



THE CORPORATION OF THE CITY OF BRAMPTON

# BY-LAW

Number 243-2007

A By-Law to amend the Village of Churchville Heritage Conservation District Boundary and Village of Churchville Heritage Conservation District Plan

WHEREAS the Council of the City of Brampton passed an Interim Control By-Law in August 2005 to facilitate a comprehensive review of the Official Plan, Bram West Secondary Plan and 1990 Heritage Conservation District Plan as it relates to the Village of Churchville;

AND WHEREAS Council of the City of Brampton by resolution on August 15, 2005, undertook the preparation of the Churchville Planning and Heritage Study;

AND WHEREAS a series of public information centres related to the Churchville Planning and Heritage Study were held between September 2006 and May 2007, including a public meeting held on June 4, 2007;

AND WHEREAS draft planning and heritage amendments were circulated to City departments and agencies for review and comment;

AND WHEREAS the Council of the City of Brampton maintains its previous adoption by By-Law 218-90 of the "Churchville Heritage Conservation District Plan";

NOW THEREFORE the Council of The Corporation of the City of Brampton ENACTS as follows:

1. By-law 221-2002 is hereby amended to revise the current area of the "Churchville Heritage Conservation District Plan" by deleting Schedule "A" thereto and substituting therefore Schedule "A" to this amendment.
2. By-law 218-90 is hereby amended to revise Part II of the "Churchville Heritage Conservation District Plan" in accordance with the amendment attached hereto as Appendix A to this by-law.

READ a FIRST, SECOND, and THIRD TIME and PASSED in Open Council, this 1 day of August 2007.

  
SUSAN FENNELL - MAYOR

  
KATHY ZAMMIT - CITY CLERK

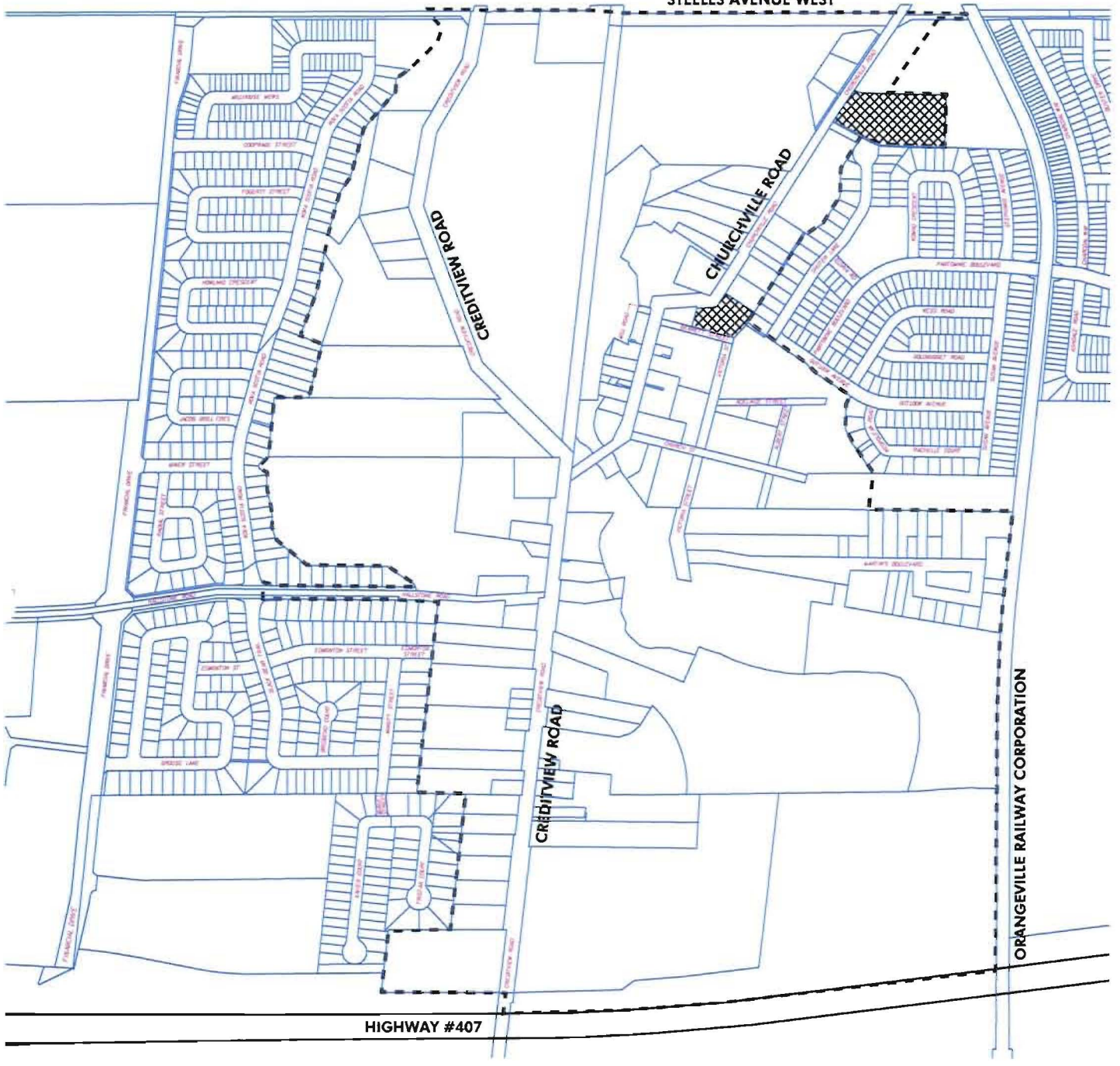
**Peter Fay, Deputy City Clerk**

Approved as to Content

  
Adrian Smith, MCIP, RPP  
Director, Planning, & Land Development Services

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| APPROVED AS TO FORM LAW DEPT. BRAMPTON |    |    |    |
| C.C.C.                                 |    |    |    |
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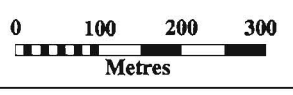
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ORANGEVILLE RAILWAY CORPORATION

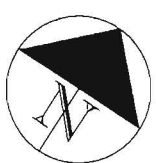
HIGHWAY #407

-  CHURCHVILLE HERITAGE CONSERVATION DISTRICT BOUNDARY
-  DESIGNATED UNDER PART IV OF THE ONTARIO HERITAGE ACT



PART LOTS 13-15, CONCESSION 3 & 4 W.H.S. (TOR.)

