



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 7.1.2
Design Review Committee
August 14, 2014

TO: Chair and Members of Design Review Committee
Original Signed
SUBMITTED BY: Brad Anguish
Brad Anguish, Director, Community and Recreation Services
DATE: July 29, 2014
SUBJECT: **Case 19390: Substantive Site Plan Approval – 5690 Spring Garden Road, Halifax**

ORIGIN

Application by EXP Architects

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, Part VIII, Planning & Development

RECOMMENDATION

It is recommended that the Design Review Committee:

1. Approve the qualitative elements of the substantive site plan approval application for exterior renovations of the existing commercial building at 5690 Spring Garden Road, as shown on Attachment A.

BACKGROUND

An application has been received from EXP Architects Inc. for substantive site plan approval for exterior renovations to the façades of the commercial building at 5690 Spring Garden Road (Map 1). With the exception of the installation of a canopy, these renovations have already been completed and therefore development approval is now being sought. Any permit compliance matters pertaining to this case are being addressed separately.

To allow the renovations, the Design Review Committee must consider the proposal relative to the Design Manual within the Downtown Halifax Land Use By-law (LUB).

Existing Context

The subject property is located at the corner of Spring Garden Road and South Park Street. The existing building was previously used as a Dairy Queen restaurant. It is currently occupied by an Eastlink retail store, with additional residential and commercial units in the upper two floors of the building. Access to the upper floors is located at the rear portion of the building on South Park Street, while the Eastlink storefront is accessed from Spring Garden Road. The Lord Nelson Hotel, Victoria Park and the Public Gardens are located on the other corners of the intersection.

Project Description

The exterior modifications to the building include the enlargement of ground floor windows and changes to the entrances, a replacement of cladding, the installation of an awning with signage over the store entrance on Spring Garden Road, and new signs facing Spring Garden Road and South Park Street (Attachment A).

Information about the approach to the design of the building has been provided by the applicant (Attachment B). Images of the project are found in Attachment C.

Regulatory Context

With regard to the Downtown Halifax Secondary Municipal Planning Strategy (DHSMPs) and the Downtown Halifax LUB, the following are relevant to note from a regulatory context:

- The property is within the DH-1 (Downtown Halifax) Zone and the Spring Garden Road Area (Precinct #3); and
- As per Map 3 of the DHLUB, the building fronts two pedestrian-oriented commercial streets (Spring Garden Road and South Park Street). As such, retail uses at-grade, a minimum 75% glazing, and weather protection are required.

Role of the Development Officer

In accordance with the substantive site plan approval process, as set out in the Downtown Halifax LUB, the Development Officer is responsible for determining if a proposal meets the land use and built form requirements of the LUB. The Development Officer has reviewed the application and determined it to be in conformance with these requirements.

Role of the Design Review Committee

The role of the Design Review Committee in this case is to determine if the proposal is in keeping with the design guidelines in the Design Manual.

DISCUSSION

Design Manual Guidelines

An evaluation of the proposed project as it relates to the applicable guidelines of the Design Manual is found in table format in Attachment D. The table indicates staff's advice as to whether the project complies with a particular guideline. In addition, it identifies circumstances where there are different possible interpretations of how the project relates to a guideline or where additional explanation is warranted. These matters, identified as "Discussion" items, are organized into themes as follows:

Canopies and Awnings [2.3c, 3.1.1d, 3.2.3b, 3.3.3b]

The Design Manual requires awnings over the sidewalks of pedestrian-oriented streets, as a means of providing weather protection. This proposal incorporates an awning at the retail store entrance on Spring Garden Road. Staff recommended that the applicant install an awning to cover the sidewalk for the length of the building; however, an awning that will be limited to being over the Spring Garden Road entrance is a suitable improvement and is proportional to the limited extent of the alterations to the building. The encroachment license for the proposed awning is subject to approval by a separate approval process.

Frequent entries [3.1.1 c]

The Design Manual encourages frequent entries along pedestrian-oriented street frontages. When renovations were undertaken to the Eastlink store, a door was removed from the South Park Street elevation. As there continue to be additional entrances along the South Park Street elevation as well as large storefront windows, the removal of a single door does not have a substantial impact.

Utility functions along pedestrian frontages [3.2.1g, 3.5.1c]

The Design Manual prohibits mechanical or utility functions (such as trash vestibules) along pedestrian frontages. There is an existing wooden fence enclosure for residential solid waste on side of the building fronting South Park Street. In staff's opinion, it is acceptable for the storage area to remain in its current location as this is an existing situation and as there is sufficient screening from the street.

Conclusion

This project involves several modifications that are improvements to the building from a streetscape perspective. The application meets the Design Manual guidelines and it is therefore recommended that the substantive site plan approval be granted.

FINANCIAL IMPLICATIONS

There are no financial implications. The HRM costs associated with processing this planning application can be accommodated within the approved operating budget for C310 Planning & Applications.

COMMUNITY ENGAGEMENT

The community engagement process is consistent with the intent of the HRM Community Engagement Strategy and the requirements of the Downtown Halifax LUB regarding substantive site plan approvals. The level of engagement was information sharing, achieved through the HRM website, the developer's website, public kiosks at HRM Customer Service Centres, signage on the subject property, and a public open house.

ENVIRONMENTAL IMPLICATIONS

No implications have been identified.

ALTERNATIVES

1. The Design Review Committee may choose to approve the application with conditions. This may necessitate further submissions by the applicant, as well as a supplementary report from staff.


