3) Appropriate fencing materials include wood, wrought iron, natural stone, brick and a combination of those listed.
- (4) Hedges, ornamental fencing, retaining walls and garden walls in front yards should be maintained with low profiles. They may be used to define the edge of the property in relation

to neighbouring properties and the public realm. These features should not block views of heritage buildings from the public realm.

- (5) New fencing shall not block the openness of intersections or negatively impact the Character Area.
- (6) New fencing shall meet all requirements of the Town of Oakville Fence By-law.

Examples of Fencing and Walls



Figure 68: 226 William Street – low lying lakestone wall across front of house with soft landscaping and open vistas to westerly side yard

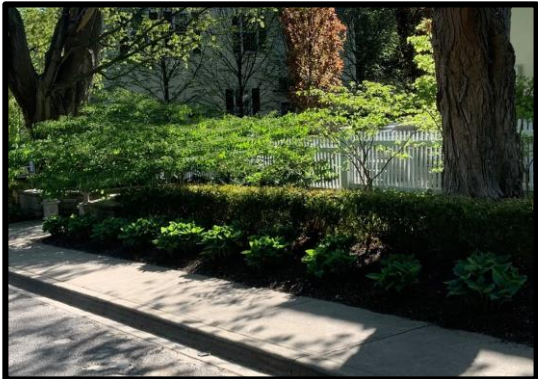


Figure 69: 32 Thomas Street (left) – combination plank with lattice fencing and soft landscaping along King Street

Figure 70: 66 Dunn Street (right) – combination of open picket fencing and low soft landscaping along north side of William Street allowing for vistas across and into property



Figure 71: 274 King Street (left) – combination plank with lattice fencing and soft landscaping enables vistas towards lake

Figure 72: 235 Front Street (right) – historic iron fencing with stone pillars and low soft landscaping



Figure 73: 308 William Street (left) – low lying picket fence running along William and Reynolds Streets supports open vistas at corner

Figure 74: 53 Navy Street (right) – low lying picket fence and soft landscaping along south side of William Street – enabling open vista at corner



Figure 75: Navy Street Erchless Estate (left) – low stone wall with stone pillars and wooden gate
 Figure 76: Navy Street (right) – Lawn Bowling Club and Market Square

5.7.1.4 Outdoor Use Associated Structures (Sheds, Gazebos and Cabanas)

- (1) Small accessory buildings and structures associated with outdoor use of a property that are not residential dwellings or garages and that are under 15 square metres are encouraged to be located in side or rear yards.
- (2) These structures may be permitted in areas of a property that are visible from the public realm, providing they are physically and visually compatible with the property and do not negatively impact the Character Area and District.

5.7.1.5 Screening and Buffering

- (1) For the purposes of this Plan and Guidelines, Screening occurs when ornamental fencing or evergreen material is used to block views, whereas buffering allows filtered porous views, such as partially enclosed fence (e.g. picket fencing) or a deciduous shrub border.
- (2) Plantings, ornamental fencing and low garden walls should be used to screen or buffer garbage storage areas or utility and service equipment that are otherwise visible from the public realm.



Figure 77: Continuous street edge with porous and low-lying fencing/wall treatments

5.7.1.6 Lighting

- (1) Lighting features may be permitted to illuminate walkways, steps, porches and entrances, providing there is no light trespass or spillover towards neighbouring properties or the public realm. Full cutoff lighting is required.
- (2) Skylighting, extensive building elevation lighting, soffit lighting and disruptive lighting shall not be permitted.
- (3) New and/or replacement lighting should meet the guidelines established in the Town of Oakville's Design Guidelines for Stable Residential Communities.

5.8 Landscape and Site Guidelines for Public Lands (Contributing and Non-Contributing)

5.8.1 General Guidelines

5.8.1.1 Paved Areas

- (1) Maintain streetscape features such as paved roads, sidewalks and concrete curbs. These features improve accessibility and the pedestrian environment and help to distinguish the public rights-of-way from private properties. Ensure that water drainage does not negatively impact abutting private properties.
- (2) Maintain existing sidewalks with surface treatments that complement the Character Areas and existing street furniture styles.
- (3) The Front Street right-of-way shall support safe on-road trail route and access with distinguished surface materials, patterns and/or paint.
- (4) Low impact development measures, such as permeable surfaces and water retention areas in parking lots should be considered to improve environmental sustainability along two important shorelines.
- (5) Parking areas must be designed and located so that they are as unobtrusive as possible. Tree planting and landscape areas shall be integrated into parking lot designs to soften the impact of this hardscape to the Character Area and District.
- (6) Through-traffic should continue to be discouraged using speed limits, limited street grid connectivity and other measures where necessary.
- (7) New and/or replacement sidewalks and curbs should meet the standards of the Accessibility for Ontarians with Disabilities Act (AODA).

5.8.1.2 Street Trees and Boulevards

- (1) Continue to identify, commemorate and protect heritage trees within the District.
- (2) Protect and maintain the existing tree canopies located on both sides of the street along the rights-of-way within the District, especially those that frame key views into the downtown and Lake Ontario.
- (3) Prioritize planting of new trees along sidewalks and boulevards on both sides of the street wherever technically feasible.
- (4) Reduce gaps between existing mature street tree canopies by planting companion trees where appropriate; companion trees are planted adjacent to mature trees to serve as well-established replacements in the future.
- (5) Tree health should be monitored on a regular basis and dead wood removed to avoid decay and prevent property damage. Remove and replace dead trees in accordance with town standards for tree removal and replanting to maintain the tree canopy.
- (6) Protect and maintain existing grassed boulevards. Where grassed boulevards are damaged by winter maintenance activities, they should be repaired the following spring.
- (7) All other applicable town standards for tree planting and maintenance shall be followed, including planting of historic tree species and eligible species posted on town's website, under Private Tree Protection (see Appendix F).

5.8.1.3 Street Furniture, Lighting and Utilities

- (1) A variety of street lighting currently exists within the District. New and replacement lighting poles should be of a consistent design, eco-friendly, night-sky compliant and be compatible with the Character Area and the District.
- (2) Lighting fixtures' material, scale and colour should be compatible with the Character Area and District and should complement the traditional lighting fixtures in Oakville's historic downtown.
- (3) Solar and environmentally friendly lighting should be considered when there is no negative impact to the Character Area and District.
- (4) Street furniture should be unified and should complement the historic architecture of the District, as well its connection to Oakville's historic downtown.
- (5) Overhead wires should be buried, when possible, to minimize conflicts with the mature tree canopy and significant sightlines and views to the downtown, streetscapes, Lake Ontario and Sixteen Mile Creek.

5.8.1.4 Views

Map 2 depicts the significant views within the District.

- (1) Protect the tree-framed views of Lake Ontario along public rights-of-way, including Navy Street, Thomas Street, George Street, Dunn Street, Trafalgar Road, Reynolds Street and Allan Street. New street trees should be located along sidewalks or boulevards to frame these views, not obscure them.
- (2) Protect the secondary vistas to the lake, creek, downtown, churches and building facades along Key Streetscape Overlay.
- (3) Protect the secondary vista openings within the streetscape at the road intersections within the District.