**CITY OF BRAMPTON**  
Planning, Design and Development



Date: 2007 07 31      Drawn by: CJK  
 File no. chamend2.dgn      Map no. -

By-Law **243 - 2007** Schedule A

**APPENDIX A**  
**VILLAGE OF CHURCHVILLE HERITAGE CONSERVATION DISTRICT**  
**PLAN AMENDMENT**

**1.1 Purpose of the District Plan**

Replace "*Local Architectural Conservation Advisory Committee (LACAC)*" with "*Heritage Brampton*" or "*Municipal Heritage Committee.*"

**2.3 Property de-designation**

Delete "and "*Whitehall*" from Recommendation 2 and add the following sentence after last paragraph, "*That "Whitehall" remains designated under Part IV and can only be designated under Part V if the District plan is amended under a new by-law under the new OH Act guidelines.*"

**3.3 Objectives: Heritage buildings**

Add the following bullet after the last bullet, "*Encourage the retention and adaptation to built heritage resources rather than the demolition.*"

## **5.0 GUIDELINES FOR ALTERATIONS, ADDITIONS AND NEW CONSTRUCTION**

Delete the entire Section 5.0 and replace with the following:

### **“5.0 GUIDELINES FOR ALTERATIONS, ADDITIONS AND NEW CONSTRUCTION**

#### **5.1 Introduction**

*Since the settlement of the village in the early 1800's a variety of buildings have been constructed reflecting prevailing building techniques and construction materials. Few, if any, of these earlier buildings have survived as they were originally constructed. Repairs, changing domestic needs and new services all make their mark upon the fabric and form of buildings. Some have resulted in the alteration of windows and doors, the re-cladding of frame structures or the construction of additions.*

*Physical change within the Village of Churchville has occurred in three ways:*

- *Alterations and additions to existing buildings,*
- *Infilling between existing buildings, and*
- *A variety of public works such as road building.*

*Most recently, encroaching contemporary subdivisions and the construction of Highway 407 have reduced the original Heritage Conservation District in size and significantly impacted the view scapes from within the Village.*

*Up until 1990, the changes in the past development of Churchville have not been consciously guided by a set of design guidelines. Yet the prevailing character of the historic building form had been respected. Generally, this historic character includes:*

- *A height of 1 to 1 ½ storeys,*
- *Three bays in width,*
- *Side gable, low to medium pitched roofs, and*
- *Variable setbacks from the front lot line.*



**The simple three-bay symmetrical arrangement of the former May Hotel (of Lefty House) is a characteristic feature of many buildings in Churchville**

*An important objective of the following guidelines is to encourage change that is in keeping with and respects existing built form. The guidelines should be read:*

- *In conjunction with the advice on building conservation elsewhere in this Plan, and*
- *As a prerequisite for consideration of an application under Part V, Section 42 (Heritage Permit Process) of the Ontario Heritage Act.*

*The guidelines for alterations and additions in Section 5.2 are intended for owners of all buildings, including those that usually would not be considered as heritage buildings. The key principle here is to ensure that change is neighbourly and takes into consideration effects on adjacent properties and streetscape.*

*In Section 5.3 and 5.4 the intent is to provide more specific guidance to ensure that changes to heritage buildings do not adversely impact or result in the loss of distinguishing features and fabric. When reviewing heritage permit applications, Council's decisions will be guided by the Ministry of Culture's "Eight Guiding Principles in the Conservation of Historic Properties" and the Standards and Guidelines of the Conservation of Historic Places in Canada available at: [www.pc.gc.ca](http://www.pc.gc.ca).*

*Section 5.5 and 5.6 address the integration of new construction and public works into the district.*

*These guidelines provide a general framework for achieving a minimum standard of appropriateness and for managing future change within the district. They are intended to serve as an aid to consistent decision making rather than a specific formula for designing a new building, addition or architectural feature.*

**5.2 Alterations & Additions to Existing Buildings**

*Not all buildings within Churchville should be considered to be of heritage significance. Buildings of heritage significance are those that have been inventoried in the 1989 Village of Churchville Heritage Conservation District Background Report. Other buildings are predominantly post-1940 structures (like those along Martin's Boulevard). Nevertheless it is important to recognize that altering or adding to any building within the village may affect nearby heritage structures or their setting.*

*Buildings of heritage significance have been identified as follows:*

|                              |                             |
|------------------------------|-----------------------------|
| <i>7825 Churchville Road</i> | <i>7895 Creditview Road</i> |
| <i>7780 Churchville Road</i> | <i>7734 Creditview Road</i> |
| <i>7777 Churchville Road</i> | <i>7716 Creditview Road</i> |
| <i>7772 Churchville Road</i> | <i>7711 Creditview Road</i> |
| <i>7767 Churchville Road</i> | <i>7650 Creditview Road</i> |
| <i>7764 Churchville Road</i> | <i>7624 Creditview Road</i> |
| <i>7752 Churchville Road</i> | <i>7593 Creditview Road</i> |
| <i>7749 Churchville Road</i> | <i>7573 Creditview Road</i> |
| <i>7742 Churchville Road</i> | <i>7523 Creditview Road</i> |
| <i>7741 Churchville Road</i> | <i>60 Victoria Street</i>   |
| <i>7736 Churchville Road</i> | <i>152 Victoria Street</i>  |
| <i>XXXX Church Street</i>    | <i>175 Victoria Street</i>  |
| <i>11 Church Street</i>      | <i>1528 Hallstone Road</i>  |

*The following guidelines will apply to general design and placement of alterations and additions to existing buildings:*

- *Avoid alterations that attempt to replicate or imitate design motifs and materials from an earlier period such as snap-in muntin bars, decorative surrounds and shutters, that are not based on documentary evidence to support their earlier presence.*
- *Wherever possible, locate new roof vents, solar panels, skylights, dormers and satellite dishes away from public view in inconspicuous locations.*
- *Locate parking spaces in unobtrusive areas, e.g. at the rear of the building to ensure that front lawns, tree plantings and hedges and other significant landscape features are retained and protected.*
- *Where extensive soil disturbance or excavation is required – e.g. for construction of new foundations or swimming pools, contact the municipal heritage officer for advice on any required archaeological investigations to ensure that the work will not impact on any known archaeological site or area considered to have archaeological potential.*
- *Locate new additions at the rear of the building or stepped back from the front façade to ensure that the identity and integrity of the original building and its setting is maintained. The irregular lot framework of the village, created in part by the topography of the river valley, creates interesting views and vistas through and across private and public properties. These views and vistas should be respected in the consideration of appropriate siting of additions.*
- *Upper storey additions should maintain the height of existing rooflines and roof profiles of adjacent buildings, especially those in close proximity to heritage structures.*
- *When considering exterior material selection, keep in mind the benefits of natural materials. See also the comments in 5.3 below.*

### **5.3 Alterations to Heritage Buildings and Sites**

*Alterations to buildings of heritage significance should ensure that:*

- *Historic building materials, architectural features and other identified heritage attributes of the property are protected and conserved,*
- *Character defining elements, especially those which face the public right-of-way, are not significantly altered, and*
- *Replacement of building components or features are unobtrusive and compatible with original design and materials of the heritage property and fits the existing features both visually and functionally.*

#### **5.3.1 Materials – General**

*The historic buildings in Churchville were predominantly frame, with wood or stucco cladding, or brick structures. Historically, additions and alterations to these buildings would have been undertaken using like materials. Synthetic materials like vinyl and aluminium siding, acrylic stucco (EIFS) and pre-cast cement 'stone' have replaced these traditional materials for reasons of cost and availability. It is important to the integrity of historic structures to repair them with original like materials. In the planning of any addition or alteration, consideration should be given to restoring original material where it may still exist (eg. wood siding under current synthetic siding).*

### *5.3.2 Roofs*

*Roof pitch and configuration should be retained along with any decorative eaves, soffits, brackets or cresting that may be present. Consideration should be given to returning roofing material to earlier (wood shingle) type, but asphalt shingles will generally be the expected replacement.*