2. The Design Review Committee may choose to deny the application. The Committee must provide reasons for this refusal, based on the specific guidelines of the Design Manual.

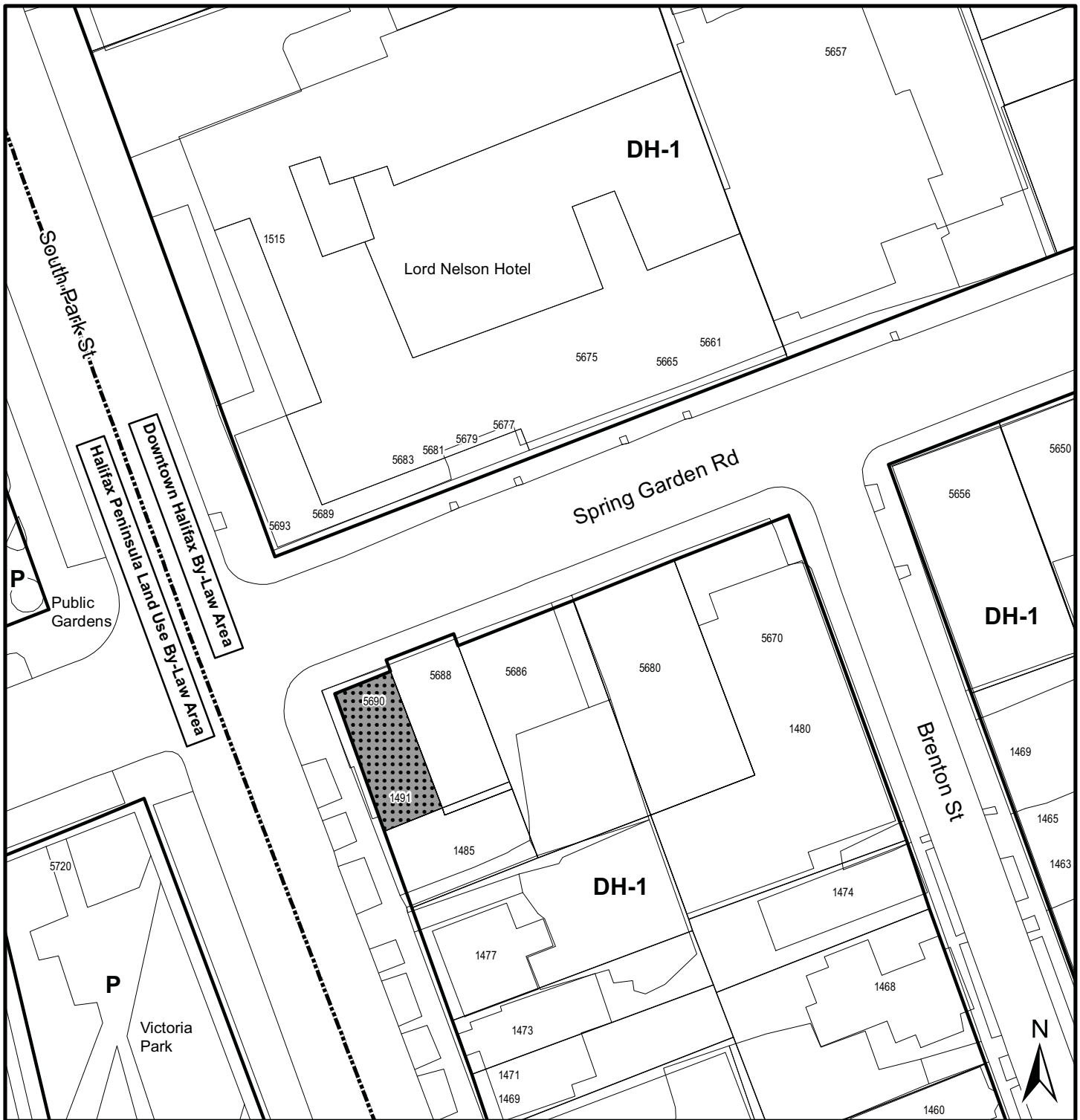
ATTACHMENTS

Map 1	Location and Zoning
Attachment A	Site Plan Approval Plans
Attachment B	Design Rationale
Attachment C	Photo Rendering
Attachment D	Design Manual Checklist – Case 19390

A copy of this report can be obtained online at <http://www.halifax.ca/boardscom/DesignReviewCommittee-HRM.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210 or fax 490-4208.


Report Prepared by: Leah Perrin, Planning Intern, 490-4398
Original Signed

Report Approved by:  Kurt Pyle, Acting Manager of Development Approvals, 490-6011