5.8.1.5 Public Parks and Open Space

- (1) Protect and maintain parks and open spaces along the Lake Ontario and Sixteen Mile Creek shorelines. These areas should remain publicly accessible. Increased pedestrian amenities, such as connecting pathways or paving, may be permitted.
- (2) Conserve and enhance the physical connections between the parks and public landmarks within Character Area 1 - Waterfront Open Space, including Market Square, Erchless Estate, Lakeside Park, Dingle Park and George Parkette.
- (3) Protect and maintain the individually designated properties within the park system.
- (4) Park programming should not negatively impact Character Area – Waterfront Open Space.
- (5) Alterations, additions and new development within the parks and open spaces in the District shall conserve the cultural heritage value and heritage attributes identified in the cultural heritage landscape designations for the Oakville Harbour and the Erchless Estate.
- (6) Conserve and enhance the safety of the physical trail and right-of-way connections between the parks and public landmarks within Character Area 1 - Waterfront Open Space, including Market Square, Erchless Estate, Lakeside Park, Dingle Park and George Parkette.
- (7) Integrate and celebrate Indigenous history in Character Area 1 - Waterfront Open Space.
- (8) Continue to identify, commemorate and protect heritage trees in parks and open spaces.
- (9) Protect and maintain the existing trees in parks and open spaces, prioritizing successional planting of new trees and historic grove-like restoration of the shoreline.

- (10) Encourage the planting of native species, including plants, shrubs and trees.
- (11) Tree health should be monitored on a regular basis and dead wood removed to avoid decay and prevent property damage. Remove and replace dead trees in accordance with town standards for tree removal and replanting to maintain the tree canopy.
- (12) All other applicable town standards for tree planting and maintenance shall be followed, including planting of historically appropriate tree species when possible.
- (13) Fencing shall be low-lying and porous. Picket or wrought iron style fencing with frequent openings for public access to the park is most appropriate.
- (14) Protect and maintain historic fencing and walls in situ when possible. Refer to historic photographs or documentation for appropriate styles wherever possible when adding new fences in parks and open spaces.

5.8.1.6 Wayfinding

- (1) Encourage the use of Oakville Historical Society signage for key historic structures within the District.
- (2) The predominant public space signage within the District has a white background and is mounted with single or double posts. Signage should be unified and well-maintained at public space entrances.
- (3) Special street signage identifying the heritage conservation district may be considered in the future.



6

**EXEMPT
ALTERATIONS
AND CLASSES OF
ALTERATIONS**

6.1 Exempt Heritage Permit Work

The exempted alterations have been guided by the principles of either being undertaken within a small area, confined to areas that are out of sight from public view, constitute routine maintenance or are easily reversible. They are consistent with the exemptions that have been set by Town Council for the other HCDs in Oakville.

6.1.1 Private Property

The following alterations may be carried out without obtaining a permit under Section 42 of the OHA, providing they meet the guidelines of this Plan:

- (1) **Interior modifications:** The interiors of buildings or structures are not subject to regulation within the District.

Exceptions

Interior features that are designated under Part IV of the OHA or interior features that have an exterior presence, including but not restricted to windows and doors in building façades.

- (2) **Roof materials:** Replacement of existing roof materials in kind and of the same colour.

Exceptions

Replacement of existing roof materials with different materials may require a permit.

- (3) **Skylights:** The installation of skylights located out of view from the public realm and in the same plane as the roof (e.g. on the rear slope of a roof or on a flat or low pitched roof).

Exceptions

Skylights that are visible from the public realm may require a permit.

- (4) **Solar panels:** The installation of solar panels located out of sight from the public realm and in the same plane as the roof (e.g., at the rear slope of a roof or on a flat or low pitched roof).

Exceptions

Solar panels that are freestanding on poles, panels requiring a structural frame for support that are visible from the public realm may require a permit.

- (5) **Satellite dishes:** The installation of satellite dishes that are located out of sight from the public realm. All efforts will be made to locate these in no or low visibility areas.

- (6) **Security lighting and alarm systems:** The installation of security lighting and/or alarm systems.

- (7) **Amenity lighting:** The installation of porch lighting or other amenity or seasonal lighting.

- (8) **Eavestrough and downspouts:** The removal and/or installation of new eavestroughs and downspouts in the same material and colour as existing.
- (9) **Landscaping, soft:** The removal and/or installation of vegetative landscaping, such as planting beds, shrubbery and small ornamental trees, as well as the pruning and maintenance of trees or the removal of dead branches or limbs.

Exceptions

Removal of trees which are at least 4.5m and/or greater than 15 centimetres diameter at breast height (dbh) may require a heritage permit and consultation with town staff is required and a permit may be required. The Private Tree By-law (as amended) may also apply.

- (10) **Landscaping, hard:** The removal and/or installation of hard landscaping, such as driveways, entranceways, paths and parking areas in the same materials, in the same location and of the same area and dimension, as well as the removal and/or installation of any hard landscaping located out of view from the public realm.

Exceptions

New hardscaping with different materials visible from the public realm requires a permit.

Any work that requires an excavation onto public property (i.e. between road right of ways and private lots) may require a permit from other town departments.

- (11) **Fencing:** The removal and/or installation of fencing located out of sight from the public realm. The Fence By-law may apply even if a permit is not required under this Plan.

Exceptions

The installation of fencing that is visible from the public realm may require a permit.

- (12) **Decks:** The installation and/or removal of decks that are at grade or less than 60 centimetres off the ground and are located within the rear yard and out of view from the public realm.
- (13) **Storm windows and doors:** The seasonal installation and/or removal of storm windows and screen doors in the same materials and locations.

Exceptions

New storm windows and new screen doors require a permit.

- (14) **Signage:** The installation of non-illuminated number signage on building façades.

Exceptions

Illuminated number signage or other signage requires a permit.

- (15) **Maintenance or small repairs:** Ongoing maintenance or small repairs to buildings, structures or small areas of paving that do not significantly affect the appearance of the outside of the property and do not involve the permanent removal or loss of heritage attributes.

Exceptions

The removal and/or installation of any cladding materials requires a permit.
The removal of any paintwork from a masonry building façade surface requires a permit.

- (16) Replacement of non-heritage features of a non-contributing property that have been damaged and/or are in poor condition to exactly match the pre-existing features.

Exceptions

Changes of material, colour and design of the non-heritage features may require a permit.

- (17) **Painting:** The painting of wood cladding, doors, window frames, muntins and mullions, trim, eavestroughs, downspouts and minor architectural detailing in the same colour as existing.

Exceptions

Changing the colour of paint for any of the above requires a permit.
The painting of unpainted masonry materials is not permitted.

- (18) **Awnings:** The removal of existing awnings or canopies

Exceptions

The installation of new awnings or canopies requires a permit.

As with any modifications being contemplated, it is beneficial to contact town staff to discuss proposals before commencing work. Some of the above modifications may also require a building permit and/or other town permits. It is the responsibility of the property owner to confirm all requirements with appropriate town departments.

6.1.2 Public Realm Property

Public realm property includes lands that are primarily located in road rights-of-way and the park and trails located in Character Area 1 - Waterfront Open Space at the foot of Navy Street, Thomas Street, George Street, Dunn Street, Trafalgar Street and Reynold Street. The following alterations may be carried out without obtaining a permit under Section 42 of the OHA:

- (1) **Maintenance or minor repairs:** Ongoing maintenance or minor repairs to road or sidewalks surfaces and areas of paving that do not significantly affect the appearance of the surface and that are exempt from review or approval under the Municipal Class Environmental Assessment.

Exceptions

The installation of any traffic calming device (not including signage), new road or sidewalk surfaces, new crosswalk surfaces or motifs and new boulevards may require a permit.

- (2) **Installation and/or repair of underground utilities or services:** Subsurface excavation for the installation and repair of utilities (water, sewage, gas, or communications). Surfaces are expected to be returned to their prior existing condition on the completion of work.

- (3) **Repair and replacement of outfalls, shoreline, slope stability and erosion control works:** Works that are required to address technical, engineering and safety issues along the shoreline and creek that are intended to match previously existing conditions and/or do not have an impact on the heritage attributes of the District, including vistas and viewlines.

Exceptions

Works that require substantially different materials and massing that will impact the heritage attributes of the District.

