



# GLEN WILLIAMS MATURE NEIGHBOURHOOD Study

## BACKGROUND REPORT

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Prepared for:  
**Town of Halton Hills**

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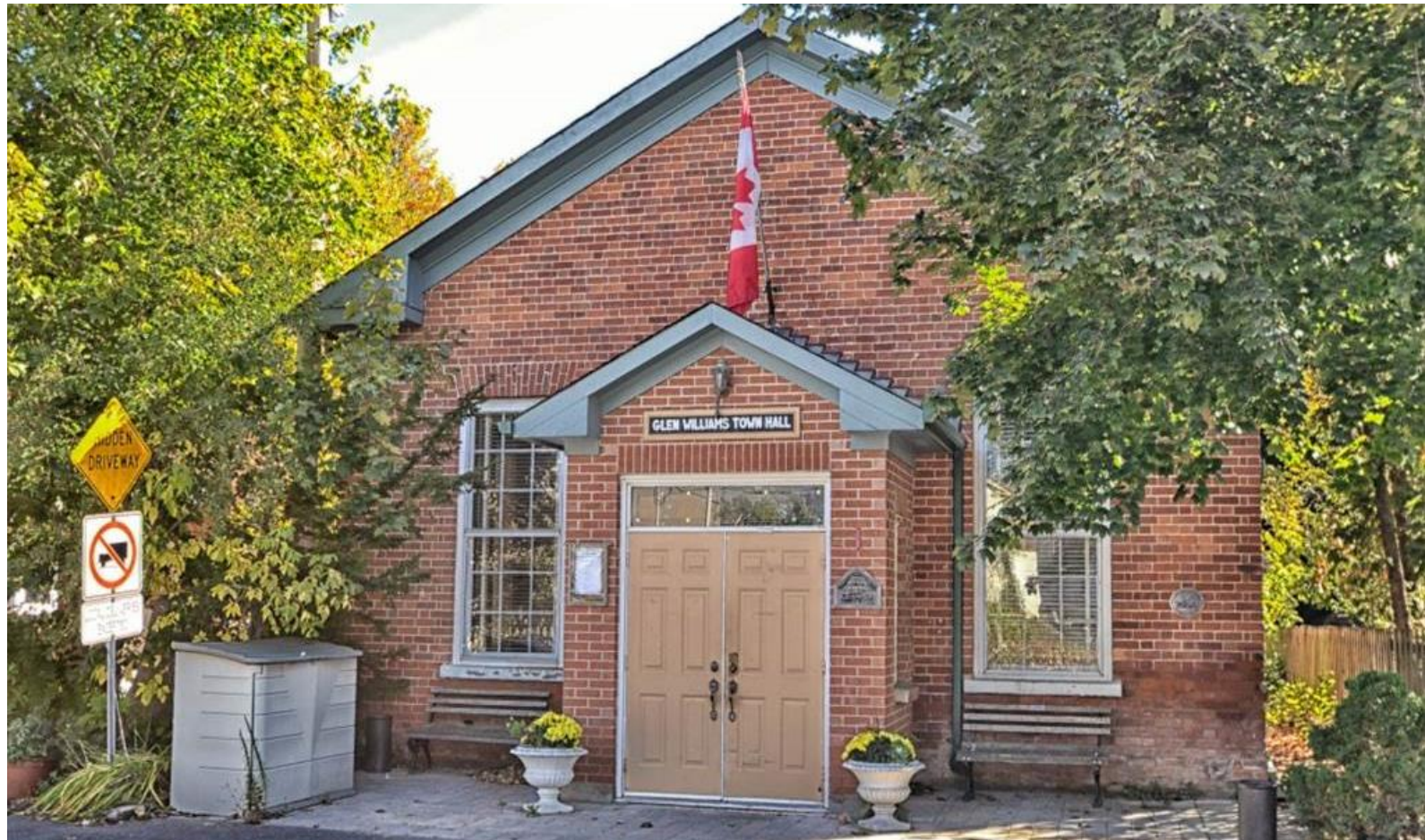
# 1.0

## INTRODUCTION

In recent years, the Town of Halton Hills has experienced an increase in the redevelopment of properties within its older, mature Neighbourhoods. Concerns have been raised by members of the community with respect to the type of replacement housing being built and the incompatibility of some homes with the character of the mature neighbourhoods. In response to this, the Town of Halton Hills has recently completed a Mature Neighbourhoods Character Study (MNCS) for the mature residential neighbourhoods of Acton and Georgetown. This study was undertaken following public concerns about the potential impact that new large houses (known as “monster homes”) were having on mature neighbourhoods. This study resulted in the adoption of Official Plan and Zoning-By-law amendments in May 2017 to address neighbourhood character. The MNCS did not cover the hamlet of Glen Williams and during the study process some of the residents of Glen Williams raised similar concerns regarding the potential for large home rebuilds affecting the character and appearance of Glen Williams.

In June 2017, the Halton Hills Council approved a work plan for a similar study for the Glen Williams area to focus on the impact of new replacement housing and additions and alterations to houses in Glen Williams. The study will recommend changes to the Zoning By-law to address the construction of new large homes in relation to the character of the mature neighbourhoods of Glen Williams. Changes recommended by the study are intended to work with the existing Official Plan and Secondary Plan policies to manage future change in the mature neighbourhoods of Glen Williams.





In November 2017, Council enacted an Interim Control By-law to restrict the size/scale of large home rebuilds within defined areas of Glen Williams, while the Glen Williams Mature Neighbourhood Study is being undertaken. The Interim Control By-law will be in effect for one year.

In November 2017, the Town of Halton Hills retained MacNaughton Hermesen Britton Clarkson (MHBC) Planning Limited (MHBC) as the planning consultant team to undertake this Study, under the direction of Town staff. The goal of the study is to provide recommendations on how to manage changes in the existing neighbourhoods of Glen Williams. The study will focus on the older residential areas at the centre of the hamlet as this is where the older homes and smaller lots are concentrated. Outside of these areas are larger lots or new developed areas where large new homes are either unlikely to be developed or are unlikely to have a significant impact. Specifically, the study will examine whether the Town's Zoning By-law is effective in maintaining the character of the mature neighbourhood of Glen Williams.

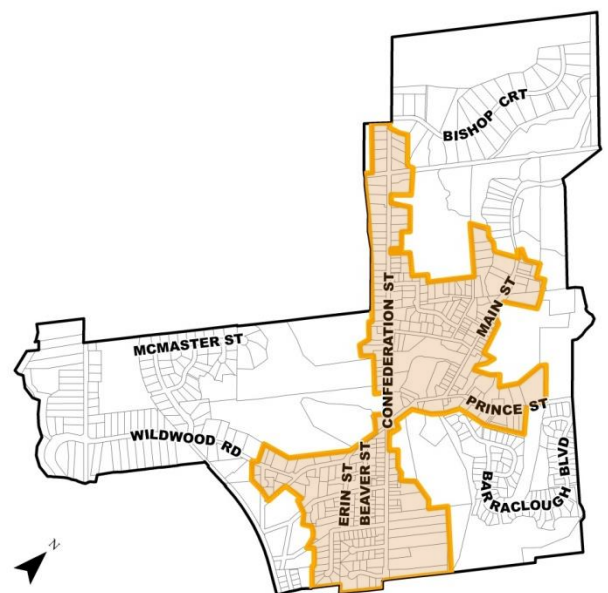


Figure 1.1.1 Study Area based on the boundaries of the Interim Control By-law 2017-0070



## 1.1 STUDY PURPOSE

Managing growth is a key objective for the Town of Halton Hills. While there are policies that direct growth through intensification to particular areas, there is also a need for policies to manage change in the older established neighbourhoods. Protecting and enhancing the character of older established areas is important to ensure these areas retain their character and remain stable through change.

The Terms of Reference for the Glen Williams Mature Neighbourhood Study identified the following objectives:

- to define and establish boundaries for the mature neighbourhoods of Glen Williams;
- to identify and evaluate the unique qualities and characteristics of the defined mature neighbourhoods and key issues regarding large-scale residential rebuilds that are of concern to the residents of Glen Williams;
- to develop options to maintain and enhance the distinct character of the mature neighbourhoods of Glen Williams;
- to identify existing and potential threats to the heritage resources within the hamlet of Glen Williams from large-scale residential rebuilds and assess the impact this would have on the character and appearance of the hamlet; and
- to develop and propose amendments to the Town's comprehensive Zoning By-law, as necessary, that define and manage large scale residential rebuilds in hamlet's mature neighbourhoods.

The boundary for the study area was based on the boundaries of the Interim Control By-law 2017-0070 (shown in figure 1), which was enacted to restrict the size/scale of large home rebuilds within defined areas of Glen Williams during the course of this study. As noted earlier, the ICBL applies to properties within the older residential areas at the centre of the hamlet. While the ICBL identifies a study area, the broader area will be examined to consider a broader context for the study.

## 1.2 STUDY PROCESS

The Glen Williams Mature Neighbourhood Study has three phases. Each phase includes engagement with the community and a steering committee meeting. The Steering Committee is made up of members of Council, Staff and representatives from the community. The Steering Committee will provide input at each stage of the process.

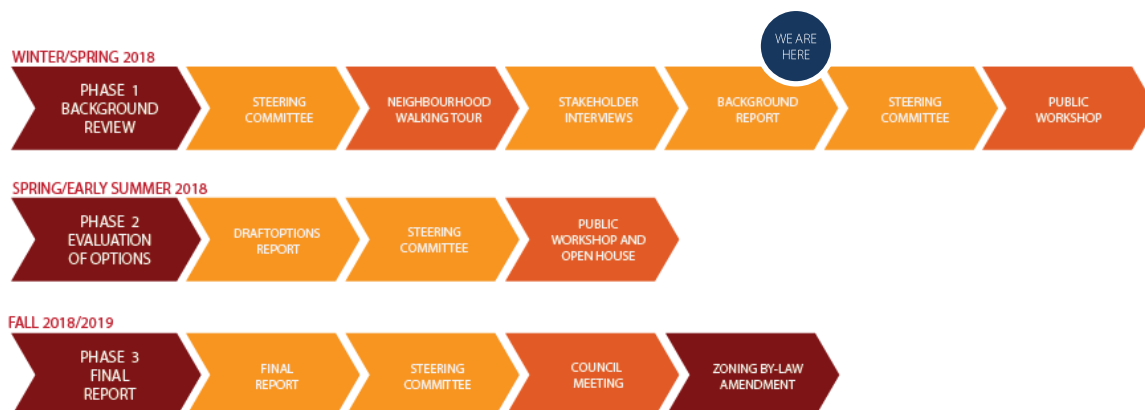


Figure 1.2.1 Study process chart

The first phase of the study is focused on background research and initial community consultation. This background report is intended to inform the study process by providing the following:

- an identification of the historical and physical neighbourhood context within the Glen;
- input from the community and stakeholders, identifying the issues and concerns within the hamlet;
- an identification of the changes occurring within the area and an understanding of the factors influencing such change;
- a summary of the planning process and the tools that can be used to manage change; and
- preliminary options to amend the Comprehensive Zoning By-law.



# **2.0**

# **NEIGHBOURHOOD CHARACTER**



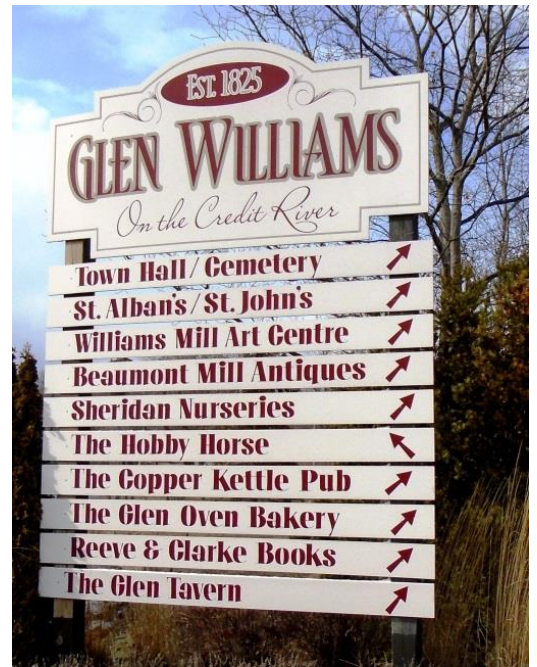
## 2.1 HOW IS NEIGHBOURHOOD CHARACTER DEFINED?

The character of a place is often defined to mean the collective qualities and characteristics that distinguish a particular area of neighbourhood. It is the combination of traits, features, styles and other common design elements that work together to create a feeling and presence of a distinct place or neighbourhood.

The characteristics of a place can be land related (i.e. the size of a lot and its frontage along a street), building related (i.e. built form, massing, height, building materials), neighbourhood related (i.e. connections such as sidewalks, trails, street networks) and include special features (i.e. focal points such as parks, community facilities, natural features). These features blend together to create a unique place and character.

It is also important to note that the character of a neighbourhood is perceived differently by people, and is shaped by individual values and experiences. Because these highly qualitative, experiential and subjective interpretations of neighbourhood character area are difficult to define, this study involves significant public engagement, as detailed in Section 3.0 of this report to collect a broad range of input and perspectives.

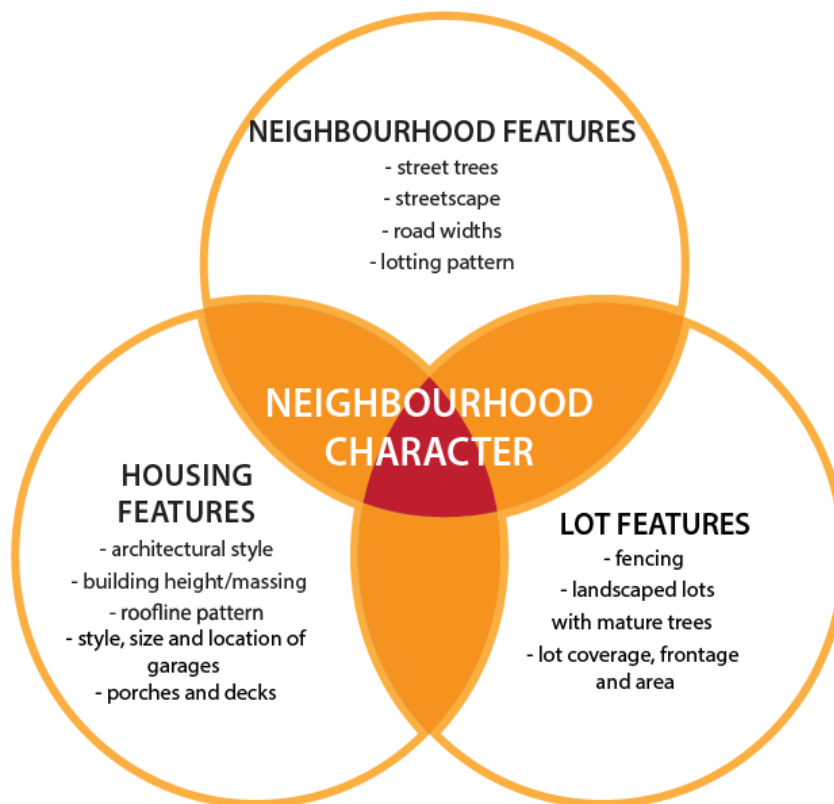




**Neighbourhood** features include elements that define the broader neighbourhood and include public areas such as the streets including the streetscape and street design, sidewalks, street lighting, street trees, natural features, and general lotting patterns (grid curvilinear, cul-de-sacs).

**Housing** or built form features are elements which define the type of buildings on the lots within the neighbourhood. These features include the architectural style of the homes, building materials, colours and textures, the massing and height of buildings, façade details and building orientation, lot coverage, rooflines, housing features including porches, driveways, garages and other features.

**Lot** features include elements that define the lots in a neighbourhood. These are both physical characteristics and visual characteristics which describe the look and feel of the area. Lot features include the size and frontage of the lots, the orientation of the lots and the natural features common on the lots.



*Figure 2.1.1 Neighbourhood character elements*



## 2.2. HISTORICAL DEVELOPMENT IN GLEN WILLIAMS

The varied topography and natural heritage in and around the hamlet of Glen Williams are some of its most noticeable and valued characteristics. A flood plain runs through the heart of the hamlet following the line of the Credit River. The Greenbelt surrounds the hamlet apart from a small area to the south west which borders Georgetown.

Glen Williams began as a community that grew up around a number of mills that were established and thrived by utilizing the power of the Credit River as well as benefitting from the close proximity to the York (Toronto) to Guelph Road (Highway 7). The hamlet was founded in 1826 by Benajah Williams, a mill operator from Gainsborough Township. He built a sawmill to cut and dress timber from the surrounding countryside which was being cleared for agricultural usage. This was followed shortly by a gristmill, also run by water, and operated by the Williams family; and later a woollen mill.

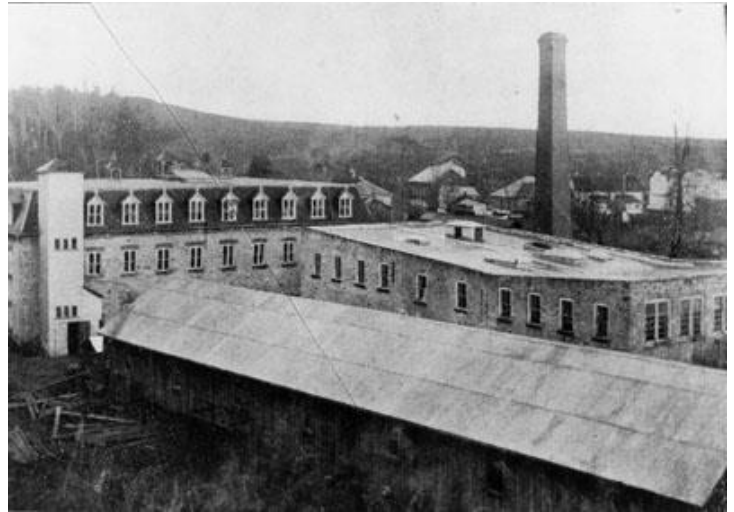
The mills provided a focal point in the area and attracted workers and new businesses, including, general stores, furniture manufactures, a hotel, and two separate parishes. The growth and prosperity of Glen Williams continued, supported mainly by the knitting mill industry, which began in 1839 and continued until 1980.