*Non-functioning chimneys should be capped and re-pointed rather than demolished.*

*Locate new roof vents, solar panels, skylights, dormers and satellite dishes away from public view in inconspicuous locations.*

### *5.3.3 Exterior Wall Material*

*Cleaning of historic masonry should only be carried out as part of a masonry conservation project. The work should be undertaken by a contractor who specializes in masonry restoration under the supervision of a experienced heritage consultant. Sandblasting of brick is not an approved cleaning method as may result in permanent damage to historic masonry.*

*Painting, or otherwise sealing, of masonry surfaces can cause permanent damage by trapping moisture in the wall. Our winter freeze/thaw cycles then cause the brick to 'spall' and loose its surface layer.*

*The application of synthetic siding over brick or frame dwellings can similarly trap moisture leading to deterioration within the wall.*

### *5.3.4 Windows*



*Protect and maintain original window openings, including their distinguishing features such as material, frame, sash, muntin bars, surrounds glazing and shutters. Energy efficiency can be improved with traditional exterior wood storms or interior magnetic storms.*

*Avoid removing or blocking up windows that are important to the architectural character of the building.*

*Changing the glazing pattern of windows by cutting new openings, removing muntins, installing 'snap-in' muntins or obscuring window trim with metal should be discouraged.*

*New window openings should be created on rear or other inconspicuous elevations where possible.*

*New window design that is compatible with the overall character is to be encouraged but it should not duplicate the historical fenestration pattern.*

#### *5.3.5 Entrances*

*Protect and maintain entrances and porches especially on principle elevations where they are key character defining elements.*

*Conserve glazing, doors, steps, historic lighting fixtures and entablatures and avoid removal of porches and other related architectural features.*

*The design and construction of a new entrance and/or porch is encouraged to be compatible with the character of the building. Reconstruction of a previously known porch should be based on historical, pictorial and physical documentation.*

*Encourage required new entrances to be installed on secondary elevations rather than the principle façade. Where external stairs are provided they should be located at the rear of a building.*

#### *5.3.6 Features And Spaces Around Buildings*

*Attempt to preserve and maintain driveways, fences, walkways and walls that contribute to the special character of the space immediately adjacent a heritage building.*

*Design and locate new parking spaces so that they are as unobtrusive as possible, ensuring that front lawns and trees plantings are retained (see 5.2 for more complete guideline on archaeological resource protection).*

*Maintain proper site drainage to ensure water does not damage foundation walls by draining toward the building.*

#### **5.4 Additions to Heritage Buildings and Sites**

*The need to undertake the construction of an addition can arise for a number of reasons:*

- *To expand living space for a growing family,*
- *An addition may be economically more practical than relocation,*
- *The need to update mechanical services.*

*Additions, even more than alterations, can have a profound influence on the aesthetic architectural quality of a heritage building. A key objective in the design of an addition is to ensure that the completed structure adds to or enhances the history of the building without devaluing it. A balance is to be sought between old and new, or more specifically, a relationship of harmony. Quality in design and craftsmanship is important to the overall success of any project.*

*There are two important considerations in designing an addition to a heritage building. First, try to visualize the impact of the new work from the street at the pedestrian level. Secondly, design the addition from the outside in.*

*New additions should be constructed in a way that:*

- *Clearly differentiates them from the original historic fabric, and*
- *Ensures continued protection of the character defining elements of the building and does not radically alter, damage, obscure or detract from such elements.*

##### **5.4.1 Location**

*Wherever possible, exterior additions, including garages should be located at the rear or on an inconspicuous side of a building.*

*Additions should be limited in size scale and height so as to complement the existing building.*

*Multi storey exterior additions should be set back from the plane of the existing front wall in order to be as unobtrusive as possible in the streetscape.*

*Additions to structures with symmetrical facades should respect the symmetrical design and appearance of the original building and avoid creating imbalance in building form.*

#### **5.4.2 Design**

*New additions should be designed in a manner that distinguishes between old and new. Avoid duplicating the exact style of the heritage building or imitating a particular architectural style or period.*

*Contemporary design of additions or design that references design motifs of earlier style in a contemporary manner should be encouraged. Successful and compatible additions will be those that are complementary in terms of mass, material, ratio of solid to void (wall to window) and colour.*

### **5.5 Construction of New Buildings**

*The introduction of new buildings into Churchville must be seen as part of the continuing changes that are experienced within any community. New construction within the district may be anticipated occurring through the process of infilling in accord with Official Plan policies or through the demolition and reconstruction on the newly created vacant lot.*

*Building demolition will be actively discouraged within the district. New development, if permitted by the Official Plan and Zoning By-law, will be required to be compatible with the character of adjoining property and the streetscape. Property owners are encouraged to work with existing buildings, altering and adding to them in a sympathetic manner rather than demolishing and building anew.*

*The following guidelines for new construction are intended for use as a framework for providing minimum standards of appropriateness. They are not intended to be a detailed prescription for each new building. This will enable property owners and/or their architects to design creatively within a general context of future built form. Contemporary design that utilizes traditional building form will be encouraged.*

#### **5.5.1 Building Height and Floor Area**

*The district is typified by low profile development with a predominance of 1 to 1 ½ storey buildings. It is important that this low profile form of development be encouraged.*

*Building height of new structures should maintain the building height of adjacent structures and the immediate streetscape and should be neither significantly taller nor lower. Any new infill development, however, should be lower in profile than existing recent construction on Churchville Road and Creditview Road, which has resulted in excessive building height. The Zoning By-law limits building height to 28'-7" (8.75 m).*

*Floor areas (excluding basements and garages) for new residential construction are limited by the Zoning By-law to a maximum gross floor area of 2750 square feet (255 m<sup>2</sup>).*

#### **5.5.2 Building Location**

*Within the district are a variety of building types in various configurations. Note the differences in village core and along Martin's Boulevard, Creditview Road South and Churchville Road North. There is no one predominant building line or setback that distinguishes the district. The varied topography, road alignments and landscape features argue for the consideration of each individual development proposal on its own merits but with particular attention being given to the following:*

- *New residential infill should maintain the existing setbacks of adjacent properties. Appropriate variances to the zoning by-law should be sought where the minimum requirement for front yards does not permit this. Where there are areas of significant variation in setback new residential infill should generally respect the existing required setback of 24'-6" (7.5 m).*
- *New buildings should be sited with their front façade parallel to the roadway except where a building line has been established to the contrary as it is along portions of the west side of Churchville Road and portions of the east side of Creditview Road south.*
- *Buildings should be located with the bulk of the building accommodated within the width of the lot, rather than the depth, in keeping with a side gable structure. Where floor space requirements are such that this cannot be achieved rear extension in the form of a traditional tail or "T" shape should also be encouraged.*

- *Ancillary buildings should be located towards the rear of the lot. Garages in particular should not form part of the front façade of a new building and are best located towards the rear of the building or, preferably, detached.*