- (4) **Repair of above-ground utilities or services:** Work undertaken for the repair of existing above-ground utilities (hydro, communications and lighting), including conduits, poles and associated boxes or covers.

Exceptions

The installation of any new luminaires and/or poles, boxes and covers. Exemptions may be made on a case-by-case basis if the new items match existing designs and materials and do not negatively impact views and vistas in the District.

- (5) **Landscaping, soft:** The installation of any soft or vegetative landscaping confined to boulevard installation and associated planting beds. Tree and vegetation trimming to ensure sightlines at intersections are clear. All reasonable efforts will be made to maintain the mature tree canopy in the public realm.

Exceptions

The removal and/or planting of trees (with anticipated mature height of 4.5 metres or greater) and/or greater than 15 centimetres diameter at breast height (dbh) may require a permit.

- (6) **Landscaping, hard:** The removal and re-installation of hard landscaping, such as driveways, entranceways, paths and parking areas that already exist, in the same materials and the same area and dimensions.

Exceptions

Changes to surfacing materials, enlargement of parking areas, driveways, entranceways and paths may require a permit.

- (7) **Street Signs:** The removal and/or installation of street name signs and traffic signs in the existing design.

Exceptions:

New street signs with a different design than currently exists in the District may require a permit.

- (8) **Street Furniture:** The removal and replacement or installation of street furniture in the existing design.

Exceptions

The installation of new street furniture in a new design requires a permit. This includes, but not restricted to: seating, planters, tree grates, banners, hanging baskets, garbage receptacles and bike racks.

- (9) **Painting:** The painting of signage, street furniture and buildings in the same colour as existing.

Exceptions

Changing the colour of paint for any of the above requires a permit.
The painting of unpainted masonry materials is not permitted.

- (10) **Fencing:** The replacement of fencing to match existing.

Exceptions

New materials, design, or a change of height for fencing requires a permit.

- (11) **Security lighting and alarm systems:** The installation of security lighting and/or alarm systems.

- (12) **Amenity lighting:** The installation of amenity or seasonal lighting.

As with any modifications being contemplated, it is beneficial to contact town staff to discuss proposals before commencing work.

6.2 Emergency Work

In some instances, emergency work may have to be carried out to public or private property without the benefit of a heritage permit or ascertaining whether such work is exempt from regulation.

Required emergency work may be permitted where the timing of repairs makes it impossible to consult with town staff regarding a heritage permit. Notwithstanding this provision, all work should be undertaken in a manner that does not unnecessarily demolish or remove historic fabric. Photographs of 'before and after' should be taken to confirm the condition of the building and the nature of the finished repairs and supplied to town staff as a record of the work.

Some emergency work may be exempted from heritage permits on non-contributing properties where the damaged features are being replaced to exactly match the pre-existing features.



7 | HERITAGE CONSERVATION DISTRICT REVIEW PROCESS

7.1 Heritage Conservation District Review Process

The completion of this project marks the first major revision of the Old Oakville Heritage Conservation District Plan and Guidelines since the HCD was designated in 1979. This update was undertaken with the purpose of ensuring that this Plan meets the requirements of the OHA, which was significantly revised in 2005 and again in 2022. The update was also undertaken to ensure that this Plan corresponds with contemporary conditions in the District.

It is a good practice for municipalities to periodically undertake formal reviews of Plans. This formal review process complements the ongoing monitoring of the District's evolution that town staff perform as the Plan is implemented. It ensures that the Plan remains up to date with current legislation, with current best practices in heritage conservation, and meets community needs and expectations.

It is advised that town staff undertake a formal review and update of the Old Oakville Heritage Conservation District Plan and Guidelines every five to eight years. The extent of this review and update project will depend on a number of circumstances, including major revisions to related legislation or major changes in the built form of the District. However, it is anticipated that these periodic reviews will result in minor changes to this document, not re-writes.

The review process should include engagement with property owners, community members and other interested parties. An assessment of the heritage permits issued in the period following the last review should be undertaken. Recommendations for any potential revisions to this Plan should be made through a staff report reviewed by the Heritage Oakville Advisory Committee and approved by Town Council.

In addition, the policies and guidelines of this Plan may be amended by By-law after consultation, circulation to potentially impacted parties and public notice. Minor administrative and technical changes to the Plan may be implemented by a resolution of Town Council.

A photograph of a two-story house with a large tree in the foreground, serving as a background for the title. The house is light-colored with several windows and flower boxes. The tree has green and yellow leaves, suggesting autumn. The overall scene is bathed in a warm, golden light.

8 | GLOSSARY AND TERMS

8.1 Glossary of Terms

Accessibility: The degree to which an historic place is easy to access by as many people as possible, including people with disabilities (S&G 2010:253).

Adjacent: In terms of cultural heritage resources, potential impacts of proposed development or site alteration on the heritage attributes of protected heritage resources, adjacent can include real properties or sites that are contiguous (PPS 2024).

Alter: means to change in any manner and includes to restore, renovate, repair or disturb and “alteration” has a corresponding meaning (*Ontario Heritage Act*, s. 1).

Character Areas: a framework that acknowledges distinct features through the historic, streetscape and landscape analysis of Old Oakville’s evolving urban fabric. Five distinct streetscape and landscape Character Areas were established in the Old Oakville Heritage Conservation District Study and have area-specific site design guidance in addition to the general guidelines to manage change in Old Oakville. The five Character Areas and one streetscape overlay, sharing the unique historic and experienced heritage and quality of Old Oakville, collectively contribute to the overall values and heritage attributes of the HCD, and are categorized as:

- Area 1 - Waterfront Open Space
- Area 2 - Old Oakville Settlement Area
- Area 3 - Gully Landscape
- Area 4 - Mixed Residential Development Pattern
- Area 5 - St. Andrew’s Traditional
- Key Streetscape Overlay

Compatible: when used together with any building, use, alteration or any other form of change means consistent with the heritage attributes value of a property, and which has little or no adverse impact on its appearance, heritage attributes, and integrity (*Downtown Oakville Heritage Conservation District Plan and Guidelines*, 2013).

Conserved: means “the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact statement that has been approved, accepted or adopted by relevant planning authority and/or decision-makers. Mitigative measures and/or alternative development approaches can be included in these plans and assessments” (PPS 2024).

Contributing property: exhibits physical heritage attributes which directly contribute to the cultural heritage value or interest of the District. They support the identified cultural heritage values from the Statement of CHVI They have met more than two criteria as identified in O. Reg 9/06.

Cultural heritage landscape: means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may involve features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association (PPS 2024).

Cultural Heritage Value or Interest (CHVI): also referred to as Heritage Value, is identified if a property meets one of the criteria outlined in O. Reg. 9/06 namely historic or associate value, design or physical value and/or contextual value. Provincial significance is defined under *Ontario Heritage Act (OHA)* O. Reg. 10/06.

Detached Additional Residential Unit: a building separate from the Primary Structure that is used for residential purposes. This does not include garages, coach houses or structures associated with landscaping. For a full description, please refer to the Zoning By-law currently in effect.

Distinguishable: means a change that strikes a balance between imitation and contrast, thereby complementing the property in a manner that respects its heritage value or interest.

Dormer: a window that pierces through, or project from, the sloping roof, usually to that of a bedroom area (Adapted from Kyles 2022).

Exceptional circumstances: fire, natural hazards, structural condemnation by CAO, catastrophic failure of structure.

Façade: the "face" of a building, usually the front. To be a façade as opposed to simply an elevation, the building must have been designed with a particular style and incorporate design elements such as an impressive entrance or window surrounds. The arrangement of windows on a facade is called fenestration (Kyles 2022).

