



**COMMITTEE OF ADJUSTMENT NOTICE OF PUBLIC HEARING  
APPLICATION NO. A-051-2023**

**TAKE NOTICE** that an application has been received by the Town of Innisfil from **Keith MacKinnon, Applicant**, on behalf of **MEL (Innisfil) Inc., Owner**, for a minor variance from Zoning By-law 080-13, pursuant to Section 45 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

The subject property is described legally as **INNISFIL CON 8 S PT LOT 22 RP 51R37403 PT PARTS 1 AND 3** is known municipally as **1341 Benson Street**, and is zoned as “**Residential 2 Holding Symbol (R2 (H))**”, “**Residential 3 (R3)**”, “**Residential 3 Holding Symbol (R3 (H))**”, “**Residential Townhouse (RT)**” and **Residential Townhouse Holding Symbol (RT (H))**”.

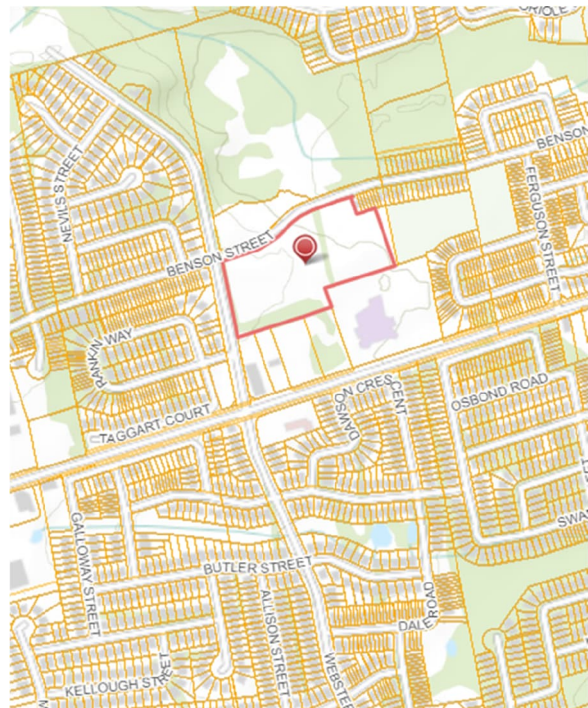
**The applicant is proposing to construct multiple Townhomes with a height of 12 m. The applicant is seeking relief from Section 4.2 (b) of the Zoning By-law which permits a maximum height of 11 m for RT zoned lands.**

The Committee of Adjustment for the Town of Innisfil will consider this application in person at Town Hall and virtually through Zoom on **Thursday, October 19, 2023, at 6:30 PM.**

To participate in the hearing and/or provide comments, you must register by following the link below or scanning the above QR code:  
<https://innisfil.ca/en/building-and-development/committee-of-adjustment-hearings.aspx>

Requests can also be submitted in writing to: Town of Innisfil Committee of Adjustment, 2101 Innisfil Beach Road, Innisfil, Ontario, L9S 1A1 or by email to [planning@innisfil.ca](mailto:planning@innisfil.ca).

If you wish to receive a copy of the decision of the Committee of Adjustment in respect of the proposed minor variance, you must make a written request to the Secretary-Treasurer of the Committee of Adjustment by way of email or regular mail. The Notice of Decision will also explain the process for appealing a decision to the Local Planning Appeal Tribunal.



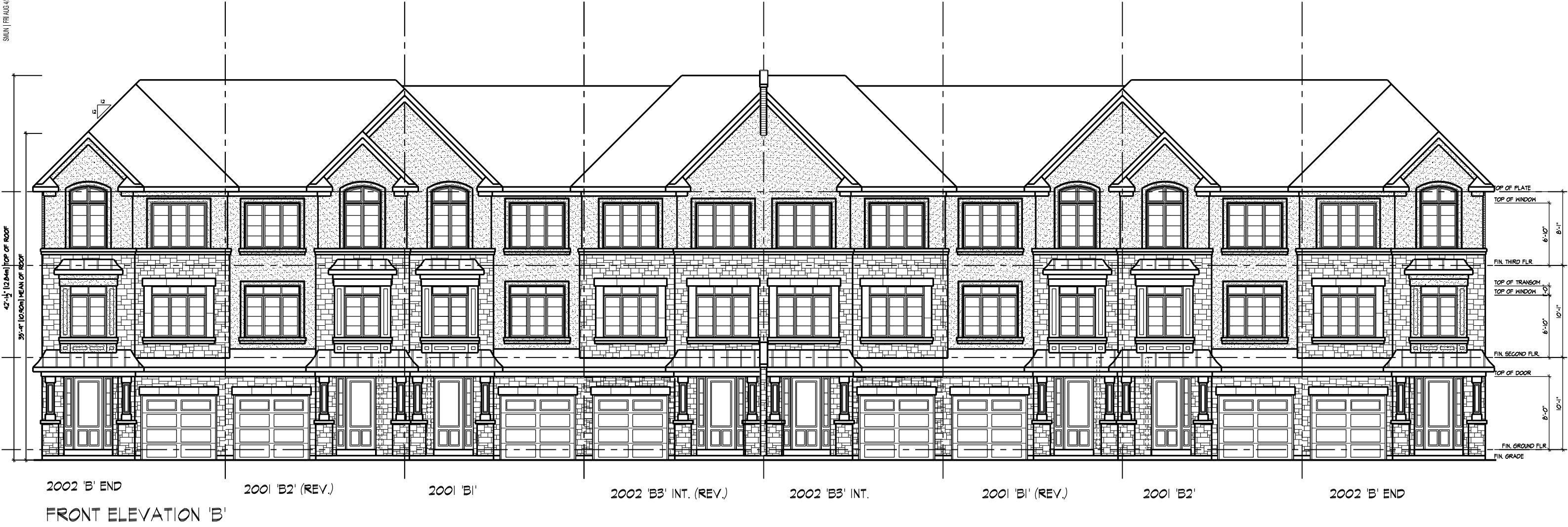
Additional information relating to the proposed application is available on the Town of Innisfil website. Accessible formats are available on request, to support participation in all aspects of the feedback process. To request an alternate format please contact Planning Services at [planning@innisfil.ca](mailto:planning@innisfil.ca).

Dated: **October 4, 2023**

Toomaj Haghsheenas,  
Secretary-Treasurer  
[thaghsheenas@innisfil.ca](mailto:thaghsheenas@innisfil.ca)  
705-436-3710 ext. 3316







39'-8" (11.80m) TOP OF ROOF  
33'-6" (10.20m) MEAN OF ROOF



2002 'A' CORNER FRONT ELEVATION 'A'      2001 'A2' (REV.)      2001 'A1'      2002 'A' INT. (REV.)      2002 'A' INT.      2001 'A1' (REV.)      2001 'A2'      2002 'A' CORNER (REV.)



2001 'A1'      2001 'A2' (REV.)      2002 'A' REAR UPGRADE

2002 'A' CORNER UPGRADE

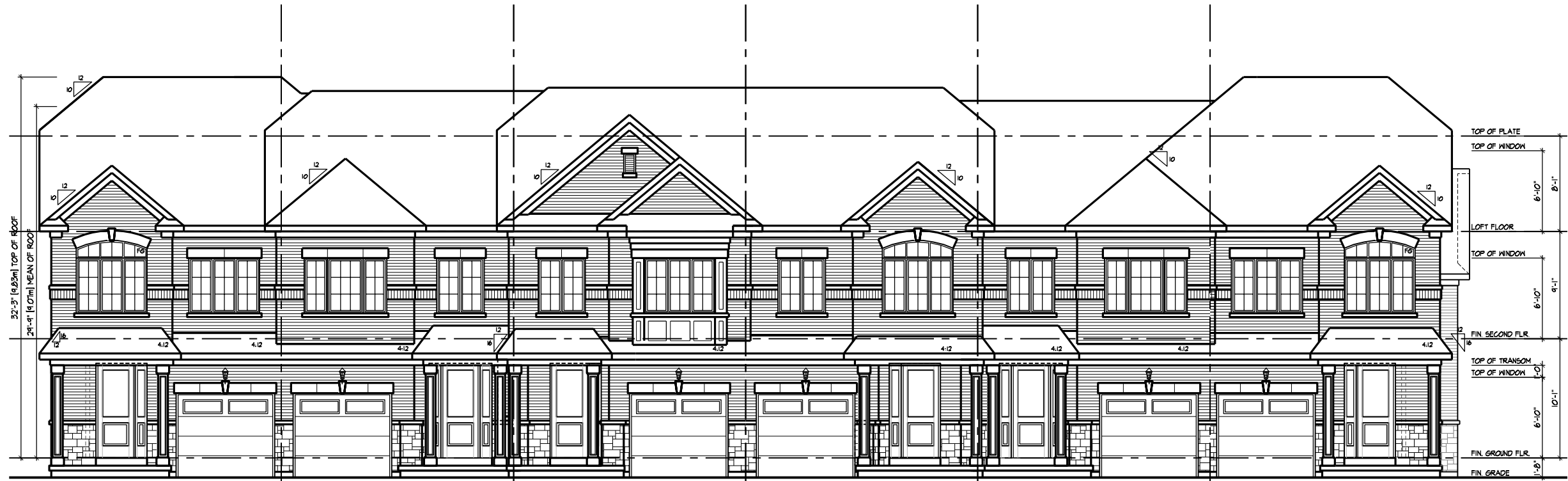
**HUNT**  
DESIGN ASSOCIATES INC.  
www.huntdesign.ca

**ROSEHAVEN HOMES - 222004**

INNISFIL, ON.  
8966 Woodbine Ave, Markham, ON L3R 0J7 ■ T 905.737.5133 ■ F 905.737.7326 ■ NOV. 2018 ■ KJ ■ 222004\_BLOCKS

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**BLOCK ELEVATIONS**



2004 'A' - END      2003 'A' (REV.)      2002 'A'      2001 'A' (REV.)      2003 'A'      2004 'A' - COR. UPG. (REV.)

FRONT ELEVATION 'A'



2004 'B' - COR. UPG.      2003 'B' (REV.)      2002 'B'      2001 'B' (REV.)      2003 'B'      2004 'B' - END (REV.)