### *5.5.3 Roofs*

*The predominant roof form in the district is the side gable. In earlier buildings the roof is of low or shallow pitch and in later building forms, such as those from the 1930's and 1940's, the roof is of medium pitch. Hipped roofs of medium pitch are also found, especially in the larger residences of the 1890's to the early 1900's. The ranch style of the 1950's and 1960's also utilizes a low pitch hipped roof.*

*Every effort should be made to respect the predominant roof type within the district – the side gable. Regard should be given to the following particular guidelines:*

- *The use of the side gabled roof at low to medium pitch shall be encouraged in all new development,*
- *Cross-gabled, flat or mono pitched roofs are discouraged on all new building,*
- *Steeply pitched roofs should be avoided,*
- *Asphalt and cedar shingles are appropriate roofing materials within the district, but concrete or clay tile are discouraged, and*
- *Locate new roof vents, solar panels, skylights, dormers and satellite dishes away from public view in inconspicuous locations.*

### *5.5.4 Windows and Entrances*

*Traditionally within the district, most buildings featured simple vertical rectangular windows, taller than they are wide, usually placed one on either side of a centrally located door, accounting for a configuration of three bays. An exception was "Whitehall" featuring five bays. Every attempt should be made to reflect traditional proportions and symmetrical facades.*

- *Window designs are encouraged that generally reflect vertical and rectangular dimensions, taller than they are wide, and are either single pane or true divided lites. "Snap-in" muntin bars are to be discouraged.*
- *On facades that face the street, windows and doors should maintain the existing proportion found prevailing in the district and should not be excessive in relation to the façade. Large, full-length, multi-storey or picture windows and entrances are to be discouraged.*

- *If decorative (or functional) shutters are to be used on building facades, they should appear to be correctly sized to cover the respective window when closed.*
- *Other decorative or architectural elements such as bull's-eye windows, neo-classical porticos, imitation stones, lintels and keystones should be discouraged as they are not a traditional feature of Churchville's buildings.*

#### **5.5.5 Wall Materials**

*Traditional frame buildings offer a variety in the type and appearance of material used in cladding. Stucco, clapboard, board and batten and brick are all possible. The replacement of these materials with synthetic sidings in the second half of the last century has created special problems, not only in conservation, and has ramifications for contemporary buildings. These contemporary common synthetic materials can detract from the distinctive character of the historic district.*

*Exterior wall materials for new buildings should reflect traditional materials and their respective colours and textures as found within the district. These materials are stucco (in light shades), clapboard and red brick. Colours should, where possible, be selected from the historic palettes available from most paint manufacturers.*

*The use of decorative detailing, as has become common in new subdivisions, such as quoins, keystones, vaulted entrances and pattern polychromatic brickwork, should be discouraged as they were generally never part of the fabric of Churchville.*

#### **5.5.6 Outbuildings**

*Outbuildings, whether developed as part of an existing complex of structures or as part of a new construction should be lower in profile than the principal structure. They should be located to the rear, or at the side towards the rear, of the principal structure.*

### **5.6 Public Works**

*Public works within the district, including road reconstruction, flood works, buried service installation, etc, have the potential to cause considerable disruption to the rich variety of heritage resources both above and below ground. Every effort should be made in both day-to-day operations and longer term planning to minimize adverse effects to the heritage conservation district and its constituent parts."*

**6.2 General Landscape Enhancement: Vegetation, Streets and Open Space**

Delete Section 6.2 and replace with the following:

**“6.2 General Landscape Enhancement: Vegetation, Streets and Open Space**

*Unlike the built environment, the landscape undergoes constant change. This occurs seasonally as well as over several years as trees mature and die. This constant change means that recommendations for the treatment of Cultural Landscape features must take into account the natural evolution of the landscape. Preservation of a tree line may involve several techniques. Watering, fertilizing and removal of dead and diseased branches from individual trees to ensure healthy growing conditions may be undertaken. Infilling by planting of individual trees in the line may be possible if growing conditions remain unchanged. Planting a second line of identical species parallel to and close to the original line may be another alternative. Whenever other new planting is undertaken, a variety of appropriate species should be used in order to ensure the continuing diversity within the landscape. This involves replanting not only native trees but also many introduced species such as Norway spruce and lilac that have been part of the rural landscape of Southern Ontario since the 1800's.*

*Improvements to streets are generally undertaken to better accommodate increased traffic loads to ensure public safety. Changes in the road alignments and widths in the district should be carefully assessed to ensure the 'scenic road' quality is not lost while still maintaining public safety. The rural cross sections found throughout the district are one of its most important defining features. Changes to these cross sections are not recommended.”*

**6.3 Landscape Unit A**

Delete Section 6.3 and replace with the following:

**“6.3 Landscape Unit A – Village Core**

*The cultural heritage landscape features which positively contribute to the 'rural village' atmosphere of the Village Core should be preserved and therefore the following is suggested:*

- *The existing street layout and width should be retained in order to prevent further encroachment on the narrow yards of the adjacent buildings. Curbs, gutters and sidewalks should not be installed in this area in order to maintain the present rural appearance of the streetscape.*

- *Grassed ditches and narrow shoulders along Victoria and Church Streets should be retained to reinforce the rural character and intimate scale of the street.*
- *The community mailboxes should be relocated to the north side of the fire hall in order to reduce the shoulder width at the present location.*
- *The undeveloped road allowance identified as Bennett Street on the historic survey which is currently grass and defined by fencing and hedgerows should be preserved as a remnant of the original street pattern in Churchville.*
- *The property line hedgerows and post and wire fencing along Victoria and Church Street should be retained and repaired as necessary. Chainlink fencing should be replaced with post and wire fencing or low ornamental wood fencing. Alternatively, chainlink fencing may be planted with vines such as Virginia creeper, grapes or hops, similar to the east side of Victoria Street, in order to reduce its impact on the landscape.*
- *Planting at the bridge approaches should not restrict views up and down the river corridor. Signage interpreting the history of the river, the bridge, the village, and the floodworks could be located in this area.*
- *Within the Churchville district, there is a wide variety of tree species including native trees such as black willow, silver and red maple, walnut, oak, beech, birch and ash as well as introduced species such as linden, Norway spruce, Austrian and Scots pine, and mountain ash. Many of these non-native species have been cultivated since the mid-nineteenth century and are now a common feature in the rural landscape. For example, the Norway spruce was first cultivated in the 1870's and was frequently used to line the farm laneway. (The farmsteads at the south edge of the village exhibit this landscape feature.) Replanting of species from this list whether undertaken either by the private property owner or the municipality is recommended."*

#### **6.4 Landscape Unit B**

Delete Section 6.4 and replace with the following:

##### **"6.4 Landscape Unit B – Churchville Road Corridor**

*This area contains a linear corridor of residential development, open views and the historic*



cemetery. Vegetation is concentrated at the Steeles Avenue end of the corridor with the remaining properties containing a mix of mature specimen trees and foundation plantings at the end of long front yards.