Gable: the triangular end of a roof above the eaves which closes the roof on that end. Also, the triangular end of a dormer or a triangular cut in a roof for a window or door. The slope of the gable end depends on the slope of the roof. For Gothic designs the slope tends to be acute; for Classical buildings the slope is gentler (Kyles 2022).

Heritage Attributes: "the principal features or elements that contribute to a protected heritage property's cultural heritage value or interest, and may include the property's built constructed, or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (e.g. significant views or vistas to or from a protected heritage property (PPS 2024).

Heritage building: the primary structure located on a Contributing Property.

Heritage Impact Assessment (HIA): a study undertaken to assess the impacts of a proposed development or site alteration against the identified cultural heritage value or interest and heritage attributes of a protected heritage resource, or a property located within a Heritage Conservation District. The scope of a Heritage Impact Assessment is determined in consultation with the town. The HIA considers alternative development approaches or mitigation measures to address any impacts to a cultural heritage resource and its attributes. A Heritage Impact Assessment may be required where construction, alteration, demolition, or additions to a property located within a Heritage Conservation District.

Heritage Oakville Advisory Committee: or 'Heritage Oakville', is a municipal heritage committee that Council established, by by-law, to advise and assist council on heritage related matters. Heritage Oakville reviews heritage permits and other heritage-related matters [OHA s. 28(1)].

Historic Fabric: materials of all kinds that relate to the District's cultural heritage value and heritage attributes.

Hipped roof: a roof that slopes on four sides.

In situ: this term means 'in place' and as used in this document, it refers to the action of protecting, maintaining and/or stabilizing the existing materials in the location where they were found (S&G 2010:254)

In kind: with the same form, material, and detailing as the existing. (S&G 2010:254).

Individual Designation: means real property designated under section 29, Part IV of the OHA by municipal by-law. The designation by-law should include an adequate description of the property, a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property (Section 29(4) of the OHA).

Intervention: any action, other than demolition or destruction, that results in a physical change to an element of a historic place (S&G 2010: 254).

Maintenance: routine, cyclical, non-destructive actions necessary to slow the deterioration of a historic place. It entails periodic inspection; routine, cyclical, non-destructive cleaning; minor repair and refinishing operations; replacement of damaged or deteriorated materials that are impractical to save (S&G 2010: 254).

Minimal intervention: the approach that allows functional goals to be met with the least physical intervention (S&G 2010:254).

Monitoring: the systematic and regular inspection or measurement of the condition of the materials and elements of an historic place to determine their behaviour, performance, and rate of deterioration over time (S&G 2010: 255).

Muntin: a strip of wood or metal separating and holding panes of glass in a window or a vertical framing member set between two rails in a door (S&G 2010: 255).

Non-contributing property: does not meet two or more of the criteria outline in O. Reg 9/06 and therefore do not exhibit design or physical value, historical or associative value, or contextual value.

Non-Heritage building: the primary structure on a non-contributing property.

Non-destructive testing: testing that does not result in the permanent deformation or damage of the element being tested (S&G 2010:255).

Piecing-in: to repair or add to by inserting a piece (S&G 2010: 255).

Primary Structure: the largest building or structure on a property.

Prototype: an original model on which something is patterned (S&G 2010: 255).

Restoration: the action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value (S&G 2010:255).

Rehabilitation: the action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, while protecting its heritage value (S&G 2010:255).

Reversible: means a change that permits restoration to the prior state or condition later without damaging the heritage attributes of a property. This is particularly important if a change is related to a new use that may also later change. Reversible alterations are not destructive.

Subordinate: means an alteration that does not detract from the property or affect its heritage value.

Soffit: the underside of a roof overhang, portico, beam, or arch. It can also be the underside of a drain or sewer. These can be plain or very ornate (Kyles 2022).

Vernacular: made locally by inhabitants; made using local materials and traditional methods of construction and ornament; specific to a region or location (S&G 2010:256).



9 | BIBLIOGRAPHY AND SOURCES

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Appendix A: Consultation Summary

The OHA Part V, Section 41.1, requires that the information related to this Plan is made available to the public, as well as presented at least one public meeting and the Municipal Heritage Committee (i.e., Heritage Oakville).

The public engagement plan was set out to not only fulfill the requirements noted above, but to meaningfully engage the community and key stakeholders through the development of both the HCD Study and Plan document updates. The following table outlines the key engagement activities completed during both phases of the project.

Table 3: Community and Key Stakeholder Engagement Summary

Study Activities	Engagement Description
Stakeholder Meetings 	<p>Virtual and in-person internal and external stakeholder meetings were held between February 2022 and November 2023. The town also met with stakeholders as needed or through requests to discuss the Old Oakville HCD. Meetings included internal department heads, Oakville Lakeside Residents Association (OLRA), Oakville Museum, Oakville Public Library, Street Jude’s Anglican Church, and the Oakville Historical Society.</p> <p>Meeting topics included HCD Study introductions, a walking tour, updates on policy related to the study, draft HCD Study updates, and a review of inventory sheets.</p>
StoryMaps 	<p>A StoryMap was developed to introduce the Old Oakville HCD project to the public. StoryMaps are an online resource linked from the website to convey information such as maps, imagery, and multimedia content in a visual way. The StoryMap went live on December 6, 2022, and was updated throughout the project.</p>
Online Surveys 	<p>The first online survey was developed to collect feedback from the public on the approach to the HCD Study. The online survey went live from December 1, 2022, to February 13, 2023, and received a total of 51 responses. The second online survey was specific to collect feedback on the Draft Study and was open from April 3, 2023, to May 19, 2023. The survey received a total of 30 responses.</p>

Study Activities	Engagement Description
<p>Community Meetings</p> 	<p>Three community meetings were held: first was a Study Introduction held on October 21, 2021, by town staff, second was a Study Update held on December 6, 2022 by the consultants and town staff, and third the Draft HCD Study held on April 18, 2023 by town staff.</p> <p>The goal of the community meetings was to provide the public with an introduction to the project, project timelines and opportunities to engage and provide updates on the HCD Study. The community meetings acted as additional opportunities for the public to provide feedback based on what they'd heard so far.</p>
<p>Town, Council and Committee Meetings</p>	<p>Presentation was made to Heritage Oakville on the Draft HCD Study in August 2023, and the Final HCD Study was presented to the Planning and Development Council Meeting in February 2024.</p>
HCD Plan Activities	Engagement Description
<p>Stakeholder Meetings</p> 	<p>Virtual and in-person internal and external stakeholder meetings, including the Heritage Oakville Advisory Committee and the Oakville Lakeside Residents Association, were held from March to August 2024 to discuss the HCD Plan guidance.</p>
<p>StoryMaps</p> 	<p>A StoryMap was updated to include the Draft and Final HCD Plan.</p>
<p>Community Meetings</p> 	<p>Two community meetings were held: first was a Plan Introduction held on October 17, 2023, by town staff and consultants, and second the Draft Plan and Guidelines was held in March 2024 by town staff and consultants.</p> <p>The goal of the community meetings is to provide the public with an introduction to the HCD Plan and Guidelines and opportunities to provide feedback.</p>
<p>Town, Council and Committee Meetings</p>	<p>Monthly updates on the progress of the Plan have been presented to the Heritage Oakville Advisory Committee.</p> <p>The statutory public meeting required by the OHA was held on February 3, 2025.</p>

Appendix B: Town of Oakville Council Objectives

Overall Intent

(1) Town Council understands the crucial role of the historic built and natural environment to the quality of life and prosperity of the District, Downtown Oakville, and the town generally. It is the objective of Town Council to create policies and guidelines to protect the Old Oakville Heritage Conservation District from inappropriate development or changes. It is the intent of Council to guide and manage physical change and development within the District by:

- Adopting the updated Old Oakville Heritage Conservation District Plan and Guidelines;
- Making decisions about heritage permit applications for alterations, demolitions and new construction under Part V of the OHA according to the updated Old Oakville Heritage Conservation District Plan and Guidelines;
- Initiating appropriate public works, improvements and financial incentives to conserve and enhance the character of the Old Oakville Heritage Conservation District within the financial capabilities of the Town of Oakville; and
- Complementing these actions by making appropriate amendments to Official Plan policies, the town's Zoning By-law and other relevant by-laws.