The centre of Glen Williams still contains many buildings from the early days in the hamlet's development. These include former mill buildings, workers housing, stores and the houses of the more wealthy members of the community. Six of these properties are now designated under the provisions of Part IV of the *Ontario Heritage Act*. Of these, the Williams Mill and the Georgetown Electric Generating Building, have formed the nucleus of a vital artist's community, and have added a new dimension to the community as a tourist destination. A Heritage Conservation District Plan Study for the hamlet was undertaken in 2001. Although this did not result in the designation of a Heritage Conservation District the study noted the rural character of the road network in Glen Williams and the fact that this has remained relatively unchanged in scale and character for over 150 years. It concludes that:

*"Glen Williams is located in a scenic area of the Credit Valley where both geography and terrain as well as nineteenth century settlers played a major role in the original laying out and later development of the community. The village grew as an autonomous community, thriving on industrial milling enterprises from its founding in 1826 to as late as 1980. This independence allowed the village to develop a strong business and community spirit, despite the close proximity to the much larger nearby centre of Georgetown."*



Figure 2.2.1 Historic photo of Glen Williams Wheelers General Store (left), Glen Woollen Mills (directly below) and aerial view of the hamlet, dates unknown, from the Esquesing Historical Society





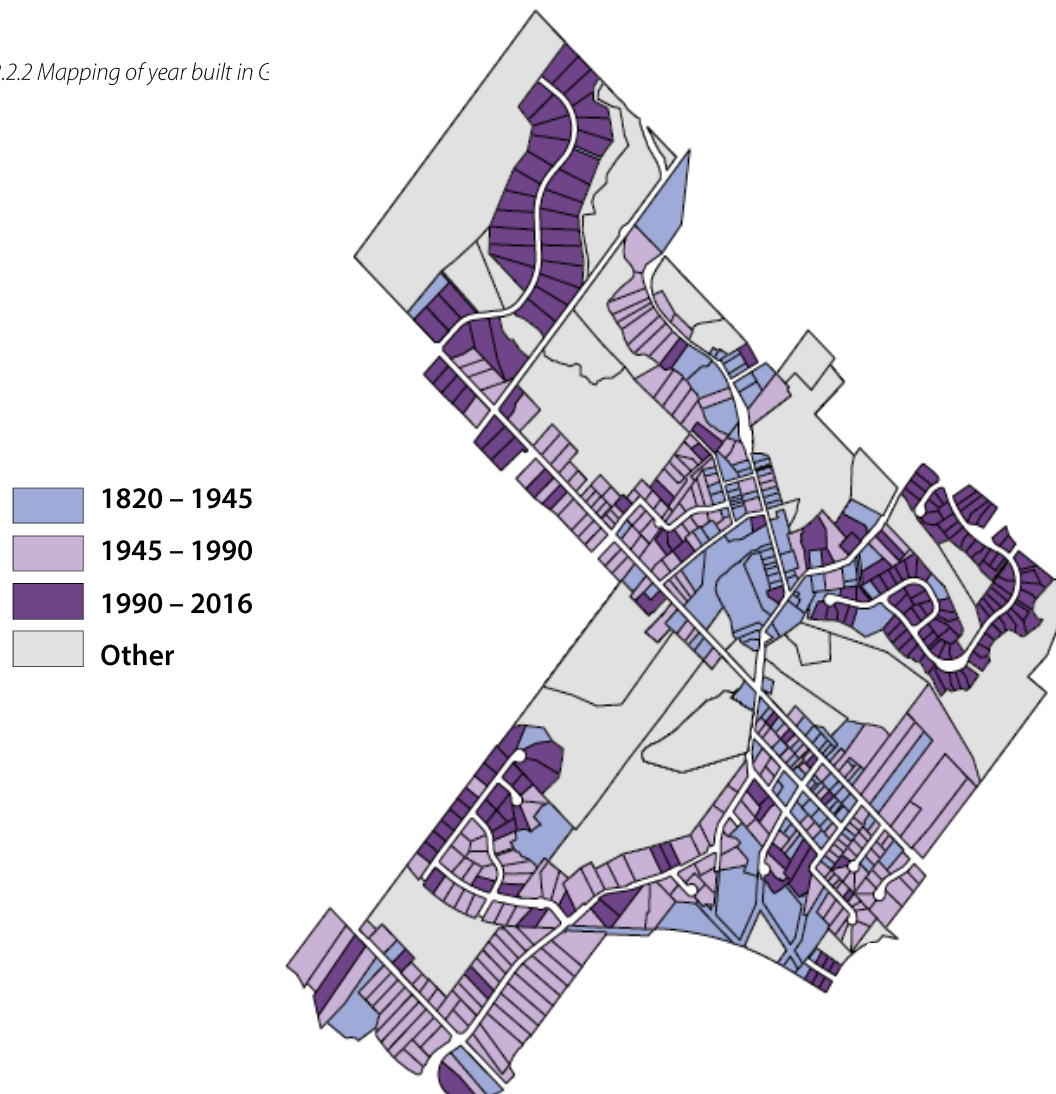
## PRE WORLD WAR II DEVELOPMENT

The older established homes of the Glen date back to the early 1800's and 1900's before World War II. Houses built during this era were situated along Main Street, Tweedle St, Confederation St, Beaver St and Credit St with a few lots sporadically developed on Mountain St, Erin St and Alexander St. In general, these streets feature small 1 to 2 storey homes on larger sized rectangular lots. These homes are generally constructed of wood in various colours and feature gable roofs and windows with exterior shutters. Many of the original wood-sided houses in the area remain; however over time, few of the houses were constructed with brick and stone.

## POST WORLD WAR II DEVELOPMENT

Immediately following the Second World War, Canada experienced a housing shortage for its returning Veterans. Following the late 1940's, Glen Williams experienced a period of steady growth up until the 1990s, with a huge chunk of development occurring in 1989. Post 1990, development occurred at a slower pace through lot division, with the exception of subdivision developments on Bishop Court and Barraclough Boulevard.

Figure 2.2.2 Mapping of year built in C



## 2.3 NEIGHBOURHOOD CHARACTER OF GLEN WILLIAMS

The character of Glen Williams can be described by the following neighbourhood, housing and lot features which have been taken into consideration by the Town through the development of the Design and Heritage Protection Guidelines for Glen Williams.

### NEIGHBOURHOOD FEATURES



#### Street Type and Pattern

Older streets in the hamlet have street sections as narrow as 12 and 15m. Narrower streets allow for houses to have “eyes on the street”, which contributes to a safe and intimate pedestrian environment. There is a strong sense of this “community supervision” in the hamlet.

### HOUSING FEATURES

#### Windows and Projecting Elements

Location and detailing of windows are similar within the hamlet. Projections such as bay windows and balconies, chimney elements, projecting cornices and roof eaves are prominent.

#### Construction Materials

A variety of building materials are used throughout Glen Williams. Materials found in heritage buildings include brick, stone and wood. Wood-siding houses and porches in the hamlet are painted in various bright colours which creates an attractive and lively streetscape. Materials used for garages and outbuildings are generally similar to those used for the main house



#### Roofs

No single roof type or pitch is prevalent due to various ages of houses in Glen Williams. Heritage homes typically have steeply-pitched roofs with a variety of roof forms such as dormers and gables. Bungalows have shallower hip roofs.



### **Garages and Auxiliary Buildings**

Many garages in the hamlet are detached and to the rear and/or side of the lot.

### **Front Entrance Architecture**

Porches and stairs contribute to streetscape character as well as foster social activity and neighbourhood feel. Terraces and balconies convey the sense of houses “looking out onto the street”. Walkways from the entrance to the street provide linkage at a pedestrian scale

## **LOT FEATURES**

### **Setbacks**

There are a variety of front yard setbacks found on the Glen streetscapes. Side yard setbacks in the hamlet vary from as low as 2m up to 35m. Rear yard setbacks in the hamlet are currently at 7.6m

### **Landscaping**

Landscaped elements to delineate between properties are very common in the hamlet. Woodlots or single trees are integrated into the landscaping design. Many paths to houses in the hamlet are identified with planted features.

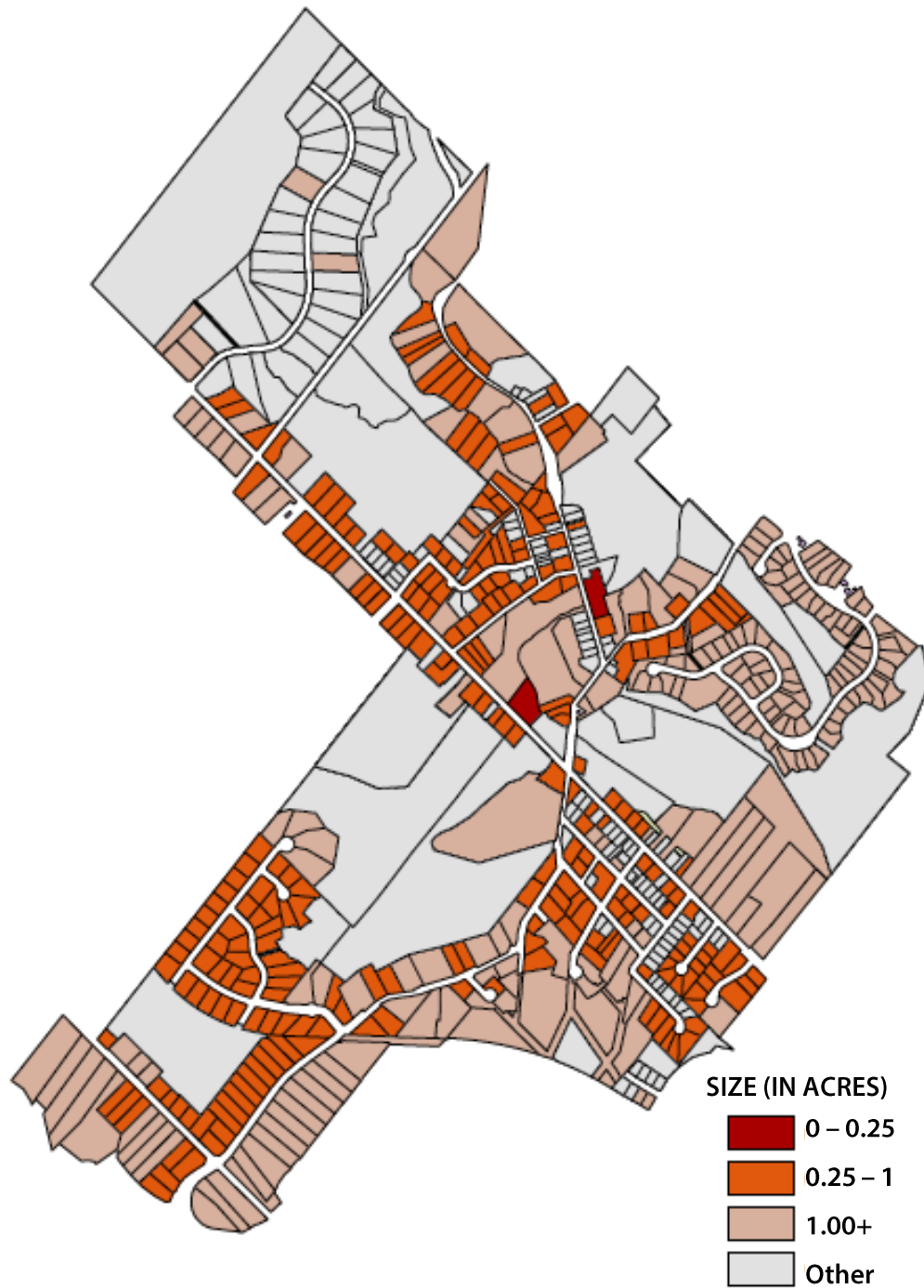




## Lot Configuration

The Glen has a random lot pattern with varying sizes, lot frontages and depths within each streetscape. The average lot size in the glen is 0.25 to 0.1 acres.

*Figure 2.2.3 Mapping of lot sizes in Glen Williams*



# **3.0**

## **WHAT WE HAVE LEARNED FROM THE COMMUNITY**

## 3.1 STAKEHOLDER INTERVIEWS

In Phase 1, a series of stakeholder interviews were conducted and comments were also received through input from the community. The stakeholder interviews were held with a number of local residents, architects, designers, builders and real estate agents with knowledge and experience in the local area. The following are some of the questions asked:

- How would you describe the character of the Town's mature neighbourhoods? What, if anything, makes the mature neighbourhoods of Georgetown and/or Acton unique?
- Can you describe the changes that you are noticing in the Town's mature neighbourhoods?
- Do you have any concerns with these changes?
- In your opinion, what factors are driving these changes?
- In your opinion, what measures or tools should be implemented by the Town to protect the character of neighbourhoods?

**Appendix A** provides the detail comments gathered from the stakeholder interviews.

The responses to the interview questions varied and represent the diverse perspectives:

Character	Changes
<ol style="list-style-type: none"><li>3. The character of the Glen is varied and diverse, making it a very eclectic and sought after place to live. Within the Glen, there is a variety of architectural styles, lots sizes, accessory buildings and garages.</li><li>4. Rural hamlet with a historically focused community. The heritage features and maturity of the neighbourhood are valuable for the community.</li><li>5. Large and mature trees enhance the streetscape and should be protected.</li><li>6. Situated along the Credit River, The Glen is comprised of unique natural environmental features, trees, wild vegetation, and a valley with hills and plateaus.</li></ol>	<ol style="list-style-type: none"><li>1. Some houses have maintained original characteristics and historic charm while others are being built to contemporary standards.</li><li>2. There is a trend to construct new larger homes in existing neighbourhoods by tearing down current homes or by subdividing larger lots. These single replacement homes are being constructed with complex designs and greater mass compared to existing surrounding development. Additions on some homes are twice the size of the existing homes and are not well integrated architecturally (roofline, windows).</li></ol>



## Controls

1. Change must respect the existing character of the neighbourhood and its elements. Regulations should better address elements that define character including setbacks, massing, height and scale in accordance with adjacent properties.
2. Heritage attributes need to be preserved over time. Natural heritage protection on Private and Public property should be considered.
3. Database of building information should be used to inform local residents of upcoming construction activities
4. Monster homes should be regulated and defined through changes to the Town's Zoning By-law.
5. Consideration should be given to the size of the lot (or the constructible envelope of a lot) and the footprint/size of the home.
6. Not to over-control building design as individual lots and homeowners have different needs. Random styles should be encouraged for the Town to maintain an eclectic feel.
7. Ability to maintain tree canopy through replacement or protection of existing trees and other landscaped open areas.
8. Consideration should be given to whether rebuilds should be treated differently than a building on a vacant lot.
9. Focus should be put on the quality of new construction that will ultimately become historic rather than creating exceptional rules and regulations for maintaining properties that are degraded.
10. Restrict the massing of new builds or additions to use the existing homes footprint plus a small addition by formula, e.g.: 25%.
11. Minimize the impact of shadowing between neighbours.
12. Low impact development (LID), grading sensitivity and drainage impacts should be considered.
13. Restrict encroachment on the existing home's side yard and front yard setbacks and separation from neighbours to prevent homes from pushing out to the edges of the property.
14. Architectural design oversight should include materials used for both additions and new builds to keep in line with existing property. Planning staff should look at design of the home on a case-by-case basis to determine whether the home fits within the neighbourhood
15. All new planned infrastructure improvements on Public property should be of the same architectural style and maintain the rural look of the Glen.
16. All recent applications and decisions of the Committee of Adjustment should be reviewed in order to summarize any trends and make recommendations for improvement.
17. All recent Building Permit applications should be reviewed in order to summarize any trends and make recommendations for improvement.

## 3.2 WALKING TOURS

At the outset of the project, MHBC Planning and the Town of Halton Hills carried out walking tours in Glen Williams. The purpose of these walks was to document the conditions in the Glen and develop a better understanding of the physical and historical context of these neighbourhoods.

The walking tour provided an opportunity for the project team and Town staff to discuss the study with residents and collect further information about the area. Two walking tours were carried out and residents had a chance to identify features and elements that define the neighbourhood as well as other information about recent developments and the history of the area. At the engagement stations associated with each walking tour, there was also an opportunity to provide input on features that define neighbourhood character and to identify the most important elements to be protected to maintain the character of the neighbourhood. A copy of the Walking Tour maps and handout are attached as **Appendix B**.



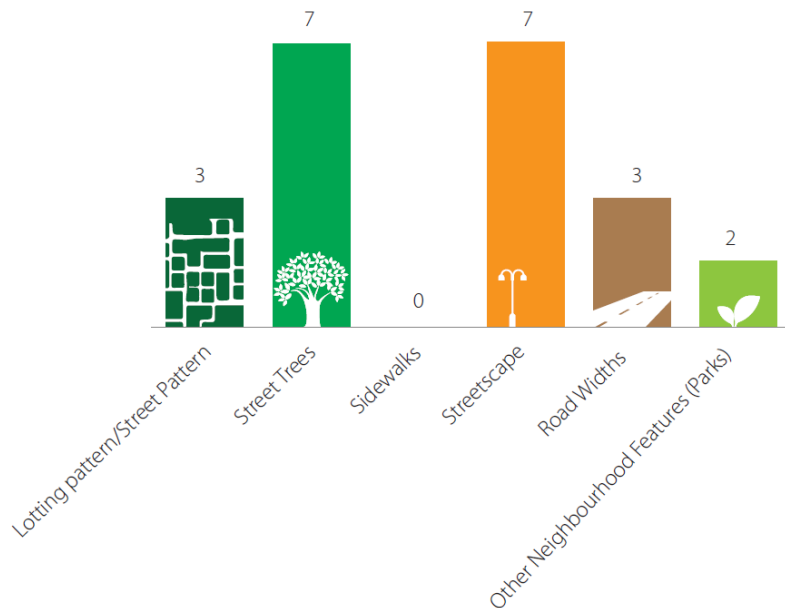
Figure 3.2.1 Photos of the Walking Tour in Glen Williams

The following is a summary of what we heard from each of the walking tours.

1. A number of surveys were filled out by walking tour participants to collect their opinions on which features best define neighbourhood character. The following are the survey results:

## NEIGHBOURHOOD FEATURES

Figure 3.2.2 Survey result of neighbourhood features deemed to define neighbourhoods.



