Appendix A

WALKING TOUR MAP AND HANDOUT
Shoreacres Area Study
WALKING TOUR
June 29, 2015 - 3 p.m. to 8 p.m.

The City of Burlington has hired MHBC and George Robb Architects to study the Shoreacres neighbourhood. As an initial step, we will be carry out a walking tour of the area to collect information and we would like to talk to you about how you define the “character” of the neighbourhood.

For questions, please contact:
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416-518-8394
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905-335-7600 x 7892
Shoreacres Area Study
WALKING TOUR
June 29, 2015 - 3 p.m. to 8 p.m.

The following is a list of some of the features that are often used to define the character of a neighbourhood. During the walking tour, we are interested in hearing about these features and others that define the neighbourhood.

**NEIGHBOURHOOD FEATURES**

- Lotting Pattern / Street Pattern / Streetscape
- Street Trees
- Sidewalks
- Street Lighting
- Road Widths
- Environmental and Protected Areas
- Primary Façade Details
- Building Orientation (Front, Side and Rear Yard Setbacks)
- Orientation of Corner Lots
- Lot Coverage
- Roofline Pattern
- Location and Placement of Porches and Decks/Patios
- Location and Placement of Driveways and Walkways
- Style, Size and Location of Garages
- Trees and Landscaping
- Fencing
- Other

**LOT AND HOUSING FEATURES**

- Architectural Style of Homes
- Building Materials, Colours and Textures
- Building Massing
- Building Height
- Size of Homes (Floor Area)
- Primary Façade Details
- Building Orientation (Front, Side and Rear Yard Setbacks)
- Orientation of Corner Lots
- Lot Coverage
- Roofline Pattern
- Location and Placement of Porches and Decks/Patios
- Location and Placement of Driveways and Walkways
- Style, Size and Location of Garages
- Trees and Landscaping
- Fencing
- Other

**Share your thoughts and comments on the character of your neighbourhood!**

Of the features noted above, is there one that is the most defining of the character of the neighbourhood?

______________________________________________________________

Is there one feature that is the most important to maintain to protect the character of the neighbourhood?

______________________________________________________________

Do you think the area we are studying should be expanded to include similar lands from the original subdivision?

______________________________________________________________

Additional comments:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Appendix B

COMMUNITY WORKSHOP

SUMMARY WORKSHEET

(October 6, 2015)
OFFICIAL PLAN POLICIES AND URBAN DESIGN GUIDELINES

OFFICIAL PLAN POLICIES FROM THE CITY OF BURLINGTON OFFICIAL PLAN

Part III, 2.2.2 (c)
In Residential-Low Density areas, single-detached and semi-detached housing units with a density to a maximum of 25 units per net hectare shall be permitted. In addition, other forms of ground oriented housing units with a density to a maximum of 25 units per net hectare may be permitted, provided that these forms are compatible with the scale, urban design and community features of the neighbourhood.

Part III, 2.2.2 (g)(i)
The following building forms for residential development shall be permitted:

- detached and semi-detached homes shall be permitted in Residential-Low Density areas. Other forms of ground oriented, attached housing may be permitted, provided that these forms meet the density as specified in Part III, Subsection 2.2.2 c) for these areas and provided that these forms are compatible with the scale, urban design and community features of the neighbourhood

WHY?

Official Plan policies set out the permitted uses in residential designations and provide direction for the types and forms of housing that can be developed. The types and forms of housing are to be compatible with the surrounding neighbourhood.

Urban Design policies provide guidance on preferences for the design of new buildings and are intended to ensure that new residential development is compatible with and enhances existing neighbourhoods by promoting development that considers and complements the streetscape and architecture of neighbouring buildings.

OPTIONS - OFFICIAL PLAN

1. Specific Character Statements – area specific policies that define elements of a neighbourhood character based on specific distinctive and unique features. Development requires conformity with the character statement.
2. Stable Residential Area Policies for Infill – character is defined by:
   - land related elements: setbacks, orientation, separation distances/setbacks, landscaped / natural areas, lotting patterns, grading
   - building related elements: scale, height, massing, architectural design
   - criteria are defined for “development”
3. Policies to define a surrounding “neighbourhood” and “compatibility”
4. General Policies to define and address the level of intensification infill in stable residential areas

OPTIONS - URBAN DESIGN

1. More detailed separate policies for infill
2. Policies for stable residential areas
3. Incorporate guidelines into the OP
ZONING - LOT AREA AND LOT FRONTAGE

Lot Area & Frontage for the R2.1 Zone  Lot Area & Frontage for the R2.4 Zone

ZONING BY-LAW

<table>
<thead>
<tr>
<th>Zone</th>
<th>Minimum Lot Area</th>
<th>Minimum Lot Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>R2.1</td>
<td>700 sq m</td>
<td>18 m</td>
</tr>
<tr>
<td>R2.4</td>
<td>600 sq m</td>
<td>16 m</td>
</tr>
</tbody>
</table>

WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?

Lot Area means the total area of a lot (length x width).

Lot Frontage means the distance along the front of the lot usually along the street. Where the front lot line is not a straight line, or where the side lot lines are not parallel, the lot frontage is measured across the lot.

WHY?

Regulating lot areas and frontages provides a lotting pattern that is reasonably consistent in nature.

OPTIONS

<table>
<thead>
<tr>
<th>Options</th>
<th>Reduced</th>
<th>Maintain</th>
<th>Tightened</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allow for reduction to introduce smaller lots</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintain existing lot area and lot frontage requirements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tighten to reflect existing lots</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

REDUCE MAINTAIN TIGHTEN
ZONING - LOT COVERAGE

Lot Coverage means the area that the ground floor of the house covers as well as the area covered by other buildings on the lot. It is calculated as a percentage of the lot area. Areas for carports, porches, and decks may be excluded from the lot coverage calculation provided there is no floor area above them.