Old Oakville HCD Heritage Character

Council recognizes that:

- The Old Oakville Heritage Conservation District comprises a distinctive assemblage of heritage buildings and streetscapes that are an organically evolved cultural heritage landscape, being a historic harbourside village residential community dating from the early-19th century and early 20th century;
- The five streetscape and landscape Character Areas and one supplementary map overlay, developed as part of this HCD Study update, share unique historic and experienced heritage and quality of Old Oakville. The physical attributes of the area have evolved into a tangible streetscape character informed by the built environment's historical significance. All five Character Areas and one map overlay collectively contribute to the overall values and heritage attributes of the HCD;
- The unique heritage character of the Old Oakville Heritage Conservation District and its diverse streetscapes are to be conserved and protected in the process of future change;
- Change in the future is expected within the Old Oakville Heritage Conservation District, yet it must be carefully managed in a manner that does not adversely affect the distinctive heritage character of the District; and,
- Any proposed change within the District shall be considered within a number of Council-approved conservation, design, landscaping and planning guidelines and with consideration of the individual merits of the proposed change.

Town of Oakville conservation management approach

Council recognizes that:

- District designation under Part V of the OHA, does not seek to stop or halt change or seek the restoration of the District to a former past historical state, but simply establishes a mechanism for the municipal review and determination of heritage permit applications for changes to properties, both public and private within the District.
- District designation under Part V of the OHA does not compel, nor does Council seek to compel, the restoration of heritage properties within the District.

Custodial responsibility

Council recognizes that:

- Owners of heritage property are the prime custodians of the Old Oakville Heritage Conservation District.

Alteration of properties

Council recognizes that:

- Property owners may wish to add on to buildings and structures, alter building and landscapes or otherwise change their property to accommodate required working or living space and new facilities and Council may permit such work provided it is in conformity with the applicable guidelines contained in this Plan.

Restoration of heritage properties

Council recognizes that:

- Property owners may wish to restore heritage properties and Council may encourage such work by considering financial assistance available for eligible work and ensuring conformity with the applicable guidelines in this Plan.

Fair and equitable consideration

Council will undertake to ensure that:

- All residents and property owners within the Old Oakville Heritage Conservation District shall be afforded fair and equitable consideration in the determination of heritage permit applications within the District.

Conservation Principles

The federal and provincial government have well established standards and guidelines in place for the conservation of heritage properties and identified heritage attributes. These standards and guidelines should be carefully reviewed and considered prior to undertaking any conservation work to a contributing or non-contributing property within the District.

Accessibility

Council recognizes that:

- It is important to encourage accessible design, elements and accommodations, including the use of Universal Design Standards, on heritage buildings when they do not negatively impact the heritage attributes of the District.

- Accessibility elements added on to heritage buildings, such as ramps, should be removable and/or repairable and/or reversible.
- Buildings within the District that provide public facilities, including places of worship, the Oakville Museum and Historical Society and the Oakville Club, may be subject to the *Ontarians with Disabilities Act*. All efforts to accommodate accessibility accommodations that do not negatively impact the heritage attributes of the District should be considered.

Sustainability

Council recognizes that:

- At the June 24, 2019, Council meeting, Oakville Town Council passed a motion declaring a climate emergency in Oakville.
- The greenest building is the one that already exists. Repair and restoration are always encouraged over replacement, avoiding sending historical materials to landfill.
- Heritage buildings can generally be retrofitted with energy efficient internal systems without significant impact to historic fabric.
- Technology is making constant progress and new materials/products will be considered on a case-by-case basis for use within the District.
- Poly vinyl chloride, polystyrene, polymer and other plastic building materials contain harmful chemicals and are not easily reusable or biodegradable and shall not be permitted within the District.

Appendix C: General Standards for Preservation, Rehabilitation and Restoration

The *Standards and Guidelines for the Conservation of Historic Places in Canada* also provide general standards for preservation, rehabilitation and restoration with further explanation regarding how these standards should be applied. In 2013, the town endorsed the Standards and Guidelines for application in the planning, stewardship and conservation of heritage resources in the town. The *Standards and Guidelines for the Conservation of Historic Places in Canada* were used as guiding principles for drafting the Old Oakville HCD Plan.

Table 4: General Standards for Preservation, Rehabilitation and Restoration

Treatment	No.	Description
General Standards	1	Conserve the heritage value of an historic place. Do not remove, replace or substantially alter its intact or repairable character defining elements. Do not move a part of an historic place if its current location is a character-defining element.
General Standards	2	Conserve changes to an historic place that, over time, have become character-defining elements.
General Standards	3	Conserve heritage value by adopting an approach calling for minimal intervention
General Standards	4	Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted
General Standards	5	Find a use for an historic place that requires minimal or no change to its character-defining elements
General Standards	6	Protect and, if necessary, stabilize an historic place until any subsequent intervention is undertaken; Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information
General Standards	7	Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention
General Standards	8	Maintain character-defining elements on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes
General Standards	9	Make any intervention needed to preserve character-defining elements physically and visually compatible with the historic place and identifiable on close inspection. Document any intervention for future reference
Additional: Rehabilitation	10	Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place

Treatment	No.	Description
Additional: Rehabilitation	11	Conserve the heritage value and character-defining elements when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place
Additional: Rehabilitation	12	Create any new additions or related new construction so that the essential form and integrity of an historic place will not be impaired if the new work is removed in the future
Additional: Restoration	13	Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements
Additional: Restoration	14	Replace missing features from the restoration period with new features with forms, materials and detailing based on sufficient physical, documentary and/or oral evidence

Appendix D: *Eight Guiding Principles in the Conservation of Built Heritage Properties*


The Ministry of Citizenship and Multiculturalism (MCM) has established the following *Eight Guiding Principles in the Conservation of Built Heritage Properties* that are often referenced when preparing HCD Plan guidelines. These principles were referenced while drafting the design guidelines for the Old Oakville HCD Plan.



- 1) Respect for Documentary Evidence:
 - Do not base restoration on conjecture: conservation work should be based on historic documentation such as historic photographs, drawings and physical evidence.
- 2) Respect for the Original Location:
 - Do not move buildings unless there is no other means to save them: site is an integral component of a building or structure. Change in site diminishes cultural heritage value.
- 3) Respect for Historic Material:
 - Repair/conservé – rather than replace building materials and finishes, except where necessary: minimal intervention maintains the heritage content of the built resource.
- 4) Respect for Original Fabric:
 - Repair with like materials: repair to return the resource to its prior condition, without altering its integrity.
- 5) Respect for the Building's History:
 - Do not restore to one period at the expense of another period: do not destroy later additions to a building or structure solely to restore to a single period.
- 6) Reversibility:
 - Alterations should be able to be returned to original conditions. This conserves earlier building design and technique: e.g. when a new door opening is put into a stone wall, the original stones are numbered, removed and stored, allowing for future restoration.
- 7) Legibility:
 - New work should be distinguishable from old: buildings or structures should be recognized as products of their own time, and new additions should not blur the distinction between old and new.
- 8) Maintenance:
 - With continuous care, future restoration will not be necessary: with regular upkeep, major conservation projects and their high costs can be avoided.