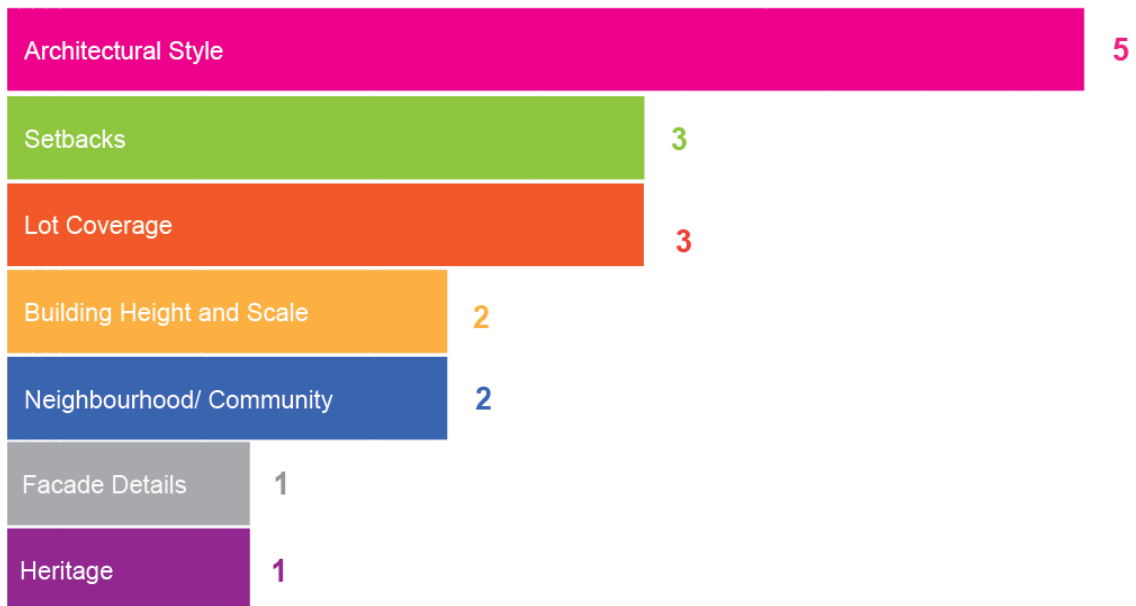
## HOUSING AND LOT FEATURES

Figure 3.2.3 Survey result of housing and lot features deemed to define neighbourhoods.





2. Residents were also asked to list the top three features they believe have the strongest impacts on neighbourhood character. The following are the survey results:



*Figure 3.2.4 Survey result of features deemed to be important to the community.*

# **4.0**

## **TRENDS, FACTORS & INFLUENCES**

## 4.1 HISTORICAL TRENDS

Over the last century, the housing needs of families in North America have been evolving. As family sizes changed, the built forms of homes have adjusted to meet their needs. Since the post-war era, the sizes of homes increased while the number of family members decreased. At same time, families own a larger number of cars.

Figure 4.1.1 Average size of homes and sizes of families in 1910 and 2010.

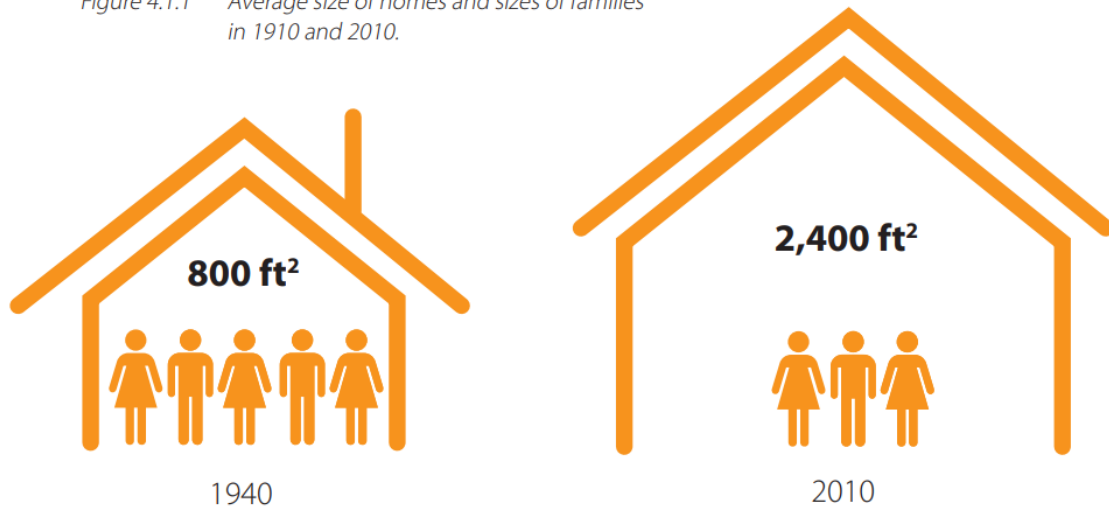
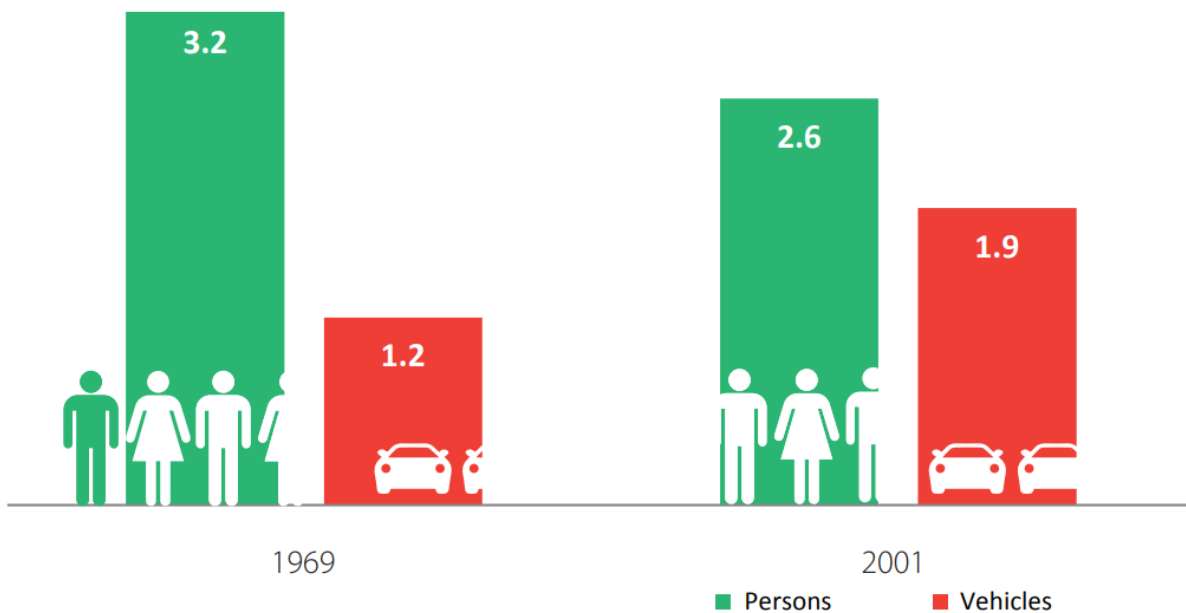


Figure 4.1.2 Average number of persons and vehicles in homes in 1969 and 2001.





## 4.2 LOCAL BUILDING ACTIVITY

Building activity has been increasing in recent years in the Glen. Between 2000 and 2017, there were 11 instances of demolition of the existing house and replacement with a new house in the Glen, including 7 rebuilds in the study area. During 2011 to 2017 there have been 12 new single family dwellings permitted in the study area and 15 additions to existing houses in the study area. The total number of building permits in the study area is 27 (see figure 4.2.1 below).

A total of 29 minor variances have occurred in the Glen Williams area from 2015-2017. 16 of these variances have been on homes located within the study area. See figure below for details on minor variance applications.

Figure 4.2.1 Building permits granted in Glen Williams between 2011-2017

	2011	2012	2013	2014	2015	2016	2017	Total
<b>New houses in study area</b>	2	2	2	2	0	1	3	12
<b>New houses outside study area</b>	19	17	22	1	0	0	1	60
<b>Additions to existing houses in study area</b>	0	3	1	2	3	3	3	15
<b>Additions to houses outside study area</b>	0	1	1	0	0	2	2	6

Figure 4.2.2 Study Area Boundary

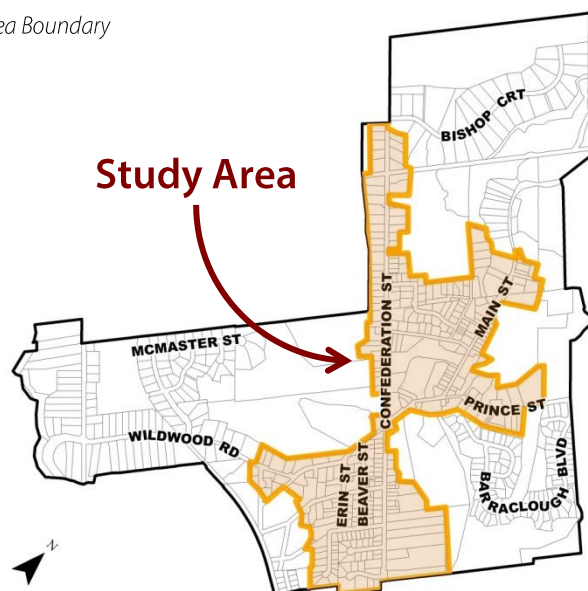
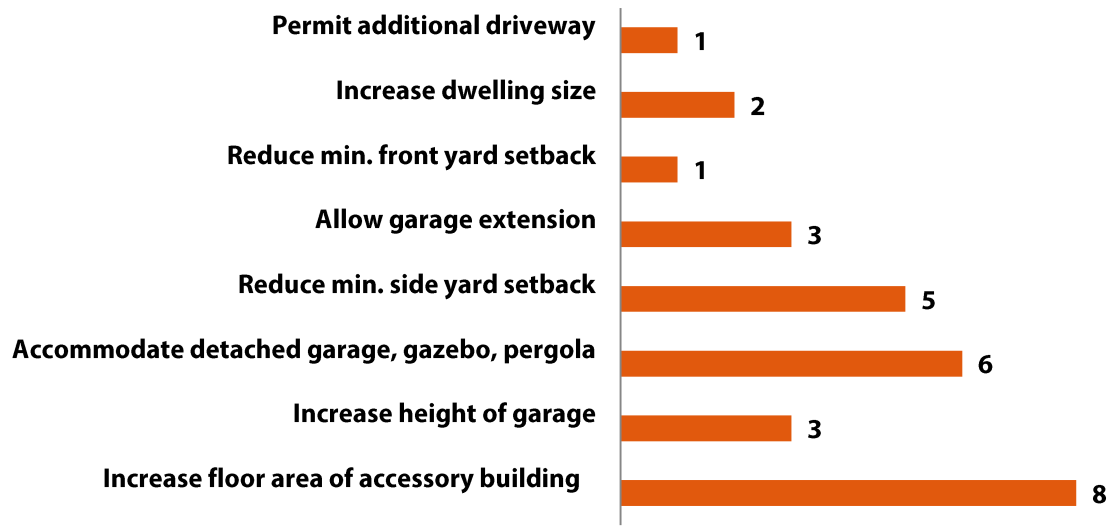


Figure 4.2.3 Minor Variance Applications from 2015-2017



## 4.3 LOCAL REAL ESTATE TRENDS

New home development in the Town of Halton Hills has been trending down in recent years. Between 2012 and 2016, there were 16,359 units of housing completions in Halton Region and 1,055 in Halton Hills. The Town of Halton Hills provides 6.5 percent of new housing completions in Halton Region (1,055 completions). Oakville and Burlington accounted for the largest share of housing completions in Halton. Halton Hills provides a smaller portion of new home construction within the Region given the limitation related to servicing and market conditions.

Information provided by local realtors suggest that those who move to the Glen are attracted to the small scale of the hamlet and the charming geographic features such as the river, hills, valleys and fields. Local realtors also mentioned many families wish to escape the traditional suburb development and are attracted to the larger yard space and privacy that homes in the Glen offer. In addition, larger lots provide opportunities for custom builds and accessory structures.

Figure 4.3.1 Number of residential units completed in the Region of Halton. Source: Halton Region, 2016 State of Housing Report

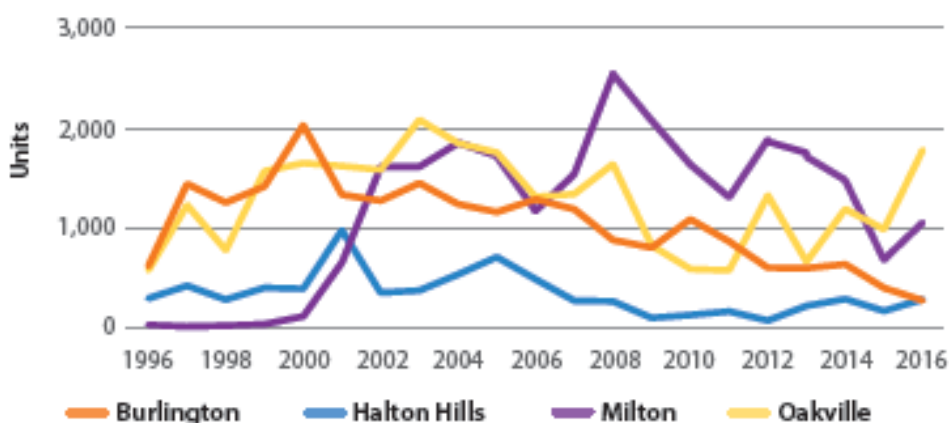


Figure 4.3.2 2015 home resale data in Town of Halton Hills. Source: TREB, Community Housing Market Report Halton Region: Halton Hills, 2015

Resale Activities in 2015	# of Resales	Average Price (,000's)
Town of Halton Hills	1038	\$ 556.3
Georgetown	705	\$ 545.5
Acton	193	\$ 417.0
Glen Williams	25	\$ 726.3
Limehouse	11	\$ 632.8
Stewarttown	2	no data
Rural Halton Hills	102	\$ 844.8

# **5.0**

# **PLANNING POLICY AND PROCESS**



## 5.1 PLANNING POLICIES AND REGULATIONS

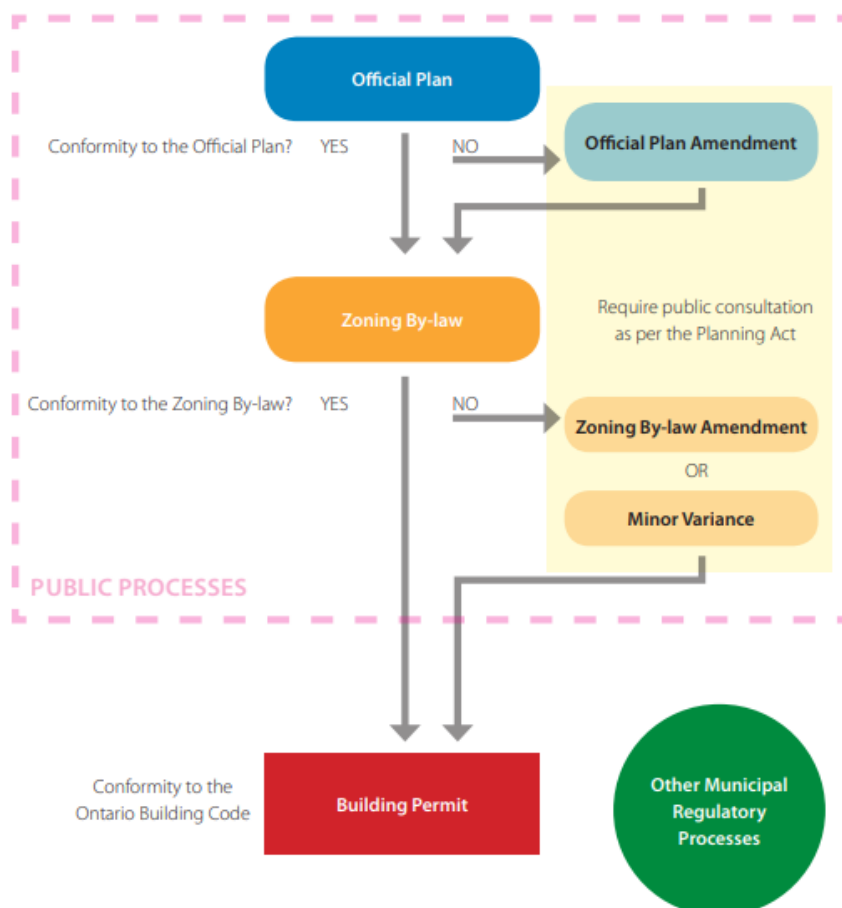
The planning and development process is guided in Ontario by the Planning Act which sets out requirements for plans and by-laws to manage growth and change and regulate development. The graphic below illustrates the policy and regulatory framework which generally establishes the policies and controls that manage development and change in the community.

Under the Planning Act, each municipality is required to approve an Official Plan that outlines the guiding policies for managing growth and change in the community.

The Official Plan is implemented by a Zoning By-law that regulates uses and the size of development permitted in each zone. If the proposed development does not conform to the policies of the Official Plan, a site-specific Official Plan Amendment is required. If the proposal does not conform to zoning requirements, a minor variance or a site-specific amendment to the Zoning By-law is required.

Secondary Plans may be prepared to allow for more detailed area or block planning in newly developing areas or other areas where specific issues and concerns are identified.

Figure 5.1.1 Planning process and tools related to redeveloping existing lots of building and an addition to a new home.