FRONT ELEVATION 'B'



2004 'A' - CORNER UPGRADE



2004 'B' - CORNER UPGRADE

WINDOW SUMMARY				
PER O.B.C. TABLE 9.10.15.4				
LEFT SIDE ELEVATION A				
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)	
2	24"	48"	12.22	
1	24"	72"	9.44	
1	48"	72"	20.78	
3	30"	16"	6.50	
0	0"	0"	0.00	
0	0"	0"	0.00	
0	0"	0"	0.00	
0	0"	0"	0.00	
0	0"	0"	0.00	
0	ARCH	0.00	0.00	
0	ARCH	0.00	0.00	
0	ARCH	0.00	0.00	
0	ARCH	0.00	0.00	
SPATIAL CALCULATION				
EXPOSING BUILDING		1315.11	S.F.	
FACE AREA		122.18	S.M.	
PORTION WALL AREA		1315.11	S.F.	
		122.18	S.M.	
LIMITING DISTANCE		2.0		
MAX. % OPENINGS		8.00	%	
OPENINGS ALLOWED		105.21	S.F.	
OPENINGS PROVIDED		48.94	S.F.	
ADDITIONAL NOTES				
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER				



2004 'A' - END

LEFT SIDE ELEVATION 'A'

EXTENTS OF SPATIAL CALCULATIONS. REFER TO WINDOW SUMMARY FOR ADDITIONAL INFORMATION

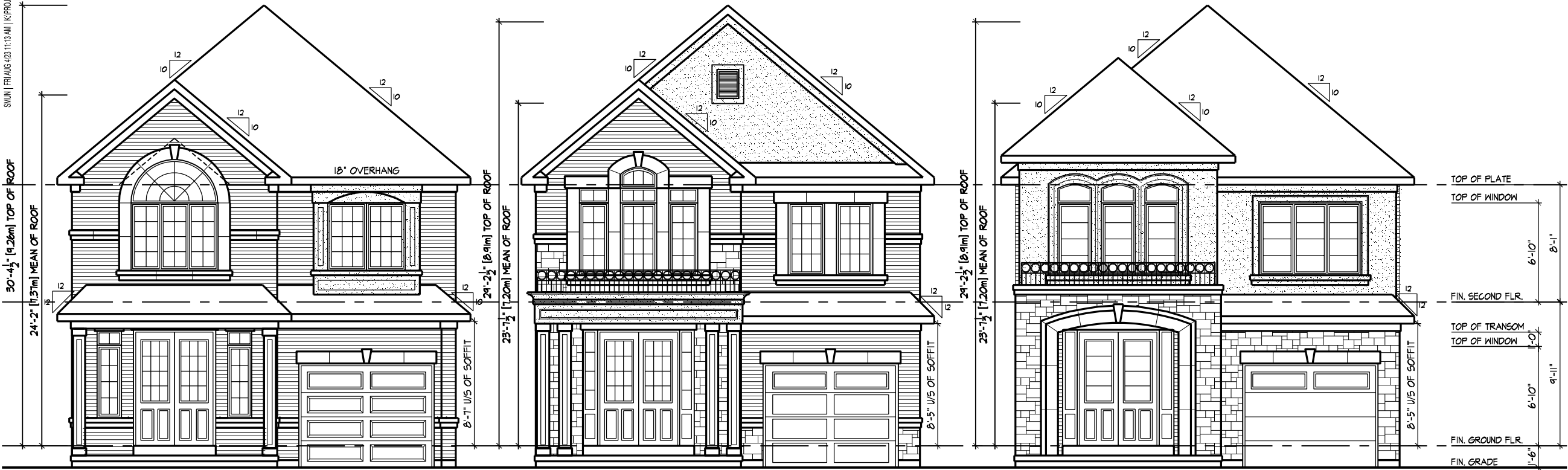
WINDOW SUMMARY				
PER O.B.C. TABLE 9.10.15.4				
LEFT SIDE ELEVATION B				
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)	
2	24"	48"		12.22
1	24"	72"		9.44
1	48"	72"		20.78
3	30"	16"		6.50
0	0"	0"		0.00
0	0"	0"		0.00
0	0"	0"		0.00
0	0"	0"		0.00
0	0"	0"		0.00
0	ARCH		0.00	0.00
0	ARCH		0.00	0.00
0	ARCH		0.00	0.00
0	ARCH		0.00	0.00
SPATIAL CALCULATION				
EXPOSING BUILDING FACE AREA			1324.52	S.F.
			123.05	S.M.
PORTION WALL AREA			1324.52	S.F.
			123.05	S.M.
LIMITING DISTANCE			2.0	
MAX. % OPENINGS			8.00 %	
OPENINGS ALLOWED			105.35	S.F.
OPENINGS PROVIDED			48.94	S.F.
ADDITIONAL NOTES				
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER				



2004 'B' - END

LEFT SIDE ELEVATION 'B'

EXTENTS OF SPATIAL CALCULATIONS. REFER TO WINDOW SUMMARY FOR ADDITIONAL INFORMATION

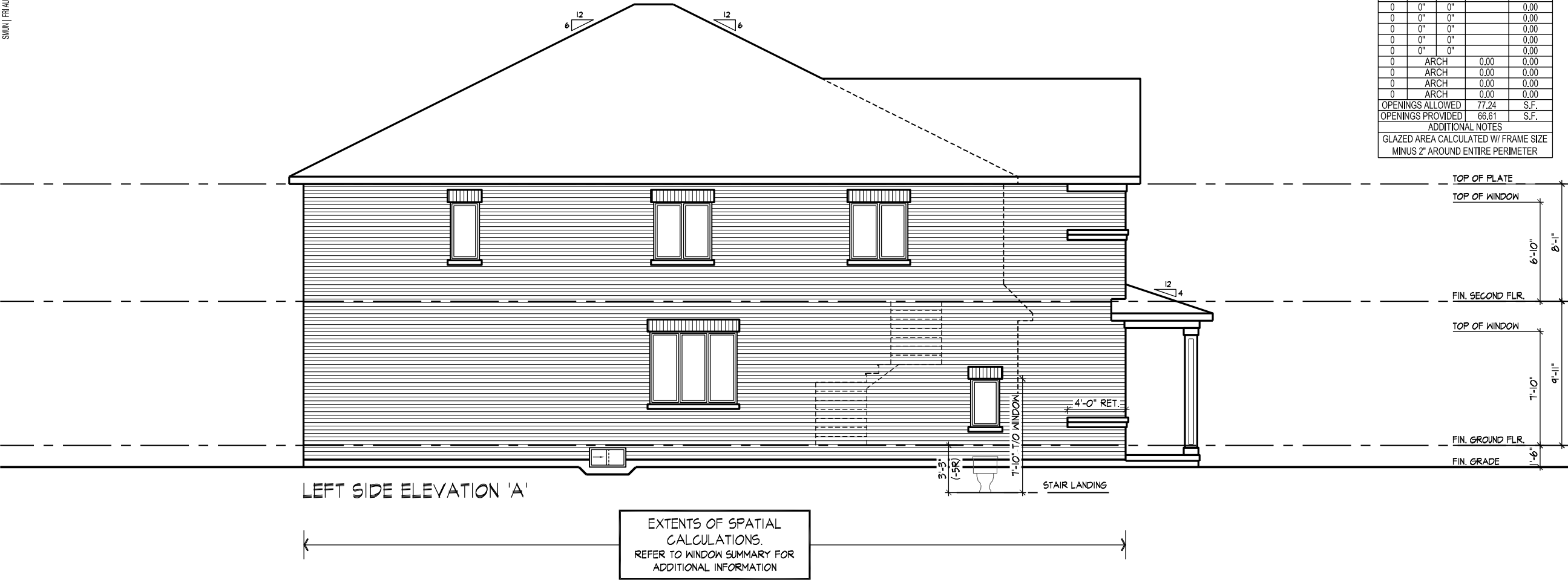


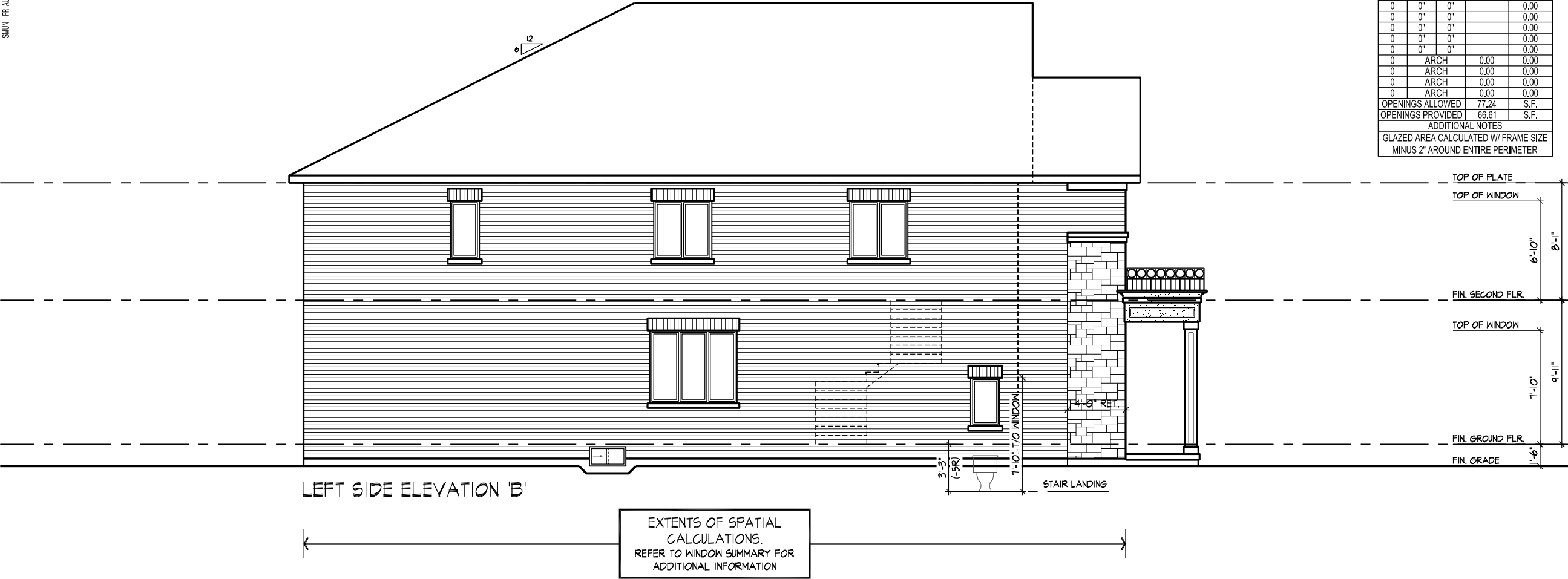
FRONT ELEVATION 'A'

FRONT ELEVATION 'B'

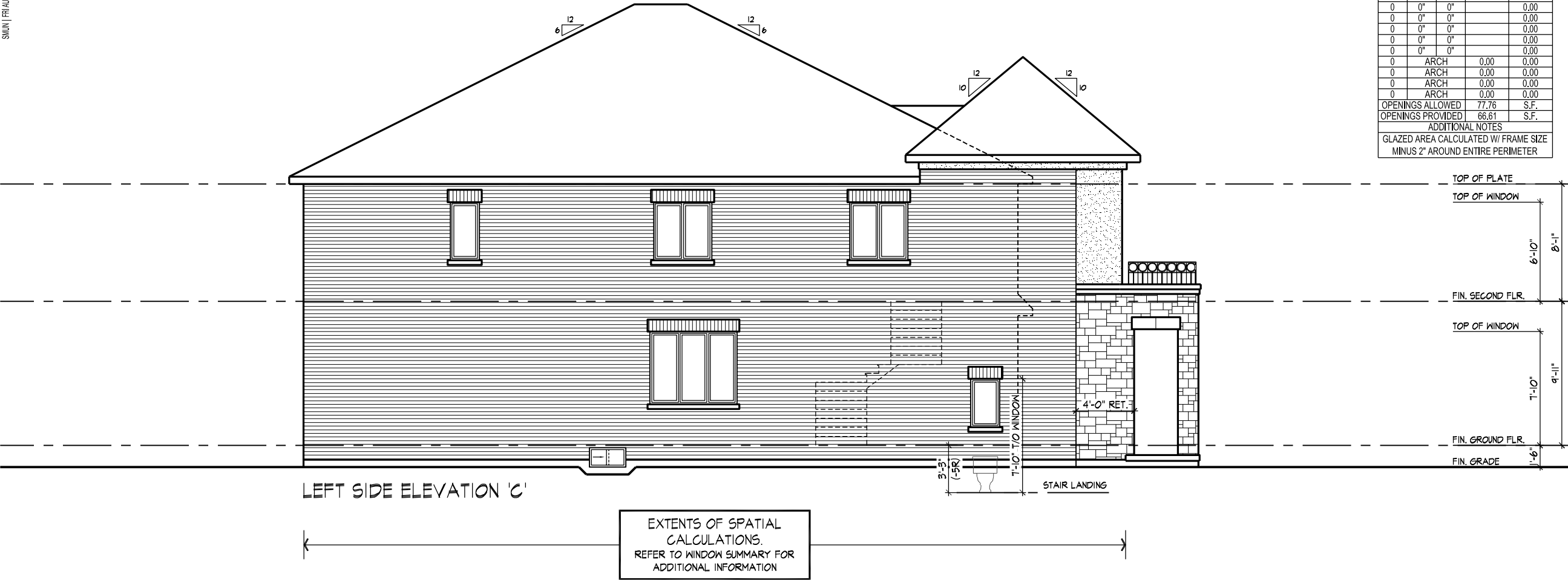
FRONT ELEVATION 'C'

SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION A			
EXPOSING BUILDING	1103.37	S.F.	
FACE AREA	102.51	S.M.	
PORTION WALL AREA	1103.37	S.F.	
	102.51	S.M.	
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPT	WINDOW / DOOR FRAME SIZE (S.F.)
1	24"	48"	6.11
2	48"	48"	26.89
1	72"	60"	26.44
1	24"	40"	5.00
1	30"	16"	2.17
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED		77.24	S.F.
OPENINGS PROVIDED		66.61	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			





SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION B			
EXPOSING BUILDING		1103.37	S.F.
FACE AREA		102.51	S.M.
PORTION WALL AREA		1103.37	S.F.
		102.51	S.M.
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
1	24"	48"	6.11
2	48"	48"	26.89
1	72"	60"	26.44
1	24"	40"	5.00
1	30"	16"	2.17
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED		77.24	S.F.
OPENINGS PROVIDED		66.61	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			

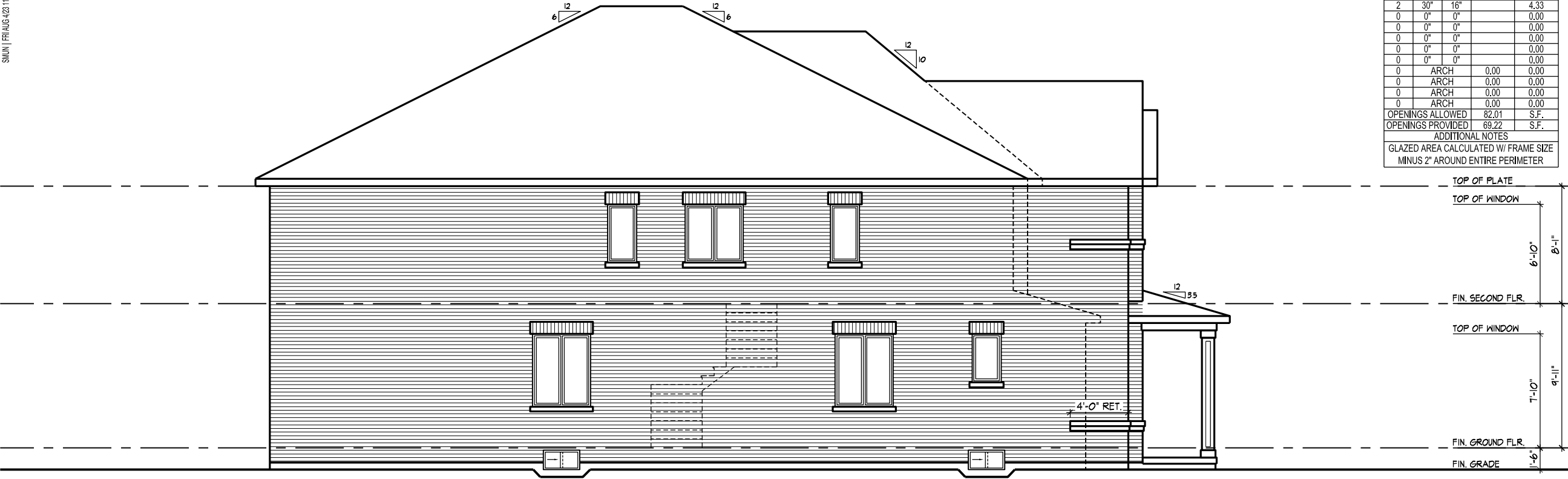


SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION C			
EXPOSING BUILDING	1110.90	S.F.	
FACE AREA	103.21	S.M.	
PORTION WALL AREA	1110.90	S.F.	
	103.21	S.M.	
LIMITING DISTANCE	1.2 m		
MAX. % OPENINGS	7	%	
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
1	24"	48"	6.11
2	48"	48"	26.89
1	72"	60"	26.44
1	24"	40"	5.00
1	30"	16"	2.17
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED	77.76	S.F.	
OPENINGS PROVIDED	66.61	S.F.	
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			



FRONT ELEVATION 'B'

FRONT ELEVATION 'C'



LEFT SIDE ELEVATION 'A'

EXTENTS OF SPATIAL CALCULATIONS. REFER TO WINDOW SUMMARY FOR ADDITIONAL INFORMATION

SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION A			
EXPOSING BUILDING FACE AREA	1171.62	S.F.	
	108.85	S.M.	
PORTION WALL AREA	1171.62	S.F.	
	108.85	S.M.	
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
2	24"	48"	12.22
1	48"	48"	13.44
2	48"	60"	34.22
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED		82.01	S.F.
OPENINGS PROVIDED		69.22	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			

SMUN | FRI AUG 4 02 11:13 AM | K:\PROJECTS\2022\222004 - ROS DESIGN\SINGLES\337\222004DS3306.DWG



LEFT SIDE ELEVATION 'B'

SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION B			
EXPOSING BUILDING FACE AREA	1171.62	S.F.	
	108.85	S.M.	
PORTION WALL AREA	1171.62	S.F.	
	108.85	S.M.	
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
2	24"	48"	12.22
1	48"	48"	13.44
2	48"	60"	34.22
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH		0.00
0	ARCH		0.00
0	ARCH		0.00
0	ARCH		0.00
OPENINGS ALLOWED		82.01	S.F.
OPENINGS PROVIDED		69.22	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			

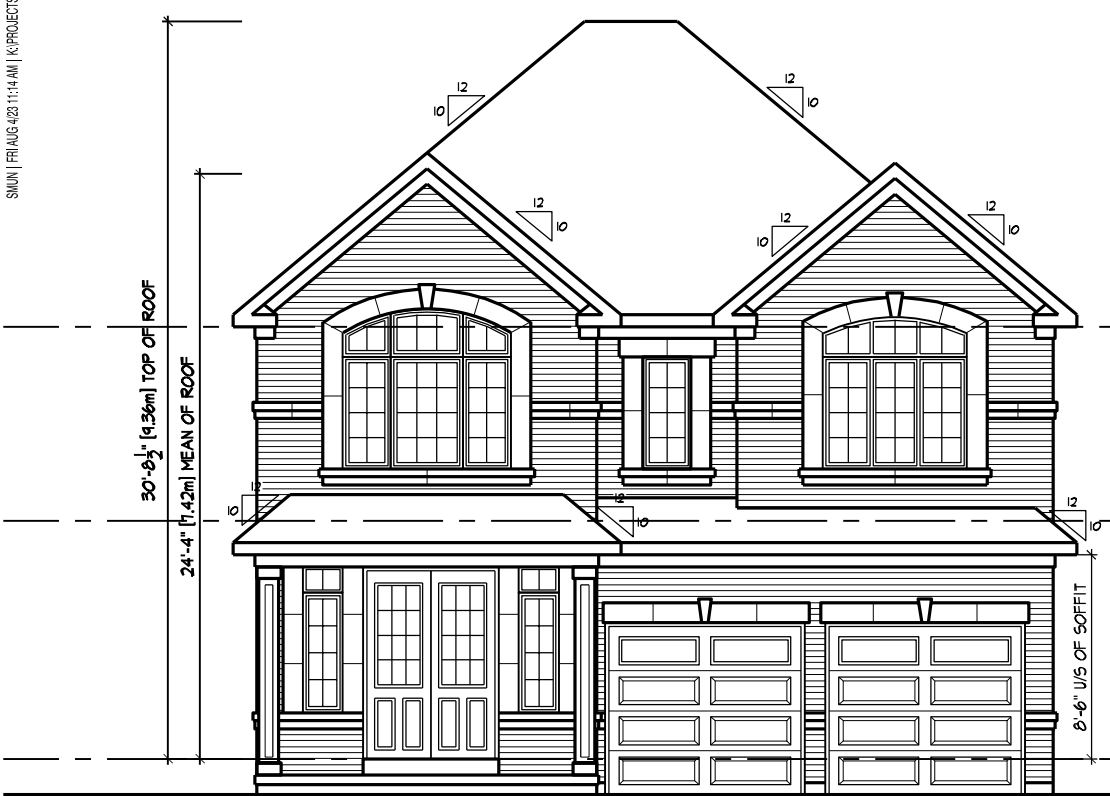
EXTENTS OF SPATIAL  
CALCULATIONS.  
REFER TO WINDOW SUMMARY FOR  
ADDITIONAL INFORMATION



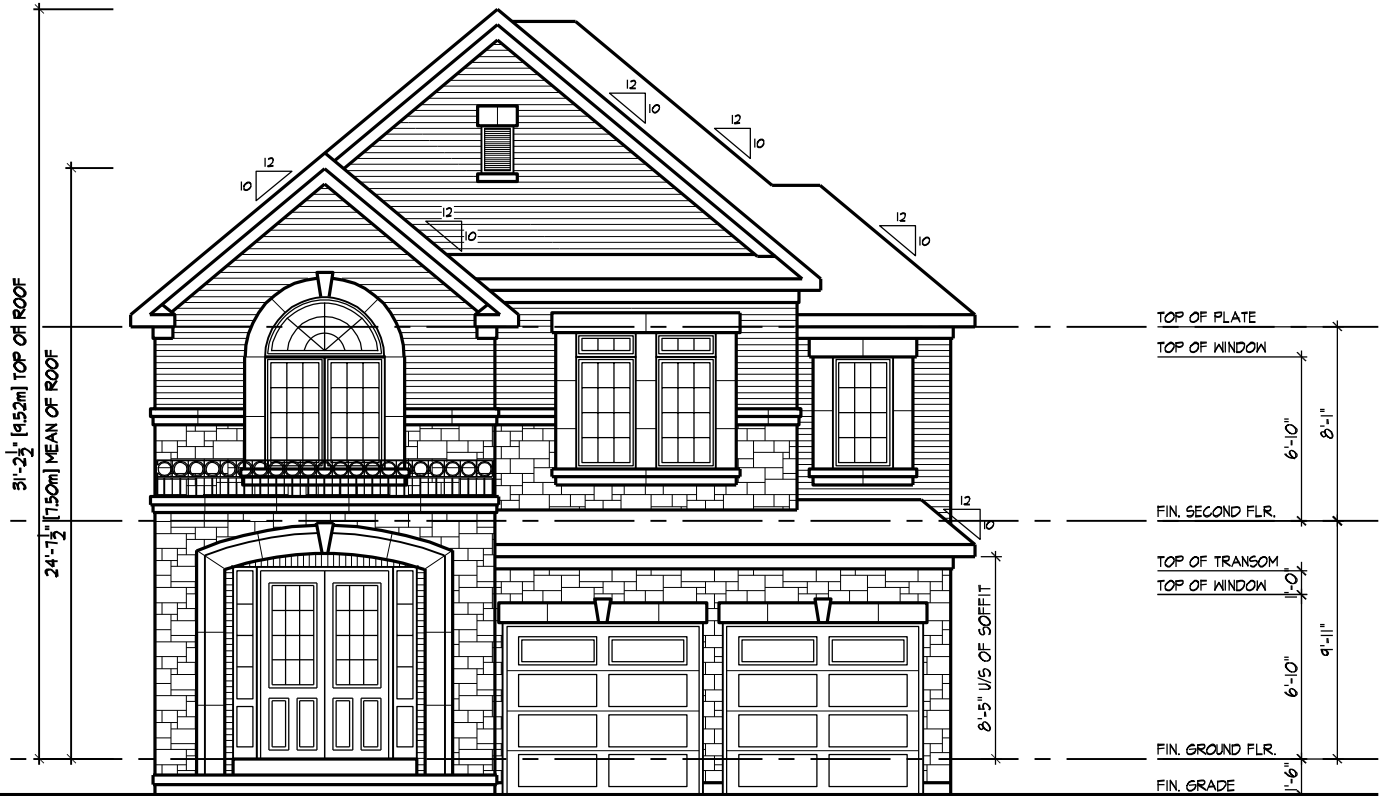
LEFT SIDE ELEVATION 'C'