Map 1 - Zoning

5690 Spring Garden Road
Halifax

 Subject Property

Downtown Halifax Plan Area
Halifax Peninsula Land Use By-law Area

Zone - Downtown Halifax


DH-1 Downtown Halifax

Zone - Halifax Peninsula

P Park and Institutional

HALIFAX

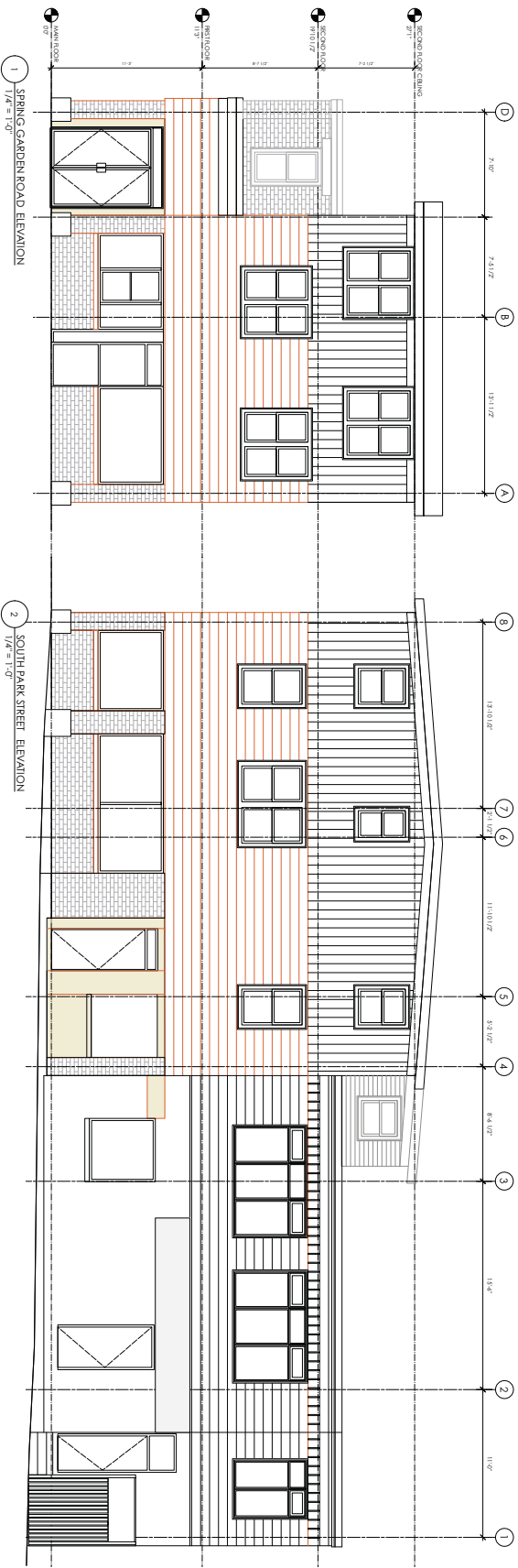
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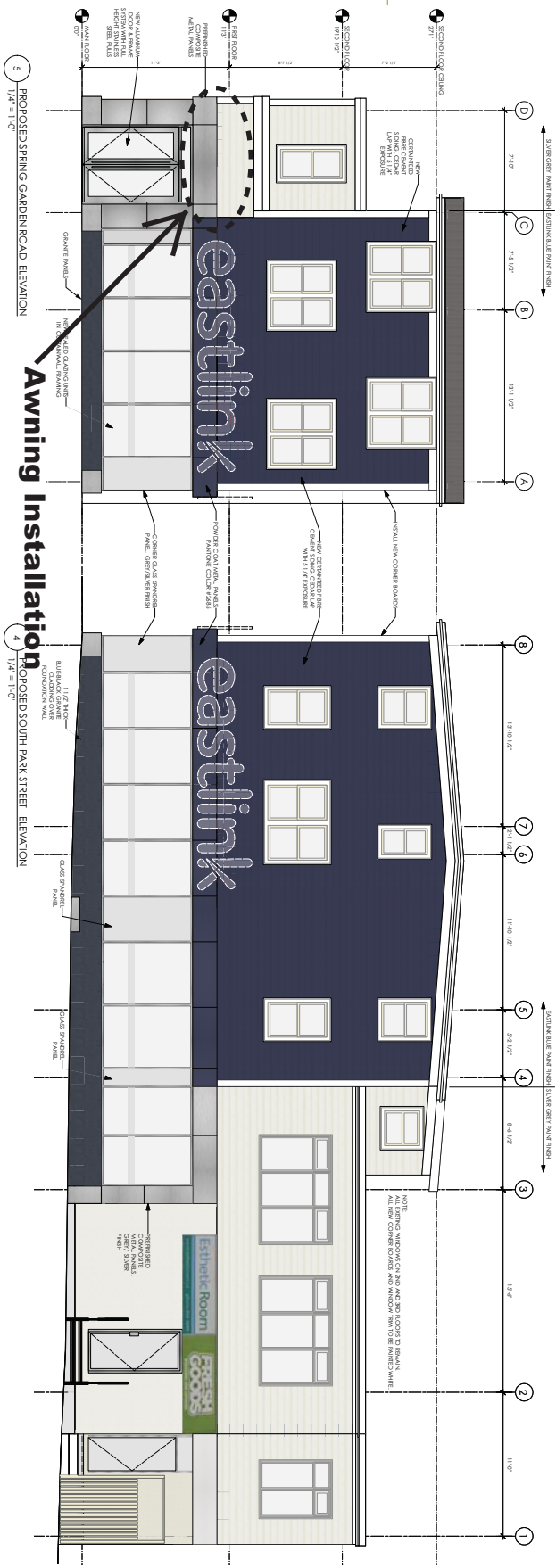
This map is an unofficial reproduction of a portion of the Zoning Map for the plan area indicated.

The accuracy of any representation on this plan is not guaranteed.

Former Building Exterior



Building Modifications - Subject of Site Plan Approval



PROJECT NO. 11-11
PLOT DATE: Jan 27, 2014

SperryPartners Architects
Vision. Experience. Integrity.