## 5.2 POLICY FRAMEWORK

### 5.2.1 Official Plan

The Town of Halton Hills Official Plan provides a vision for the community, which is the following:

*The primary purpose of the Official Plan is to provide the basis for managing growth that will support and emphasize the Town's unique character, diversity, civic identity, rural lifestyle, natural heritage and cultural heritage and to do so in a way that has the greatest positive impact on the quality of life in Halton Hills.*

*[Community] is a place where residents enjoy safe family living, scenic beauty and active community life. The community recognizes the unique attributes that set it apart from other places and is passionate about preserving the small town character and rural feeling.*

*The Town and its citizens view its long-term future to be more self-reliant and supports managed growth that preserves the unique features of the community, uses land wisely, elevates the quality of the built environment and provides diverse economic opportunities. The aim is to provide choices for employment, housing, shopping and services.*

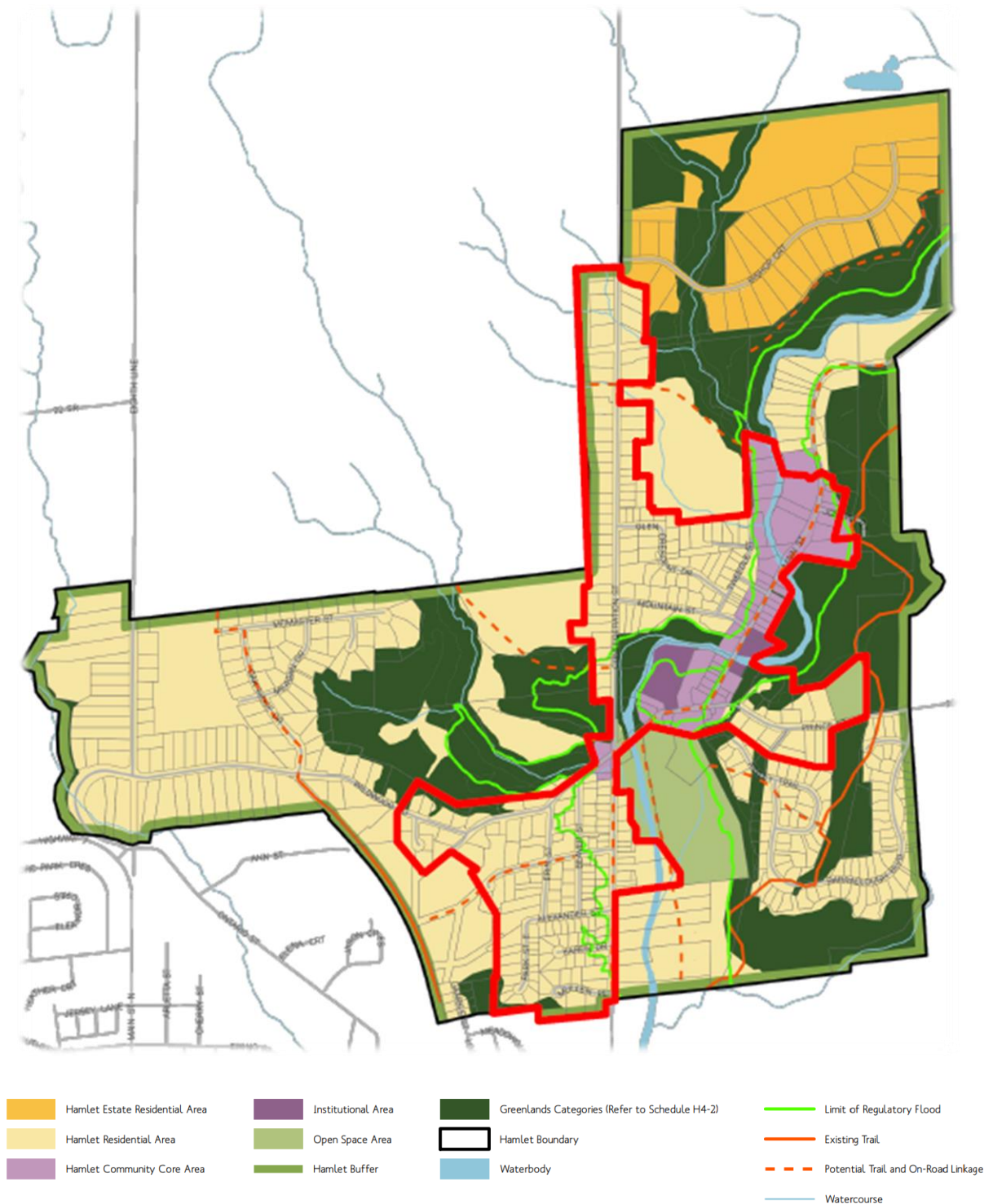
The Town of Halton Hills recently adopted Amendment 22 to the Official Plan, which implements the final recommendations of the Mature Neighbourhoods Character Study undertaken for Georgetown and Acton. This amendment addresses policies and definitions related to new housing, replacement housing, additions, and alterations in the mature neighbourhoods of Georgetown and Acton in sections A2.3.2, D1.1, D1.4 and G13.7 of the Official Plan.

As shown in the land use policy map below, Glen Williams is designated as a Hamlet. Strategic objectives for Hamlets are outlined in the Official Plan and the Glen Williams Secondary Plan. One of the strategic objectives of the Official Plan is to permit development within the Hamlets that **maintains and enhances hamlet character and scale** in accordance with specific policies. In addition, one of the eleven goals of the Town's Official Plan aims to identify, **conserve and enhance the Town's cultural heritage resources and promote their value and benefit to the community.**

The objectives of the Hamlet Area designation are to recognize these areas as unique and historic communities that provide a transition between the Georgetown Urban Area and the surrounding agricultural and rural landscape. In addition, the Town's intention to carefully control new residential development in the Hamlets in order to maintain the character and scale of Glen Williams and provide opportunities for small-scale commercial

and tourism related uses that are compatible with the character and scale of the Hamlet. All development within Hamlet Areas is subject to the policies included within the Glen Williams Secondary Plan discussed in Section 5.2.2

Figure 5.2.1.1 Official Plan Land Use Map for Glen Williams with study area boundary in red



The Official Plan also contains definitions relevant to the Glen Williams study area. They are as follows:

**Character**

*Means the aggregate of the distinct features that work together to identify a particular area or neighbourhood. The distinct features may include the built and natural elements of an area.*

**Compatible**

*Means the development or redevelopment of uses which may not necessarily be the same as or similar to the existing development, but can coexist with the surrounding area without negative impact.*

**Cultural Heritage Resources**

*Means those things left by a people of a given geographic area, and includes:*

- a) built heritage, such as buildings, structures, monuments or remains of historical, cultural or architectural value, and including protected heritage property;*
- b) cultural heritage landscapes, such as rural, hamlet or urban uses of historical or scenic interest; and,*
- c) archaeological resources.*

**Development**

*Means the creation of a new lot, a change in land use, or the construction of buildings and structures, requiring approval under the Planning Act, but does not include:*

- a) activities that create or maintain infrastructure authorized under an environmental assessment process; and,*
- b) works subject to the Drainage Act.*

**Environmentally Sensitive Areas (ESAs)**

*Means land or water areas or a combination of both containing natural features or ecological functions of such significance as to warrant their protection.*

**Floodplain**

*Means the area, usually lowlands, adjoining the channel of a river, stream, or watercourse, which has been or may be covered by floodwater during a regional flood or a one-in-one hundred year flood, whichever is greater. See also Regulatory Floodplain.*

**Heritage Attributes**

*Means the principal features, characteristics, context and appearance that contribute to the cultural heritage significance of a protected heritage property.*

**Heritage Conservation District**

*Means an area defined by the Town to be of unique character to be conserved through a designation By-law pursuant to Part V of the Ontario Heritage Act.*

**Negative Impact**

*b) In respect to cultural heritage resources, means but is not limited to:*

- i) destruction of any, or part of any, heritage attributes or features;*
- ii) alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance;*
- iii) shadows created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden;*
- iv) isolation of a heritage attribute from its surrounding environment, context or a significant relationship;*
- v) direct or indirect obstruction of significant views or vistas within, from, or of built and natural features; and, vi) land disturbances such as a change in grade that alters soils, and drainage patterns that adversely affect an archaeological resource.*
- d) In all other respects, means a deleterious effect or result on an adjacent use, the enjoyment of a neighbouring property or on the public realm that cannot be reasonably mitigated through the use of planning controls such as setbacks, buffering, fencing, and landscaping.*

**Net Residential Hectare**

*Means for detached, semi-detached, duplex, street townhouses and other dwelling types with individual frontages on a public street, the area of land measured in hectares for residential dwelling units and consists of only the residential lots and blocks and local roads on which*

**Protected Heritage Property**

*Means designated real property and heritage conservation easement property under the Ontario Heritage Act and property that is subject to a covenant or*

**Regulatory Floodplain**

*Means the limit of the floodplain for regulatory purposes, defined by the application of the approved standards, a regional flood or a one-in-one hundred-year flood, used in a particular watershed.*

**Valley or Valleylands**

*Means a natural area that occurs in a landform depression that has water flowing through or standing for some period of the year and is defined by the primary top of bank. See also Major Valley/Watercourse and Minor Valley/Watercourse*



For this study, the Hamlet Residential Area and Hamlet Community Core Area designation is of relevance to Glen Williams. The following table provides an overview of the permitted uses in Glen Williams.

Hamlet Residential Area	Hamlet Community Core Area
<i>a) single detached dwellings;</i> <i>b) bed and breakfasts subject to conditions;</i> <i>c) home occupations and cottage industries subject to conditions;</i> <i>d) residential care facilities (Group Home Type 1) subject to conditions;</i>	<i>a) retail and service commercial uses; b) restaurants;</i> <i>c) institutional uses;</i> <i>d) open space uses;</i> <i>e) public parking uses;</i> <i>f) single detached dwellings;</i> <i>g) bed and breakfasts subject to conditions;</i> <i>h) home occupations and cottage industries subject to conditions;</i> <i>i) residential care facilities (Group Home Type 1) subject to conditions;</i>

It is noted that the Glen Williams has a set of Secondary Plan policies to guide its development in greater detail than the general provisions of the Official Plan, discussed in Section 5.2.2 below. The Official Plan also provides a set of Design and Heritage Protection Guidelines for Glen Williams discussed in Section 5.2.3 below.

## 5.2.2 Glen Williams Secondary Plan

The Glen Williams Secondary Plan was adopted by Council in 2008 by way of amendment to the Official Plan. The overall goal of the Glen Williams Secondary Plan is to **ensure the retention and enhancement of the natural, cultural and heritage resources of the Hamlet and to guide change so that it contributes to and does not detract from the compact character of the Hamlet**, in an environmentally protective and cost effective manner.

The Secondary Plan provides eleven general objectives for the Glen Williams Hamlet. One of the eleven objectives of the Secondary Plan is to define a boundary that permits limited growth appropriate to the hamlet, preserves hamlet scale and character and protects the natural features of the area. A planned population of approximately 2,000 persons for the Hamlet has been determined based upon a limited amount of growth to the year 2021 that maintains Hamlet scale and character.

In addition, the Town seeks to preserve and build upon the unique heritage character of Glen Williams as a distinct hamlet within the Town of Halton Hills. The character of the Hamlet of Glen Williams is largely defined by the heritage buildings, which shape the built form of Glen Williams. These buildings help create an environment that is distinctive and lays the foundation for not only a cohesive community but also for tourism development initiatives. The approval process for all planning applications within the Hamlet will include the application of the Hamlet Design and Heritage Protection Guidelines discussed in Section 5.2.3 below.

The Secondary Plan also aims to **encourage architectural styles that are consistent with the hamlet character** and meet a broad range of housing needs. Policies for Hamlet Community Core Area and Hamlet Residential Area are outlined below. Policies to preserve the balance between hamlet development and the protection of environmental features and are also outlined below.

### HAMLET COMMUNITY CORE AREA

This refers to the central portion of the Hamlet along Main Street where the greatest concentration of commercial activities and heritage features are located. An objective of this area is to define and strengthen the character of the Hamlet Area through the protection of its architectural style and natural heritage. This designation serves to allow for the concentration of primary commercial and community functions within the historic core area towards the creation of a vibrant centre of activity.

Permitted uses include:

- bakery;
- bank;
- bed and breakfast establishment;
- business or professional office;
- community centre;
- home occupations & cottage industries within single detached dwellings (not including adult entertainment uses)
- ice cream parlour;
- museum;
- open space uses;
- public parking area;
- recreational use;
- restaurant (not including drive through)
- retail and service commercial uses;
- single detached dwelling

In addition, the land use policies in section H4.4.3 state that building heights cannot exceed two storeys unless required to meet the objectives of the Hamlet Design and Heritage Protection Guidelines discussed in Section 5.2.3. Since the majority of the Hamlet Community Core Area is situated within the Regulatory Floodplain of the Credit River development is subject to additional policies.

## HAMLET RESIDENTIAL AREA

The Hamlet Residential Area designation recognizes existing residential areas and lands that may be suitable for new residential development. The objective of the Hamlet Residential Area designation is to allow for **gradual and limited growth over time in a manner that is consistent with the character of the Hamlet** using innovative subdivision design and architectural techniques. Applications for new development within the Hamlet of Glen Williams will require lot sizes, setbacks and architectural styles subject to the Official Plan and the Hamlet Design and Heritage Protection Guidelines.

Permitted uses include:

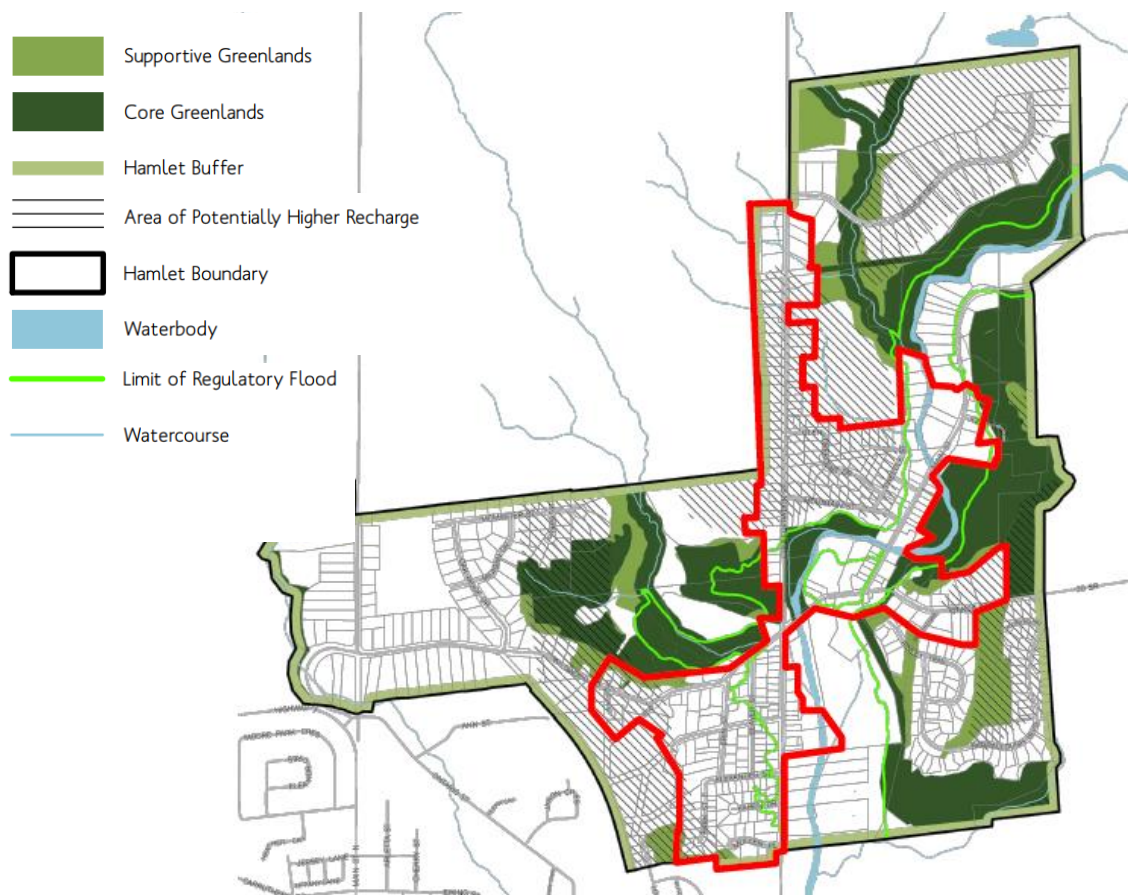
- single detached residential uses;
- bed and breakfast establishments (consistent with the policies in the Town of Halton Hills Official Plan); and
- home occupations & cottage industries within single detached dwellings (not including adult entertainment uses)

## GREENLANDS

In addition, the Town outlines permitted uses, general land use policies, and development evaluation criteria for lands designated as Core Greenlands and Supportive Greenlands. The Core Greenlands designation contains the most important natural features and areas that perform the most critical ecological functions. Any expansion or replacement of existing uses or permitted buildings within Core Greenlands or lands identified as within the limits of the Regulatory Flood, shall only be considered for approval by the Town, in consultation with the Region of Halton and Credit Valley Conservation on the basis of policies outlined in Section H4.9.2.4 and H4.9.2.5 of the Secondary Plan.

The Supportive Greenlands designation contains functions and linkages that support the ecological function of the features in the Core Greenlands designation. In general, the land use policies that apply to the Core Greenlands designation shall also apply to the Supportive Greenlands designation. However, development may be permitted in Supportive Greenlands areas where an Environmental Implementation Report is completed that illustrates how the environmental function of this area can be protected and improved through actions such as stream rehabilitation efforts, reforestation and vegetative planting programs.

Figure 5.2.2.1 Secondary Plan Environmental Areas Map with study area boundary in red





### 5.2.3 Hamlet of Glen Williams Design and Heritage Protection Guidelines

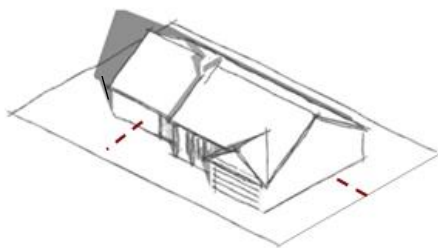
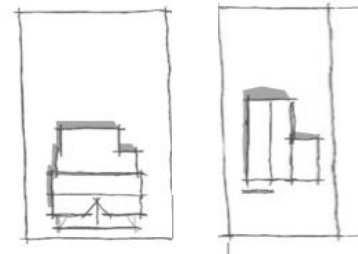
Design and Heritage Protection Guidelines for Glen Williams are outlined in the Appendices of the Official Plan under Section X6. They do not form part of the operative part of the Official Plan but contain additional information to assist in implementing the Official Plan.