EXTENTS OF SPATIAL CALCULATIONS. REFER TO WINDOW SUMMARY FOR ADDITIONAL INFORMATION

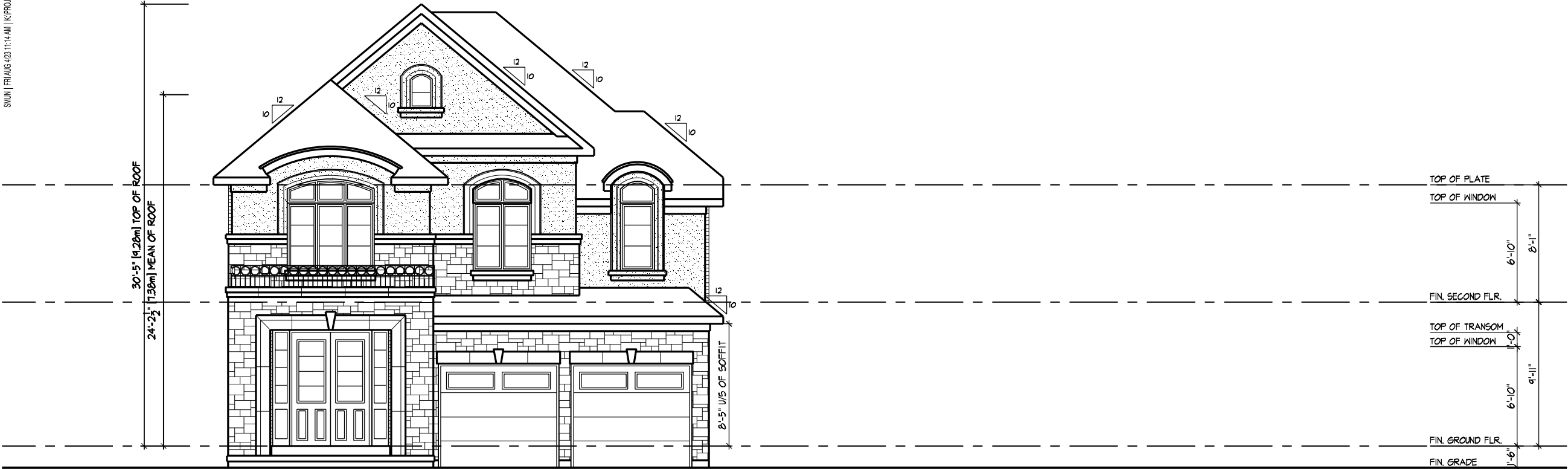
SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION C			
EXPOSING BUILDING FACE AREA		1171.62	S.F.
		108.85	S.M.
PORTION WALL AREA		1171.62	S.F.
		108.85	S.M.
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
2	24"	48"	12.22
1	48"	48"	13.44
2	48"	60"	34.22
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH		0.00
0	ARCH		0.00
0	ARCH		0.00
0	ARCH		0.00
OPENINGS ALLOWED		82.01	S.F.
OPENINGS PROVIDED		69.22	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			



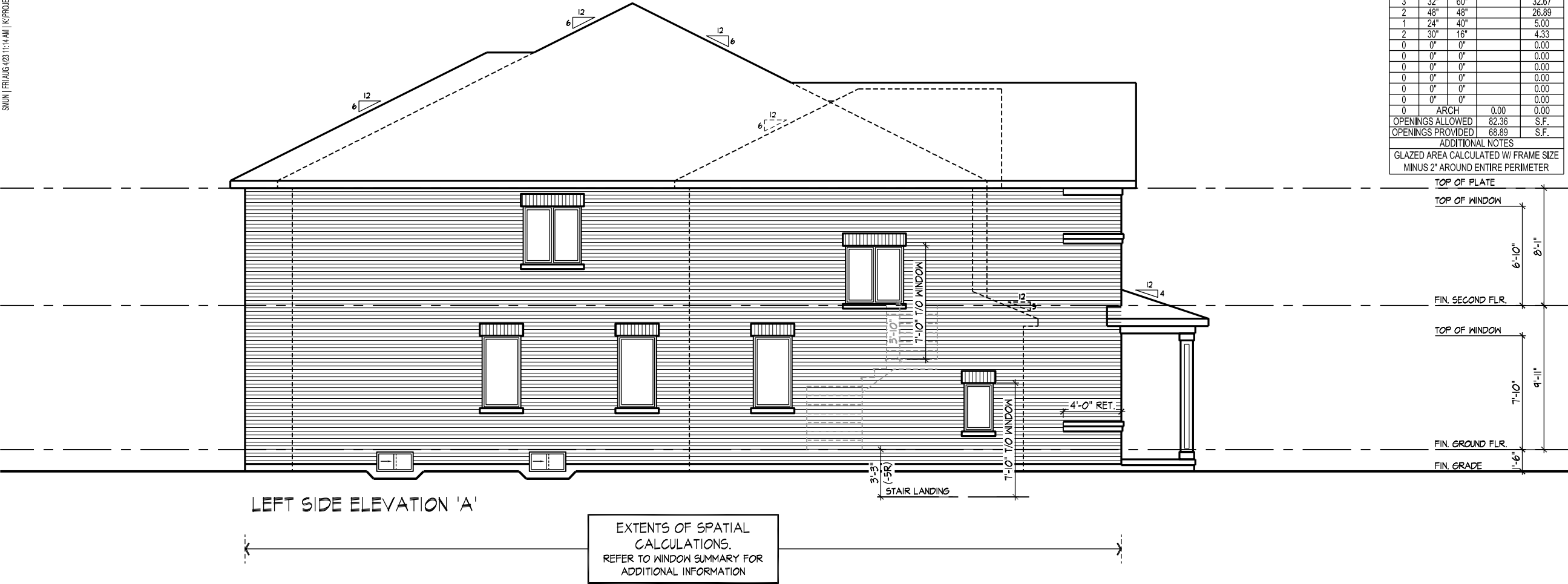
FRONT ELEVATION 'A'



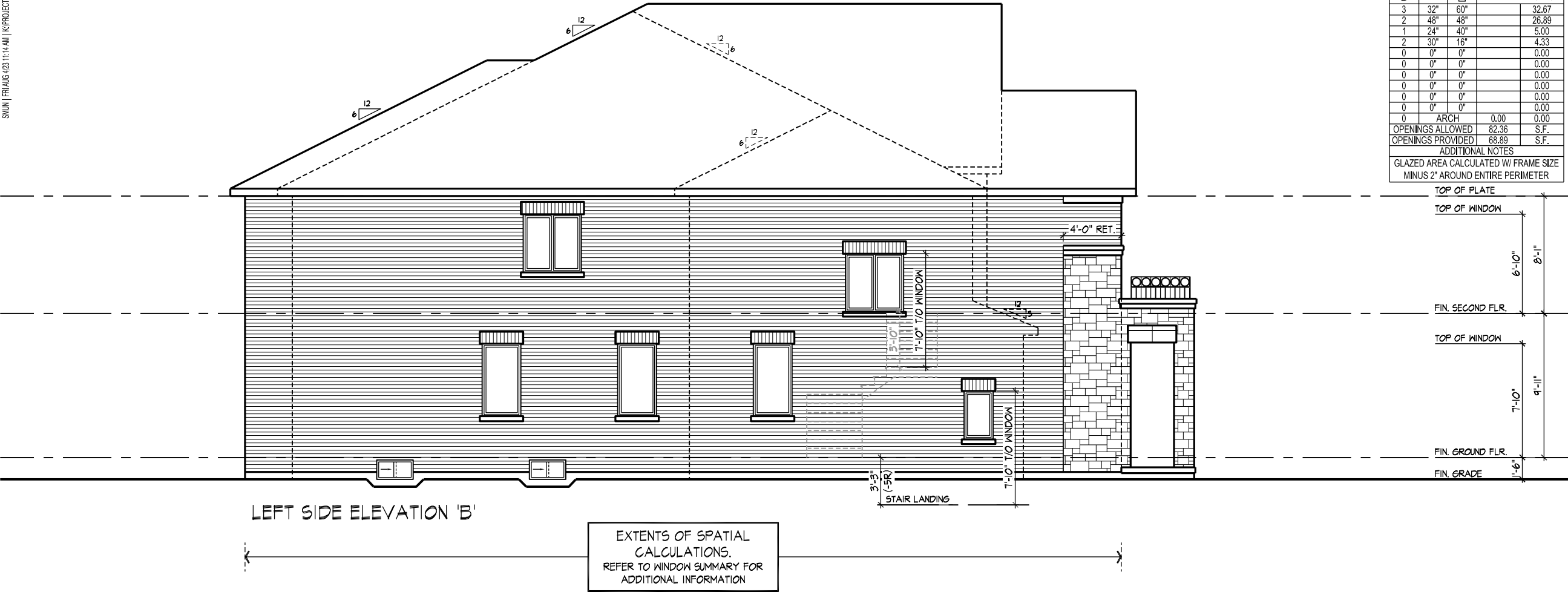
FRONT ELEVATION 'B'