- *Improvements to the cemetery perimeter plantings and fencing should be undertaken and guided by historic plans and photos that may be available. The open space surrounding the cemetery provides significant green backdrop and separation from the adjacent subdivision. This buffer of open space should be retained.*
- *Pavement widths and ditches should be retained to maintain the scenic quality of the road.*
- *Residences on Churchville Road are encouraged to establish hedges or install low ornamental wood fencing along the front yard property line to better define the edge of semi-private and public space.*
- *The tree-filtered view of the river valley from Churchville Road should be retained and enhanced with minor thinning of the understorey shrubs along the shoulder at the curve. The native vegetation along the ridge should be preserved and replanted to ensure stability of the slope and to maintain the diversity of vegetation in the district.*
- *Any archaeological remnants of the mill complex should be preserved. The installation of interpretive signage is recommended at the entrance to the former mill road at the bottom of the hill on Churchville Road to describe the history of the village for the resident and visitor. Additional signage interpreting the history of the village and the river valley may be located on Creditview Road near the intersection of Steeles Avenue.”*

## **6.5 Landscape Unit C**

Delete Section 6.5 and replace with the following:

### **“6.5 Landscape Unit C – Residential Cul-de-sac**

*The cohesive visual quality of this residential cul-de-sac is established by the uniformity in the landscape details – well – tended lawns, foundation plantings, mature trees, and central open space which serves as a neighbourhood park. The strongest recommendation for this area is*

to preserve and maintain the existing landscape treatment of both the private and public areas.

- *Pavement width, shoulders and ditches should be retained.*
- *Minor improvements of the central open space such as the provision of additional tree planting could be undertaken.*
- *Overhead wires should be relocated to a less visually prominent location or incorporated into a landscaped area which reduces the impact of the pull-off area.*
- *The municipality should prepare a Master Plan for the community park to ensure that the residents' future recreation needs can be accommodated in the park without detracting from the overall passive quality of the park. A consolidation of the parking lots and vehicular access points should also be undertaken to reduce the amount of hard surfacing in the park."*

#### **6.6 Landscape Unit D**

Delete Section 6.6 and replace with the following:

##### **"6.6 Landscape Unit D – Creditview Road Corridor**

*The area includes a portion of Creditview Road South which has undergone upgrading to suburban standards. Continued changes to the street should be undertaken to recreate some of the original qualities of a scenic route.*

- *Existing vegetation including trees, understorey shrubs, and wetland grasses, should be retained and replanted throughout the entire unit. Flood and erosion control measures should accommodate the retention of existing vegetation where possible. Pruning of trees such as the mature black willows along Creditview Road should be undertaken with care in order to maintain an aesthetic natural appearance and still provide public safety. Infilling of additional trees along Creditview Road should be undertaken to ensure the continuation of the roadside treeline.*
- *The line of mature trees in the river valley south of Steeles Avenue, which indicate the location of a former road, should be maintained.*

- *The native vegetation on the valley slope should be protected since it frames the view throughout the river corridor and river flats. Where trees have been removed new planting of native species should be made.*
- *Define with hedging an area around the Churchville Church memorial to create a more 'public' space for the viewer and an appropriate setting for the marker."*

#### **6.7 Landscape Unit E**

Delete Section 6.7 and replace with the following:

##### **"6.7 Landscape Unit E – Linear Estate Development**

- *Residences are encouraged to plant informal shrub borders and specimen trees close to the street property line to define the edge of the public space.*
- *Retain the pavement width, shoulders and ditches of Creditview Road. Maintain hedgerows and property line fencing close to the road in order to enhance the scenic quality."*

#### **6.8 Landscape Unit F**

Delete Section 6.8 and replace with the following:

##### **"6.8 Landscape Unit F – Rural Agriculture**

*This unit contains a diverse mix of landscape features including tree lines of white birch and Norway spruce, orchards close to the edge of the road and open fields extending to the east along the hydro transmission corridor. The addition of the 407 Hwy has encroached on features to the south. The existing vegetation on the east and south side of the fence should be retained and augmented with new planting. It is recommended that replanting along the fence be undertaken to block the views of the 407 Hwy to the south.*

*Generally the existing pavement width and ditches should be retained in order to reinforce the rural quality of this scenic route."*

#### **6.9 Landscape Unit G**

Delete Section 6.9.

**LANDSCAPE UNITS MAP**

Replace with revised Landscape Units map.

## **8.1 Introduction**

Delete the entire Section 8.1 and replace with:

*“Through the City of Brampton Heritage Fund funding maybe available for:*

- *the conservation of architectural elements or features that are being restored or repaired based upon documentary evidence. Residents are encouraged to apply for such funding if undertaking eligible projects”*

## **8.2 Designated Property Grants (DPG)**

Delete Section 8.2.

## **8.3 Heritage Conservation District Funds (HDCF)**

Delete Section 8.3.

## **8.4 Ontario Heritage Foundation (OHF)**

Delete Section 8.4.

## **8.5 Ontario Heritage Bridge Program (OHBP)**

Add the following paragraph after the second paragraph:

*“Ontario Heritage Bridge program still exists and could be used to save the bridge from change.”*

**9.2 District Committee**

Delete Section 9.2 (Committee formed under Heritage Brampton is more at arms length) and replace with the following:

**“9.2 Permit Application Process**

*The City of Brampton will consider adoption by by-law of the Parks Canada “Standards and Guidelines for the Conservation of Historic Places in Canada” along with the Village of Churchville Heritage Conservation Plan Guidelines. Council will also delegate authority for approval of certain heritage permit project types to Planning staff as outlined in the Table X (to be produced after public meeting presentation). Where the heritage permit application does not comply with Table X a committee of Heritage Brampton should review the application and Council approval shall continue to be required.”*

**9.3 The District Fund**

Delete Section 9.3.

**9.4 Permit Approvals**

Delete Section 9.4 and replace with the following:

**“9.4 Property Owner's Guide To the Heritage Permit Process**

**9.4.1 Why Is A Heritage Permit Required?**

*Heritage designation puts in place a simple and quick mechanism, through the heritage permit process, to encourage preservation properties designated under Part IV or Part V of the Ontario Heritage Act (Sections 29 & 41).*

*The heritage permit process is designed to ensure that the "heritage attributes", as described in the designation by-law, are not obscured, damaged or destroyed unnecessarily by alterations and other forms of intervention. Heritage attributes are the elements that lend a property or district its cultural heritage value.*

*Any works likely to result in the loss, damage, alteration or removal of one or more heritage attributes requires sign off from City Council before the work can begin. This rule applies*

*mostly to major exterior renovations, additions and other works subject to a building permit or demolition permit.*

*The heritage permit process was not designed to prevent alterations to heritage buildings. Its purpose is to guide alterations in a reasonable and balanced manner – never losing sight of the pragmatic considerations that often trigger the call for change in the first place.*

*The heritage permit process is also not intended to prevent the introduction of modern conveniences such as central air conditioning, wheel chair ramps, new windows, swimming pools, satellite dishes, garages, parking spaces, and modern interior design treatments. Again, the permit process is, in most cases, simply used to guide such changes so that the new feature or replacement feature does not diminish the heritage value of the property.*

*The process is generally not about “if” such changes can be made to a property – it’s about “how” or “how best” within the budget constraints and objectives of the property owner – factoring in the significance of the heritage attributes that might be impacted.*

*It should be stressed that in most instances, the heritage permit process is surprisingly routine.*