ZONING BY-LAW

<table>
<thead>
<tr>
<th>Dwelling Type</th>
<th>Dwelling with Attached Garage</th>
<th>Dwelling without Attached Garage</th>
</tr>
</thead>
<tbody>
<tr>
<td>One storey</td>
<td>40% including accessory buildings</td>
<td>32% plus 8% for accessory buildings</td>
</tr>
<tr>
<td>One and a half storey</td>
<td>37.5% including accessory buildings</td>
<td>29.5% plus 8% for accessory buildings</td>
</tr>
<tr>
<td>Two storeys</td>
<td>35% including accessory buildings</td>
<td>27% plus 8% for accessory buildings</td>
</tr>
<tr>
<td>All dwellings in designated areas</td>
<td>35% for one storey dwellings including accessory buildings</td>
<td>27% for one storey dwellings plus 8% for accessory buildings</td>
</tr>
<tr>
<td></td>
<td>25% for all other dwellings including accessory buildings</td>
<td>17% for all other dwellings plus 8% for accessory dwellings</td>
</tr>
</tbody>
</table>

WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?

Coverage controls the scale of development on a lot to ensure homes are proportional. Building footprints within the building envelope are controlled through coverage as well.

OPTIONS

Increase maximum lot coverage | Maintain existing lot coverage | Reduce maximum lot coverage

ALTERNATIVES - Use Floor Area Ratio (FAR) or GFA Maximum

WHY?

Coverage controls the scale of development on a lot to ensure homes are proportional. Building footprints within the building envelope are controlled through coverage as well.
Landscaping coverage means the calculation of the total horizontal area of a lot covered by landscaping.

Why?
Landscaping provides greenspace on a lot to ensure natural areas for appropriate drainage and open natural space.

Options
- Introduce residential landscape coverage regulations
- Do not introduce residential landscape coverage regulations

Alternative - Allow for encroachments
ZONING - SETBACKS AND DWELLING DEPTH

**ZONING BY-LAW**

<table>
<thead>
<tr>
<th>Zone</th>
<th>Minimum Front Yard</th>
<th>Minimum Rear Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>R2.1</td>
<td>11 m</td>
<td>10 m*</td>
</tr>
<tr>
<td>R2.4</td>
<td>6 m</td>
<td>9 m*</td>
</tr>
</tbody>
</table>

* on a corner lot the rear yard may be 4.5m

**WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?**

Front Yard setback means the space and distance between the front of the house and the front property line.

Rear Yard setback means the space between the rear property line and the back of the house.

**WHY?**

Regulating front yard setbacks works to promote a streetscape in which dwellings are located at similar distances from the front lot line. It also provides for greenspace and setbacks from the sidewalks and streets. Regulating rear yard setbacks works to create backyard space and mitigate issues such as rear yard shadowing.

**OPTIONS**

- Reduce minimum required front/rear yard setback
- Maintain existing minimum required front/rear yard setback
- Increase minimum required front/rear yard setback

REDUCE  MAINTAIN  TIGHTEN

ALTERNATIVE - Allow for encroachments

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Appendix | SHOREACRES CHARACTER STUDY
ZONING - SIDE YARD SETBACKS

Side Yard Setback for the R2.1 Zone

Side Yard Setback for the R2.4 Zone

ZONING BY-LAW

<table>
<thead>
<tr>
<th>Zone</th>
<th>Minimum Side Yard</th>
<th>Minimum Street Side Yard</th>
</tr>
</thead>
<tbody>
<tr>
<td>R2.1</td>
<td>10% of actual lot width with attached garage</td>
<td>4.5 m</td>
</tr>
<tr>
<td></td>
<td>10% of actual lot width, 3 m other side without attached garage</td>
<td></td>
</tr>
<tr>
<td>R2.4</td>
<td>1.2 m for one or one and a half storey with attached garage</td>
<td>4.5 m</td>
</tr>
<tr>
<td></td>
<td>1.2 m for two or more storey with attached garage</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.2 m, 3 m other side for one or one and a half storey without attached garage</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.2 m, 3 m other side for two or more storey side without attached garage</td>
<td></td>
</tr>
</tbody>
</table>

WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?

A Side Yard setback is the space between the side property line and the house.

WHY?

Side yards provide separation between dwellings for site functions like access to rear yards, drainage and grading, privacy, and utilities. Regulating side yard setbacks works to ensure that dwellings are separated and appropriate distances are protected.

OPTIONS

Reduce minimum required side yard setback
Maintain existing minimum required side yard setback
Increase minimum required side yard setback

REDUCE MAINTAIN TIGHTEN
WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?

Dwelling depth means the minimum depth that a dwelling can extend from the front of the house into the rear yard.

WHY?

Regulating dwelling depth works to control the massing of a dwelling, while also mitigate issues such as side and rear yard shadowing and overlook into adjacent properties.