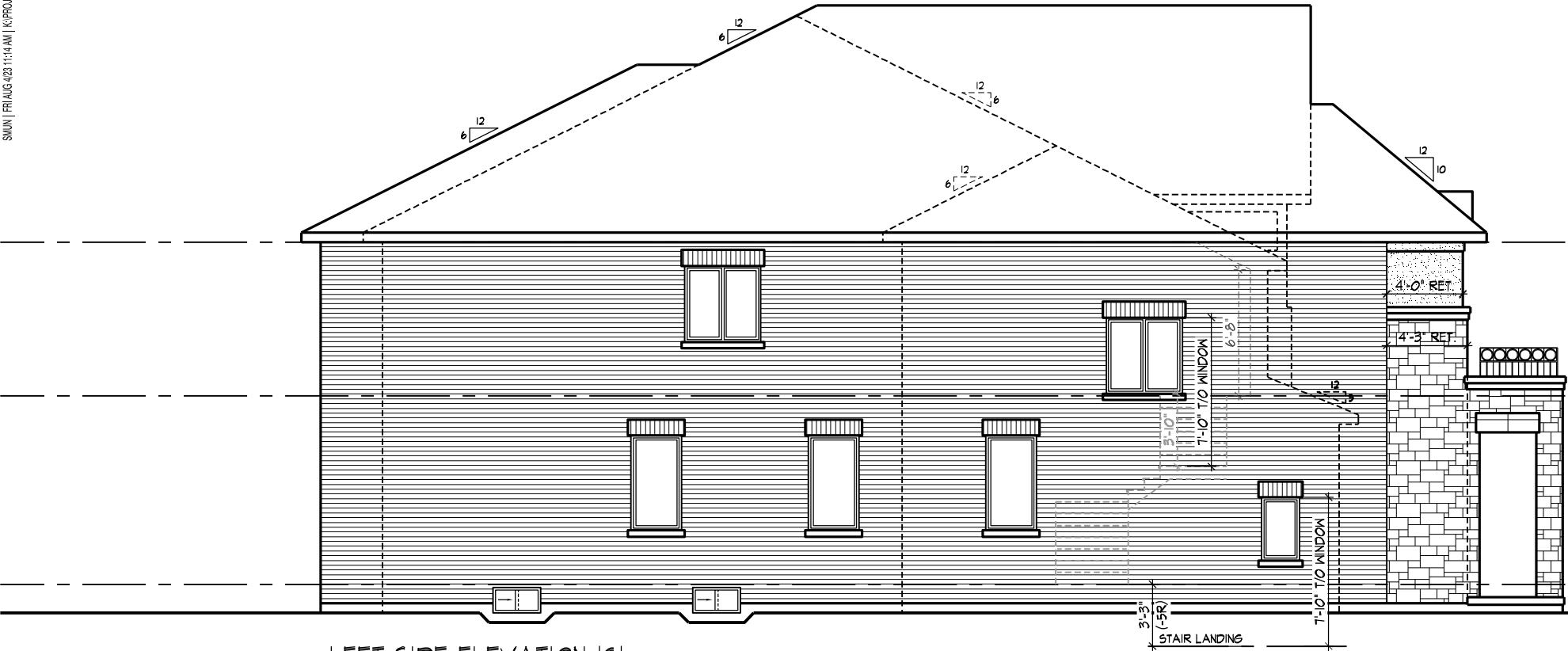
FRONT ELEVATION 'C'



SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION A			
EXPOSING BUILDING		1176.50	S.F.
FACE AREA		109.30	S.M.
PORTION WALL AREA		1176.50	S.F.
		109.30	S.M.
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
3	32"	60"	32.67
2	48"	48"	26.89
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED		82.36	S.F.
OPENINGS PROVIDED		68.89	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			



SPATIAL CALCULATION			
PER O.B.C. TABLE 9.10.15.4			
LEFT SIDE ELEVATION B			
EXPOSING BUILDING		1176.50	S.F.
FACE AREA		109.30	S.M.
PORTION WALL AREA		1176.50	S.F.
		109.30	S.M.
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR FRAME SIZE (S.F.)
3	32"	60"	32.67
2	48"	48"	26.89
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH		0.00
OPENINGS ALLOWED		82.36	S.F.
OPENINGS PROVIDED		68.89	S.F.
ADDITIONAL NOTES			
GLAZED AREA CALCULATED W/ FRAME SIZE MINUS 2" AROUND ENTIRE PERIMETER			



LEFT SIDE ELEVATION 'C'

EXTENTS OF SPATIAL  
CALCULATIONS.  
REFER TO WINDOW SUMMARY FOR  
ADDITIONAL INFORMATION

SPATIAL CALCULATION

PER O.B.C. TABLE 9.10.15.4

LEFT SIDE ELEVATION C

EXPOSING BUILDING		1176.50	S.F.
FACE AREA		109.30	S.M.
PORTION WALL AREA		1176.50	S.F.
		109.30	S.M.
LIMITING DISTANCE		1.2 m	
MAX. % OPENINGS		7	%
QUAN.	WIDTH	DEPTH	WINDOW / DOOR
			FRAME SIZE (S.F.)
3	32"	60"	32.67
2	48"	48"	26.89
1	24"	40"	5.00
2	30"	16"	4.33
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	0"	0"	0.00
0	ARCH	0.00	0.00
OPENINGS ALLOWED		82.36	S.F.
OPENINGS PROVIDED		68.89	S.F.

ADDITIONAL NOTES

GLAZED AREA CALCULATED W/ FRAME SIZE  
MINUS 2" AROUND ENTIRE PERIMETER

TOP OF PLATE

TOP OF WINDOW

6'-10"

8'-1"

FIN. SECOND FLR.

TOP OF WINDOW

9'-11"

1'-10"

FIN. GROUND FLR.

FIN. GRADE

1'-6"



**PLANNING JUSTIFICATION REPORT  
MEL (Innisfil) Inc. c/o Melrose Investments**

**APPLICATION FOR MINOR VARIANCE**

1341 Benson Street  
Town of Innisfil  
County of Simcoe

September 2023

PREPARED BY:  
KLM PLANNING PARTNERS INC.

KLM FILE NO.: P-3277

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Figure 2: Context Map

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Figure 5: Town of Innisfil Zoning By-law 080-13 – Height Permissions

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Table 1: Forecasted Population Figure

## **1.0 INTRODUCTION**

KLM Planning Partners Inc. (“KLM”) was retained by MEL (Innisfil) Inc. c/o Melrose Investments (the “Owner” or “Client”), with respect to their application for a Minor Variance (the “Application”) to facilitate development of a residential subdivision on their lands legally described as Part of South Half of Lot 22, Concession 8, and municipally known as 1341 Benson Street (the “Subject Lands”). The Subject Lands are located on the south side of Benson Street, east of Webster Boulevard in the settlement area of Alcona, in the Town of Innisfil (the “Town”), in the County of Simcoe (the “County”) (See Figure 1), comprising approximately 17.6 hectares (43.5 acres).

The Draft Plan of Subdivision (Town File No. D12-2007-003) and associated conditions of approval were originally approved by the County of Simcoe on November 2, 2010, for a residential development consisting of seventy-three (73) single detached dwellings, fifty-four (54) townhouse units, and a medium density block containing twenty-five (25) units. Since then, several extensions to draft plan approval have been granted, extending the lapsing date until January 31, 2024. To date, Phase 1 has been registered by the previous landowners, and engineering approvals for our client’s subdivision are anticipated shortly.

A Pre-Consultation Meeting was held on July 28, 2023, with Town staff for the purpose of reviewing the approved Draft Plan of Subdivision, discussing the proposed variance to maximum permitted height, and identifying required supporting materials for a complete submission. The materials submitted in connection with the Application are in accordance with Town requirements as identified through the Pre-Consultation Meeting.

## **2.0 BACKGROUND**

### **2.1 SITE DESCRIPTION**

The lands subject to this Application are located south of Benson Street, east of Webster Boulevard. The medium density block within the Draft Plan of Subdivision located at the northeast corner of Webster Boulevard and Benson Street is under our client’s ownership, but is not subject to the Application. The Subject Lands are legally described as Part of South Half Lot 22, Concession 8, and municipally known as 1341 Benson Street, consisting of approximately 17.6 hectares (43.5 acres) and +/- 255 metres (836 feet) of frontage on Benson Street.

The surrounding uses are as follows:

North: Directly north of the subject lands is the mid-rise block, which is owned by our Client but is not subject to the Application. Further north is woodland and wetland regulated by the Lake Simcoe Region Conservation Authority.

East: Directly east of the property is Huron Court Park which consists of open space, a soccer field, basketball court, and two children's play structures.

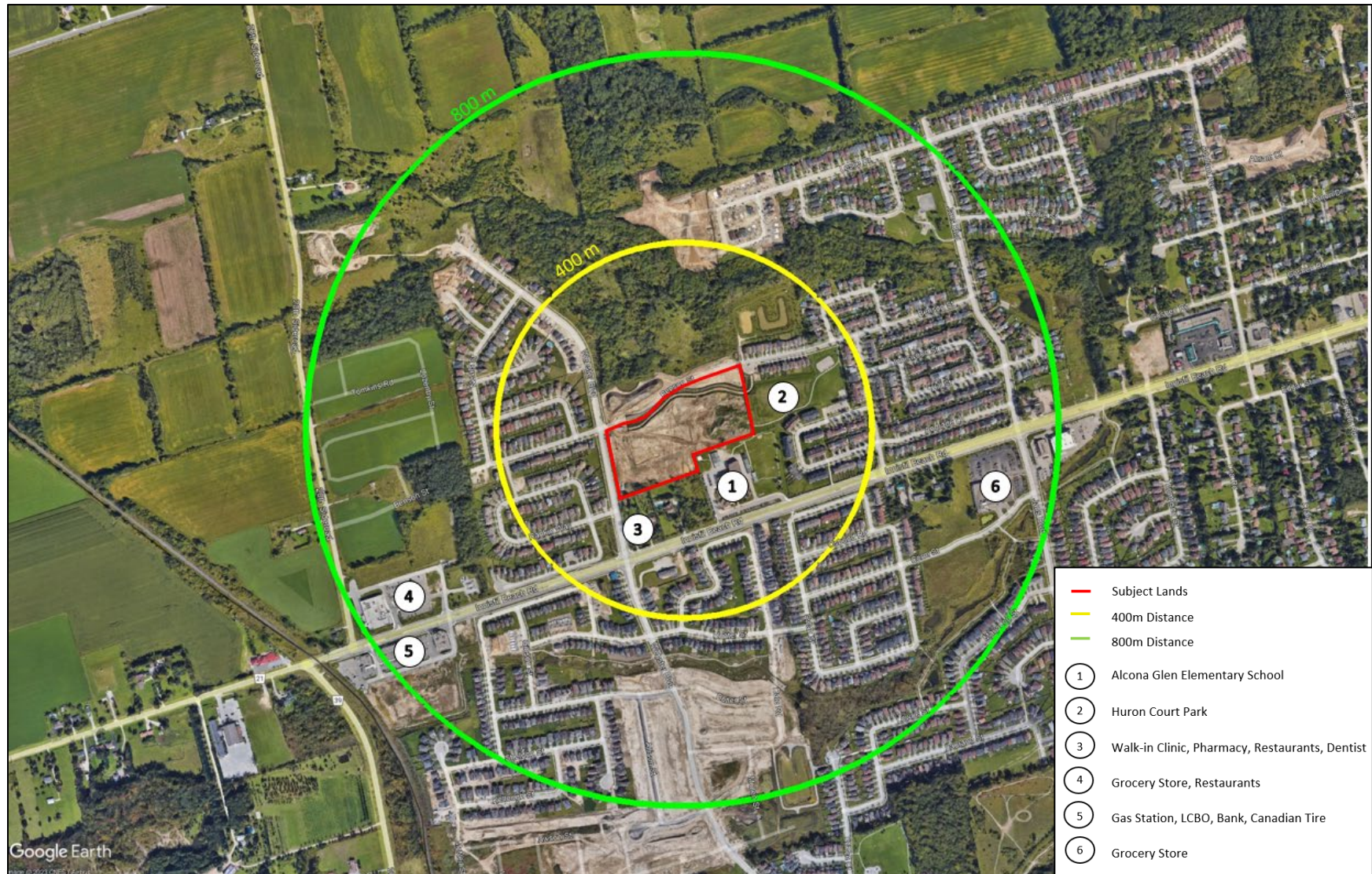
South: Alcona Glen Elementary School is located directly south of the subject lands, along with vacant lands approved for a condominium townhouse development, an existing single detached dwelling, and a commercial plaza at the northeast corner of Webster Boulevard and Innisfil Beach Road.