#### **9.4.2 Legal Basis for Heritage Permit - Ontario Heritage Act**

*To maintain consistency with provincial legislation and Brampton's new Official Plan, extending the heritage permit process Citywide, is recommended.*

*Section 33 of the Ontario Heritage Act states that Council must provide its 'consent in writing' before any alterations can proceed that are likely to affect heritage attributes on properties designated under Part IV of the Act. The wording in the Act is as follows:*

*"No owner of property designated under section 29 shall alter the property or permit the alteration of the property if the alteration is likely to affect the property's heritage attributes ... unless the owner applies to the council of the municipality in which the property is situate and receives consent in writing to the alteration."*

*Section 42 of the Ontario Heritage Act applies to properties designated under Part V of the Heritage Act (districts). It states:*

*"The owner of property situated in a designated heritage conservation district may apply to the municipality for a permit to alter any part of the property other than the interior of a building or structure on the property or to erect, demolish or remove a building or structure on the property. 2005, c. 6, s. 32 (1)."*

*Most municipalities have adopted a heritage permit system to manage the review and approval process as prescribed under sections 33 and 42 of the Ontario Heritage Act.*

*Despite the fact that section 33 of the Heritage Act only refers to "consent in writing" from Council, and does not specifically refer to a 'permit', it is industry practice to seek Council's consent in writing, as the act requires, and to call that consent a 'permit'.*

### **9.4.3 What Are Heritage Attributes**

*In general terms heritage attributes are the materials, details, forms, spatial configurations, uses, historical and cultural associations and character defining elements that collectively contribute to the cultural heritage value of the designated property.*

*A heritage designation by-law identifies and describes these heritage attributes so that everyone knows what features should be given special consideration when an alteration is proposed.*

*In specific terms, these attributes can be architectural, contextual, natural and/or historical. The heritage permit focuses on the architectural and contextual elements:*

*⇒ Architectural heritage attributes often include: windows, chimneys, verandahs, porches, doors, exterior cladding materials, decorative millwork and detailing, shutters, trim, stonework and any other structural features that are obviously old or original to the building.*

- Contextual and natural heritage attributes can also be significant - particularly with regard to the designation of streetscapes, farms, cemeteries and districts. They include: visual and aesthetic qualities, historical landscaping features, mature trees and hedgerows, fences, laneways, vistas, barns and other features found on the property.*
- Historical heritage attributes relate to past ownership, history, events and associations with broader themes and subjects.*



*Rarity, age, landmark status, construction methods, symbolic value and other factors are also taken into consideration, depending on the type of property being designated.*

#### **9.4.4 When Is A Heritage Permit Required?**

*In the most general sense, as outlined in the Heritage Act, a heritage permit is required prior to any alteration likely to result in the loss, removal, obstruction, replacement, damage or destruction of one or more heritage attributes on a property designated under Part IV of the Ontario Heritage Act or contained within a Heritage Conservation District designated under Part V of the Ontario Heritage Act.*

*As a rule of thumb, a heritage permit is always required for any large-scale exterior renovations and additions; essentially any works that would also require a building permit, demolition permit or other formal approvals by the City, conservation authorities and/or other agencies and other levels of government.*

*A heritage permit may also be required for some smaller scale projects (e.g. replacing a front door, removing a verandah railing, etc), if that project would impact existing heritage attributes and features as found.*

*The heritage permit process applies to the entire property and all exterior elevations - not just to the front facade.*

*Whether a heritage permit is required or not, you must still comply with the requirements of the Zoning By-law and Building Code.*

*Heritage permits should always be secured before seeking any other approvals, such as minor variances from the Committee of Adjustment, approvals from conservation authorities, site plan approvals and so on.*

#### **9.4.5 Typical Projects That Do Require A Heritage Permit**

- **New Construction:** such as new additions, introducing new exterior architectural detailing and finishes, along with new garages, fences, barns, outbuildings, porches, verandahs, steps and decks;
- **Major Structural Alterations and Rehabilitation Projects:** such as replacement, removal and changes to existing porches, verandahs, windows and window openings, doors and door openings, chimneys, awnings, existing millwork, decorative elements, detailing and finishes, foundations, barns, outbuildings and the like;
- **Major Changes to Exterior Walls and Cladding** such as introduction or removal of metal soffits, fascia, vinyl siding, stucco finishes; painting previously unpainted masonry walls or removing paint from painted masonry walls; repointing masonry, replacing bricks, repairing or replacing stone finishes, parging foundation walls, removing key wall features such as lintels, sills, parapets, chimneys, quoins, voussoirs, removing insulbrick, and the like;
- **Major Landscaping:** such as removal of mature trees, removal or significant alterations to period gardens and hedgerows, installation of new landscaping plans, patios, paths and laneways, altering or removing original or vintage pergolas, fences, garages, outbuildings and the like;
- **New Signage;**
- **Historical Restoration Projects:** such as restoration or replication of original or vintage period elements including verandahs, millwork, finishes and the like;
- **Any Other Larger Scale Exterior Alterations or Structural Repairs** that are likely to affect existing heritage attributes anywhere on the property.

#### **9.4.6 Typical Projects That Do Not Require A Heritage Permit**

*If works are not likely to affect existing designated heritage attributes, a heritage permit is not required. If in doubt, contact the City for confirmation.*

A property owner does not require a heritage permit for regular or routine maintenance and other day-to-day activities or functions required to use, maintain and enjoy a property.

Routine care, maintenance and minor repairs do not require a heritage permit.

Examples of such work include:

- Minor repairs to windows, doors, eaves troughs, fences, foundations, roofing, railings, steps, chimneys, etc;
- Weather-stripping, insulating, etc;
- Interior work such as plumbing and electrical upgrades, interior painting, interior renovations and other works, provided interior spaces, detailing and finishes and are not included in the scope of heritage designation; (other City permits may be required however). Interior alterations of properties designated under Part V are excluded from the permit process.
- New roof shingles;
- All forms of exterior painting (suitable heritage colour schemes are encouraged but are not required);
- Construction of backyard patios, tool sheds, other small outbuildings if they are to be located at the rear of the property and/or if not readily visible from the street or other public areas;
- Gardening and minor landscaping;

#### **9.4.7 How Long Does the Permit Review Process Take**

The Ontario Heritage Act is very specific on this point. Once a complete permit application is received, the City is to "cause a notice of receipt to be served on the applicant".