OPTIONS

- Introduction of a maximum permitted dwelling depth regulation
- Do not introduce a maximum permitted dwelling depth regulation
ZONING - BUILDING HEIGHT

Peaked Roof Dwellings

1.5 Storey | 1 Storey, 7.5 m | 1 Storey
1.5 Storey | 1.5 Storey, 8.5 m | 1 Storey
1.5 Storey | 2 Storey, 10 m | 1 Storey

Flat Roof Dwellings

1.5 Storey | 1 Storey, 4.5 m | 1 Storey
1.5 Storey | 2 Storey, 7 m | 1 Storey

ZONING BY-LAW

<table>
<thead>
<tr>
<th>Zoning Map</th>
</tr>
</thead>
</table>

Peaked Roof Dwelling

<table>
<thead>
<tr>
<th>Detached</th>
<th>Building Height Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 storey to 7.5 m</td>
<td>1.5 Storey, 1 Storey, 7.5 m</td>
</tr>
<tr>
<td>1 1/2 storey to 8.5 m</td>
<td>1.5 Storey, 1.5 Storey, 8.5 m</td>
</tr>
<tr>
<td>2 storey to 10 m</td>
<td>1.5 Storey, 2 Storey, 10 m</td>
</tr>
</tbody>
</table>

Flat Roof Dwelling

<table>
<thead>
<tr>
<th>Detached</th>
<th>Building Height Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 storey to 4.5 m</td>
<td>1.5 Storey, 1 Storey, 4.5 m</td>
</tr>
<tr>
<td>N/A</td>
<td>1.5 Storey, 2 Storey, 7 m</td>
</tr>
<tr>
<td>2 storey to 7 m</td>
<td>1.5 Storey, 2 Storey, 7 m</td>
</tr>
</tbody>
</table>

Building Additions

Alternatively, additions and enlargements to existing dwellings are permitted to a maximum height of two storeys measured from the ceiling of the existing dwelling a maximum of 6 m at the peak of the roof or a maximum of 3 m to a flat roof.

WHAT ARE THESE REGULATIONS AND HOW DO THEY WORK?

Height is specifically defined in the by-law as the distance between the grade at the front of the house and the highest point of a roof.

WHY?

Regulating building height works to mitigate shadowing impacts, privacy and massing.

OPTIONS

Reduction in maximum permitted building height
Maintain existing maximum permitted building height
Increase maximum permitted building height

REDUCE MAINTAIN TIGHTEN

ALTERNATIVES - Revise definition for height
OTHER PROCESSES AND BY-LAWS

WHAT?

What are these regulations and how do they work? Are these public processes with notices or permits/notifications to individuals?

Tree Protection – Several municipalities have introduced tree protection by-laws to manage tree preservation on private property. **Individual**

Property Standards – the Municipal Act allows municipalities to pass by-laws to regulate and control property conditions and the maintenance of properties. **Individual**

Building Code and Permitting – the Ontario Building Code sets out mandatory requirements for minimum building standards in Ontario. Permits are required to be issued under the Code through municipal building divisions. **Individual**

Site Plan Control – is administered by municipalities through a by-law passed under the Planning Act. **Individual**

Committee of Adjustment – committee is established to hear applications for variances to zoning regulations which are permitted under the Planning Act. **Public**

OPTIONS

Tree Protection – range of options available, considerations include private vs. public rights, administration, costs and enforcement of the program

Property Standards – more detailed by-laws can be provided to address specific elements like outdoor storage, refuse, signage, and noise

Building Code and Permits – open data can be available, permitting process in Burlington already secures approvals prior to demolition

Site Plan Control – used for single family dwellings in older established or heritage areas, shoreline areas

Committee of Adjustment – process is based on procedural by-law; notices are generally as provided in Planning Act regulations (notices by sign and circulation)
Appendix C

BEST PRACTICE SUMMARY AND EXAMPLES
Appendix | SHOREACRES CHARACTER STUDY

City of Brampton

In September 2014, the City of Brampton passed By-law 280-2014 to amend Zoning By-law 270-2004. By-law 280-2014 introduced regulations for Older, Mature Neighbourhoods within the City. Below is an excerpt of the regulations imposed on lots within designated Older, Mature Neighbourhoods:

The following requirements and restrictions shall apply to lots permitted to be used, and used, for single detached dwelling purposes in areas identified on Schedule J to this By-law.

a) Minimum Rear Yard Depth: equal to 25% of the depth of the lot or, the minimum rear yard depth required by the zone designation of the lot, whichever is greater.

b) Minimum Interior Side Yard Width:
   i. 1.2 m for the first storey, or part thereof, plus 0.6 m for each additional storey, or part thereof, where the lot width is less than, or equal to, 16 m.
   ii. 1.8 m where the lot width is equal to, or greater than, 16 m but less than 21 m.
   iii. 2.8 m where the lot width is equal to, or greater than, 21 m but less than 30 m.
   iv. 3.0 m where the lot width is equal to, or greater than, 30 m.

c) Maximum Lot Coverage: 30 percent, excluding permitted accessory structures.

d) Maximum Building Height: 8.5 metres.

Having unique rear yard and side yard setbacks, lot coverage, and building height requirements within established residential neighbourhoods is aimed at maintaining the character of mature neighbourhoods.

BEST PRACTICE EXAMPLES
Town of Oakville

The Town of Oakville has policies and regulations in place which are aimed at maintaining existing neighbourhood character in stable residential communities. Section 11.1.9 of the Livable Oakville Plan sets out criteria for development within such areas:

11.1.9 Development within all stable residential communities shall be evaluated using the following criteria to maintain and protect the existing neighbourhood character:

a) The built form of development, including scale, height, massing, architectural character and materials, is to be compatible with the surrounding neighbourhood.

b) Development should be compatible with the setbacks, orientation and separation distances within the surrounding neighbourhood.

c) Where a development represents a transition between different land use designations or housing forms, a gradation in building height shall be used to achieve a transition in height from adjacent development.

d) Where applicable, the proposed lotting pattern of development shall be compatible with the predominant lotting pattern of the surrounding neighbourhood.

e) Roads and/or municipal infrastructure shall be adequate to provide water and wastewater service, waste management services and fire protection.

f) Surface parking shall be minimized on the site.

g) A proposal to extend the public street network should ensure appropriate connectivity, traffic circulation and extension of the street grid network designed for pedestrian and cyclist access.

h) Impacts on the adjacent properties shall be minimized in relation to grading, drainage, location of service areas, access and circulation, privacy, and microclimatic conditions such as shadowing.

i) The preservation and integration of heritage buildings, structures and uses within a Heritage Conservation District shall be achieved.

j) Development should maintain access to amenities including neighbourhood commercial facilities, community facilities including schools, parks and community centres, and existing and/or future public transit services.

k) The transportation system should adequately accommodate anticipated traffic volumes.

l) Utilities shall be adequate to provide an appropriate level of service for new and existing residents.
This development criteria outlined in the Livable Oakville Plan reflects the Town’s desire for compatible infill development. The Town of Oakville has also included provisions in their new Zoning By-law which attempt to translate the qualitative criteria outlined in Section 11.1.1.9 of the Livable Oakville Plan into quantitative permissions and requirements in Zoning By-law 2014-014.