West: An existing residential subdivision consisting of single-detached, semi-detached, and townhouse dwellings is located to the west of the subject lands.

**FIGURE 1: Aerial Photograph of Subject Lands**



**FIGURE 2: Context Map**



## 2.2 POPULATION FORECASTS

In support of Simcoe County's Municipal Comprehensive Review (MCR) process currently underway, Hemson released the Growth Forecasts and Land Needs Assessment report on March 31, 2022, providing forecast results based on a technical background study to help the County and lower-tier municipalities determine future land needs to accommodate forecasted population growth. The resultant forecasted population growth for the Town of Innisfil is outlined in Table 1 below. As a whole, the County of Simcoe is projected to grow to a population of 555,000 by 2051 according to Schedule 3 in the Growth Plan for the Greater Golden Horseshoe.

**TABLE 1: Forecasted Population Figures**

Innisfil	2021	2026	2031	2036	2041	2046	2051
Total Population	44,710	51,630	57,370	64,160	70,860	77,700	84,450
Annual Growth Rate		2.9%	2.1%	2.3%	2.0%	1.9%	1.7%

## 2.3 HOUSING STATEMENT

On August 21, 2023, the provincial government assigned housing targets to an additional 21 municipalities as part of its plan to build at least 1.5 million homes by 2031. As a result, the Town of Innisfil has been assigned a target of 6,300 dwelling units by 2031.

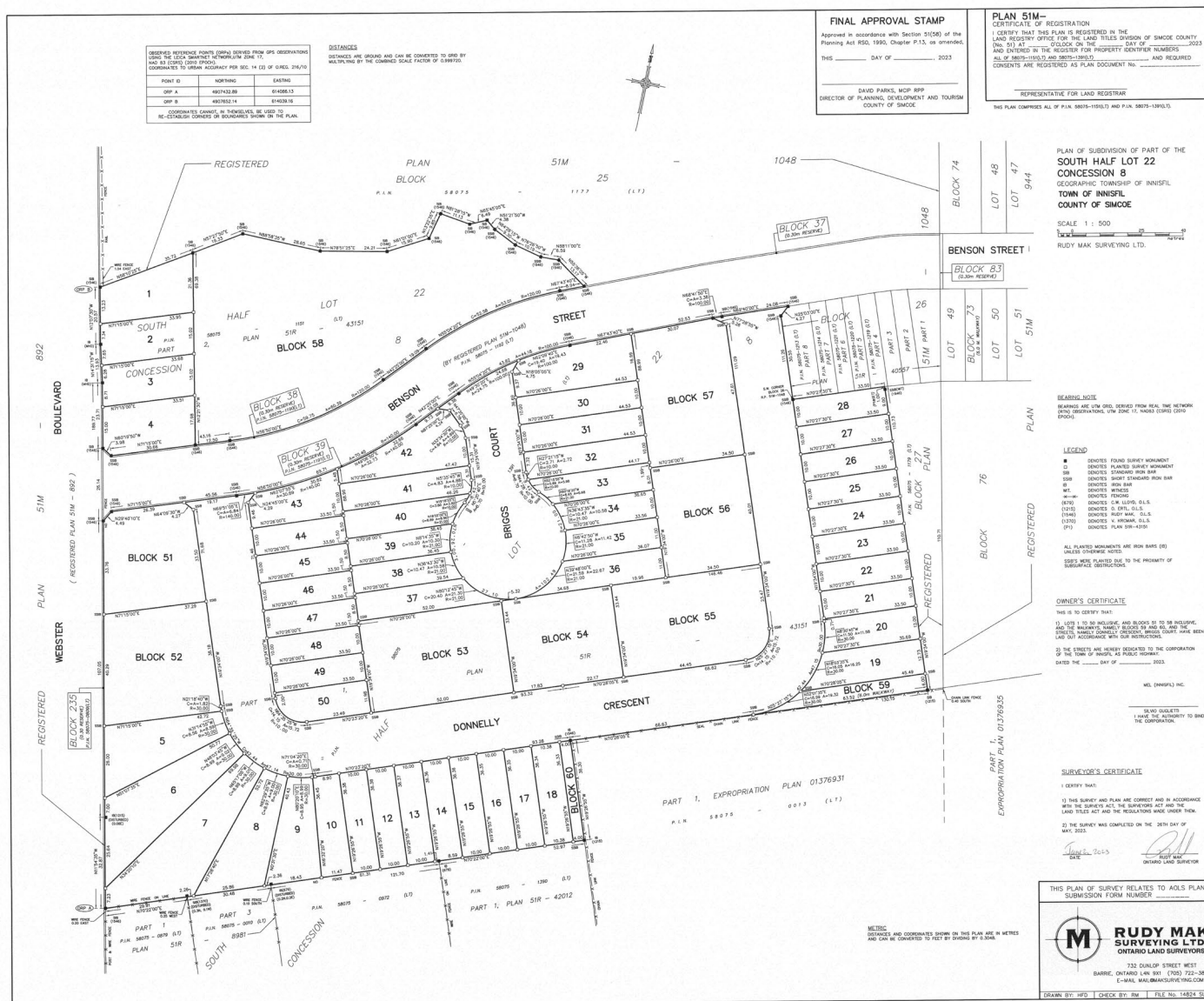
In keeping with this direction, total build out of the subdivision will provide an additional 121 dwelling units to assist the Town in achieving the assigned housing target. Additionally, some of the housing models may accommodate a Secondary Dwelling Unit (SDU), presenting future homeowners with the opportunity to construct an SDU which complies with building requirements of the Town of Innisfil.

## 3.0 DEVELOPMENT PROPOSAL

### 3.1 DESCRIPTION OF PROPOSED DEVELOPMENT

Our clients lands have been draft approved for a residential subdivision containing a total of fifty (50) single-detached lots, seven (7) townhouse blocks containing forty-six (46) units, and a medium density block containing twenty-five (25) units (See Figure 3).

### FIGURE 3: Draft M-Plan



#### **4.0 PLANNING APPLICATIONS**

##### **4.1 PROPOSED MINOR VARIANCE**

Through finalization of lot grading for the subdivision, it was identified that while the dwelling models comply with the maximum height provisions in the Zoning Bylaw, as a result of siting and lot grading, overall building height for the single-detached and townhouse dwellings exceeds the maximum height permissions set out in Section 4.2 of the Zoning By-law. As such, the purpose of the application is to seek approval for the following variances:

1. An increase in maximum building height for single-detached dwellings to 10.0 metres, whereas the Zoning By-law permits 9.0 metres; and
2. An increase in maximum building height for townhouse dwellings to 12.0 metres, whereas the Zoning By-law permits 11.0 metres.

#### **5.0 SUPPORTING MATERIALS**

In addition to this Report, additional materials have been prepared by various professional consultants in support of the Application based on submission requirements identified at the Pre-Consultation Meeting on July 28, 2023. A summary of the supporting materials is provided below.

##### **5.1 ARCHITECTURAL CONTROL GUIDELINES**

Architectural Control Guidelines have been prepared by John G. Williams Limited, dated February 16, 2023. The Architectural Control Guidelines provide a framework of design criteria for the façade of new residential buildings that demonstrate high-quality architectural design.

##### **5.2 SAMPLE ELEVATIONS**

Sample elevations for the single-detached and townhouse dwelling units have been prepared by Hunt Design Associates Inc. The sample elevations provide design details for the proposed residential dwellings in harmony with the Architectural Control Guidelines.

##### **5.3 LOT GRADING PLAN**

A Lot Grading Plan for the entire subdivision has been prepared by R.J. Burnside & Associates Limited, dated August 10<sup>th</sup>, 2023, and enclosed within the submission package in support of the Application.

## 6.0 PLANNING ANALYSIS

In accordance with Section 2 (Definitions) of the Zoning By-law, “Height” means the vertical distance measured between the established grade and the mean height between the eaves and ridge of a gabled or hip roof. Further, “Established Grade” means the average level of the approved or finished ground elevation measured at all the exterior walls of any building or structure.

While finalizing the subdivision grading in accordance with municipal standards, it was identified that although the housing models comply with maximum height provisions, due to building siting, the definition of established grade, and grading challenges on the site, the overall height for the single-detached and townhouse dwellings exceeds the maximum permitted height identified in Section 4.2 of the Zoning By-law. As such, minor variances are being requested for the subject lands for the purpose of increasing the maximum building height for single-detached dwellings to 10.0 metres, whereas the Zoning By-law permits 9.0 metres, and to increase the maximum building height of townhouse dwellings to 12.0 metres, whereas the Zoning By-law permits 11.0 metres.

Section 45(1) of the Planning Act sets out criteria for authorizing minor variances. Accordingly, KLM has considered the four tests for a minor variance as stipulated by the Planning Act, which are analyzed in further detail below.

### 1. Is the variance minor in nature?

The proposed variance is minor in nature. The increase in height to 10.0 metres for single-detached dwellings, whereas the Zoning By-law permits 9.0 metres, and increase to 12.0 metres for townhouse dwellings, whereas the Zoning By-law permits 11.0 metres is negligible and will not result in adverse impacts to properties within the subdivision or the public realm. The increased height is sensitive to surrounding land uses, as lands directly south of the subject property are zoned Mixed-Use 1 (MU1), where building heights up to 15.0 metres are permitted, and lands to the north are zoned Residential Apartment (RA-5), where the maximum building height is 12.0 metres (See Figure 5). A sufficient buffer is provided to the existing residential subdivisions via rear yard setbacks and Webster Boulevard to the east, and via Huron Court Park to the west. In consideration of the foregoing, we are of the opinion that the proposed variance is minor in nature.

2. Does the variance maintain the general intent and purpose of the Official Plan?

The proposed variance maintains the general intent and purpose of the Official Plan. The subject lands are designated Residential Low Density 2 on Schedule B1 to the 2018 Town Official Plan (See Figure 4). The Residential Low Density 2 designation permits single-detached and townhouse dwellings. While the Official Plan suggests that buildings within the Residential Low Density 2 designation should not exceed 2-storeys in height, the implementing Zoning By-law permits building heights that can accommodate 3-storey dwellings. The requested increase in building height does not result in dwellings exceeding 3-storeys and as such, the proposed increase in height maintains the general intent and purpose of the Official Plan which is meant to be enforced through the implementing Zoning By-law.

3. Does the variance maintain the general intent and purpose of the Zoning By-law?

The proposed variance maintains the general intent and purpose of the Zoning By-law. The subject property is zoned Residential 2 (R2), Residential 3 (R3), and Residential Townhouse (RT) on Schedule A to Zoning By-law 080-13. In accordance with Section 4.2 of the Zoning By-law, a maximum building height of 9.0 metres is permitted within the R2 and R3 zones, while the RT zone permits a maximum building height of 11.0 metres. The proposed increase in building height is in line with the objective of the Zoning By-law to provide a suitable transition in height between varying built forms on adjacent properties. The requested increase in building height will continue to allow for an appropriate transition in building height in the instance where the single-detached and townhouse dwellings abut each other within the subdivision.