*Council must then make its decision regarding the merits of an application within 90 days. If mutually agreed upon, an extension can be granted.*

*If the applicant does not hear back after the 90-day period expires the council shall be deemed to have consented to the application. Although the standard procedure would be for the City to notify the applicant of Council's decision.*

#### **9.4.8 Role of the Property Owner / Applicant:**

*The property owner must evaluate the proposed scope of work and determine if that work is likely to affect the heritage attributes as designated. If in doubt, they should contact the City Heritage Coordinator for confirmation.*

*If a heritage permit is required, the applicant should work with the Heritage Coordinator. Together they can review the heritage considerations and fill out the application form.*

*When ready, the applicant must submit the completed heritage permit application form, along with any supporting information as required, to the Heritage Coordinator.*

*Applicants and/or their agents are encouraged to come before the Heritage Board as a delegation to briefly outline the scope of their heritage permit application and to answer questions. Arrangements can be made with the Heritage Coordinator.*

#### **9.4.9 Role of the Heritage Coordinator**

*Heritage permit applications are available from the Heritage Coordinator the Planning Design and Development Department (3<sup>rd</sup> Floor, City Hall).*

*The completed application form, along with the required plans, is to be submitted to the Heritage Coordinator. The Heritage Coordinator will review the application and provide comments and recommendations.*

*Prior to submitting a Heritage permit application, applicants are encouraged to discuss their proposal with the Heritage Coordinator.*

*The Heritage Coordinator will assist the property owner at every step of the way with application process.*

*The Heritage Coordinator will also circulate the application to other departments as required for review and comment.*

*Finally, the Heritage Coordinator will take the heritage permit application to the Brampton Heritage Board for review and endorsement.*

#### **9.4.10 Role of the Brampton Heritage Board**

*The Brampton Heritage Board (BHB) reviews all heritage permit applications. The Board, and its sub-committee, make recommendations: to approve, approve with terms and conditions or to refuse. These recommendations are then submitted to the Planning Design and Development Committee (PDD) and then City Council.*

*The BHB comments and recommendations are forwarded to PDD and City Council - either through a motion in the minutes or in a follow-up staff report.*

#### **9.4.11 Role of Planning, Design and Development Committee and City Council**

*The Planning Design and Development Committee (PDD) and City Council will consider the permit application on its merits factoring in the comments and recommendations of staff and the Brampton Heritage Board.*

*PDD and City Council will then:*

- (1) Approve the permit without conditions;*
- (2) Approve the permit with certain terms and conditions;*
- (3) Refuse the permit.*

*Assuming City Council approves the permit, the City Clerk's Department issues correspondence and the heritage permit is then prepared by the Heritage Coordinator and mailed to the applicant. A copy of the permit is circulated to the Building Division.*

#### **9.4.12 Appeal Process**

*All applicants have the right to appeal if a heritage permit application is refused by City Council or if the applicant does not support any terms and conditions. It is rare for City Council to refuse a heritage permit application.*

##### **1. Role of Conservation Review Board – Part IV (individual) Properties**

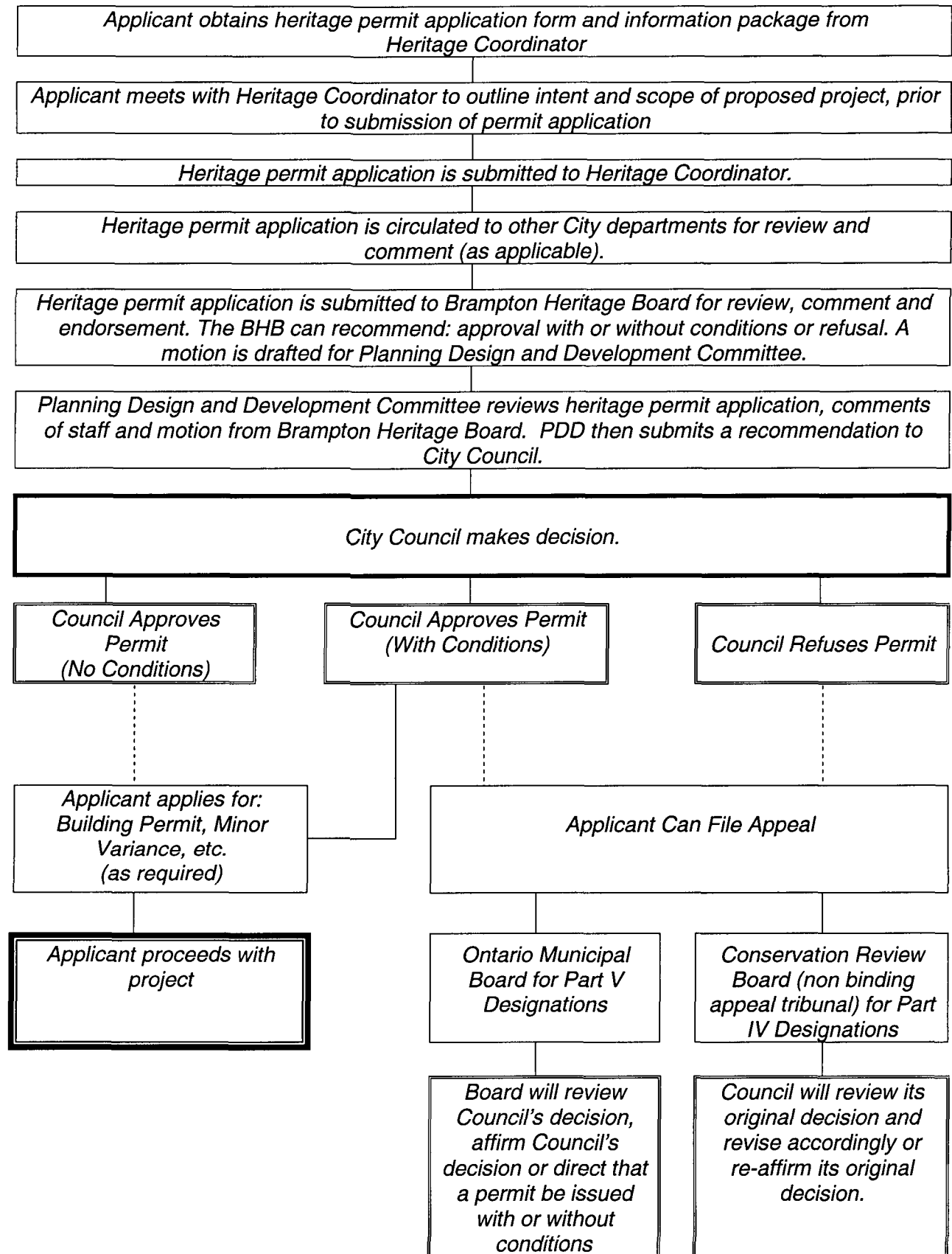
*Applicants can apply to Council for a hearing before the Conservation Review Board (Review Board). The Council will refer the matter to the Board. A hearing will be held and the Review Board will prepare a report for Council. Council will review the Review Board report and will either reaffirm its original decision or revise it accordingly. Council's decision is final.*

*The Conservation Review Board (CRB) was established in 1975 with the passage of the Ontario Heritage Act, as a Schedule I Agency whose mandate is to conduct hearings and make non-binding recommendations dealing with objections under Parts IV of the Ontario Heritage Act.*

##### **2. Role of Ontario Municipal Board – Part V (Heritage Conservation District) Properties**

*Applicants can apply to the Ontario Municipal Board (Board) within 30 days after receiving notice that council is refusing an application or issuing a permit with terms and conditions attached. The Board may dismiss the appeal or direct that a permit be issued with or without terms and conditions.*

**HERITAGE PERMIT APPLICATIONS - PART IV & PART V DESIGNATIONS - PROCESS FLOW**



**9.4.13 Supporting Documentation:**

*In order to describe the intent and scope of a proposed project certain documents and supporting materials should be included with a heritage permit application. Applicants may be required to submit some or all of the following supporting documentation:*