The -0 Suffix Zone covers a large number of communities located throughout Oakville which were determined to be stable residential. Regulations applying to lots within the -0 Suffix Zone include maximum residential floor area ratio, lot coverage, front yard setbacks, main wall proportionality, balcony and deck prohibitions, and building height, as seen below:

6.4 The -0 Suffix Zone
Notwithstanding any provision of this By-law, the following regulations shall apply on lands subject to the -0 Suffix Zone.

6.4.1 Residential Floor Area Ratio
The maximum residential floor area ratio for a detached dwelling shall be as shown in Table 6.4.1, below.

<table>
<thead>
<tr>
<th>Lot Area</th>
<th>Maximum Residential Floor Area Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 557.5 m²</td>
<td>43%</td>
</tr>
<tr>
<td>557.50 m² – 649.99 m²</td>
<td>42%</td>
</tr>
<tr>
<td>650.00 m² – 742.99 m²</td>
<td>41%</td>
</tr>
<tr>
<td>743.00 m² – 835.99 m²</td>
<td>40%</td>
</tr>
<tr>
<td>836.00 m² – 928.99 m²</td>
<td>39%</td>
</tr>
<tr>
<td>929.00 m² – 1,021.99 m²</td>
<td>38%</td>
</tr>
<tr>
<td>1,022.00 m² – 1,114.99 m²</td>
<td>37%</td>
</tr>
<tr>
<td>1,115.00 m² – 1,207.99 m²</td>
<td>35%</td>
</tr>
<tr>
<td>1,208.00 m² – 1,300.99 m²</td>
<td>32%</td>
</tr>
<tr>
<td>1,301.00 m² or greater</td>
<td>29%</td>
</tr>
</tbody>
</table>

6.4.2 Maximum Lot Coverage
a) For a lot with a detached dwelling, the maximum lot coverage shall be as shown in Table 6.4.2, below.

<table>
<thead>
<tr>
<th>Parent Zone</th>
<th>Where the detached dwelling is less than or equal to 7.0 metres in height</th>
<th>Where the detached dwelling is greater than 7.0 metres in height</th>
</tr>
</thead>
<tbody>
<tr>
<td>RL1 and RL2 Zones</td>
<td>Shall be equal to the maximum lot coverage for the parent zone</td>
<td>25%</td>
</tr>
<tr>
<td>RL3, RL4, RL5, RL7, RL8, and RL10 Zones</td>
<td></td>
<td>35%</td>
</tr>
</tbody>
</table>
b) Notwithstanding section 6.5.2(e) of this By-law, no additional lot coverage is permitted for accessory buildings and structures in a -0 Suffix Zone.

6.4.3 Minimum and Maximum Front Yard
a) The minimum front yard on all lots shall be the yard legally existing on the effective date of this By-law less 1.0 metre.

b) Notwithstanding subsection (a) above, where a lot was vacant on the effective date of this By-law or a new lot is created after the effective date of this By-law, the minimum front yard shall be equal to the minimum front yard required for the parent zone.

c) The maximum front yard for the dwelling on all lots shall be 5.5 metres greater than the minimum front yard for the applicable lot.

6.4.4 Main Wall Proportionality
The following main wall proportion requirements apply to new buildings constructed after the effective date of this By-law:

a) A minimum of 50% of the length of all main walls oriented toward the front lot line shall be located within the area on the lot defined by the minimum and maximum front yards.

b) For clarity, Section 6.4.4 does not apply to additions to buildings legally existing on the effective date of this By-law.

6.4.5 Balcony and Deck Prohibitions
Balconies and uncovered platforms are prohibited above the floor level of the first storey on any lot in the -0 Suffix Zone.

6.4.6 Height and Storeys

a) The maximum number of storeys shall be 2.

b) Floor area is prohibited above the second storey.

c) The maximum height shall be 9.0 metres.

The -0 Suffix Zone covers a large geographical area in the Town of Oakville. The relatively restrictive regulations that apply within the -0 Suffix Zone look to minimize the potential impacts, relating to such issues as massing and privacy, of infill housing in stable residential communities.

The Town of Oakville also has a document entitled Urban Design Guidelines for Stable Residential Communities that guides development in accordance with the Livable Oakville policies and By-law 2014-14.
City of Ottawa

In May 2012, the City of Ottawa passed By-law 2012-147 to amend Zoning By-law 2008-250. By-law 2012-147 deals with low-rise residential infill development in mature neighbourhoods, and has been appealed to the Ontario Municipal Board. Ottawa's Infill By-law includes a wide range of provisions, some of which include: front yard averaging, parking, and building height. Requirements for streetscape character analysis studies are also addressed in the By-law, which requires that 21 lots located on either side of, and across the street from, a proposed development be reviewed to determine the characteristics of the existing streetscape. This streetscape classification is viewed as the starting point for determining compatibility under By-law 2012-147.