102 Portland Street
Dorchester, MA 01917
Phone: 617.469.8000
Fax: 617.469.4599

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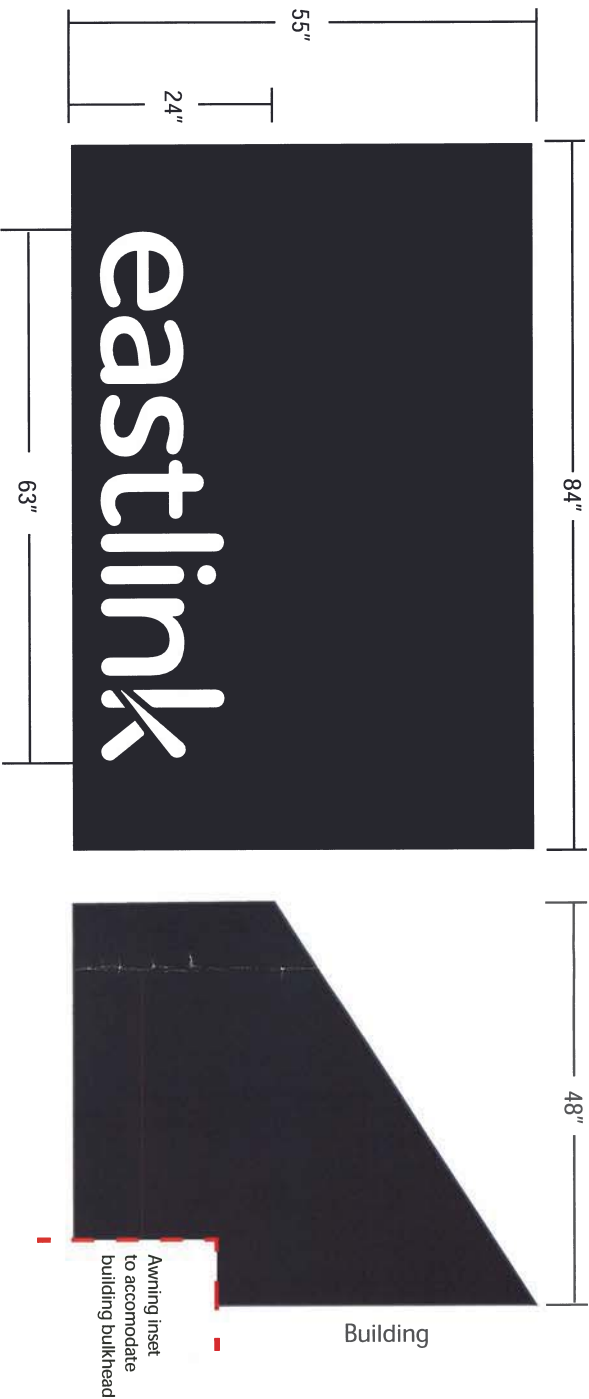
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EXISTING & PROPOSED ELEVATIONS

Sheet	Scale	Date
50	1/4" = 1'-0"	JAN 2014
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EASTLINK FIT-UP
SPRING GARDEN ROAD, HALF FAX

Project Name: EASTLINK FIT-UP
Project Location: SPRING GARDEN ROAD, HALF FAX
Project Date: JAN 2014
Project Scale: 1/4" = 1'-0"



Building

Awning inset
to accommodate
building bulkhead

Supply & Install

(1) 55"(h) x 84"(w) x 48"(d) Awning.
Aluminum Frame.
Skin with Cooley BLACK- Sprayed silver
and then "Blueberry" (eastlink color Pantone #2685)

Graphics Eradicated
Fluorescent lighting
White lexan in bottom

Cost as Follows:
Awning \$2855.00 + HST
Install: \$575.00 + HST



**NEW CENTURY
SIGNS**

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3825 Joseph Howe Drive, HRX, N.S.
Tel: 902.455.3001 Fax: 902.455.3021 www.newcenturysigns.ca

Customer: eastlink	Designed by: C.Z.	File Ref:
Site Location: HRM - Spring Garden	Date of Design: July 15th, 2014	File Ref:
	Approved: Date:	Estimate: Awning SpringGarden
	File Description: eastlink - awning - Spring Garden Rd Location	



17 July, 2014

DAR-00200480-A0.

Re: Eastlink Retail Outlet Fit-up, 5690 Spring Garden Rd.
Substantive Site Plan Approval Form
Case 19390

Note 6 – Design Rationale:

The intent of this project is to create a new prominent retail outlet for Eastlink on a corner property in the Downtown Halifax Zone (DH-1), Precinct 3, on Spring Garden Road.

As this is a highly pedestrian-oriented commercial street, there will be a higher level of transparency with non-reflective glazing at both of the first level street facades. We will be providing a maximum percentage of glazing to achieve this intent. This will help to reinforce and animate the pedestrian relationship with the at-grade building face. Other building façade materials will consist of highly durable products, such as Certainteed FibreCement lap siding with a 5 ½" exposure; and blue granite cladding panels to cover portions of the exposed foundation wall. These materials will support the intended desire of promoting longevity of the public façade elements.

The balance of the existing building, and all other existing second and third floor windows, and window openings will remain un-altered, so as to compliment the adjacent existing residential uses and precinct building scale. The building face will not be altered from the existing relationship, so that the uniformity with the sidewalk is maintained. Signage will be designed to reinforce the quality of the building design in the public realm; it will be successfully integrated into the overall design and building façade module, so that it will compliment and reinforce the datum lines, friezes and window patterns of the ground floor retail space. The signage materials and colours will be durable, and of high quality, will compliment the rest of the improvements, and will not obscure any of the ground floor windows.

Eastlink acknowledges that much of this work, as noted above, is now complete. In addition to this completed work, Eastlink requests permission to add a new Awning Sign, to provide weather protection on a pedestrian-oriented street, and to reinforce the location of the public entrance. This is as per section 2.3.c of the Design Manual.