A hamlet design analysis revealed that despite the strong impact of heritage buildings in the hamlet centre, the overall architectural character of Glen Williams is a variety of building forms and styles, representative of Glen Williams' organic pattern of growth over the last century. Some of the guidelines below describe how the heritage character of the community should be retained as it relates to:

- street type and pattern
- lot configuration
- setbacks (front, side, rear)
- houses at focal locations
- garages and auxiliary buildings
- entrance architecture
- relationship to grade
- windows and projecting elements
- roofs
- construction materials
- landscaping

#### Lot configuration

*Allow varying lot frontages and depths to maintain the hamlet's random lot pattern. It is recommended that no more than four consecutive lots shall have the same frontage. Beyond a maximum of four lots, allow adjacent lot frontages to vary by 50%"*



#### Front Yard Setbacks

*Ensure that no front wall of a house shall be set further back than half the length of the adjacent house to maintain privacy of rear yards.*

#### Corner Lot Houses at Focal Locations

*The use of wrap-around porches and corner bay windows is encouraged to link the two facades and to accentuate the corner condition. The main entrance should be located on the long frontage to avoid blank sections of walls.*

### Houses at Pedestrian Trails/Links and Open Space Areas

For both corner and pedestrian link locations, consider a reduction of the current exterior side yard setback of 30ft (9.1m) to 4.5m to increase the sense of community supervision at these public space connections. A 10 metre setback will be required from valley top of bank to lot lines to allow adequate space for pedestrian trails.

### Garages and Auxiliary Buildings

Encourage the use of detached garages that are located at the rear of the lot by considering the exemption of the area of rear yard garages from calculations for maximum coverage, under the zoning by-law. Where garages are attached, they shall be recessed a minimum of 1.0 m from the face of the house. Avoid garages that project forward from the front wall of the house.

### Entrance Architecture

The design of houses should accentuate the main entrance. Attention should be given to the architectural detailing of entrances and their importance in setting the character, or "identity" of the streetscape (porches, walkways.)

### Relationship to Grade

The relationship of the house to grade is important in the streetscape. The main floors of houses in the hamlet tend to be at grade or close to grade. In cases of strong topography, entrance levels are related to grade through terracing. Basement garages or high service floors do not appear in the hamlet and should be avoided.

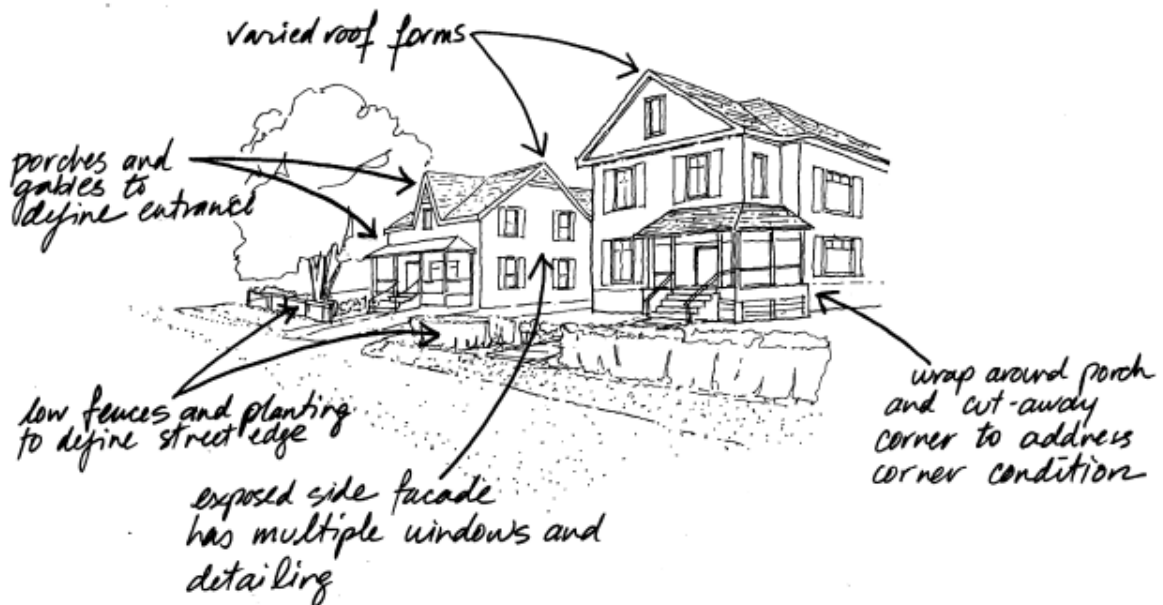


Figure 5.2.3.1 Sketch describing neighbourhood guidelines. Source Hamlet of Glen Williams Design and Heritage Protection Guidelines

## **Windows and Projecting Elements**

*Special attention should be given to the location and detailing of windows. Projections such as bay windows and balconies, chimney elements, projecting cornices and roof eaves are encouraged to create variety along the streetscape. Bay windows may be single or double storey in height. Their proportions should be appropriate to the building from which they project.*

## **Roofs**

*A variety of roof forms appropriate to the scale and architecture of the built form is encouraged.*

## **Construction Materials**

*A variety of building materials is used throughout Glen Williams. To promote the character of the hamlet, the use of materials found in heritage buildings, such as brick, stone and wood is encouraged. The use of colour is encouraged for building facades and/or for architectural details to create streetscapes that are in keeping with those of the hamlet centre. Materials for garages and outbuildings should be similar to those used for the main house.*

## **Landscaping**

*The use of fences and landscaped elements, used in combination, is encouraged to delineate between properties. Many paths to houses in the hamlet are identified with planted features. Where walkways extend to the street, they should be augmented with planting both to provide an alternate means of street address and to bring natural elements to the street edge.*

The above guidelines are implemented through a Design Review process that occurs in conjunction with applications for Draft Plan Approval and prior to application for building permits. The Design Review process only takes place in conjunction with subdivision applications.

**The Design Review process using the Urban Design Guidelines only takes place in conjunction with a planning application (minor variance, ZBLA, LOPA...) submitted under the provisions of the *Planning Act*. Proposals that do not require a planning application (such as most proposals for single detached houses within the Study Area) only need to obtain a building permit therefore there is no provision for a design review to take place to determine compliance with the Urban Design Guidelines.**

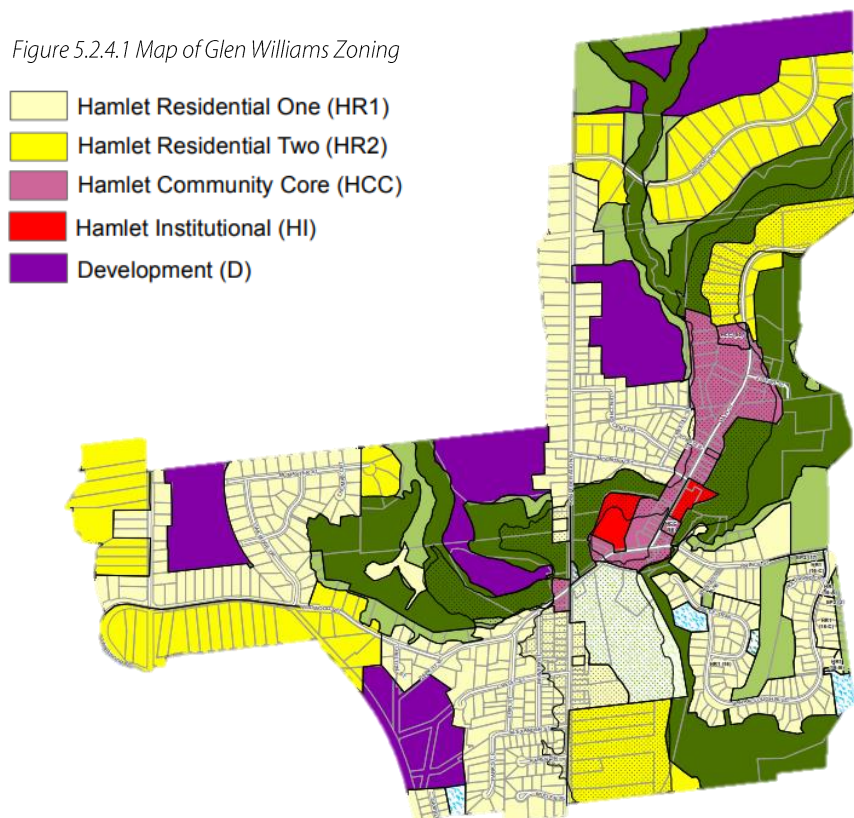
## 5.2.4 Town of Halton Hills Zoning By-law 2010-0050

While the Official Plan provides for the land use designations and policies for detached dwellings in the Hamlet Residential Areas and Hamlet Core Areas, the Town of Halton Hills Zoning By-law 2010-0050 provides regulations that control the size of lots and the type of housing development that can occur on a residential lot. The zoning regulations essentially create a building envelope within which development can occur. The zoning regulations include provisions that control the size of the actual lots (lot area and frontage), the location of a house on a lot (setbacks) and the size of a house on the lot (height, coverage).

Under the *Municipal Act*, municipalities may pass zoning bylaws to regulate the use and density of land and the use and location of buildings. Often the existing use of land or buildings will not conform to the requirements of these new zoning bylaws. Section 911 of the *Municipal Act* allows the existing use of land or a building to continue despite a new bylaw as a legal non-conforming use, on certain conditions.

Two zone designations apply to a majority of properties within the study boundary as shown in the map below. The majority of the area is zoned Hamlet Residential One (HR1), with a portion zoned Hamlet Community Core (HCC). Some residential properties along Bishop Court, Main Street, Wildwood Road, Confederation Street and Eighth Line are zoned as Hamlet Residential Two (HR2) but these fall outside of the study boundary.

Figure 5.2.4.1 Map of Glen Williams Zoning





The following are tables outlining development standards in Hamlet Residential One (HR1), Hamlet Residential Two (HR2) and Hamlet Community Core (HCC) zones.

## HR1 HAMLET RESIDENTIAL 1

Min. lot frontage	30 m
Min. lot area	0.2 ha
Min. required front yard	4.5 m
Min. required rear yard	7.5 m
Min. required interior side yard	2.25 m
Min. required exterior side yard	4.5m
Max. height	11m

## HR2 HAMLET RESIDENTIAL 2

Min. lot frontage	30 m
Min. lot area	0.4 ha
Min. required front yard	7.5 m
Min. required rear yard	7.5 m
Min. required interior side yard	4.5 m
Min. required exterior side yard	7.5 m
Max. height	11 m

## HCC HAMLET COMMUNITY CORE

Min. lot frontage	30 m
Min. lot area	0.2 ha
Min. required front yard	4.5 m
Min. required rear yard	7.5 m
Min. required interior side yard	2.25 m
Min. required exterior side yard	4.5 m
Max. height	11m

The Town's existing Comprehensive Zoning By-law also provides regulation for driveway widths, parking, garages, and accessory structures and provides for definitions.

The Glen Williams Mature Neighbourhoods Study will examine these standards as well as the potential inclusion of additional zoning regulations, such as **lot coverage and floor area ratio**, to the Town's Comprehensive Zoning By-law.

The zoning by-law definitions for standards and aspects of the lot and building. The following are the definitions of terms often used in zoning controls.

**Dwelling or Dwelling Unit**

*Means a room or suite of rooms designed or intended for use by one or more persons living together as one housekeeping unit and containing cooking, eating, living, sleeping and sanitary facilities.*

**Single detached dwellings**

*Means a dwelling unit in a building containing two dwelling units each of which has an independent entrance, either directly from outside or through a common external access. A wall that has a minimum height of 2.4 metres above grade and which has a minimum depth of 6.0 metres is required to separate the pair of dwelling units within the same building.*

**Dwelling, Single Detached**

*Means a building containing only one dwelling unit.*

**Dwelling Depth:** *The horizontal distance between the mid-point of the front lot line and the mid-point of the rear lot line.*

**Dwelling Height:** *With reference to a building or structure, the vertical distance measured from the established grade of such building or structure to*

- a) *The highest point of the roof surface or the parapet, whichever is the greater, of a flat roof;*
- b) *The deckline of a mansard roof;*
- c) *The mean level between eaves and ridge of a gabled, hip or gambrel roof or other type of pitched roof;*
- d) *In case of a structure with no roof, the highest point of the said structure.*

*Notwithstanding the above, the height of accessory buildings and structures is the vertical distance measured from the established grade of such building or structure to its highest point.*

**Lot**

*Means a parcel of land that is registered as a legally conveyable parcel of land in the Land Titles Registry Office.*

**Building**

*Means a structure occupying an area greater than 10 square metres consisting of any combination of a wall, roof and floor, or a structural system serving the function thereof, including all associated works, fixtures and service systems.*

**Building Massing**

*Massing is the volumetric design the building takes. It is the three dimensional space in which the building occupies. In simplest terms it is the three dimensional form of the building.*

**Lot Area**

*Means the total horizontal area within the lot lines of a lot.*

**Lot Frontage**

*Means the horizontal distance between two interior side lot lines or between an interior side and exterior side lot line or between two exterior side lot lines with such distance being measured perpendicularly to the line joining the mid-point of the front lot line with the mid-point of the rear lot line at a point on that line 6.0 metres from the front lot line.*

**Lot Coverage**

*Means that percentage of the lot covered by all buildings and shall not include that portion of such lot area that is occupied by a building or portion thereof that is completely below grade. Lot coverage in each Zone shall be deemed to apply only to that portion of such lot that is located within said Zone.*

**Setbacks:** The horizontal distance from a property line or defined physical feature such as a stable top of bank measured at right angles from such line or feature to the nearest part of any building or structure or amenity area or other component of a use that is subject to the setback on the lot.

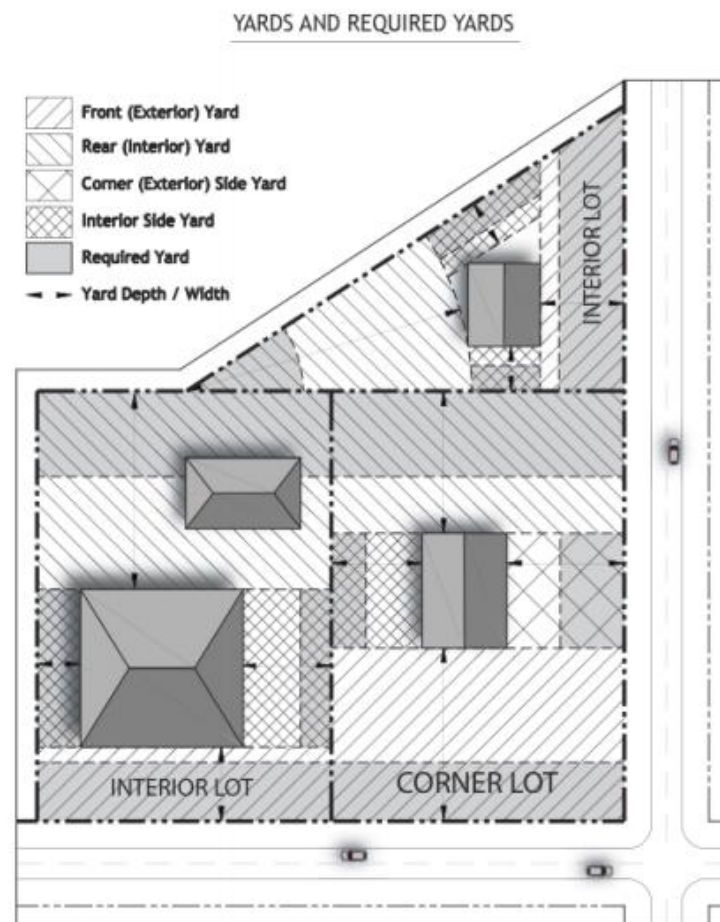
**Side Yard Setback (exterior):** The yard of a corner lot extending from the front yard to the rear yard between the exterior side lot line and the nearest main walls of the main building or structure on the lot. (see illustration following definition of "Yard, Rear")

**Side Yard Setback (interior):** A yard other than an exterior side yard that extends from the front yard to the rear yard between the interior side lot line and the nearest main walls of the main building or structure on the lot. (see illustration )

**Back Yard Setback:** A yard extending across the full width of the lot between the rear lot line and the nearest main walls of the main building or structure on the lot.

**Front Yard Setback:** A yard extending across the full width of the lot between the front lot line and the nearest main walls of the main building or structure on the lot. (see illustration following definition of "Yard, Rear")

Figure 5.2.4.2 Yards and Required Yards diagram in Town of Halton Hills Zoning By-law 2010-0050



### **5.2.5 Zoning By-law Variances (Minor Variances)**

If a builder or homeowner wishes to make additions to an existing home or rebuild a home, they are required to comply with current zoning regulations in order to obtain a building permit. There is a process set out under the Planning Act which allows for considerations of minor adjustments to existing regulations of the Zoning By-law. These adjustments are referred to as “minor variances” and are considered through a planning application to a local body known as the Committee of Adjustment.

As was highlighted in Section 4, applications in the study area have been made in order to accommodate changes through the minor variance process. The Committee of Adjustment process is a public process with public notification requirements and the decisions are subject to appeal. Applications are assessed based on prescribed tests set out under the Planning Act including a requirement that the variance maintains the general intent and purpose of the Official Plan and Zoning By-law as well as being minor in nature and desirable for the development of the area.

Recent changes to the Planning Act allow municipalities to add policies to further define “minor” and establish criteria for the evaluation of minor variance applications.

### 5.2.6 Building Code

The Building Code and the Building Code Act governs the construction, renovation, change of use, and demolition of buildings in Ontario. Differing from planning policies, the Building Code is the implementing standard to ensure public safety in newly constructed buildings. These standards are established by the Province and enforced by local municipalities through the reviewing and issuing of building permits, inspections during construction, and the issuing of demolition permits.

Building permits are issued in accordance with the Ontario Building Code. There are no required public notifications for the issuance of building or demolition permits. **In fact, a municipality is required to issue a permit within a prescribed timeframe established by the Code if the permit meets the zoning regulations and all Code requirements. For example, the timeframe on a permit application for a house is 10 days. Since these standards are under the jurisdiction of the Province, changes to the building code rests with Provincial Legislation and the Town must adhere to its requirements.**



## 5.2.7 Other Municipal Regulatory Controls

### Ontario Heritage Act

Under the Ontario Heritage Act, the Town of Halton Hills maintains a register of properties that are of cultural heritage value or interest to assist municipalities in identifying and conserving heritage resources. The register is comprised of both listed and designated properties in the Town.