City of Toronto

The City of Toronto's Official Plan contains land use policies for Neighbourhoods. These policies speak to development opportunities within stable, low-density areas throughout the City. Toronto’s Neighbourhood policies are outlined below:

1. Neighbourhoods are considered physically stable areas made up of residential uses in lower scale buildings such as detached houses, semi-detached houses, duplexes, triplexes, and townhouses, as well as interspersed walk-up apartments that are no higher than four storeys. Parks, low scale local institutions, home occupations, cultural and recreational facilities and small-scale retail, service and office uses are also provided for in Neighbourhoods.

   Low scale local institutions play an important role in the rhythm of daily life in Neighbourhoods and include such uses as: schools, places of worship, community centres, libraries, day nurseries and private home daycare, seniors and nursing homes and long-term care facilities, public transit facilities, utility and telecommunications installations, and public services and facilities provided by the local, provincial and federal governments.

2. Schools will provide open space for outdoor student activities and landscaping and will be designed and operated to limit noise, privacy and traffic impacts on neighbouring residents.

3. Small-scale retail, service and office uses are permitted on properties in Neighbourhoods that legally contained such uses prior to the approval date of this Official Plan. New small-scale retail, service and office uses that
are incidental to and support Neighbourhoods and that are compatible with the area and do not adversely impact adjacent residences may be permitted through an amendment to the Zoning By-law, where required, on major streets shown on Map 3, with the exception of portions of streets which have reversed lot frontages. To maintain the residential amenity of Neighbourhoods, new small-scale retail, service and office uses will:

a) serve the needs of area residents and potentially reduce local automobile trips;
b) have minimal noise, parking or other adverse impacts upon adjacent or nearby residents; and
c) have a physical form that is compatible with and integrated into the Neighbourhood.

4. Apartment buildings legally constructed prior to the approval date of this Official Plan are permitted in Neighbourhoods.

5. Development in established Neighbourhoods will respect and reinforce the existing physical character of the neighbourhood, including in particular:

a) patterns of streets, blocks and lanes, parks and public building sites;
b) size and configuration of lots;
c) heights, massing, scale and dwelling type of nearby residential properties;
d) prevailing building type(s);
e) setbacks of buildings from the street or streets;
f) prevailing patterns of rear and side yard and landscapes open space;
g) continuation of special landscape of built-form features that contribute to the unique physical character of a neighbourhood; and
h) conservation of heritage buildings, structures and landscapes.

No changes will be made through rezoning, minor variance, consent or other public action that are out of keeping with the physical character of the neighbourhood.

The prevailing building type will be the predominant form of development in the neighbourhood. Some Neighbourhoods will have more than one prevailing building type. In such cases, a prevailing building type in one neighbourhood will not be considered when determining the prevailing building type in another neighbourhood.
6. Where a more intense form of development than the prevailing building type has been approved on a major street in a Neighbourhood, it will not be considered when reviewing prevailing building type(s) in the assessment of development proposals in the interior of the Neighbourhood.

7. Proposals for intensification of land on major streets in Neighbourhoods are not encouraged by the policies of this Plan. Where a more intense form of residential development than that permitted by existing zoning on a major street in a Neighbourhood is proposed, the application will be reviewed in accordance with Policy 5, having regard to both the form of development along the street and its relationship to adjacent development in the Neighbourhood.

8. Zoning by-laws will contain numerical site standards for matters such as building type and height, density, lot sizes, lot depths, lot frontages, parking, building setbacks from lot lines, landscaped open space and any other performance standards to ensure that new development will be compatible with the physical character of established residential Neighbourhoods.

9. Infill development on properties that vary from the local patterns in terms of lot size, configuration and/or orientation in established Neighbourhoods will:
   a) have heights, massing and scale appropriate for the site and compatible with that permitted by the zoning for adjacent and nearby residential properties;
   b) provide adequate privacy, sunlight and sky views for residents of new and existing buildings by ensuring adequate distance and separation between building walls and using landscaping, planting and fencing to enhance privacy where needed;
   c) front onto existing or newly created public streets wherever possible, with no gates limiting public access; and
   d) locate and screen service areas and garbage storage to minimize the impact on existing and new streets and residences.

10. Where development is proposed on a site with an existing apartment building in Neighbourhoods, the new development must be grade-related and must also meet the criteria regarding infill development in Apartment Neighbourhoods.
City of Toronto

The City of Toronto also provides for numerous zoning provisions to control development in residential areas including building height, roof length, and coverage. Building depth and length are provided to limit depths to 19 metres from the main front wall of the building. Flat or shallow roof lines are also regulation to restrict the flat roof portion of a roof to more than 50% of the total roof span. Extracts from Toronto’s new zoning by-law are as follows:

**10.20.40.10 Height**

(1) **Maximum Height**

The permitted maximum height for a building or structure on a lot in the RD zone is:

(A) the numerical value, in metres, following the letters “HT” on the Height Overlay Map; or

(B) if the lot is in an area with no numerical value following the letters “HT” on the Height Overlay Map, 10.0 metres.

(2) **Maximum Height of Specified Pairs of Main Walls**

In the RD zone, the permitted maximum height of the exterior portion of main walls for a detached house is the higher of 7.0 metres above established grade or 2.5 metres less than the permitted maximum height in regulation 10.20.40.10(1), for either (A) or (B) below:

(A) for no less than 60% of the total width of:

(i) all front main walls; and

(ii) all rear main walls; or

(B) all side main walls:

(i) for no less than 60% of the total width of the side main walls facing a side lot line that abuts a street; and

(ii) for no less than 100% of the total width of the side main walls that do not face a side lot line that abuts a street.
(3) **Maximum Number of Storeys**

The permitted maximum number of storeys in a building on a lot in the RD zone is:

- (A) the numerical value following the letters “ST” on the Height Overlay Map; and
- (B) if the lot is in an area with no numerical value following the letters “ST” on the Height Overlay Map, the number of storeys is not

limited by this regulation.