Regards,

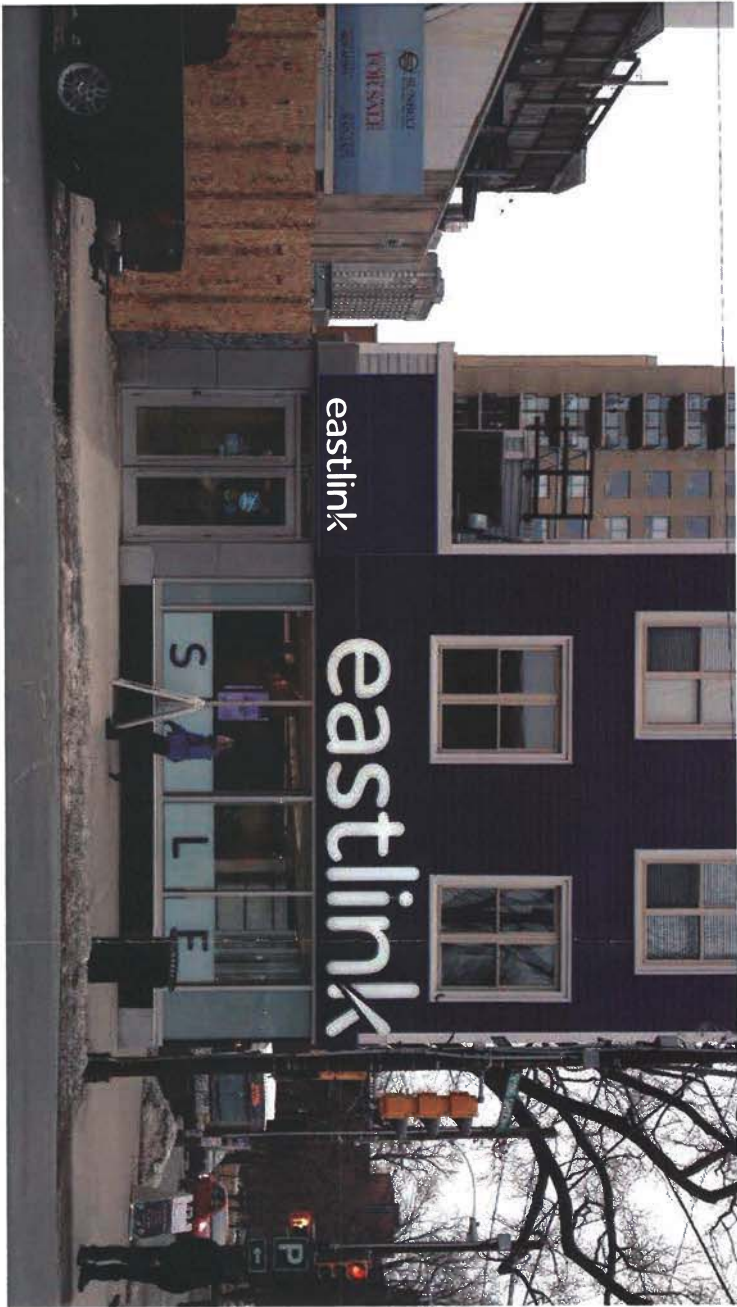
Original signed

 Stephen Outerbridge
Consultant, acting on behalf of Eastlink, and RCS Construction

exp Architects Inc.

CC: Ian Gauthier, Eastlink
Mike Stone, RCS Construction

not to scale - for reference only - general representation - final product will vary



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Tel: 902.455.3001 Fax: 902.455.3021 www.newcenturysigns.ca

Customer:	Designed by: C.Z.	
eastlink	Date of Design:	July 15th, 2014
Site location:	Approved:	Date:
HRM - Spring Garden	File Description:	eastlink_cowling_Spring Garden Rd location

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
2	Downtown Precinct Guidelines <i>(refer to Map 2 for Precinct Boundaries)</i>			
2.3	Precinct 3 - Spring Garden Road Area			
2.3a	Development shall appropriately frame Citadel Hill, the Public Gardens, and Victoria Park through the provision of consistent, animated streetwalls of superior quality and design.	•		
2.3b	Ensure that there continues to be adequate sunlight penetration on Spring Garden Road.	•		
2.3c	Focus pedestrian activities at sidewalk level through the provision of weather protected sidewalks using well-designed canopies and awnings.		•	
2.3d	Prohibit new surface parking lots of any kind.	•		
2.3e	Improve the pedestrian environment in the public realm through a program of streetscape improvements as previously endorsed by Council (Capital District Streetscape Guidelines).			•
2.3f	Development shall be in keeping with The Spring Garden Road/Queen Street Area Joint Public Lands Plan, including: <ul style="list-style-type: none"> • ensure that the Clyde Street parking lots are redeveloped with mid-rise development, underground parking, and massing that transitions to Schmidville; • ensure that the existing parking supply on the two Clyde Street parking lots will be preserved as part of the redevelopment of those lots, and that in addition, the redevelopment provides adequate parking for the new uses being introduced; • reinforce a development pattern of monumental buildings on Spring Garden Road from Queen Street towards Barrington Street; • a new public open space, 2,000 square metres minimum, shall be established at the terminus of Clyde Street, on the east side of Queen Street; • Clyde Street and Brenton Place to become important pedestrian-oriented streets; • allow for a mid-rise development at the corner of Morris and Queen Streets, and; • to allow tall buildings on the western blocks of the precinct. 			•
3	General Design Guidelines			
3.1	The Streetwall			
3.1.1	Pedestrian-Oriented Commercial On certain downtown streets pedestrian-oriented commercial uses are required to ensure a critical mass of activities that engage and animate the sidewalk These streets will be defined by streetwalls with continuous retail uses and are shown on Map 3 of the Land Use By-law. All retail frontages should be encouraged to reinforce the 'main street' qualities associated with the			