Listed properties are regulated such that owners must provide a municipality with at least 60 days' notice of intention to demolish, which allows a municipality to consider conservation options. Council consent is not required for any alterations to a listed property. Designated properties are those that Council has determined to be of significant cultural heritage value or interest and may fall under Parts IV (individually designated properties) or Part V (Heritage Conservation Districts) of the Ontario Heritage Act. Designated properties require heritage permits for any alteration or removal of the heritage features of the property. The map below shows listed and registered properties in the Glen. See **Appendix C** for a full list of listed and designated heritage properties and characteristics.

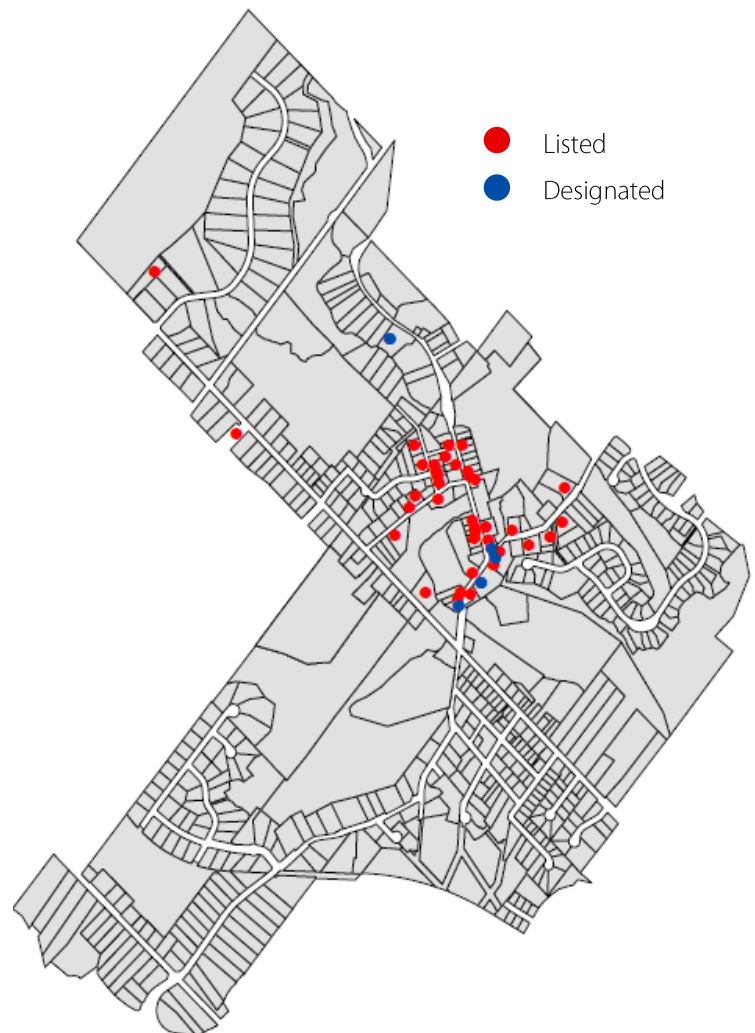


Figure 5.2.4.1 Map of Designated and Listed Heritage properties in Glen Williams



### **Demolition Permits**

Demolition of existing buildings in the Town of Halton Hills requires an application process to obtain demolition permits. As a part the application process, which is governed by Town By-laws, applicants are required to describe the existing use and occupancy of the building as well as the proposed future use of the building, if any.

If the building is listed on the Town's Heritage Register, the Town has 60 days to review the heritage value of the building and consider options as recommend by the municipal heritage committee. If the property is designated on the Town's Heritage Register, the property owner must request that Council repeal the designation by-law registered on the Title of the property.

The demolition process must be coordinated with the proper authorities for safe and complete disconnection of all existing water, sanitary and storm sewer, gas, electric, telephone and other utilities. Currently, property owners who apply for a demolition permit area not required to submit an application for a building permit for a replacement dwelling. Some municipalities have a demolition control by-law which requires property owner to obtain a building permit before a demolition permit is granted. This approach ensures that the demolition of existing structures would not result in a vacant parcel.



### **Property Standards**

Halton Hills has authority under the Building Code Act to enforce building standards. Property standards are enforced through a Property Standards By-law issued under the Municipal Act and implemented by a Property Standards Committee, to protect the public health, safety and general welfare of residents. The By-law is enforced once a formal complaint is filed with the municipality. Every owner of a property is responsible under the By-law to maintain and provide clean, sanitary and safe conditions, including during the construction of homes. This provision includes the maintenance of yards free from conditions that might create a nuisance, health, fire, safety, or accident hazard. Repairs must be conducted by Good Workmanship from skilled trade, with suitable materials.



### **Credit Valley Conservation**

The Credit Valley Conservation Authority (CVC) safeguards watershed health by preventing pollution and destruction of ecologically sensitive areas such as significant natural features and areas, wetlands, shorelines, valley lands and watercourses. Under Ontario Regulation 160/06, the CVC regulates development near watercourses through floodplain mapping and required setbacks. A permit may be required if the development is within the vicinity of a watercourse, floodplain, valley slope, wetland, or hazardous lands. While a Zoning By-law may permit land uses, the CVC may restrict development and add further limitations.



### Tree Protection

In settlement areas, the Town of Halton Hills Infrastructure Services has a regularly scheduled program for the replacement of dead trees on Town of Halton Hills boulevards and public areas. Currently, the Town does not regulate the removal of trees located on private property. However, the removal of trees located on public property by a private property owner is regulated by the Town, and subject to certain criteria.

Some Ontario municipalities implement private tree protection by-laws, which require municipal issued permits for the removal of larger trees on private property. Municipalities may require new plantings on-site to replace larger trees. Usually, the permitting process requires applicants to provide an arborist report and municipal staff to review the applications. This permitting process can be enforced in conjunction with site plan control, heritage conservation district and minor variances.

The higher costs associated with the administration of the permitting process can be an obstacle for the implementation of private tree protection by-laws. In addition, on-site tree replacement may not be possible due to site-specific issues such as inadequate soil volume.



### Site Plan Control

Site Plan Control is regulated under the Planning Act and addresses the functioning and design of development on a site. Municipalities can designate site plan control areas in their official plan and pass a by-law to exercise Site Plan Control in such an area. In general, Site Plan Control ensures that any proposed development can function appropriately on a site. Site Plan Control generally addresses issues of access, loading, parking, site circulation, lighting, landscaping, waste disposal, grading and drainage. Site Plan Control may also exercise architectural controls and matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design (but only to the extent that it is a matter of exterior design) if an official plan and a by-law passed contain provisions relating to such matters are in effect in the municipality.

In the Town of Halton Hills, the existing Site Plan Control process is not applicable to low density residential development. **The Site Plan Control process is not a process for which public notice is required and there is no right of appeal of a decision other than by an applicant.**

## 5.3 BEST PRACTICE REVIEW

Many other municipalities have explored the issue of replacement housing as it affects the character of mature neighbourhoods and have addressed this form of change through the implementation of a wide array of strategies and approaches. This section of the background report explores the experiences and approaches of nine municipalities in Ontario, which serve as best practices and learning opportunities that may inform the Glen Williams Mature Neighbourhoods Study.

The table below summarizes the outcomes from municipal reviews of mature neighbourhood areas in the seven municipalities examined. Many municipalities adopted a special zone in their Zoning By-laws to apply to special areas or adjusted existing area-specific zoning standards to maintain the existing character of mature neighbourhood areas. Best practice examples were chosen to be reflective of other similar contexts as Glen Williams.

Municipalities	Special Zoning Area	Focus of Special Zoning Area Provisions	Other Provisions to Protect Mature Neighbourhoods	Advantages	Disadvantages
Ottawa	Yes	Front Yards And Corner Side Yards Parking And Driveway Front Entrance Treatment	Streetscape Character Analysis Form Urban Design Guidelines	Specific to distinct areas	Complex and rigorous development application process
Cambridge	Yes (in proposed ZBL)	Height Front Yard and Side Yard Setbacks Garage Projections Driveway	Urban Design Guidelines	Easy to implement Simple application process	
Oakville	Yes	Lot Coverage Maximum Residential Floor Area Height	Urban Design Guidelines Design Guidelines for Stable Residential Communities	Easy to implement	Proportional zoning standards
Toronto	No	Fragmented zoning provisions mostly aligned with development history of former municipalities	Proposed Official Plan policies for stable neighbourhoods Stable neighbourhood urban design toolkit (2016) Urban Design Guidelines	Extensive regulation framework	Resource intensive Subject to LPAT approval
Burlington	Yes	Lot Coverage	Neighbourhoods character studies	Specific to character	
Mississauga	Yes - Heritage Conservation District (HCD) Plan created for Meadowvale	Roads Sidewalks Street Signage Setbacks Built Form Lot Size Design Heritage attributes Landscape	Official Plan policies Heritage Permitting System Heritage By-law Property Standards By-law Site Plan Approval Zoning By-law Private Tree Protection By-law	Provides full protection Carefully manages appropriate change at the individual property level as well as on the larger community scale Alteration process is easy and not lengthy	

### 5.3.1 City of Ottawa

#### Context

In 2012, City of Ottawa Council adopted the Mature Neighbourhoods By-law as well as Urban Design Guidelines to address concerns shared by many residents regarding infill developments that do not match the communities in which they were being built.

This By-law was appealed to the Ontario Municipal Board (OMB), for which the Board issued an interim decision in March 2013. The core issue at hand was the nature and extent of the City's authority to regulate "character" under s. 34(1) 4. of the *Planning Act*, and whether or not the By-law was in contravention of their authority.

In May 2014, the City of Ottawa Council endorsed a revised version of the By-law, which requires an infill development applicant to perform a "Streetscape Character Analysis" in order to obtain a building permit. In a decision dated May 26 2015, the Board found that the revised By-law operationalized the Act's statutory provision on "character" and created a methodical and analytically rigorous process for determining how "character" is defined.

Following the OMB decision, staff recommended the geographic expansion of the By-law as well as additional measures regarding rear yard conditions, infill massing, relief for long and narrow semi-detached housing, reduced building height, and rooftop design. Studies for these new provisions are currently underway.

#### Outcome

Section 139 of the new City of Ottawa's Zoning By-law No. 2008-250 addresses the character of low-rise residential development within the overlay boundary, in order to ensure that development reflects the established character of the existing neighbourhood. The By-law section is called Low-Rise Residential Infill Development in the Mature Neighbourhoods Overlay. It pertains to new dwellings, conversions of a residential use to another permitted dwelling type, and additions to existing residential buildings that abut a front or corner side yard.

This By-law defines character as "the recurrence or prevalence of patterns of established building setbacks, site layouts, orientation of the principal entranceway to the street, incidental use of lands, and landscapes that constitute a streetscape, based on identified and confirmed land use attributes." The By-law continues to implement quantitative zoning standards in the mature neighbourhoods overlay. For example, setbacks of new developments are required to meet the existing average of the abutting lots. Other zoning standards, such as height, are based on the existing requirements in the parent Zoning By-law.

The architectural and landscaped character along a street is controlled with the aid of a "Streetscape Character Analysis Manual". This manual uses images and graphics to illustrate the By-law's requirements. A "Streetscape Character Analysis Form" is required for development applications to demonstrate the dominant streetscape of the surrounding area.

Through the "Streetscape Character Analysis", the City defines "streetscape" as the 21 lots surrounding a property. Depending on the size of the block and where the property sits in relation to intersections, the City outlines what to do in different scenarios. The characteristics of



the surrounding lots are used to determine the “dominant” pattern of each category which includes: front yard setbacks and patterns, parking access and parking space patterns, and entranceway patterns and provisions. Each of these 4 categories has character groups based on commonly found elements.

### **Analysis**

The “Streetscape Character Analysis” is a complex system that is able to quantify character based on the number of occurrences in an area and allows the streetscape design to be implemented in a systematic way. In addition, this process requires applicants to demonstrate how the proposed structures will fit into the existing streetscape. The number of properties used as a reference is large enough such that the general streetscape conditions are captured.

This process requires additional time and effort for the applicant and municipal staff to process the development application. In addition, the process relies on photo documentation supplied by the applicant and extensive property mapping resources provided by City of Ottawa.

## **5.3.2 City of Cambridge**

### **Context**

In April 2013, the City of Cambridge initiated a review of its Zoning By-law. Through open houses and other public consultation events, staff identified the objectives to modernize its Zoning By-law, to encourage compatible infill and intensification in residential areas, and to provide a range of housing types. The preliminary draft by-law was released in June 2015. The second draft of the Zoning By-law is currently in progress.

### **Outcome**

Staff has recommended the consolidation of 18 existing residential dwelling types into 7 types: single-detached, semi-detached, townhouse, multiple, duplex, triple, and apartment.

Staff also reduced the number of residential zones from 16 down to 6, such that there is a spectrum of residential uses with increasing density ranging from rural to urban locations. For these consolidated zones, staff has recommended that the previous zoning standards with the lowest lot frontage requirements should be carried forward.

To discourage inappropriate infill development in “Established Neighbourhoods” (EN), a zoning overlay has been applied to 8 areas where there is a need to preserve the character of existing residential neighbourhoods. These areas have zoning standards with reduced permission for height (8 metres), averaging of side and front yard setbacks for development on vacant lots, limiting of garage projections, and minimum and maximum driveway widths.

### **Analysis**

The various adjustments of the Cambridge Zoning By-law have not been adopted. The City has used this opportunity to modernize its Zoning By-law to implement a system of zoning that protects the existing character of established neighbourhood areas while encouraging intensification and infill. Although the zoning standards are only slightly different in Established

Neighbourhood (EN) zones compared to the City-wide residential zones, these EN zone overlays are neighbourhood area specific and allow for different aspects of each neighbourhood to be regulated by standards that are appropriate to that neighbourhood.

The new proposed zoning is a simple way to update zoning standards for specific areas to control landscape and built-form (i.e. through height and building setbacks). The implementation of the proposed zoning overlay is minimally different from the standard zoning process and is relatively easy to put in place.

### **5.3.3 Town of Oakville**

#### **Context**

The Town of Oakville's Zoning By-law 2014-14 was adopted in 2014, developed through the inZone project to implement the policies of the Livable Oakville Plan. The Livable Oakville Plan provides for an overlay for the older mature neighbourhoods in the R1 zoned areas.

To control the development activities in established neighbourhoods, in 2013, a set of urban design policies were drafted called the "Design Guidelines for Stable Residential Neighbourhoods". The guidelines include four contextual categories for assessing the compatibility of new development within an existing stable residential community. Elements of these guidelines shaped the development of the Zoning By-law.

In addition, the "-0" Suffix Zone overlay designation was introduced to replace the R0 Zone framework from the previous Zoning By-law adopted in 1990 based on a Council-approved Infill Housing Study. The "0" Suffix introduces additional regulations for larger lots.

#### **Outcome**

The neighbourhood contexts were considered with the establishment of zoning standards, such that the setback, frontage, and coverage requirements of each zone were considerate of the areas context.

A key zoning standard in Zoning By-law 2014-14 to maintain community character was a lot coverage ratio. The intent of regulating lot coverage is to regulate dwelling unit sizes and restrict the shape of the building envelope. In general, the maximum lot coverage for low-density residential zones ranges between 30 to 35 % for RL zones. These standards are developed based on observed lot coverages in the areas.

In addition, "-0" suffix zones are in place for historical areas, which provide further standards on size, height, and setback of homes. In RL1-0 and RL2-0 zones, buildings taller than 7.0 metres are only permitted to have a 25% lot cover, below what are permitted by the parent zones.

Another key provision for "-0" suffix zones is a proportional maximum residential floor area ratio (FAR) requirement. In general, larger lots would have increasingly smaller FAR ratios to discourage excessively large homes from being developed. The zoning standard keeps the floor area to be between 200 to 300 square metres.

The size of building envelopes in stable neighbourhood areas is further controlled by maximum height and setback requirements. Averaging provisions are also in place regarding minimum front yard setbacks, which allow for smaller front setbacks based on the established norm of the neighbouring buildings.

### **Analysis**

In Oakville, the larger number of parent residential zones allow for a diversity of zoning standards to be applied to different neighbourhoods without special area-specific provisions or area overlays. The character of a neighbourhood is maintained by “-0” Suffix Zone. The scaling of residential floor area based on lot size, while more complex compared to other municipalities, is seen as efficient in disallowing excessively large homes relative to the neighbourhood context. The implementation of these special zoning standards allows landscape and streetscape quality to be controlled moderately.

The administration of this process is slightly different from the previous zoning process and poses minimal obstacles for municipal staff. Combined with the “Design Guidelines for Stable Residential Neighbourhoods”, the zoning in Oakville can maintain control on the height and massing of homes related to the neighbourhood context. This approach however has been questioned as to whether the control of internal floor space is relative to character.

## **5.3.4 City of Toronto**

### **Context**

Specific neighbourhoods in Toronto have experienced pressures for larger infill housing or division of lots that has caused local residents to question the fit of these developments in their neighbourhood. In general, infill housing developments may be allowed through zoning variances to implement design that deviates from zoning standards.

The City’s Zoning By-law generally maintains the zoning standards of former municipalities while providing a single source for zoning provisions.

### **Outcome**

In 2015, the City of Toronto adopted Official Plan Amendment 320, which was a result of the City’s Official Plan Five Year Review, which has updated policies on the “Neighbourhoods” designation to manage changes in residential areas. OPA 320 has been appealed to the Ontario Municipal Board.

Relevant to stable neighbourhood areas, policies on the Development Criteria in Neighbourhoods is being changed in the Official Plan. The changes are centred around the requirement to maintain “prevailing” “physical character” within a “geographic neighbourhood”.

The following definitions are important to the policy changes.

A **geographic neighbourhood** will be delineated by considering the context within the Neighbourhood in proximity to the development site, including: zoning; prevailing dwelling type

and scale; lot size and configuration; street pattern; pedestrian connectivity; and natural and human-made dividing features.

The **physical character** of the geographic neighbourhood includes both the physical characteristics of the entire geographic area and the physical characteristics of the properties in the same block that also face the same street as the development site.