Appendix E: Examples of Good Neighbours



Since the inception of the District in 1981, there have been a number of new buildings constructed that are sympathetic to the cultural heritage values and heritage attributes of Old Oakville. They can be considered “good neighbours” to their adjacent contributing properties and to the District as a whole. This type of integrative design is anchored in the topography of the land, contextually appropriate within the existing streetscape, respects traditional lines of sight and views; and adds to the established architectural integrity and heritage styles of the District.


These buildings provide vision for new development within the District. Note the intention is not for these buildings to be copied, but rather used as inspiration for how the guidelines can be applied.

Address	Photo	What Makes This Building a Good Neighbour?
221 Front Street		<ul style="list-style-type: none"> - Historic ¼ acre lot - Deep setback to align with adjacent properties - Consistent with streetscape guidelines regarding emphasis on prominence of Front Street pedestrian traffic - Does not distract from property at 212 Front Street (Worn Doorstep) - New Traditional style that reflects historic Arts & Crafts style found in the District - Use of traditional materials associated with style including shingle cladding and diamond pane windows - 1 ½ storey massing with front porch, hipped roof, gable end and set back garage that emulates a carriage house


Address	Photo	What Makes This Building a Good Neighbour?
<p>22 George Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback on corner lot of key District streetscape enables open views along Front Street pedestrian laneway as well as views north on George Street - Mix of roofline heights creates 1 ½ storey impact that respects step down slope on Front Street - New Traditional style that reflects historical cottage vernacular style - Use of traditional materials associated with style including horizontal wood cladding, multi framed wood windows - Set back garage that emulates carriage house
<p>177 King Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback aligns with adjacent contributing properties to the east on King Street - New Traditional style that reflects Georgian style found in the District - Impact of 2 storey height minimized through low hip roof - Set back modest garage - Use of traditional materials associated with style including brick cladding and multipaned wood windows - Complements landmark St. Jude's property to the west (brick cladding) and contributing property at 29 Thomas to the south (2 storey)


Address	Photo	What Makes This Building a Good Neighbour?
234 William Street		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback aligns with adjacent contributing property at 226 William Street (St. Jude’s Parsonage) - New Traditional style that reflects Georgian styles found in the District - 2 storey height minimized through low hip roof style - Set back modest garage - Use of traditional materials associated with style, such as brick cladding that also complements adjacent contributing property
258 William Street		<ul style="list-style-type: none"> - Association with nearby historic estate maintained by lake stone wall in back yard - Setback on site to align with adjacent contributing property to the west and good neighbour to the east - 1 ½ storey modest home with gable roof and traditional materials, including board and batten wood siding

Address	Photo	What Makes This Building a Good Neighbour?
<p>266 William Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Setback aligns with adjacent contributing properties - New Traditional style that reflects Georgian styles found in the District - Massing of 2 storey height minimized through low gable roof - Detached modest garage at the rear of the property - Use of traditional materials associated with style including wood clapboard siding and multipaned wood windows
<p>274 William Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback aligns with adjacent properties - New Traditional style that reflects vernacular 20th century architecture - 1 ½ storey with gable roof and shed dormers minimizes impact of height - Use of traditional materials associated with this style including a combination of stucco and wood clapboard siding; and multipaned wood windows

Address	Photo	What Makes This Building a Good Neighbour?
<p>323 William Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback aligns with adjacent contributing properties - New Traditional style that reflects vernacular 20th century architecture - 1 ½ storey with cross gable roof minimizes height - Use of traditional materials, combining stucco and wood cladding - Low picket fence along Reynolds Street allows views from the public realm into the property

<p>349 William Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - Setback aligns with adjacent contributing properties - New Traditional style that reflects vernacular 20th century architecture - 1 ½ storey with side gable roof minimizes height - Use of traditional materials, horizontal wood cladding - Low picket fence along sidewalk and curb allows views from the public realm into the property
<p>30 Dunn Street</p>		<ul style="list-style-type: none"> - Corner property with important public views on two elevations - Low profile and siting of allows for southwest views to Dingle Park and Lake Ontario originating at King Street - Mid 20th century vernacular that reflects Arts and Crafts cottage style - 1 storey building with low hip roof fits low profile of District - Use of traditional materials including horizontal wood siding and multipane windows - Low profile massing built into hillside takes advantage of natural grade changes

<p>44 George Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot - Corner property with important public views on two elevations - New Traditional style that reflects 19th century vernacular (note: middle portion replicates original structure) - 1 ½ storey building with two one storey wings and gable roof fits the low profile of the District; - Use of traditional materials, including stucco cladding and wood trim
<p>21 Dunn Street</p>		<ul style="list-style-type: none"> - Historic ¼ acre lot associated with contributing property (Lightbourn family) to north - Use of traditional materials including wood cladding, multi framed wood windows - Detached garage setback to the rear of the property emulates a carriage house - Open iron fencing along Waterfront Trail and Dunn Street allows open views from the public realm - Note: the corner ‘tower’ projection is a product of its time and is not intended to be inspiration for new development

<p>275 King Street</p>		<ul style="list-style-type: none">- Historic ¼ acre lot- Scale, height and massing complementary to contributing properties to south on King Street and to east on Trafalgar Road- Setback on corner lot with low profile landscaping enables open views along King Street as well as views north on Trafalgar Road towards contributing properties- Introduction of traditional materials including wood cladding and wood windows- Note: the projecting garage is a product of its time and is not intended to be inspiration for new development
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Appendix F: Town’s List of Appropriate Tree Species