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
	historic downtown, including:			
3.1.1a	The articulation of narrow shop fronts, characterized by close placement to the sidewalk.	•		
3.1.1b	High levels of transparency (non-reflective and non-tinted glazing on a minimum of 75% of the first floor elevation).	•		
3.1.1c	Frequent entries.		•	
3.1.1d	Protection of pedestrians from the elements with awnings and canopies is required along the pedestrian-oriented commercial frontages shown on Map 3, and is encouraged elsewhere throughout the downtown.		•	
3.1.1e	Patios and other spill-out activity is permitted and encouraged where adequate width for pedestrian passage is maintained.			•
3.1.1f	Where non-commercial uses are proposed at grade in those areas where permitted, they should be designed such that future conversion to retail or commercial uses is possible.			•
3.1.2	Streetwall Setback (<i>refer to Map 6</i>)			
3.1.2a	Minimal to no Setback (0-1.5m): Corresponds to the traditional retail streets and business core of the downtown. Except at corners or where an entire block length is being redeveloped, new buildings should be consistent with the setback of the adjacent existing buildings.	•		
3.1.2b	Setbacks vary (0-4m): Corresponds to streets where setbacks are not consistent and often associated with non-commercial and residential uses or house-form building types. New buildings should provide a setback that is no greater or lesser than the adjacent existing buildings.			•
3.1.2c	Institutional and Parkfront Setbacks (4m+): Corresponds to the generous landscaped setbacks generally associated with civic landmarks and institutional uses. Similar setbacks designed as landscaped or hardscaped public amenity areas may be considered where new public uses or cultural attractions are proposed along any downtown street. Also corresponds to building frontages on key urban parks and squares where an opportunity exists to provide a broader sidewalk to enable special streetscape treatments and spill out activity such as sidewalk patios.			•
3.1.3	Streetwall Height (<i>refer to Map 7</i>) To ensure a comfortable human-scaled street enclosure, streetwall height should generally be no less than 11 metres and generally no greater than a height proportional (1:1) to the width of the street as measured from building face to building face. Accordingly, maximum streetwall heights are defined and			•

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
	correspond to the varying widths of downtown streets: generally 15.5m, 17m or 18.5m. Consistent with the principle of creating strong edges to major public open spaces, a streetwall height of 21.5m is permitted around the perimeter of Cornwallis Park. Maximum Streetwall Heights are shown on Map 7 of the Land Use By-law.			
3.2	Pedestrian Streetscapes			
3.2.1	Design of the Streetwall			
3.2.1a	The streetwall should contribute to the fine grained character of the streetscape by articulating the façade in a vertical rhythm that is consistent with the prevailing character of narrow buildings and storefronts.	•		
3.2.1b	The streetwall should generally be built to occupy 100% of a property's frontage along streets.			•
3.2.1c	Generally, streetwall heights should be proportional to the width of the right of way, a 1:1 ratio between streetwall height and right of way width. Above the maximum streetwall height, further building heights are subject to upper storey stepbacks.			•
3.2.1d	In areas of contiguous heritage resources, streetwall height should be consistent with heritage buildings.			•
3.2.1e	Streetwalls should be designed to have the highest possible material quality and detail.	•		
3.2.1f	Streetwalls should have many windows and doors to provide eyes on the street and a sense of animation and engagement.	•		
3.2.1g	Along pedestrian frontages at grade level, blank walls shall not be permitted, nor shall any mechanical or utility functions (vents, trash vestibules, propane vestibules, etc.) be permitted.		•	
3.2.2	Building Orientation and Placement			
3.2.2a	All buildings should orient to, and be placed at, the street edge with clearly defined primary entry points that directly access the sidewalk.	•		
3.2.2b	Alternatively, buildings may be sited to define the edge of an on-site public open space, for example, plazas, promenades, or eroded building corners resulting in the creation of public space (see diagram at right). Such treatments are also appropriate for Prominent Visual Terminus sites identified on Map 9 of the Land Use By-law.			•
3.2.2c	Side yard setbacks are not permitted in the Central Blocks defined on Map 8 of the Land Use Bylaw, except where required for through-block pedestrian connections or vehicular access.			•