The **prevailing** building type and physical character of a geographic neighbourhood will be determined by the predominant form of development in that neighbourhood. Some Neighbourhoods will have more than one prevailing building type or physical character. In such cases, a prevailing building type or physical character in one geographic neighbourhood will not be considered when determining the prevailing building type or physical character in another geographic neighbourhood.

Specifically, proposed Policy 4.1.5 requires developments to respect and reinforce the existing physical character of the geographic neighbourhood, including street pattern, prevailing lot size, building height, massing, density, building type, setbacks, and driveway design.

Proposed Policy 4.1.9 requires infill developments that vary from local pattern to have appropriate heights, massing and scales compatible with adjacent properties, provide adequate privacy, sunlight and sky views through adequate separation between buildings, and provide appropriate landscaping and walkways. These policies provide the planning rationale to assess minor variances for infill housing.

Currently, the City can permit specific zoning standards for a neighbourhood area. Individual zoning standards may be allowed through this method such that a neighbourhood has a certain density, lot area, coverage, or lot frontage that differs from the general citywide zoning standards. It is noted that the City has not updated its Zoning By-law since its amalgamation of former Zoning By-laws.

In addition, the City has also taken initiative to develop a set of Neighbourhood Urban Design Guideline tools to study various stable neighbourhood areas within the City. This toolkit is being designed with the intent to allow the communities to come together to create a variety of architectural and urban design solutions. Since this process can result in a set of urban design guidelines, the process can provide flexibility to accommodate change and growth that occurs differently in various neighbourhoods.

## **Analysis**

The proposed policy changes in the Official Plan will provide the planning basis for future changes to zoning, and reinforce desired physical elements in the on-going assessment of development approvals in neighbourhood areas. New terms, such as “prevailing”, “physical character” and “geographic neighbourhood”, can be used to require new developments to be compatible with its neighbourhood context.

Currently, neighbourhood-specific Zoning By-laws in the City of Toronto are the historical result of the old zoning provisions. As a result, infill housing continues to meet the same standard as existing development, thereby maintaining neighbourhood character.

The on-going process to establish urban design guidelines for individual stable neighbourhoods will give communities the ability to guide the design of new housing and reinforce existing neighbourhood conditions. It is important to note that urban design guidelines do not have the same legislative strength as zoning by-laws but are informative for the development application process.

### **5.3.5 City of Burlington**

#### **Context**

The City of Burlington has conducted a number of neighbourhood character studies in 2015 to address community concerns regarding new infill housing. The neighbourhoods studied include Shoreacres, Indian Point, and Roseland, which are areas that face increasing infill building activities. The recommendations of these studies were endorsed by Council in early 2016.

#### **Outcome**

Burlington's Zoning By-law 2020 has 5 low density residential zones (R1, R2, R3, R4, R5) which are relevant to mature neighbourhood areas.

The majority of the mature neighbourhood areas have the parent zone of R1 or R2, which only permits single-detached homes. Throughout the City of Burlington, a number of areas are identified on the Zoning maps as being "designated areas" for reduced lot coverage provisions.

In general, lot coverage maximum decreases based on building height that ranges between 27% and 40%. In Designated Areas, the permitted lot coverage ranges between 17% and 35%.

The recommendations of the character studies and proposed draft Zoning By-law Amendments include the following:

- Reduction of front yard setback from parent zone
- Revision of side-yard setback as a percentage of lot width
- Permit one driveway per property
- Adding new neighbourhood areas to "Designated Area" zones
- Require 50% landscaped open space for lots wider than 18 m.

#### **Analysis**

The Zoning By-law in Burlington focuses on controlling the lot coverage of homes in mature areas. Maximum lot coverage varies based on building height, allowing the building envelope of infill homes and additions to be controlled. The special overlay of "Designated Area" allows for further standards related to home size. The provisions such as proportional side-yard setbacks are based on observed patterns in specific neighbourhood areas and are examples of context sensitive zoning standards.



### 5.3.6 City of Mississauga

#### Context

In 1980, the City of Mississauga approved the Meadowvale Village Heritage Conservation District (HCD) Plan to address concerns raised by residents who recognized the cultural heritage value of their village and sought ways to protect it. The City initiated a collaborative heritage planning process with the Meadowvale Village community to establish a HCD. The 1980 Meadowvale Village HCD Plan had various methods to determine which properties should be subject to demolition control and conservation.

The original plan was too broad and did not meet the expectations of residents and Council in providing clarity regarding development. In 2002, the City of Mississauga initiated a process to improve and update the original set of Design Guidelines for the 1980 HCD Plan. In 2005, the Ontario Heritage Act established new requirements for heritage conservation districts. The Meadowvale Village Heritage Conservation District (HCD) Plan was updated in 2014 with conforming policies and guidelines.

#### Outcome

The Meadowvale Village Heritage Conservation District (HCD) Plan was the first heritage district of its type in Ontario. The plan boundary consists of 53 residential properties, a church and a Town Hall. In order to implement the plan, the following regulatory tools are in place:

- Heritage Permitting System
- Heritage By-law
- Site Plan Approval
- Zoning By-law
- Design Guidelines
- Property Standards By-law (regulates minimum heritage property requirements and minimum standards for the maintenance of heritage attributes)
- Private Tree Protection By-law (regulates the removal and replacement of trees)

The Heritage Permitting System conserves the cultural heritage attributes of a property and the general character of the HCD by regulating alterations to public and private property within the district. The alterations are broken down into non-substantive alterations and substantive alterations. Non-substantive alterations may be considered for the 'clearance to alteration process' which requires property owners to submit a form and consult with Heritage Planning staff regarding the proposal. Substantive alterations require a Heritage Property Permit and consultation to determine if Site Plan Application is required. The Site Plan application process involves Heritage Planning Staff and the Meadowvale Village HCD Subcommittee of Heritage Advisory Committee (HAC) to determine compliance. In order to facilitate the Heritage Property Permit process, City Council adopted Heritage By-law 215-07 in 2007 which outlines the legal parameters through which a Heritage Property Permit may be issued.

Design Guidelines provide references for any proposed alterations, new development and public works projects. Design Guidelines provide clarity on standards for non-substantive and

substantive alterations as it relates to form, scale, impact to abutting properties, architectural elements, landscaping and more.

The City of Mississauga Zoning By-law was amended to include zoning regulations pertaining to minimum lot area, minimum lot frontage, maximum lot coverage, maximum gross floor area, height restrictions and other requirements which support and implement the heritage conservation objectives. The Zoning By-law also identifies specific conditions and exceptions for certain properties within the Meadowvale HCD.

### **Analysis**

Overall, the objectives of the Meadowvale HCD to maintain and conserve buildings and maintain a village-like atmosphere have been met. A survey conducted in the district revealed that 86% of people were satisfied or very satisfied with the protective measures. The residents who have sought alterations have claimed the process was not difficult or lengthy. In addition, the district has influenced the urban planning of the surrounding area.

# **6.0**

## **SUMMARY OF FINDINGS**

## 6.1 KEY ISSUES TO CONSIDER

This Background Report for the Glen Williams Mature Neighbourhood Study also includes a reflection of the public consultation and stakeholder engagement to date. In addition, the research undertaken in this Background Report provides contextual and policy information to help inform the next phase of the study and the upcoming workshop.

A summary of the key findings from this phase are as follows:

1. Understanding the unique history of Glen Williams and how the current neighbourhood character has evolved is integral to future development.
2. Neighbourhood Character can be defined by several elements related to the broader neighbourhood area (lot patterns, street network), the lots themselves, and the homes on the lots. Prevalent neighbourhood features in the Glen include unique street patterns, distinct rooflines, and random lotting patterns among other features.
3. The stakeholder interviews and public consultation provided input on defining neighbourhood character and identifying features that are most important to the community. The interviews also assisted in identifying the key issues related to replacement housing.
4. Background research on trends and factors influencing change in neighbourhoods identified the historical shifts in demographics and the housing market which have led to an evolving pattern of residents seeking changes to older housing stock through both replacement housing and major renovations to accommodate changing lifestyles and needs. The majority of changes sought for development was focused on changes to setbacks and floor area of accessory structures and garages through the minor variance process.
5. Several municipalities have implemented changes to control development which range from prescriptive regulations and processes to those that are more flexible and implemented through general policies and guidelines.
6. The planning process involves policies, regulations and guidelines that can manage and control change. There are a variety of regulations and provisions that warrant further consideration through the study including specific zoning regulations and other processes that impact redevelopment. Through the initial public engagement the following zoning regulations have been highlighted as those through which potential revisions may be warranted:
  - a. Height
  - b. Massing

- c. Scale and Proportion to lot frontage and area
- d. Setbacks
- e. Landscaping
- f. Garages

These elements and other controls will be explored through the next phase of the study.



## 6.2 NEXT STEPS

The findings of this background report summarize information collected from the first phase of the Glen Williams Mature Neighbourhood Study. This report will inform the upcoming public workshop in May 2018.



Figure 6.2.1 Study process chart

The next steps of the Mature Neighbourhood Study will be informed by additional public feedback that will be collected from the public workshop. This information will be evaluated in Phase 2 of the study. The recommendation and options will be drafted in summer 2018 and will be presented to the public in a second public workshop and open house. The public will be invited to provide feedback on the draft options. Public consultation results will be incorporated in the final recommendation report to be presented to Town Council in early 2019.

## APPENDIX A STAKEHOLDER INTERVIEW RESPONSES (QUESTIONS 1-4)

Responses	1. How would you describe the character of the Glen? What, if anything, makes the mature neighbourhood of the Glen unique?	2. Can you describe the changes that you are noticing in the Glen (building and development/demographics)?	3. Do you have any concerns with these changes?	4. Please provide any examples of new houses (or new house additions) that are of an appropriate size/style for the Glen? What makes this fit in well within the neighbourhood?
1	<ul style="list-style-type: none"> <li>Glen Williams is a quaint village with a historically focused community and a uniquely creative flare.</li> <li>Residents are interested in quality and willing to pay more for it. They also love the abundance of green space and the out of town feel.</li> </ul>	<ul style="list-style-type: none"> <li>Overall there has been very little development over the last 20 years and the community likes it that way.</li> <li>Any development has been very small scale and very high end.</li> <li>The demographics of the glen would be middle age to early retired seniors looking to down size in the near future but not looking to leave the neighborhood and their established families.</li> </ul>	<ul style="list-style-type: none"> <li>The glen is a great to live and raise a family.</li> <li>The development to date has been a great addition.</li> </ul>	<ul style="list-style-type: none"> <li>The demographic for the glen really drives what would be most popular.</li> <li>Sprawling bungalows and smaller story and a half's would do best or larger units with tastefully integrated in-law suites. Yet it really does depend on Site Specific conditions.</li> <li>The larger lots can sustain the larger homes.</li> </ul>
2	<ul style="list-style-type: none"> <li>It is a rural hamlet, where housing settlement has evolved in an eclectic manner.</li> <li>In most cases, Glen neighbourhoods have been built accepting that they exist in a unique natural environment of greenspace, trees and wild vegetation, and a valley with hills and plateaus.</li> <li>There is an understated randomness of housing styles and lot sizes (big and small) that is not found in overly planned and manicured subdivisions.</li> <li>It is the simpler "rural look" and feel of the Glen that is important to those who live here and attracts those who wish to.</li> </ul>	<ul style="list-style-type: none"> <li>There is a trend to construct new larger homes in existing neighbourhoods by tearing down current homes or by subdividing larger lots. These single replacement homes are being constructed with complex designs and greater mass and are being inserted among simpler homes.</li> <li>Additions on some homes are twice the size of the existing homes and are not well integrated architecturally.</li> <li>Architectural changes are being made to heritage homes.</li> </ul>	<ul style="list-style-type: none"> <li>Though it is understood that it is not the purview of this Study, there is a trend in current new subdivision applications in the Glen to alter and overengineer the unique natural environment, instead of accepting the vegetation and other natural features as an appropriate design constraint for a hamlet. This trend is tipping the balance of the Glen's overall "rural look" towards something more urban/suburban in character. We must avoid this trend with our rebuilds and additions or even more of our rural character will be lost.</li> <li>The architectural style, scale and overmassing, roof style and height of some new single replacement homes and existing home additions are intrusive and don't fit the character of their neighbourhoods.</li> <li>There seems to be no municipal oversight or control to the extent to which modifications are allowed to heritage properties.</li> </ul>	<ul style="list-style-type: none"> <li>87 and 85 Wildwood Road – both are currently under renovation with fascade updates and the addition of second stories over enlarged garages. The owners have retained the existing sideyard setbacks and the houses are far enough back from the road that the front garage extensions with upper stories don't intrude on the look of the neighbourhood.</li> <li>16 Wildwood Road at the corner of Erin Street – currently under renovation with the addition of a second storey and a small addition. The owners have utilized the existing footprint to retain the same openness to neighbours and have selected a simple architectural style that fits nicely with other styles in the adjacent neighbourhood.</li> </ul>
3	<ul style="list-style-type: none"> <li>The character of the Glen is varied and diverse – very eclectic. Originally it was folksy and a little rustic.</li> <li>The houses ranged from small "cottages" along the river to majestic brick houses belonging to the mill owners that could easily have been lifted from downtown Toronto.</li> </ul>	<ul style="list-style-type: none"> <li>Some buildings are being lovingly updated while retaining the original characteristics and charm. Others are being razed with new modern edifices in their places.</li> <li>New "neighbourhoods" are being built such as "Meadows in the Glen" etc . These pretentious houses are a far cry from the modest down-to-earth clapboard houses down the way. These new neighbourhoods reflect a much higher income bracket than the original areas – some with original owners with farmer/rural roots. The tonier neighbourhoods are in turn being serviced by some of the businesses in town – restaurants, gym, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Yes in that the higher income neighbourhoods homogeneous and isolated – at least geographically. I think a mixed neighbourhood – mixing professions and incomes is better for the neighbourhood and society overall though it can make it harder for a realtor.</li> <li>For many there is a proud past to the Glen that extended back generations, even though it was considered a lower income area years ago.</li> </ul>	<ul style="list-style-type: none"> <li>I think we need to define "new". I will give specific details on this later but the one at the corner of beaver/Alexander is thoughtful. The house on Glen Crescent isn't terrible, and the new one going up on Confederation north of Main and the one on Mountain blend fairly well unlike the ones on Erin St.</li> </ul>
4	<ul style="list-style-type: none"> <li>Old and historic</li> <li>Knitting mill is significant to the history of the Glen</li> <li>Not all that different from other small towns</li> </ul>	<ul style="list-style-type: none"> <li>There are houses being added that are taller in height which is fine as long as it suits the character of the hamlet and more specifically the neighbour – for example a 2.5 story house is fine beside a bungalow as long as long as it fits overall</li> </ul>	<ul style="list-style-type: none"> <li>Resident is moving out of the Glen and is no longer affected by</li> </ul>	

APPENDIX A STAKEHOLDER INTERVIEW RESPONSES (QUESTIONS 1-4)

	but special to community members due to historic significance	<ul style="list-style-type: none"><li>Certain features such as flat line roofs are not okay and do not match the rural look of the hamlet</li><li>Windows should be taken into consideration as well</li></ul>		
5	<ul style="list-style-type: none"><li>Environmental features</li><li>Random housing and street patterns</li></ul>	<ul style="list-style-type: none"><li>Monster houses being built within the hamlet</li><li>People with higher income are moving in to the Glen</li><li>Saught after place to live along the Credit River</li></ul>	<ul style="list-style-type: none"><li>Concerned with big houses towering over small houses</li><li>Other than that, the houses are generally built well with good design.</li><li>A little more discretion should be advised when considering for certain features such as roofline and windows</li></ul>	<ul style="list-style-type: none"><li>All houses on Mountain street look nice</li></ul>

APPENDIX A STAKEHOLDER INTERVIEW RESPONSES (QUESTIONS 5-8)