Common Name	Family	Genus	Species	Cultivars	Ideal Soil Needs	Native	Est. Height (m) at Maturity	Est. Canopy Width (m) at Maturity	Canopy Stature
Apple, common	Rosaceae	Malus	pumila		Medium	Yes	7	7	Small
Aspen, Large-toothed	Salicaceae	Populus	grandidentata		Large	Yes	18	12	Large
Aspen, Trembling	Salicaceae	Populus	tremuloides		Large	Yes	10	5	Small
Autumn Brilliance Serviceberry	Rosaceae	Amelanchier	x grandiflora	'Autumn Brilliance'	Medium	No	8	6	Small
Autumn Moon Full Moon Maple	Sapindaceae	Acer	shirasawanum	'Autumn Moon'	Medium	No	6	6	Small
Basswood	Malvaceae	Tilia	americana		Large	Yes	27	13	Large
Beech, American	Fagaceae	Fagus	grandifolia		Large	Yes	30	20	Large
Beech, Blue	Betulaceae	Carpinus	caroliniana		Medium	Yes	8	6	Small
Beech, Dawyck Gold	Fagaceae	Fagus	sylvatica	'Dawyck Gold'	Large	No	16	2	Small
Beech, Dawyck Purple	Fagaceae	Fagus	sylvatica	'Dawyck Purple'	Large	No	8	2	Small
Beech, European	Fagaceae	Fagus	sylvatica		Large	No	15	12	Large
Beech, Purple Fountain	Fagaceae	Fagus	sylvatica	'Purple Fountain'	Large	No	6	4	Small
Beech, Red Obelisk	Fagaceae	Fagus	sylvatica	'Red Obelisk'	Large	No	13	4	Small
Beech, Tri-colour	Fagaceae	Fagus	sylvatica	'Rosea-Marginata'	Large	No	13.5	8	Medium
Birch, Cherry	Betulaceae	Betula	lenta		Large	Yes	15	12	Large
Birch, European White	Betulaceae	Betula	pendula		Large	No	15	10	Medium
Birch, Gray	Betulaceae	Betula	populifolia		Large	Yes	10	6	Small
Birch, River	Betulaceae	Betula	nigra		Large	No	13	10	Medium
Birch, White (Paper)	Betulaceae	Betula	papyrifera		Large	Yes	18	10	Large
Birch, Yellow	Betulaceae	Betula	alleghaniensis		Medium	Yes	18	15	Large
Black Gum	Nyssaceae	Nyssa	sylvatica		Medium	Yes	13.5	8.5	Medium
Buckeye, Ohio	Sapindaceae	Aesculus	glabra		Large	Yes	13.5	13.5	Large
Butternut	Juglandaceae	Juglan	cinera		Large	Yes	12	11	Medium
Catalpa, Northern	Bignoniaceae	Catalpa	speciosa		Large	No	12	6	Small
Cherry, Black	Rosaceae	Prunus	serotina		Small	Yes	15	6	Medium
Cherry, Choke	Rosaceae	Prunus	virginiana		Medium	Yes	5	5	Small
Cherry, Kwanzan	Rosaceae	Prunus	serulata	'Kwanzan'	Small	No	7	5	Small
Cherry, Pin	Rosaceae	Prunus	pensylvanica		Small	Yes	8	8	Medium
Chestnut, American	Fagaceae	Castanea	dentata		Large	Yes	18	18	Large
Cockspur Hawthorn	Rosaceae	Crataegus	crus-galli		Medium	No	7.5	7.5	Small
Cottonwood, Black	Salicaceae	Populus	trichocarpa		Large	No	27	21	Large
Cottonwood, Eastern	Salicaceae	Populus	deftoides		Large	Yes	27	21	Large
Crabapple, Prairie Fire	Rosaceae	Malus		'Prairie Fire'	Medium	No	7	7	Small
Crabapple, Royal Raindrops	Rosaceae	Malus		'Royal Raindrops'	Medium	No	7	7	Small
Crabapple, Sargent	Rosaceae	Malus		'Sargent'	Medium	No	7	7	Small
Crabapple, White Angel	Rosaceae	Malus		'White Angel'	Medium	No	7	7	Small
Crimson Cloud English Hawthorn	Rosaceae	Crataegus	laevigata	'Superba'	Medium	No	6	6	Small
Cucumber Tree	Magnoliaceae	Magnolia	acuminata		Large	Yes	16	16	Large
Cutleaf Beech	Fagaceae	Fagus	sylvatica	'Asplenifolia'	Large	No	18	14	Large
Cypress, Bald	Cupressaceae	Taxodium	distichum		Large	No	20	8	Medium
Elm, Accolade	Ulmaceae	Ulmus	japonica	wilsoniana	Large	No	23	20	Large
Elm, American Princeton	Ulmaceae	Ulmus	americana	'Princeton'	Large	No	21	15	Large
Elm, Valley Forge	Ulmaceae	Ulmus	americana	'Valley Forge'	Large	No	21	21	Large
Fir, Balsam	Pinaceae	Abies	balsamea		Large	Yes	15	6	Medium
Fir, Douglas	Pinaceae	Pseudotsuga	menziesii		Large	No	20	5	Medium
Fir, Fraser	Pinaceae	Abies	fraseri		Medium	No	11	6	Small
Fir, White	Pinaceae	Abies	concolor		Large	No	14	6	Medium
Frans Fontaine Hornbeam	Betulaceae	Carpinus	betulus	'Frans Fontaine'	Large	No	12	6	Small
Ginkgo (Maidenhair)	Ginkgoaceae	Ginkgo	biloba		Medium	Yes	17	11	Large
Ginkgo, Autumn Gold	Ginkgoaceae	Ginkgo	biloba	'Autumn Gold'	Medium	No	10	10	Medium
Ginkgo, Golden Colonade	Ginkgoaceae	Ginkgo	biloba	'JFS-UGA2'	Medium	No	13	7.5	Medium
Ginkgo, Princeton Sentry	Ginkgoaceae	Ginkgo	biloba	'Princeton Sentry'	Medium	No	13	5	Small
Golden Full Moon Maple	Sapindaceae	Acer	shirasawanum	'Aureum'	Medium	No	6	6	Small
Hackberry	Cannabaceae	Celtis	occidentalis		Large	Yes	20	18	Large
Hazelnut, Turkish	Betulaceae	Corylus	colurna		Medium	No	15	8	Medium
Hemlock, Eastern	Pinaceae	Tsuga	canadensis		Large	Yes	20	5	Medium
Hickory, Bitternut	Juglandaceae	Carya	cordiformis		Large	Yes	25	20	Large
Hickory, Pignut	Juglandaceae	Carya	glabra		Large	No	17	8	Medium
Hickory, Shagbark	Juglandaceae	Carya	ovata		Large	Yes	20	20	Large
Hickory, Shellbark	Juglandaceae	Carya	laciniosa		Large	Yes	23	15	Large
Hop tree	Rutaceae	Ptelea	trifoliata		Medium	Yes	5	5	Small
Hornbeam, European	Betulaceae	Carpinus	betulus		Large	No	17	12	Large
Hornbeam, European Pyramidal	Betulaceae	Carpinus	betulus	'Fastigiata'	Large	No	12	5	Small
Horsechestnut	Sapindaceae	Aesculus	hippocastanum		Large	No	12	12	Medium
Horsechestnut, Double	Sapindaceae	Aesculus	baumannii		Large	No	15	12	Large
Horsechestnut, Red	Sapindaceae	Aesculus	x carnea	'Briotii'	Large	No	12	12	Medium
Ironwood (American Hophornbeam)	Betulaceae	Ostrya	virginiana		Large	Yes	12	8	Medium
Karpick Red Maple	Sapindaceae	Acer	rubrum	'Karpick'	Large	No	12	6	Small