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
3.2.3	Retail Uses			
3.2.3a	All mandatory retail frontages (Map 3 of Land Use By-law) should have retail uses at-grade with a minimum 75% glazing to achieve maximum visual transparency and animation.	•		
3.2.3b	Weather protection for pedestrians through the use of well-designed awnings and canopies is required along mandatory retail frontages (Map 3) and is strongly encouraged in all other areas.		•	
3.2.3c	Where retail uses are not currently viable, the grade-level condition should be designed to easily accommodate conversion to retail at a later date.			•
3.2.3d	Minimize the transition zone between retail and the public realm. Locate retail immediately adjacent to, and accessible from, the sidewalk.	•		
3.2.3e	Avoid deep columns or large building projections that hide retail display and signage from view.			•
3.2.3f	Ensure retail entrances are located at or near grade. Avoid split level, raised or sunken retail entrances. Where a changing grade along a building frontage may result in exceedingly raised or sunken entries it may be necessary to step the elevation of the main floor slab to meet the grade changes.	•		
3.2.3g	Commercial signage should be well designed and of high material quality to add diversity and interest to retail streets, while not being overwhelming.	•		
3.2.4	Residential Uses			
3.2.4a	Individually accessed residential units (i.e. town homes) should have front doors on the street, with appropriate front yard privacy measures such as setbacks and landscaping. Front entrances and first floor slabs should be raised above grade level for privacy, and should be accessed through means such as steps, stoops and porches.			•
3.2.4b	Residential units accessed by a common entrance and lobby may have the entrance and lobby elevated or located at grade-level, and the entrance should be clearly recognizable from the exterior through appropriate architectural treatment.			•
3.2.4c	Projects that feature a combination of individually accessed units in the building base with common entrance or lobby-accessed units in the upper building, are encouraged.			•
3.2.4d	Units with multiple bedrooms (2 and 3 bedroom units) should be provided that have immediately accessible outdoor amenity space. The amenity space may be at-grade or on the landscaped roof of a podium.			•

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
3.2.4e	Units provided to meet housing affordability requirements shall be uniformly distributed throughout the development and shall be visually indistinguishable from market-rate units through the use of identical levels of design and material quality.			•
3.2.4f	Residential uses introduced adjacent to pre-existing or concurrently developed eating and drinking establishments should incorporate acoustic dampening building materials to mitigate unwanted sound transmission.			•
3.2.5	Sloping Conditions			•
3.2.6	Elevated Pedestrian Walkways			•
3.2.7	Other Uses			•
3.3	Building Design			
3.3.1	Building Articulation			
3.3.1a	To encourage continuity in the streetscape and to ensure vertical breaks in the façade, buildings shall be designed to reinforce the following key elements through the use of setbacks, extrusions, textures, materials, detailing, etc.: <ul style="list-style-type: none"> • Base: Within the first four storeys, a base should be clearly defined and positively contribute to the quality of the pedestrian environment through animation, transparency, articulation and material quality. • Middle: The body of the building above the base should contribute to the physical and visual quality of the overall streetscape. • Top: The roof condition should be distinguished from the rest of the building and designed to contribute to the visual quality of the skyline. 	•		
3.3.1b	Buildings should seek to contribute to a mix and variety of high quality architecture while remaining respectful of downtown's context and tradition.	•		
3.3.1c	To provide architectural variety and visual interest, other opportunities to articulate the massing should be encouraged, including vertical and horizontal recesses or projections, datum lines, and changes in material, texture or colour.	•		
3.3.1d	Street facing facades should have the highest design quality, however, all publicly viewed facades at the side and rear should have a consistent design expression.	•		
3.3.2	Materials			
3.3.2a	Building materials should be chosen for their functional and aesthetic quality, and exterior finishes should exhibit quality of workmanship, sustainability and ease of maintenance.	•		

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
3.3.2b	Too varied a range of building materials is discouraged in favour of achieving a unified building image.	•		
3.3.2c	Materials used for the front façade should be carried around the building where any facades are exposed to public view at the side or rear.	•		
3.3.2d	Changes in material should generally not occur at building corners.	•		
3.3.2e	Building materials recommended for new construction include brick, stone, wood, glass, in-situ concrete and pre-cast concrete.	•		
3.3.2f	In general, the appearance of building materials should be true to their nature and should not mimic other materials.	•		
3.3.2g	Stucco and stucco-like finishes shall not be used as a principle exterior wall material.			•
3.3.2h	Vinyl siding, plastic, plywood, concrete block, EIFS (exterior insulation and finish systems where stucco is applied to rigid insulation), and metal siding utilizing exposed fasteners are prohibited.			•
3.3.2i	Darkly tinted or mirrored glass is prohibited. Clear glass is preferable to light tints. Glare reduction coatings are preferred.	•		
3.3.2j	Unpainted or unstained wood, including pressure treated wood, is prohibited as a building material for permanent decks, balconies, patios, verandas, porches, railings and other similar architectural embellishments, except that this guidelines shall not apply to seasonal sidewalk cafes.	•		
3.3.3	Entrances			
3.3.3a	Emphasize entrances with such architectural expressions as height, massing, projection, shadow, punctuation, change in roof line, change in materials, etc.	•		
3.3.3b	Ensure main building entrances are covered with a canopy, awning, recess or similar device to provide pedestrian weather protection.		•	
3.3.3c	Modest exceptions to setback and stepback requirements are possible to achieve these goals.			•
3.3.4	Roof Line and Roofscapes			
3.3.4a	Buildings above six storeys (mid and high-rise) contribute more to the skyline of individual precincts and the entire downtown, so their roof massing and profile must include sculpting, towers, night lighting or other unique features.			•
3.3.4b	The expression of the building top (see previous) and roof, while			•