4. Is the variance desirable for the appropriate development or use of the land, building, or structure?

The proposed variance is desirable for the appropriate development of the land. The increase in building height addresses the site-specific grading requirements for the subdivision in a contextually sensitive manner, as the increase is negligible and generally consistent with building heights among existing development surrounding the subject lands. The minor increase in building height will not create any adverse impacts to adjacent properties and will allow the Owner to continue offering desirable housing models. Further, both the designation and zoning permit the use.

FIGURE 4: Town of Innisfil Official Plan (2018) Alcona Land Use

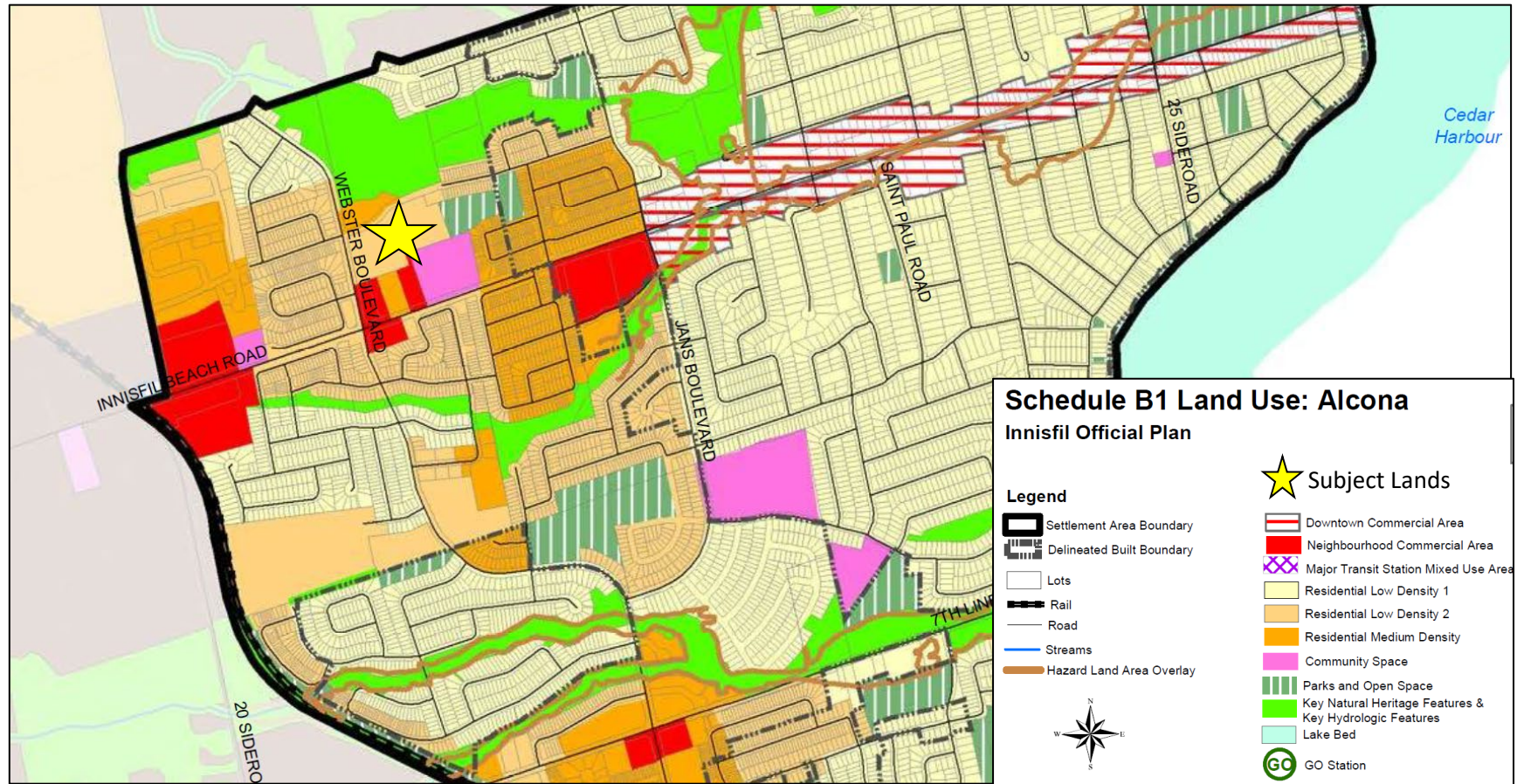


FIGURE 5: Town of Innisfil Zoning By-law 080-13 – Height Permissions



## 7.0 CONCLUSION

In conclusion, we are of the opinion that the proposed minor variance meets the four tests outlined in the Planning Act and is consistent with the Town of Innisfil's planning objectives.

We would be pleased to engage with the Committee of Adjustment and the community to address any concerns and ensure that the proposed modifications contribute positively to the neighbourhood and the Town as a whole.

### **KLM PLANNING PARTNERS INC.**

Prepared by:



Courtney Fish, BES, MCIP, RPP  
Intermediate Planner



Keith MacKinnon, BA, MCIP, RPP  
Partner

# ARCHITECTURAL CONTROL GUIDELINES

## SIMCOE WOODS

Mel (Innisfil) Inc.  
Alcona, Town of Innisfil



prepared by:



**JOHN G. WILLIAMS LIMITED**  
ARCHITECT

40 Vogell Road, Suite 46 | Richmond Hill, ON L4B 3N6  
T 905.780.0500 | [www.williamsarch.com](http://www.williamsarch.com)

prepared for:  
Mel (Innisfil) Inc.

February 16, 2023

Project No.: Y-1826'A'

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# 1.0 Introduction

These Architectural Control Guidelines are prepared on behalf of Mel (Innisfil) Inc. for their residential subdivision, also known as “Simcoe Woods”. These Guidelines will serve as an updated to the Town-approved “Forest Hill Subdivision Architectural Control Guidelines” previously prepared by John G. Williams Limited, Architect for Bradley Homes (June 19, 2014). In addition to maintaining the overall design objectives and criteria of the previous document, the Guidelines will be updated to reflect the current plan of subdivision, as well as updates to permitted architectural styles (i.e. introduction of transitional/ contemporary house designs).

## 1.1 Purpose

The purpose of the Architectural Control Guidelines and the architectural control process is to provide a framework of design criteria for the exterior appearance of new residential buildings that demonstrate an increased standard of design quality and result in safe, attractive streetscapes.

The Guidelines will be used by the Developer, the Builder(s), the Control Architect and Municipality to evaluate development submissions at various stages of the development review and approval process.

The Guidelines are organized as follows:

- .1 Introduction
- .2 Architectural Design Criteria
- .3 Priority Lot Dwellings
- .4 Siting of Dwellings
- .5 Design Review and Approval Process

## 1.2 Objectives of the Guidelines

The objectives of the Guidelines are:

- To encourage harmonious and attractive streetscapes through attention to the exterior architectural quality and appearance of new housing.
- To encourage a variety of attractive, cost effective and innovative building designs.
- To encourage safe, pedestrian-friendly streetscapes by promoting the principles of CPTED (Crime Prevention Through Environmental Design).
- To establish design requirements for dwellings in prominent locations (Priority Lots such as gateway, corner, park or window street lots).
- To diminish the visual impact of garages within the streetscape.
- To establish requirements for the appropriate siting of dwellings according to type, size, style and location within the community.
- To assist Builders in the preparation of acceptable building designs.
- To establish procedures for submission, review and approval of building designs and monitoring construction for compliance with the Guidelines.

## 1.3 Role of the Control Architect

The role of the Control Architect is to review the builder’s submissions in a fair and timely manner and to ensure building designs are in general compliance with the Architectural Control Guidelines. The Control Architect will work closely with the stakeholders (i.e. Town staff and the Builder) to ensure an open and inclusive architectural control design review process is maintained.

In appointing the Control Architect, the Town is relying on his/her judgement and professional ability to interpret and administer the Architectural Control Guidelines in an appropriate, timely and cost effective manner. To avoid a potential conflict of interest, the Control Architect should be independent from the builder’s design architect.

The design review process is summarized as follows:

- Orientation meeting with the builder.
- Model design review and approval.
- Siting review and approval.
- Regular site monitoring for compliance.



## 1.4 Compliance

Approvals by the Control Architect do not release the builder from complying with the requirements of the Town or any other approval authority. It is the builder's complete responsibility to verify conformance with all required authorities. These Guidelines and their interpretation by the Control Architect are not intended to discourage design creativity or innovation. As such, the controls provide a degree of flexibility based on site-specific conditions. Proposals which are not in total compliance with the guidelines may be considered by the Control Architect and the Municipality, based on their design merits.

Images and diagrams contained in this document are conceptual in nature and are meant as examples that demonstrate the design intent of the Guidelines. They should not be construed as the final product.

Only those dwelling designs which are in compliance with these Guidelines shall be offered for sale and built.

## 1.5 Terminology

Within these Guidelines, certain terms are used in reference to the anticipated compliance. These terms are intended to have the following meaning with respect to compliance:

- *May, Encourage or Recommend* - it is desirable to comply with this Guideline.
- *Should* - it is highly encouraged and requires a convincing reason in order to not comply with this Guideline.
- *Must, Will or Shall* - it is mandatory to comply with this Guideline, compliance is required.

## 1.6 Location and Community Context

The Simcoe Woods subdivision is generally situated north of Innisfil Beach Road, and east of Webster Boulevard in the Alcona community of Innisfil. The subject lands are bounded by:

- North - Benson Street and Environmental Protection lands;

- East - Existing Huron Court Park, Benson Street and residential (single detached dwellings and street townhouses);
- South - Existing residential, commercial and institutional (Alcona Glenn Public School) uses fronting Innisfil Beach Road;
- West - Webster Boulevard, opposite are existing residential uses (single detached dwellings and street townhouses) with flankage yard or reverse frontage interfaces.

Refer to community context images on the following page.