(4) **Restrictions for a Detached House with a Flat or Shallow Roof**

If a detached house in the RD zone has a roof with a slope of less than 1.0 vertical units for every 4.0 horizontal units, for more than 50% of the total horizontal roof area:

- (A) despite regulation 10.20.40.10(1), the permitted maximum height

  of the building is 7.2 metres;
- (B) regulation 10.20.40.10(2) does not apply; and
- (C) despite regulation 10.20.40.10(3), the building may have no more

  than two storeys.

(5) **Exemption for Parapet on a Detached House with a Flat or Shallow Roof**

A parapet on a detached house in the RD zone may exceed the permitted maximum height of a building in regulation 10.20.40.10(4) by a maximum of 0.3 metres.

(6) **Height of First Floor Above Established Grade**

In the RD zone, the permitted maximum height of the first floor above established grade is 1.2 metres.

(7) **Width of Dormers in a Roof Above a Second Storey or Higher**

In the RD zone, on a detached house with two or more storeys, the exterior sides of a dormer are not main walls if the total width of dormers projecting from the surface of a roof does not occupy more than 40% of the total width of the building's main walls on the same front, rear or side as the dormers, measured at the level of the uppermost storey below the roof.
Exclusion of Certain Floor Area Within an Attic Space as a Storey
In the RD zone, where a floor area meets the conditions set out in regulation 10.5.40.40(1), this space is not a storey if it is used for housing or maintaining mechanical equipment for the building and the floor area does not exceed 20 square metres.

10.20.40.11 Height Exemptions
(1) Alterations to the Roof of Lawfully Existing Buildings in an RD Zone
In addition to the requirements of regulation 10.5.40.11(3), if a lawfully existing building in the RD zone is a detached house, the altered roof may not have a slope less than 1.0 vertical units for every 4.0 horizontal units for more than 50% of the total horizontal roof area.

10.20.40.20 Building Length
(1) Maximum Building Length if Required Lot Frontage is in Specified Range
In the RD zone with a required minimum lot frontage of 18.0 metres or less, the permitted maximum building length for a detached house is 17.0 metres.

(2) One Storey Extension to Building Length if Required Lot Frontage is in Specified Range
In the RD zone, despite regulation 10.20.40.20(1), on a lot with a required minimum lot frontage of more than 12.0 metres to 18.0 metres, a detached house may extend beyond the permitted maximum building length by a maximum of 2.0 metres, if the extended part:

(A) has a maximum height of 5.0 metres and one storey;

(B) is no wider than 50% of the width of the building at its widest point; and

(C) is at least 3.0 metres from each side lot line.

10.20.40.30 Building Depth
(1) Maximum Building Depth if Required Lot Frontage is in Specified Range
In the RD zone with a required minimum lot frontage of 18.0 metres or less, the rear main wall of a detached house, not including a one storey extension that complies with regulation 10.20.40.20(2), may be no more than 19.0 metres from the required front yard setback.
Appendix D

COMMUNITY WORKSHOP SUMMARY SHEET
OFFICIAL PLAN POLICIES AND URBAN DESIGN GUIDELINES

WHAT WE HEARD

- Urban design is very important
- Policies are good but too general
- No teeth in policies
- What is the neighbourhood? How do you define it?
- Official plan policies should be mindful of lot sizes and severances of lots
- Official plan and designs should be mindful of the area, but not restrictive. You need to be mindful of current needs and the growth of the City
- Policies for housing should be ‘neighbourhood specific’ – not City wide. Incorporate this within the Official Plan
- The study area is however not a heritage area, but a subdivision built 60 years ago. Changes need to be mindful to today’s needs

ANALYSIS AND RECOMMENDATIONS

- The Official Plan policies are critical in establishing implementing zoning which must conform to the Official Plan and direction for development
- Policies should differentiate stable residential/mature neighbourhoods and refer to the need to consider change and infill housing in relation to the character of the neighbourhood and to maintain and protect the character of that neighbourhood
- Those elements that have been defined for Shoreacres should be incorporated into the Official Plan as elements to be considered with change or “development” within stable residential areas – this needs to be considered to protect all of those defined areas in the City
- Supportive urban design guidelines should be updated and referenced in the updated Official Plan policies to protect and maintain the existing neighbourhoods

Based on findings and analysis draft recommended policies would be structured with consideration of wording to include:

The City of Burlington’s Residential-Low Density areas include neighbourhoods that were planned and developed during the post war period. These neighbourhoods have a unique and distinctive character that is defined by combined neighbourhood elements (x, y z), lots (xyz) and housing (xyz). These elements shall be maintained and protected.

Development within established, stable residential neighbourhoods shall maintain and protect the character of the neighbourhood by:

i) maintaining the size and configuration of the lots in the neighbourhood;
ii) being compatible with the built form of the housing in the neighbourhood in terms of scale, height and massing;
iii) being compatible with the setbacks, orientation and separation distances of the built form on the lots in the neighbourhood;
iv) minimizing impacts on adjacent properties from grading, drainage, access, privacy and shadowing;
v) protecting trees, tree canopy and landscaped open space; and,
vii) reflecting the prevailing building type in the neighbourhood.

No development should be permitted through a consent, minor variance, rezoning or site plan that does not maintain and protect the character of the existing stable residential neighbourhood.

Definition: Compatible means development or redevelopment which may not necessarily be the same as, or similar to, the existing development, but can coexist with the surrounding area without unacceptable adverse impact.