Responses	5. In your opinion, what factors are driving these changes (e.g. market conditions, desirability of the area, large property sizes, lifestyle etc.)?	6. In your opinion, what measures or tools should be implemented by the Town to protect the character of the Glen)?	7. What would you like to see resulting from this study? What are your expectations?	8. Do you have any other comments or concerns?
1	<ul style="list-style-type: none"><li>• All of the above are factors, the Glen has always been very desirable due to the large lot sizes and the lifestyle due to the distance/proximity to Georgetown.</li><li>• Market conditions in town have been exceptionally high for the last 20 years so there is a lot of disposable income.</li></ul>	<ul style="list-style-type: none"><li>• The overall scale of the glen is a benefit to the quaint feel yet not necessarily always keeping old homes that are falling apart.</li><li>• I don't feel that a high density development would suit the Glen's character.</li><li>• Small neighborhoods with larger lot sizes should be maintained and preserved.</li><li>• Green space is also a major factor that should be preserved.</li><li>• Cutting down older not safe trees is not a problem if planting some new.</li><li>• I believe the study area should have stopped a bit sooner when heading North up Confederation Street. The larger lots don't need to be so restrictive. That area is no longer the Village.</li></ul>	<ul style="list-style-type: none"><li>• The village culture and community to be maintained and the lush green spaces preserved yet there are some heritage properties in the Glen but not many that really are worth preserving.</li><li>• I feel it is more important to focus on the quality of new constriction that will ultimately become historic then creating exceptional rules and regulations on maintaining properties that really can't been saved.</li></ul>	<ul style="list-style-type: none"><li>• One concern is making the rules so tight that you will require a Minor Variance for most projects. There is also a lot of area where the CVC has many policies in place already making it more difficult to build.</li><li>• Unfortunately I do not like the wide paint brush that paints all the properties. There is such a mix of lots sizes in the Glen. If you put the same Lot coverage on all of them, some will build too big and other won't be able to build much at all.</li></ul>
2	<ul style="list-style-type: none"><li>• Residents and visitors are attracted to a rural look and feel of the hamlet that has been created by the eclectic mix of lot sizes and simple housing styles.</li><li>• Developers/builders and new owners are capitalizing on this unique feel of the hamlet. They are seeking to acquire smaller or more modestly designed homes on larger lots as teardowns for the construction of larger homes that architecturally don't fit. They are changing the look and feel of the hamlet for personal gain.</li><li>• Residents with growing families who live on larger lots in the Glen are adding on to their existing houses in lieu of moving. Often more attention is paid to adding living space than to the architectural look of the final product and its impact on the existing neighbourhood.</li></ul>	<ul style="list-style-type: none"><li>• Recommendations to control massing, heights, setbacks, separation, and architectural design.</li><li>• Restrict the massing of new builds or additions to use the existing home's footprint plus a small addition by formula, eg: 25%. Prevent bulking up and pushing out.</li><li>• Restrict the scale of any home, its height and roof design to something that is compatible with its neighbourhood.</li><li>• Recommendations to preserve landscaped open areas, privacy and minimize the impact of shadowing between neighbours.</li><li>• Recommendations to minimize the amount of hard surfaces on property (LID) and to be sensitive to grading and drainage impacts among neighbours.</li><li>• Restrict encroachment on the existing home's sideyard and front yard setbacks and separation from neighbours. Many homes in the Glen are placed on larger lots with more open space and larger setbacks than current Town of Halton Hills urban setbacks. Additions and new builds should not be allowed to use those THH urban standards to push out to the</li></ul>	<ul style="list-style-type: none"><li>• The Study should emphasize recommendations designed to retain the "rural look and character" of Glen Williams.</li><li>• The Study should review all applications and decisions of the Committee of Adjustment for the last five years for Glen Williams properties and summarize any trends and make recommendations for improvement. Are their decisions helping or hindering the rural look and character of the hamlet?</li><li>• The Study should review of all Building Permit applications and scale of enforcement for the last five years for Glen Williams properties and summarize any trends and make recommendations for improvement. Are the Building Department's decisions helping or hindering the rural look and character of the hamlet?</li><li>• The Study should propose unique recommendations on massing, heights, setbacks, separation, and architectural design control, etc. for Glen Williams, and not simply repeat of the recommendations implemented for the Georgetown and Acton Mature Neighbourhoods. For the character of our</li></ul>	<ul style="list-style-type: none"><li>• If we are to maintain the character of our Mature Neighbourhoods in Glen Williams, mechanisms, policies and procedures must be included for the retention of unique features on Public property (neighbourhood-related), in addition to recommendations for unique features on Private property (building-related, property-related).</li><li>• The Public look of a community is defined by its road profile - width, curbs or no curbs, ditches, width of sidewalk or no sidewalk, treed boulevard or no boulevard, etc. A change in road width, curb design, sidewalk installation by the Town or the Region can dramatically change the look of a neighbourhood. Similarly Public spaces in a neighbourhood that residents see as being open both physically and visually can be dramatically changed by the installation of fences, rails, etc. by the Region or Town. Installations like these can remove the connectivity that the neighbourhood enjoys and impede both human and wildlife patterns of access.</li><li>• Public and Private spaces join together to create the "character" of a neighbourhood. The look of every mature neighbourhood is defined by its tree canopy, streetscape, public lands, connectivity, and openness, in addition to the look of its private homes.</li><li>• The issues of Tree Protection for Mature Neighbourhoods and Careful Re-design of Public Space in Mature Neighbourhoods must be addressed in any final Mature Neighbourhood Policy for Glen Williams.</li><li>• To retain the rural character of Glen Williams, the Study's Report</li></ul>

APPENDIX A STAKEHOLDER INTERVIEW RESPONSES (QUESTIONS 5-8)

		<p>edges of the property.</p> <ul style="list-style-type: none"><li>• Recommendations for architectural design oversight are needed. This should include design character and materials used for both additions and new builds. Additions shouldn't be foreign in look to the original house and shouldn't dwarf the original home. New builds shouldn't outmass the neighbours, push out the setbacks, and be in a style or use materials that are out of keeping with the neighbouring housing stock.</li><li>• Recommendations for tree and natural heritage protection on Private and Public property need to be included.</li><li>• Recommendations that all Town depts. retain and implement a "rural look" in any new planned infrastructure improvements on Public property in the Glen need to be included.</li></ul>	<p>rural hamlet to be retained, more prescriptive detail will be required.</p> <ul style="list-style-type: none"><li>• The Study should include architectural design control.</li><li>• The Study should include tree and natural heritage protection on both Private and Public property (see Ques. 8).</li><li>• The Study should include a requirement that all Town depts. retain and implement a "rural look" in any new planned infrastructure improvements on Public property in the Glen (see Ques. 8).</li></ul>	<p>must provide recommendations that require appropriate design treatment of all redevelopment on both Private and Public property.</p> <ul style="list-style-type: none"><li>• I believe that the scope of the Mature Neighbourhood Character Study should include all of Glen Williams, with no neighbourhoods excluded. The eclectic nature of all of the Glen neighbourhoods forms the look and feel of our rural hamlet. A definable hamlet boundary within Halton Hills already exists and should be used as the boundary for this study.</li><li>• In any planning for Glen Williams, bylaws and policies need to articulate that the overarching design goal is to retain the "rural look and character" of the hamlet. To achieve this "rural" form and function, Town policies and design expectations must require that any changes to existing and all new construction will:<ul style="list-style-type: none"><li>- accept the topography as it is and work with it</li><li>- respect the wild natural heritage</li><li>- keep the land open visually and physically</li><li>- favour small versus big in any design solution</li><li>- accept and encourage a random look</li><li>- advocate low impact development (LID)</li><li>- utilize design and engineering solutions that are the least intrusive</li><li>- avoid the use of concrete, asphalt and steel as the only solutions</li><li>- resist the use of "urban looking" solutions for every challenge</li><li>- take extra care to design and build with aesthetics in mind</li></ul></li></ul>
3	<ul style="list-style-type: none"><li>• The charm of the Glen and its small scale with charming geographic features – river, hills &amp; valley, and fields make it attractive to many. Many people want to get out of the Burbs and like the idea of no neighbours behind. Larger lots lend themselves to custom builds and people with toys ie ATVs. These aspirations are not always in keeping with the current Glen culture.</li><li>• There are many looking for smaller houses as they are downsizing. Bungalows are in big demand especially – many people with bad knees etc.</li><li>• It really is a mix of people wanting a lot, their own piece of land or their idea of it, wanting to move into a certain neighbourhood ie Bishop Court - and then those who see the Glen for what it is and want to move there. I recently had clients who bought there because they were looking for a house with a yard big enough for a skating rink (and a garage). He also had family from there. They bought the old school house. They were the perfect family for that property.</li></ul>	<ul style="list-style-type: none"><li>• Designate zones and realize things are going to happen beyond the boundaries. Enforce the bylaws.</li></ul>		
4	<ul style="list-style-type: none"><li>• People moving in with different backgrounds</li></ul>	<ul style="list-style-type: none"><li>• Planning and development should look at</li></ul>	<ul style="list-style-type: none"><li>• Resident is moving away for retirement so will</li></ul>	



**APPENDIX A** STAKEHOLDER INTERVIEW RESPONSES (QUESTIONS 5-8)

	thinking modern is the way to go	design of the home on a case-by-case basis to determine whether the home fits within the neighbourhood	not be affected by this study	
5	<ul style="list-style-type: none"><li>Older houses should be renewed to reflect lifestyle changes</li></ul>	<ul style="list-style-type: none"><li>The character of the Glen is to allow for random housing styles therefore the houses should not be overly regulated</li></ul>		

## Tell us what you value about the character of *the Glen*!

The following list includes some of the features that are often used to define the character of a neighbourhood. During the walking tour, we are interested in hearing your thoughts about these features, and others, as they relate to neighbourhood character. Please check the boxes below to indicate which features best define neighbourhood character, in your opinion.

### NEIGHBOURHOOD FEATURES

- |                                       |   |
|---------------------------------------|---|
| <input type="checkbox"/> Street Trees | <input type="checkbox"/> Lotting Pattern / Street Pattern     |
| <input type="checkbox"/> Sidewalks    | <input type="checkbox"/> Road Widths                          |
| <input type="checkbox"/> Streetscape  | <input type="checkbox"/> Other Neighbourhood Features (parks) |

### HOUSING FEATURES

- ☐ Architectural Style
- ☐ Building Massing / Volume
- ☐ Building Height
- ☐ Size of Homes (Floor Area)
- ☐ Façade Details
- ☐ Roofline Pattern
- ☐ Building Materials, Colours and Textures

### LOT FEATURES

- ☐ Lot Coverage
- ☐ Fencing
- ☐ Trees and Landscaping
- ☐ Style, Size and Location of Garages
- ☐ Front, Side and Rear Yard Setbacks
- ☐ Location and Placement of Driveways and Walkways
- ☐ Location and Placement of Porches and Decks

Please rank 3 features that you believe to have the strongest impact on the Glen.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please provide any examples of new houses (or new house additions) that are of an appropriate size for the Glen. What makes this fit in well within the street?"

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Do you have any additional comments or concerns?

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## APPENDIX B WALKING TOUR HAND OUT



## MATURE NEIGHBOURHOOD STUDY WALKING TOUR



MHBC Planning and Town of Halton Hills are currently undertaking a planning study regarding the potential impact of the construction of **large-scale residential rebuilds** (often referred to as "monster homes") on the **character and appearance** of the mature neighbourhoods of Glen Williams. During this Walking Tour, you are invited to provide your input to the Study Team on your views and concerns.

## NORTH GLEN WALKING TOUR

- i** Head north on Main St towards Forester St.
- A** Head east on Forester St towards Tweedle St.
- B** Head south on Tweedle St towards Mountain St. Turn right on Glen Crescent Dr.
- C** Turn left on Confederation St.
- D** Turn right on Mountain St towards Main St. Turn right on Main St to return back to the engagement station.

## SOUTH GLEN WALKING TOUR

- i** Head south on Main St towards Confederation St. Main St. becomes Wildwood Rd.
- E** Turn left on Erin St towards Alexander St.
- F** Turn left on Alexander St towards Confederation St.
- G** Turn right on Confederation St towards Karen Dr. Turn right on Karen Dr.
- H** Head northeast on Karen Dr towards Confederation St. Turn left on Confederation St towards Alexander St. Turn right on Alexander St towards Beaver St. Turn right on Beaver St.
- I** Head northwest on Beaver St towards Wildwood Rd. Turn right on Wildwood Rd to return back to the engagement station.



# APPENDIX C HERITAGE PROPERTIES

## DESIGNATED PROPERTIES

504 Main Street Williams-Holt House	Built as a cabinet and chair factory by Issac Williams, son of the Glen Williams founder Benajah Williams. Associated with the neighboring tool factory since both buildings are the same size and have identical facades. Good example of the Georgian style.
515 Main Street Williams Mill	Includes the Williams Mill - a frame former saw mill built by Williams family in 1826 and stone former hydro-electric plant building that was the first commercial power plant in the area.
519 Main Street Laidlaw House & Frazier Shop	Laidlaw House was built in 1858 by James S. Laidlaw. The Frazier Shop, built in 1847 by Thomas Frazier, is an excellent preserved example of an early Victorian commercial building. Also associated with Timothy Eaton (future founder of the T. Eaton commecial empire) who was hired to serve as a clerk and bookkeeper.
586 Main Street Beaumont Knitting Mill	Former Tweedle Saw Mill and limestone industrial building. Associated with significant early settlers and fathers of Glen Williams
1 Prince Street Glen Williams Town Hall	Built of local brick in a Colonial Cape Cod style. It has been central to the history of the Village & associated with Canadian author LMM.
6 Prince Street Alexander Homestead	It is a cultural heritage landscape comprising of three buildings encircled with numerous trees and situated on a slope of the Credit Valley along a winding road entering the village of Glen Williams. The buildings consist of the Alexander House, an old schoolhouse and a cabin (only the house and old schoolhouse are of cultural heritage significance).The Alexander House is a representative example of the Georgian style of architecture. The 1837 schoolhouse building is an early example of a schoolhouse building and a rare example of plank-on-plank construction.

## LISTED PROPERTIES

152 Confederation Street	Good example of Neoclassical style architecture including decorated frieze, moulded soffit, decorated fascia, returned eaves, finials and drops on gables, circular vent in front gable, six-over-six windows with corbelled cornice trim below and entablature with keystone above, and double window with semicircular window above
179 Confederation Street	Representative of Vernacular style architecture, a former farm house, even course cut stone construction, two-over-two windows on second storey, four-over-four double windows on first storey, projecting center bay faced with newer stone, and decorative, wrap around porch
508 Main Street Williams Edge Tool Factory	Was used as a the “Edge Tool Factory” until 1870; Associated with the neighboring cabinet and chair factory since both buildings are the same size and have identical facades; Good example of the Georgian style.
510 Main Street Williams House	Built and occupied by Dr. Moffatt Forester who married Charles’ Williams daughter Elizabeth; The Williams Family ran the cabinet and tool factories at 504 and 508 Main Street; Good example of the Georgian style of architecture.
511 Main Street Joseph Williams House	Residence was built for Joseph Williams when he was the manager of the Williams Mill; Joseph was the third generation of Williams.
514 Main Street Charles Williams House	Built for Charles Williams, patriarch of the second generation of the Williams who founded the village; Home of Joseph Beaumont, owner of the Beaumont Knitting Mills; Excellent example of a Gothic Revival style residence.
517 Main Street General Store and Post Office	Built by Charles Williams, of the Williams family that founded the village, as a general store; Served as the local general store and post office until 1972; Good example of a commercial building with excellent decorative brickwork.

<b>524 Main Street Glen Williams Hotel</b>	Associated with Mr. William Alexander, a local innkeeper and Thomas Jefferson Hill, the father of the first mayor of Halton Hills; The hotel provided rooms and meals for salesmen, farmers and merchants who had business in Glen Williams.
<b>526 &amp; 528 Main Street Beaumont Duplex</b>	Associated with Joseph Beaumont, owner of Beaumont Knitting Mills who likely built the building as worker housing; Good example of Gothic Revival architecture used in row housing.
<b>530 Main Street Logan Cottage</b>	Unique stone addition built on original stone cottage (rear)
<b>531 Main Street</b>	Associated with James Laidlaw who built the house; Built very similar to the frame house at 532 Main Street; Early Village vernacular residence.
<b>532 Main Street</b>	Associated with John Rutledge, a local butcher, who owned the building; Good example of an early Vernacular building in the Village of Glen Williams.
<b>533 Main Street St. John's United Church</b>	Unique wood frame Methodist church built 1840 and bricked over in 1903; Has functioned as a church since 1840; Located in the heart of Glen Williams next to the Credit River.
<b>536 Main Street Tannery</b>	Associated with Thomas Board, owner of the Dominion Glove Works as a tannery; Purchased by Joseph Beaumont in 1906 as a complement to his Beaumont Knitting Mills.
<b>537 &amp; 539 Main Street St. Alban's Anglican Church</b>	Associated with Rose Ann McMaster, a prominent local who donated land for the church; Has functioned as a church since 1902; Designed by architect F.S. Baker.
<b>541 Main Street</b>	Typical example of a frame residence from the 1850s.
<b>543 Main Street Murray House</b>	Owned by John Murray a local carpenter; Three generations of Murrays lived in the home. Circa 1849
<b>548 Main Street</b>	Good example of an early Village vernacular residence; May have been constructed for mill employees.
<b>549 Main Street Isaac Cook House</b>	Built in 1852 by Isaac Cook who sold to William Alexander who owned the Glen Hotel and later his son Thomas Alexander, the Village's blacksmith.
<b>552 Main Street Holdroyd House</b>	Owned by the bookkeeper for the Sykes and Ainley Mills Harry Holdroyd; Located on a large prominent corner lot in Glen Williams.
<b>554 Main Street</b>	The house is of a pattern similar to several others in the Village which provided comfortable family homes for factory workers.
<b>15 Mountain Street Frances Williams House</b>	The house was built for Woolen Mills Company owner Jacob William's widow; It later served as Thompson and Wilson Ginger Beer Bottling Facility; Good example of Georgian style architecture with Gothic Revival tail.
<b>24 Mountain Street Mino Cottage</b>	Good example of a 1850s cottage; Built by George Mino a local labourer.
<b>25 Mountain Street Barraclough House</b>	The home was built for John Sykes the owner of Sykes and Ainley Manufacturing Company and later resided in by E.Y. Barraclough, General Manager of the Glen Woolen Mills Company; Located on an embankment overlooking the Credit River; Unusual example of Edwardian style of architecture including a unique stain glass window.
<b>28 Mountain Street Ainley House</b>	The home was built for Norman Ainley, owner of the Sykes and Ainley Manufacturing Company.
<b>Prince Street Glen Williams Cemetery</b>	
<b>3 Prince Street Schenk House /</b>	Good example of brick industrial building from the 1870s; Owned by William Tost, a local blacksmith who operated a carriage works out of a two-storey residence and owned the patent for the "iron beam harrow"; The building was later used by William Schenk who operated an Orange Crush bottling business.

<b>Blacksmith Shop</b>	
<b>7 Prince Street Hawkins Shop</b>	One of the original store buildings from the Village’s core.
<b>9 Prince Street Norton House</b>	Owned by school teacher Theophilus Norton; Good example of a two-storey Gothic Revival home.
<b>3 Tweedle Street David Williams House</b>	
<b>5 Tweedle Street Woollen Mills Housing</b>	Glen Woollen Mills Company had storage sheds located on the site until the early 20th century; 5, 7 and 9 Tweedle Street were built as worker housing for the mill employees; Used from 1964-1981 as housing for Sheridan Nurseries.
<b>7 Tweedle Street Woollen Mills Housing</b>	Glen Woollen Mills Company had storage sheds located on the site until the early 20th century; 5, 7 and 9 Tweedle Street were built as worker housing for mill employees.
<b>9 Tweedle Street Woollen Mills Housing</b>	Glen Woollen Mills Company had storage sheds located on the site until the early 20th century; 5, 7 and 9 Tweedle Street were built as worker housing for the mill employees.
<b>11 Tweedle Street Rutledge Cottage</b>	Owned by one of the first property owners in Glen Williams, John Rutledge, who was also a butcher.
<b>14 Tweedle Street</b>	Excellent example of the Gothic Revival style; Built by Sykes and Ainsley Woollen Mills as a worker’s home.
<b>22 Tweedle Street Mino House</b>	Good example of the Gothic Revival style; Built by George Mino a local labourer.
<b>15 Prince Street School House</b>	Served as a two-room school house for 75 years; Land donated by mill owner Charles Williams.