**Drawings / Plans** *should be folded to 8.5 x 11" paper size, if possible, and should be measured in metric scale.*

**Photographs** *– May be colour or black and white and labelled. A general view of the street showing the building and adjacent properties (streetscape), as well as a frontal view of the existing building and a photograph of each elevation are recommended.*

**Registered Survey** *should be up to date with no construction since time of survey. The survey should be a copy of the original survey that has been prepared by an Ontario Land Surveyor. All existing easements and right-of-ways should be shown.*

**Site Plans** *– Showing existing and proposed structure(s)/addition(s) on the lot, setbacks from front, rear and side lot lines, demolition of existing site features, and location of proposed site features such as parking spaces, driveways, walls, gates, fences, trees, hydro poles, retaining walls, fire hydrants, and accessory buildings.*

**Floor Plans** *– Depicting the arrangement of interior spaces, including the existing and proposed location of walls, windows and doors. All rooms should be labelled as to use, with dimensions on each floor plan in metric scale.*

**Building Elevations** *– Showing all elevations of the proposed addition/alteration. Suggested details to include consist of: building height, existing/proposed grade, finished floor elevations, window and door openings, roof slopes, building materials, location and type of outdoor lighting fixtures, railings, design/location of signage, down spouts, porches, landings, stairs and balconies.*

**Outline Material Specifications** *– Samples, brochures, etc. of all exterior materials, finishes and colours will assist the Committee, Board and City staff in making their recommendations.*



**9.4.14 Summary of Supporting Documents Required According to Type of Project:**

*In some cases a few photographs may be sufficient to support a permit application.*

*If a larger project is proposed, more supporting material is required. The following list outlines what supporting documentation is generally required by type of project:*

**Major Repair, Upgrade or Larger-scale Maintenance Projects (e.g. replacement of windows)**

- i) Photographs.*
- ii) Outline and samples of materials or products to be used.*
- iii) Brief description of work specifications and techniques to be applied.*

**Additions and Construction of New Buildings**

- i) Photographs*
- ii) Site plan*
- iii) Plans and elevations of existing structure - "as built".*
- iv) Plans and elevations of proposed work.*
- v) Outline and samples of materials to be used.*
- vi) Description of construction specifications.*

**Major Alterations**

- i) Photographs.*
- ii) Outline and samples of materials or products to be used.*
- iii) Description of work specifications and techniques to be applied.*
- iv) Outline and samples of materials to be used.*

**Exterior and Interior Restorations (i.e. replicating or revealing lost heritage elements)**

- vii) Detail photographs of all features and attributes to be restored*
- viii) Brief description of restoration techniques to be applied*
- ix) Outline and samples of materials to be used (e.g. mortar mixes)*

- x) *Copies of historical photographs or references used to document features being restored*
- xi) *Description of construction specifications*

#### **Relocation of an Existing Structure**

- i) *Photographs*
- ii) *Current registered survey*
- iii) *Site plan*
- iv) *Plans and elevations documenting existing structure*

#### **Land Division**

- i) *Photographs*
- ii) *Current registered survey*
- iii) *Site plan and subdivision*

#### **New Signage**

- i) *Photographs – (streetscape and property)*
- ii) *Site Plan*
- iii) *Elevations affected by signage*
- iv) *Design of sign, including dimensions, materials list and colour scheme*

#### **Demolitions**

- i) *Photographs of structures proposed for demolition*
- ii) *Current registered survey*
- iii) *Plans and elevations documenting existing structure*
- iv) *Material salvage plan as necessary*

#### **9.4.15 Standards Used to Evaluate Heritage Permit Applications**

*The following guiding principles are based on the Ontario Ministry of Culture principles of conservation for heritage properties. These principles are based on international charters, which have been established over several decades.*

**1. RESPECT FOR DOCUMENTARY EVIDENCE:**

*Do not base restorations solely on conjecture. Conservation work should be based on historic documentation and/or historical precedents using archival photographs, drawings, physical evidence and historical references.*

**2. RESPECT FOR THE ORIGINAL LOCATION:**

*Do not move buildings unless there is no other means to save them. Site is an integral component of a building. Change in site diminishes heritage value considerably.*

**3. RESPECT FOR HISTORIC MATERIAL:**

*Repair and Conserve existing materials and finishes rather than replacing them - except where absolutely necessary. Minimal intervention maintains the historical integrity and true character of the resource and is often less expensive!*

**4. RESPECT FOR ORIGINAL FABRIC:**

*Repair with like material whenever possible. Repair to return the resource to its prior condition, without altering its integrity.*

**5. RESPECT FOR THE BUILDING'S HISTORY:**

*Do not restore to one period at the expense of another period. Do not destroy later additions to a house solely to restore to a single time period. Removal of later additions is valid only when a later addition is uncomplimentary or inappropriate historically.*

*Also, ensure that the massing and height of new additions do not overshadow the heritage portions of the building. Additions should appear smaller and subordinate to the original or early portions of the building. Ideally, they should be located to the rear of the heritage portion of the building.*

## **6. REVERSIBILITY:**

*Whenever possible, alterations should be executed in such that they could be reversed later and returned to original conditions. This conserves earlier building design and technique. e.g. When a new door opening is put into a stone wall, the original stones are numbered, removed and stored, allowing for future restoration.*

## **7. LEGIBILITY:**

*New work should be distinguishable from old. Building additions and new construction should be recognized as products of their own time, and new additions should not blur the distinction between old and new by slavishly attempting to duplicate. Strive for complimentary additions not replicas of the existing building.*

## **8. MAINTENANCE:**

*With continuous care, future restoration will not be necessary. With regular upkeep, major conservation projects and their high costs can be avoided.*

### **9.4.16 10 Ways to Ruin an Old Building**

- 1. Hiring consultants, architects and/or contractors who do not specialize or who have not had experience working with heritage buildings.*
- 2. Neglecting the building by avoiding routine maintenance and regular upkeep. Costs add up and work becomes more complicated.*
- 3. Using Portland cement instead of softer lime mortar for old brick and stone repairs.*
- 4. Painting or coating surfaces that were originally left unpainted/uncoated such as brick walls and stone. Repair individual brick and stone instead. Avoid covering masonry walls with stucco-like coatings. They can destroy the brick underneath and greatly diminishes heritage value.*
- 5. Enlarging or altering the building in a manner that conflicts with its architectural style, form or time period.*

6. *Introducing "period" details that were never intended for the building or removing vintage details that may not be "original".*
7. *Replacing original or vintage details unnecessarily and/or with modern materials that do not match (e.g. replacing wood sash windows with plate glass panels or vinyl casement windows).*
8. *Locating modern services and equipment (e.g. satellite dishes) in obvious, indiscrete locations (e.g. front of the house).*
9. *Using cleaning methods that damage original surfaces (e.g. sandblasting or caustic cleaners). Remember, old brick is supposed to look old!*
10. *Not recognizing and embracing the value of natural age, character and patina found in old buildings."*

**9.5 Planning and development applications**

Delete "*District committee*" and replace with "*Heritage Brampton Committee*."

**9.6 Highway 407**

Delete 1<sup>st</sup> sentence from 1<sup>st</sup> paragraph.

**9.7 Staffing**

Delete Section 9.7.