Urban Design Guidance for infill housing for stable residential areas should be updated to provide a framework for the assessment of development that looks at the physical layout, massing, functioning and relationships of new and modified dwellings in stable residential communities. The guidelines should address the changes occurring in stable residential communities so that compatibility can be achieved within the existing context and neighbourhood character. Achieving compatibility is not about replicating the existing form or reproducing architectural styles or details of nearby buildings. Rather, the focus is to direct how new development can be designed to maintain and preserve neighbourhood character.
ZONING - LOT AREA AND FRONTAGE

WHAT WE HEARD

• Majority of the existing lots are greater than the minimum lot area and minimum lot frontage
• Historical lots are intact and should be maintained
• Many lots are larger than minimum zone requirements
• Maintain lot size and minimums and do not grant variances = tighten

• There are not a lot of properties qualifying for severances (corner lots). Current zoning by-laws are sufficient enough even with some smaller variances
• Maintaining lot area/frontages is a good character trait – way of maintaining character

ANALYSIS

• Large lots are reflective of original planned community
• Large lots and wide frontages are reflective of neighbourhood character and should be maintained
• Spacious, large lots support elements of character related to lots and sustainable lot functions - trees, vegetation, and privacy
• Wide lots maintain streetscape neighbourhood character

DRAFT RECOMMENDATIONS

• Maintain current zoning regulations for minimum lot areas and frontages
• Provide specific reference to lot areas and frontages in updated Official Plan policies for stable residential areas
ZONING - LOT COVERAGE

WHAT WE HEARD

- Ground floor porches that are fully usable with a second storey porch/balcony overtop should be considered within the hardscape percentage.
- Address modernized porches and balconies with full lighting
- Tighten the scale of development – massing
- Concerns to ensure protection of yards and protect neighbours permeable and impermeable surfaces
- Tree cover and privacy are valued characteristics
- Lot coverage percentages have failed us – building depth regulation might address shortcomings
- Changes should be across the entire city
- Permitted lot coverage has already been reduced– should not happen again
- Open to the idea of floor area ratio regulation – should be explored
- Please revisit boundaries of designated lot coverage area
- Current lot coverage is sufficient and meets requirements for new builds and requirements of today’s houses and needs
- Why does a garden shed count towards lot coverage but a carport doesn’t? Neither have living space above them

ANALYSIS

- Coverage can affect streetscape and massing and should be carefully regulated
- Consistent approach to coverage using proportional percentages should be used throughout the neighbourhood
- Designs should accommodate covered porches and decks – if additional coverage is required it should be assessed through variance process to maintain intent of zoning regulations
- Second floor balconies should require variance, again, to ensure appropriate context and minimized impacts from overlook
- Coverage can affect streetscape and massing and should be carefully regulated
- Consideration of floor area ratio was discussed
- Floor area ratio (known as FAR) is obtained by dividing the floor area of a building by the area of the lot
- This measure can be used to proportionally regulate the volume of building area and control massing – it provides for consistent dwelling sizes on similar sized lots
- Given the concerns about maintaining appropriate scale and massing to protect the neighbourhood character such a regulation if appropriately matched to lot area can be a useful regulation

DRAFT RECOMMENDATIONS

- Apply designated area coverages – 35% and 25% respectively to one and two storey dwellings (heights less than or equal to 7m – 35%, heights > 7m – 25%) to both zones in the area
- FAR should be considered and a determination of what is to be included in floor area should be confirmed
- FAR should be provided on a scale that decreases with increased size of lot
- FAR regulations would work in conjunction with lot coverage permissions to regulate the overall massing of dwellings
- Include covered porches and decks in coverage calculation
- Prohibit second storey balconies
ZONING - SETBACK AND DWELLING DEPTH

WHAT WE HEARD

Setbacks
• Increase minimum side yard setback to 15% of lot width – privacy/attached side building
• Consider sheds – accessory buildings
• Maintain existing setbacks
• Character is influenced by setbacks
• Tighter regulations when a two storey house is built next to a one storey house
• Side yards – shadowing, privacy concerns
• Maintain existing side yard setbacks when existing dwelling is setback more than by-law minimum requirements
• Front yard averaging is a good idea
• Garages should not be permitted to project
• Rear yard setback is more important than the front yard setback

Dwelling Depth
• No for depth restrictions – result in more 2 storeys, less bungalows
• Dwelling depth regulation is not necessary as we already have set back regulations
• Dwelling depth is very important but 10 m rear would address some of the issues
• Dwelling depth concerns – regarding rear setback for corner lot being 4.5 m

ANALYSIS

• Regulating front yard setbacks works to promote a streetscape in which dwellings are located at similar distances from the front lot line. Front yards also provide greenspace and setbacks from the sidewalks and streets. Regulating rear yard setbacks works to create backyard space and mitigate issues such as rear yard shadowing.
• Side yards provide separation between dwellings for site functions including access to rear yards, drainage and grading, privacy, and utilities. Regulating side yard setbacks works to ensure that dwellings are separated and appropriate distances are protected.
• Character of Shoreacres area is defined by lots with spacious side yards which define separation distances between dwellings and define the streetscape
• Front yard setbacks should be maintained to reflect historical setbacks and character of large spacious front yards
• Rear yards need to be maintained on wide lots to ensure protection of rear space and privacy

DRAFT RECOMMENDATIONS

• To ensure character of the historical streetscape is maintained, prevailing front yard setbacks should be maintained
• Prevailing front yard setbacks can be achieved by using an average of front yard setbacks or recognizing existing front yards less a 1 metre difference
• An example of this type of regulation could be established as follows:
  • “The minimum front yard for any dwelling shall be the average of the yards of dwellings abutting the same road established by the nearest dwelling on each side”.
• Side yard setbacks should be consistent throughout the area and based on the size of lots to ensure proportional spacing
• The use of a % for side yards based on lot size may result in some homes with existing conditions that encroach into the side yard setback – a provision can be provided to address these situations to ensure they are not increased
• Rear yard setbacks (current minimums) should be maintained
• Dwelling depth on wide shallower lots is not required given significant rear yard setback and other regulations to control scale
ZONING - BUILDING HEIGHT