Katsura, Japanese	Cercidiphyllaceae	<i>Cercidiphyllum</i>	<i>japonicum</i>		Large	No	15	4	Small
Kentucky Coffee Tree	Fabaceae	<i>Gymnocladus</i>	<i>dioicus</i>		Large	Yes	17	13	Large
Kentucky Coffee Tree, Espresso	Fabaceae	<i>Gymnocladus</i>	<i>dioicus</i>	'Espresso'	Large	No	15	10	Medium
Larch, European	Pinaceae	<i>Larix</i>	<i>decidua</i>		Large	No	15	7	Medium
Lilac, Japanese Tree	Oleaceae	<i>Syringa</i>	<i>reticulate</i>	'Ivory Silk'	Medium	No	8	4	Small
Linden, Little-leaf	Malvaceae	<i>Tilia</i>	<i>cordata</i>		Large	No	17	20	Large
Locust, Honey	Fabaceae	<i>Gleditsia</i>	<i>triacanthos</i>		Large	Yes	17	10	Medium
Locust, Honey Shademaster	Fabaceae	<i>Gleditsia</i>	<i>triacanthos</i>	var 'Inermis Shademaster'	Large	No	17	10	Medium
Locust, Honey Skyline	Fabaceae	<i>Gleditsia</i>	<i>triacanthos</i>	var 'Inermis Skyline'	Large	No	15	13	Large
Locust, Honey Streetkeeper	Fabaceae	<i>Gleditsia</i>	<i>triacanthos</i>	var 'Iner Draves'	Large	No	15	7	Medium
Locust, Honey Sunburst	Fabaceae	<i>Gleditsia</i>	<i>triacanthos</i>	var 'Inermis Sunburst'	Large	No	15	13	Large
Maple, Amur	Sapindaceae	<i>Acer</i>	<i>ginnala</i>		Medium	No	6	6	Small
Maple, Armstrong	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Armstrong'	Large	No	20	5	Medium
Maple, Autumn Spire	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Autumn Spire'	Large	No	16	8	Medium
Maple, Black	Sapindaceae	<i>Acer</i>	<i>nigrum</i>		Large	Yes	20	15	Large
Maple, Brandywine	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Brandywine'	Large	No	10	4	Small
Maple, Celebration	Sapindaceae	<i>Acer</i>	<i>x Freemanii</i>	'Celebration'	Large	No	14	6	Medium
Maple, 'Columnar'	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Columnare'	Large	No	15	5	Small
Maple, Flame Amur	Sapindaceae	<i>Acer</i>	<i>ginnala</i>	'Flame'	Medium	No	6	6	Small
Maple, Freemanii	Sapindaceae	<i>Acer</i>	<i>x Freemanii</i>		Large	No	16	13	Large
Maple, Freemanii	Sapindaceae	<i>Acer</i>	<i>x Freemanii</i>	'Jeffersred'	Large	No	16	13	Large
Maple, Green Mountain	Sapindaceae	<i>Acer</i>	<i>saccharum</i>	'Green Mountain'	Large	No	22	17	Large
Maple, Hedge	Sapindaceae	<i>Acer</i>	<i>campestre</i>		Medium	No	10	10	Medium
Maple, Manitoba 'Flamingo'	Sapindaceae	<i>Acer</i>	<i>negundo</i>	'Flamingo'	Large	No	8	6	Small
Maple, Mountain	Sapindaceae	<i>Acer</i>	<i>spicatum</i>		Small	Yes	6	3	Small
Maple, Paperbark	Sapindaceae	<i>Acer</i>	<i>griseum</i>		Medium	No	7	5	Small
Maple, Red	Sapindaceae	<i>Acer</i>	<i>rubrum</i>		Large	Yes	16	15	Large
Maple, Red 'October Glory'	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'October Glory'	Large	No	15	12	Large
Maple, Red Sunset	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Red Sunset'	Large	No	18	12	Large
Maple, Ruby Slippers Amur	Sapindaceae	<i>Acer</i>	<i>ginnala</i>	Ruby Slippers'	Medium	No	6	6	Small
Maple, Scarlet Sentinal	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Scarlet Sentinal'	Large	No	15	8	Medium
Maple, Silver	Sapindaceae	<i>Acer</i>	<i>saccharinum</i>		Large	Yes	18	15	Large
Maple, Silver Queen	Sapindaceae	<i>Acer</i>	<i>Saccharinum</i>	'Silver Queen'	Large	No	16	13	Large
Maple, Striped	Sapindaceae	<i>Acer</i>	<i>pensylvanicum</i>		Large	Yes	9	7	Small
Maple, Sugar	Sapindaceae	<i>Acer</i>	<i>saccharum</i>		Large	Yes	20	15	Large
Maple, Sugar 'Columnar'	Sapindaceae	<i>Acer</i>	<i>saccharum</i>	'Columnare'	Large	No	20	4	Small
Maple, Tartarian	Sapindaceae	<i>Acer</i>	<i>tataricum</i>		Small	No	5	6	Small
Maple, Tartarian 'Hot-Wings'	Sapindaceae	<i>Acer</i>	<i>tataricum</i>	Hotwings'	Small	No	7	6	Small
Maple, 'Bowhall'	Sapindaceae	<i>Acer</i>	<i>rubrum</i>	'Bowhall'	Large	No	15	5	Small
Mountain-Ash, American	Rosaceae	<i>Sorbus</i>	<i>americana</i>		Medium	Yes	6	6	Small
Mountain-Ash, Showy	Rosaceae	<i>Sorbus</i>	<i>decora</i>		Medium	Yes	7	6	Small
Mulberry, Red	Moraceae	<i>Morus</i>	<i>rubra</i>		Medium	Yes	12	12	Medium
Oak, Black	Fagaceae	<i>Quercus</i>	<i>velutina</i>		Large	Yes	20	20	Large
Oak, Bur	Fagaceae	<i>Quercus</i>	<i>macrocarpa</i>		Large	Yes	18	13	Large
Oak, Chinquapin	Fagaceae	<i>Quercus</i>	<i>muehlenbergii</i>		Large	No	15	15	Large
Oak, English	Fagaceae	<i>Quercus</i>	<i>robur</i>		Large	No	18	13	Large
Oak, English Pyramidal	Fagaceae	<i>Quercus</i>	<i>robur</i>	'Fastigata'	Large	No	15	5	Small
Oak, English Skinny Genes	Fagaceae	<i>Quercus</i>	<i>robur</i>	'Skinny Genes'	Large	No	15	3	Small
Oak, English Skyrocket	Fagaceae	<i>Quercus</i>	<i>robur</i>	'Skyrocket'	Large	No	20	5	Medium
Oak, Pin	Fagaceae	<i>Quercus</i>	<i>palustris</i>		Large	Yes	20	13	Large
Oak, Red	Fagaceae	<i>Quercus</i>	<i>rubra</i>		Large	Yes	16	15	Large
Oak, Red Kindred Spirit	Fagaceae	<i>Quercus</i>	<i>rubra</i>	' X Bicolor Nadler'	Large	No	10	2	Small
Oak, Shumard	Fagaceae	<i>Quercus</i>	<i>shumardii</i>		Large	Yes	12	12	Medium
Oak, Swamp White	Fagaceae	<i>Quercus</i>	<i>bicolor</i>		Large	Yes	15	15	Large
Oak, White	Fagaceae	<i>Quercus</i>	<i>alba</i>		Large	Yes	20	20	Large
Orange, Osage	Moraceae	<i>Maclura</i>	<i>pomifera</i>		Medium	No	12	12	Medium
Orange, Osage 'White Shield'	Moraceae	<i>Maclura</i>	<i>pomifera</i>	'White Shield'	Medium	No	12	12	Medium
Pagoda Tree, Japanese	Fabaceae	<i>Sophora</i>	<i>japonica</i>		Large	No	22	20	Large
Pawpaw	Annonaceae	<i>Asimina</i>	<i>triloba</i>		Medium	Yes	6	4.5	Small
Pine, Austrian	Pinaceae	<i>Pinus</i>	<i>nigra</i>		Large	No	18	15	Large
Pine, Eastern White	Pinaceae	<i>Pinus</i>	<i>strobus</i>		Large	Yes	24	11	Large
Pine, Eastern White Pyramidal	Pinaceae	<i>Pinus</i>	<i>strobus</i>	'Fastigata'	Large	No	15	2.5	Small
Pine, Red	Pinaceae	<i>Pinus</i>	<i>resinosa</i>		Large	Yes	20	10	Large
Pine, Scots	Pinaceae	<i>Pinus</i>	<i>sylvestris</i>		Large	No	15	9	Medium
Planetree, Exclamation	Platanaceae	<i>Platanus</i>	<i>x acerifolia</i>	'Morton Cirde'	Large	No	16	10	Medium
Planetree, London	Platanaceae	<i>Platanus</i>	<i>x acerifolia</i>		Large	No	20	20	Large
Planetree, London Bloodgood	Platanaceae	<i>Platanus</i>	<i>x acerifolia</i>	'Bloodgood'	Large	No	16	13	Large
Plum, Canada	Rosaceae	<i>Prunus</i>	<i>nigra</i>		Small	Yes	5	5	Small
Poplar, Balsam	Salicaceae	<i>Populus</i>	<i>balsamifera</i>		Large	Yes	13	6	Medium
Redbud, Eastern	Fabaceae	<i>Cercis</i>	<i>canadensis</i>		Small	Yes	9	9	Medium
Redbud, Forest Pansy	Fabaceae	<i>Cercis</i>	<i>canadensis</i>	'Forest Pansy'	Small	No	9	9	Medium
Redbud, Hearts of Gold	Fabaceae	<i>Cercis</i>	<i>canadensis</i>	'Hearts of Gold'	Medium	No	6	6	Small
Redbud, Silver Cloud	Fabaceae	<i>Cercis</i>	<i>canadensis</i>	'Silver Cloud'	Small	No	8	9	Medium
Redbud, Texas White	Fabaceae	<i>Cercis</i>	<i>canadensis</i>	'Texas White'	Small	No	8	9	Medium