Attachment D – Design Manual Checklist – Case 19390

Section	Guideline	Complies	Discussion	N/A
	clearly distinguished from the building middle, should incorporate elements of the middle and base such as pilasters, materials, massing forms or datum lines.			
3.3.4c	Landscaping treatment of all flat rooftops is required. Special attention shall be given to landscaping rooftops in precincts 3, 5, 6 and 9, which abut Citadel Hill and are therefore pre-eminently visible. The incorporation of living green roofs is strongly encouraged.			•
3.3.4d	Ensure all rooftop mechanical equipment is screened from view by integrating it into the architectural design of the building and the expression of the building top. Mechanical rooms and elevator and stairway head-houses should be incorporated into a single well-designed roof top structure. Sculptural and architectural elements are encouraged to add visual interest.			•
3.3.4e	Low-rise flat roofed buildings should provide screened mechanical equipment. Screening materials should be consistent with the main building design. Sculptural and architectural elements are encouraged for visual interest as the roofs of such structures have very high visibility.			•
3.3.4f	The street-side design treatment of a parapet should be carried over to the back-side of the parapet for a complete, finished look where they will be visible from other buildings and other high vantage points.			•
3.4	Civic Character			
3.4.1	Prominent Frontages and View Termini			
3.4.1a	Prominent Visual Terminus Sites: These sites identify existing or potential buildings and sites that terminate important view corridors and that can strengthen visual connectivity across downtown. On these sites distinctive architectural treatments such as spires, turrets, belvederes, porticos, arcades, or archways should be provided. Design elements (vertical elements, porticos, entries, etc.) should be aligned to the view axis. Prominent Visual Terminus Sites are shown on Map 9 in the Land Use By-law.			•
3.4.1b	Prominent Civic Frontage: These frontages identify highly visible building sites that front onto important public open spaces such as the Citadel and Cornwallis Park, as well as important symbolic or ceremonial visual and physical connections such as the waterfront boardwalks, the proposed Grand Promenade linking the waterfront to the Town Clock, and other east-west streets that connect the downtown to the waterfront. Prominent Civic Frontages are shown on Map 1 in Appendix A of the Design Manual.	•		
3.4.2	Corner Sites			

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Section	Guideline	Complies	Discussion	N/A
3.4.2a	Provision of a change in the building massing at the corner, in relation to the streetwall.			•
3.4.2b	Provision of distinctive architectural treatments such as spires, turrets, belvederes, porticos, arcades, or archways.			•
3.4.2c	Developments on all corner sites must provide a frontal design to both street frontages.	•		
3.4.2d	Alternatively, buildings may be sited to define the edge of an on-site public open space, for example, plazas, promenades, or eroded building corners resulting in the creation of public space.			•
3.4.3	Civic Buildings			
3.4.3e	Civic buildings entail a greater public use and function, and therefore should be prominent and recognizable, and be designed to reflect the importance of their civic role.			•
3.4.3f	Provide distinctive architectural treatments such as spires, turrets, belvederes, porticos, arcades, or archways.			•
3.4.3g	Ensure entrances are large and clearly visible. Provide a building name and other directional and wayfinding signage.			•
3.4.3h	Very important public buildings should have unique landmark design. Such buildings include transit terminals, museums, libraries, court houses, performing arts venues, etc.			•
3.5	Parking Services and Utilities			
3.5.1	Vehicular Access, Circulation, Loading and Utilities			
3.5.1a	Locate parking underground or internal to the building (preferred), or to the rear of buildings.			•
3.5.1b	Ensure vehicular and service access has a minimal impact on the streetscape, by minimizing the width of the frontage it occupies, and by designing integrated access portals and garages.			•
3.5.1c	Locate loading, storage, utilities, areas for delivery and trash pick-up out of view from public streets and spaces, and residential uses.		•	
3.5.1d	Where access and service areas must be visible from or shared with public space, provide high quality materials and features that can include continuous paving treatments, landscaping and well designed doors and entries.			•
3.5.1e	Coordinate and integrate utilities, mechanical equipment and meters with the design of the building, for example, using consolidated rooftop structures or internal utility rooms.			•

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Section	Guideline	Complies	Discussion	N/A
3.5.1f	Locate heating, venting and air conditioning vents away from public streets. Locate utility hook-ups and equipment (i.e. gas meters) away from public streets and to the sides and rear of buildings, or in underground vaults.			•
3.5.2	Parking Structures			•
3.5.3	Surface Parking			•
3.5.4	Lighting			
3.5.4a	Attractive landscape and architectural features can be highlighted with spot-lighting or general lighting placement.			•
3.5.4b	Consider a variety of lighting opportunities inclusive of street lighting, pedestrian lighting, building up- or down-lighting, internal building lighting, internal and external signage illumination (including street addressing), and decorative or display lighting.	•		
3.5.4c	Illuminate landmark buildings and elements, such as towers or distinctive roof profiles.			•
3.5.4d	Encourage subtle night-lighting of retail display windows.	•		
3.5.4e	Ensure there is no light trespass onto adjacent residential areas by the use of shielded full cutoff fixtures.			•
3.5.4f	Lighting shall not create glare for pedestrians or motorists by presenting unshielded lighting elements in view.	•		
3.5.5	Signs			
3.5.5a	Integrate signs into the design of building facades by placing them within architectural bay, friezes or datum lines, including coordinated proportion, materials and colour.	•		
3.5.5b	Signs should not obscure windows, cornices or other architectural elements.	•		
3.5.5c	Sign scale should reinforce the pedestrian scale of the downtown, through location at or near grade level for viewing from sidewalks.	•		
3.5.5d	Large freestanding signs (such as pylons), signs on top of rooftops, and large scale advertising (such as billboards) are prohibited.			•
3.5.5e	Signs on heritage buildings should be consistent with traditional sign placement such as on a sign band, window lettering, or within architectural orders.			•
3.5.5f	Street addressing shall be clearly visible for every building.	•		
3.5.5g	The material used in signage shall be durable and of high	•		

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Section	Guideline	Complies	Discussion	N/A
	quality, and should relate to the materials and design language of the building.			
3.6	Site Plan Variance			•
4	Heritage Design Guidelines			•
5.1	Sustainable Design (not included for review as these guidelines are voluntary)			