WHAT WE HEARD

• Eliminate 2 storey in area – does not fit character of neighbourhood
• Height of building should match existing neighbourhood
• House height should be restricted to average of closest neighbouring houses
• Change the height by-law so it is not Burlington-wide – the character of our neighbourhood should have a lower height maximum
• The house height should not be higher than the surrounding houses left, right, and behind
• Building height should be a considering factor when building a new build, but not the only one

• 10 m for a 2 storey house that is between two bungalows might look out of place, but between other 2 storey houses do not look out of place
• You cannot eliminate building 2 storey houses in 2015, as needs of people change so do the requirements for houses
• Maintaining the fabric of neighbourhood as is now
• Reduce maximum height as it introduces privacy and shadowing issues
• 1.5 storeys to 8.5 m for Shoreacres community – nothing higher
• Change max height from 10 m to 9 m
• Architects are important in maintaining image of height – break up

ANALYSIS AND DRAFT RECOMMENDATIONS

• Height is one of the most significant issues that has been discussed through the study
  • Regulating building height works to mitigate shadowing impacts, privacy and massing.
  • There is a need for clarity around height – what it means and how it is measured (metrics vs. storeys) in the by-law
  • Most important control over height is to ensure appropriate height and rooflines
  • Flat roofs on two storey dwellings should be avoided as this is not reflective of the character in the neighbourhood
  • Height should continue to be defined from grade at the street line to avoid grading changes to artificially increase height
  • Older neighbourhoods with traditional bungalow and raised ranch style homes should provide some flexibility for alteration, additions and/or new homes to be built to accommodate housing needs
  • Older established areas similar to Shoreacres in other areas have lower overall height limits
  • Consideration of a 9 metre maximum should be further considered for midpoint
  • This would ensure any increase to height with additions or rebuilds is addressed in the context of the lot and the area
  • These adjustments will ensure increased heights require assessment in accordance with process of variances which must maintain the intent of the zoning regulation and Official Plan policies
  • Midpoint measurements are a better control for massing and easier to work with architecturally (still allows 10m to peak)

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  • Midpoint measurements are a better control for massing and easier to work with architecturally (still allows 10m to peak)
ZONING - LANDSCAPING COVERAGE

WHAT WE HEARD

- Define landscape coverage in the area – helps to differentiate area
- Landscaping (impervious surface) should be limited to reduce runoff
- Trees/private trees should be exception and there should be by-laws to protect them
- Could help with single storey massing and covered decks, carports, or uncovered decks
- Reduce water absorption/runoff/flooding
- Set at 60-70%
- Landscaping coverage is very important for drainage problems
- Hardcape concerns regarding drainage for neighbours

ANALYSIS

- Landscaping provides greenspace on a lot to ensure natural areas for appropriate drainage and open natural space
- Current by-law has restrictions in one zone
- Should be extended to both zones in area
- Maintain current %
- Current definition
  - Landscaped Open Space Area - means an open, unobstructed space between a property line and a building elevation facing a street, excluding any permitted encroachment into a required yard, which is dedicated to the growth and maintenance of grass, flowers, shrubs, trees and other landscaping including a walkway, but not include any driveway, ramp or parking area, whether surfaced or not, or any open space beneath a building or structure.

DRAFT RECOMMENDATIONS

- The combined maximum width of all hard surfaces is 50% of the front or side street lot line and should be enforced for all lots in the area
- This would require a minimum of 50% of the front or street side yard to be covered by landscaped open area
- Existing zoning provisions would be maintained on the majority of lots located within the study area
- This would result in new zoning provisions for lots that are less than 18 m in width
OTHER PROCESSES AND BY-LAWS

WHAT WE HEARD

- Notify neighbours of any construction (even new builds)
- Public notification and public process for review of tree removal
- When reviewing whether a tree can be removed a calculation of the tree canopy for a neighbourhood (or smaller area) should be considered, not a large area (i.e. City of Burlington)
- City to provide trees to residents to plant to increase tree canopy
- Include trees in site plan control process
- City to replace trees on public boulevards
- Timeline required as by-laws:
  - For homes/sites sitting vacant
  - Length of a demolition
  - Length of a vacant lot
  - Length of a build
- More tree protection by-laws needed for the City of Burlington, for private trees and protecting the trees from being cut down
- Mature trees need by-law protection when on private property (unless are declared hazardous, etc.)
- The site plan is a single one for Burlington. There should be site plans that are adopted to the character of the neighbourhood
- People’s personal choice for the look of the house. Should not be the concern of other people if you remain within by-laws.
- Committee of Adjustment applications need to remain public. Site plan applications for plans within by-laws need to remain with the individual only.
- Construction management – on site traffic

ANALYSIS AND DRAFT RECOMMENDATIONS

Tree Protection
- Clearly an area of considerable discussion that warrants further consideration
- Private trees cannot be protected through zoning – protection needs to be considered through other measures.
- Further consideration to ensure maximized tree protection should be explored (consider similar program as new City of Hamilton)
- Added reference to trees and tree canopy in policies as part of defined character for neighbourhood and lots

Site Plan/Urban Design
- Update design guidelines for infill housing
- Need to address design guidelines for stable residential neighbourhoods
- Neighbourhood Context (character, lot size, scale, rear yard privacy, corner lots, ravine lots), Architectural Context (massing, height, setbacks, facades, architecture, garages, accessory structures), Site Context (landscaping, tree preservation, driveways and walkways)

Demolition and Permitting
- Consideration to access to open data and ability to sign onto to feed
- Continue improvements to communication of information and explanation of processes
- In Toronto, you are able to search for the status of building permits by application number, street address, and/or city ward. Search results provide details on application type, date, and status (includes active applications, not only issued permits).