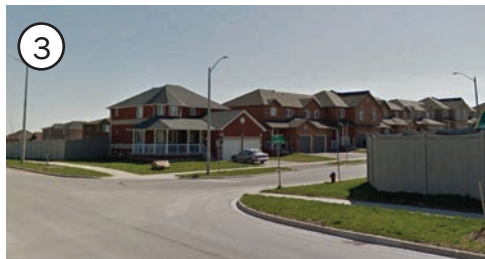
Location of Subject Lands within the Alcona community in the Town of Innisfil



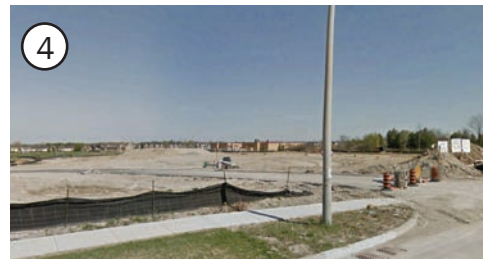
View of the site from Benson Street



View of Existing Houses along Benson Street



View of Existing Homes to the west from Webster Boulevard



View of the site from Webster Boulevard



View of Existing Alcona Glenn Public School from Innisfil Beach Road

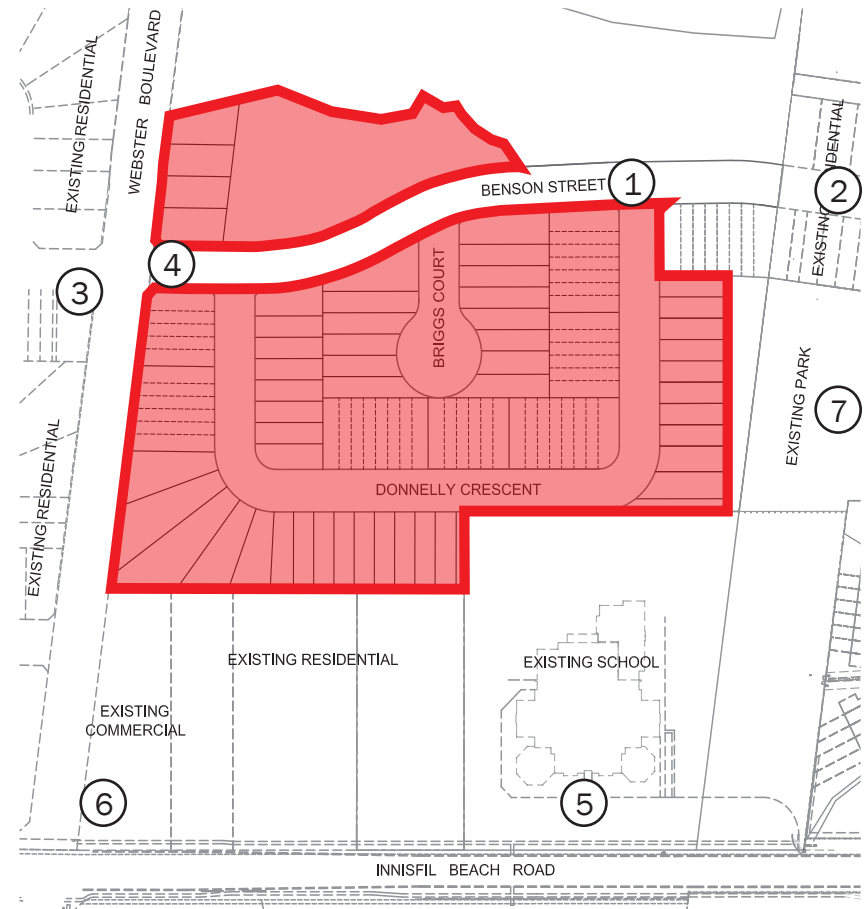


Existing commercial at Innisfil Beach Road & Webster Boulevard



View into Huron Court Park to the east

Images of Existing Built Form Surrounding the Simcoe Woods Subdivision



### Legend

- Area Subject to the Updated Architectural Control Guidelines (Simcoe Woods)

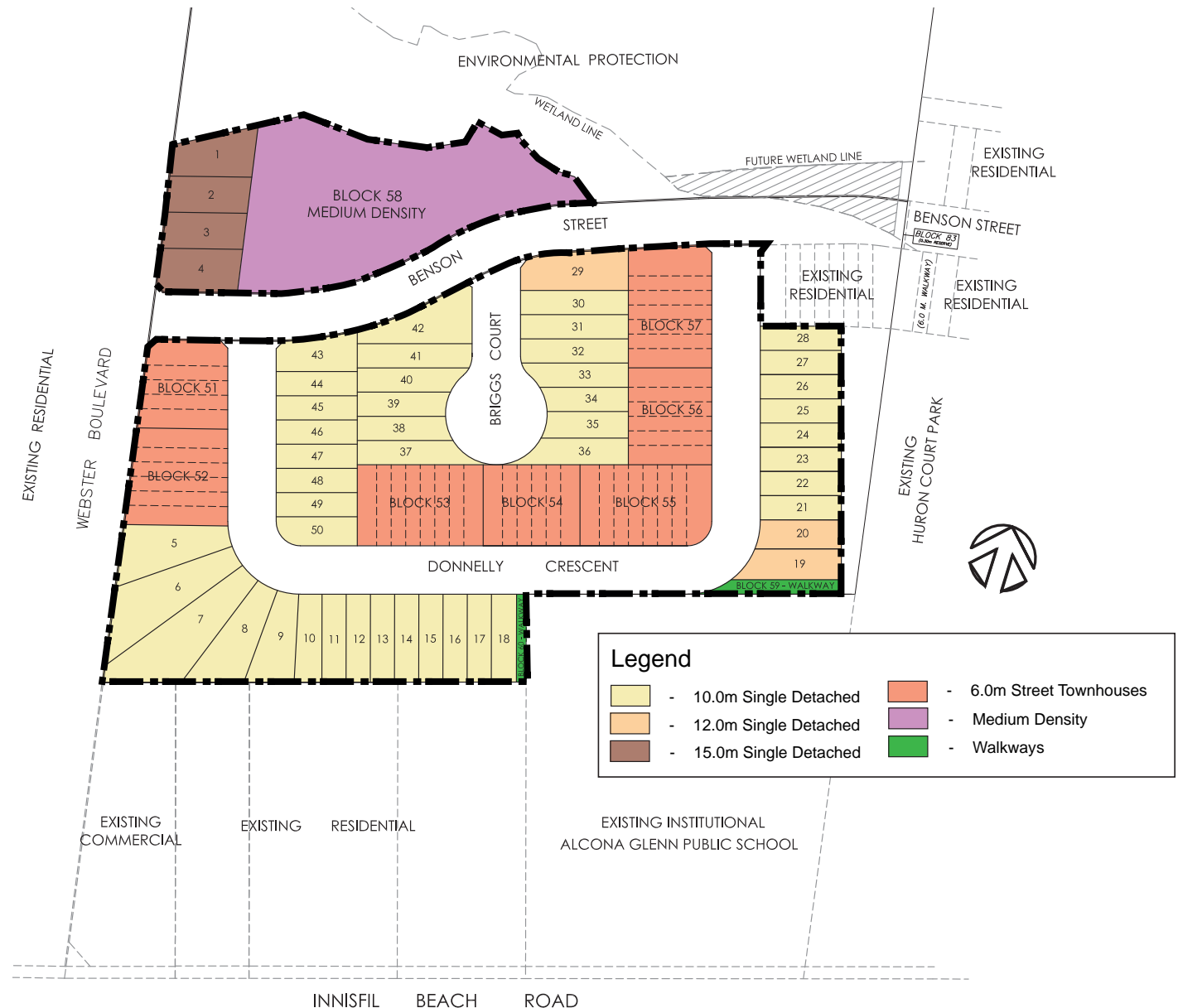
Community Context Plan



## Simcoe Woods

The Simcoe Woods subdivision includes the following structuring elements:

- Benson Street was constructed as part of a separate subdivision and extends east-west through the site providing a connect to Webster Boulevard to the west.
- Simcoe Woods will include two new public local roads, Donnelly Crescent and Briggs Court. These roads will have access from existing Benson Street.
- A total of 96 freehold residential units are proposed, including:
  - 50 single detached dwelling on 10.0m, 12.0m and 15.0m lot frontages; and,
  - 46 street townhouse units on lot frontages of 6.0m.
- A Medium Density Block (Block 58) is located on the north side of Benson Street and is anticipated to be developed with 25 +/- conventional (street) townhouses on a condominium road(s). At this time a site plan is not available, however, prior to development, a priority lot map will be prepared to identify units with a high degree of public visibility requiring architectural enhancements.
- Two walkway blocks are proposed in the southeast portion of the site to create a linkage between Donnelly Crescent and Huron Court Park to the east and Alcona Glenn Public School to the south.



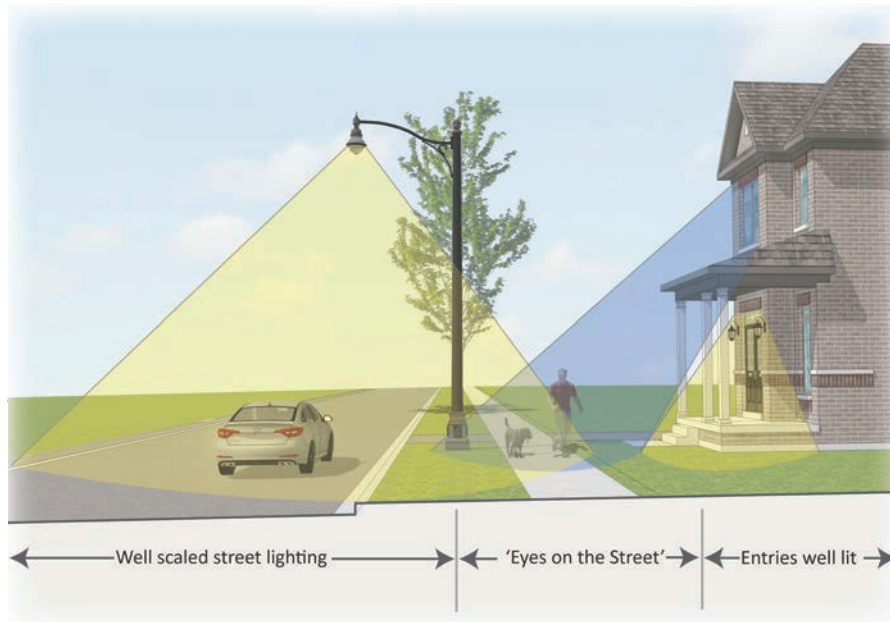
Simcoe Woods Development Plan

## 2.0 Architectural Design Criteria

### 2.1 Community Safety

In order to promote safe, pedestrian-friendly communities, dwelling designs should incorporate principles of CPTED (Crime Prevention Through Environmental Design), including the following:

- Reducing the presence of the garage within the streetscape.
- Providing ample fenestration facing public areas to encourage casual surveillance (eyes on the street).
- Providing front porches to promote interactive outdoor spaces.
- Ensuring the front door is visible from the street.
- Ensuring all entries to the dwelling are well lit.



*Dwellings should be designed to provide 'eyes on the street' and large porches to foster a safe, pedestrian-oriented neighbourhood*

### 2.2 Architectural Styles and Elevations

Attractive, harmonious streetscapes are essential in creating a vibrant, livable community with a positive identity. The goal is to ensure design compatibility among architectural styles within each individual subdivision. To ensure this goal is achieved, the following design criteria will apply:

- Building facades adapted from a variety of traditional and transitional/contemporary architectural influences will be encouraged. Refer to conceptual model elevations on following page.
- Variety of architectural expression among publicly exposed elevations is encouraged.
- Each model shall have two alternative elevations. Refer to Section 4.2 for further guidelines relating to façade variety within the streetscape.
- A variety of model footprints will be sought to provide sufficient variety in front wall articulation.
- Publicly exposed elevations shall incorporate adequate massing, proportions and wall openings (i.e. window, doors, porches, etc.) to avoid uninteresting or blank façades.
- The design of townhouse blocks should consider overall form, massing and proportions, and the rhythm of major repetitive building elements and roof



*Publicly exposed elevations shall combine to create an attractive streetscape*



designs to create a street façade that is composed of a consistent and attractive variety of building elements.

- The design of exterior end (flankage) units in a townhouse blocks should be attractive, active and safe. This should be achieved through provision of a main entrance, sufficient and balanced fenestration and outdoor amenity space (e.g. porch) other design solutions which satisfy this intent may also be considered.
- On townhouse blocks the proportion of roof lines, wall planes and openings should be consistent with other buildings on the street.



*Conceptual Street Townhouse Elevations*



*Conceptual Single Detached Dwelling Elevations*



## 2.3 Main Entrances

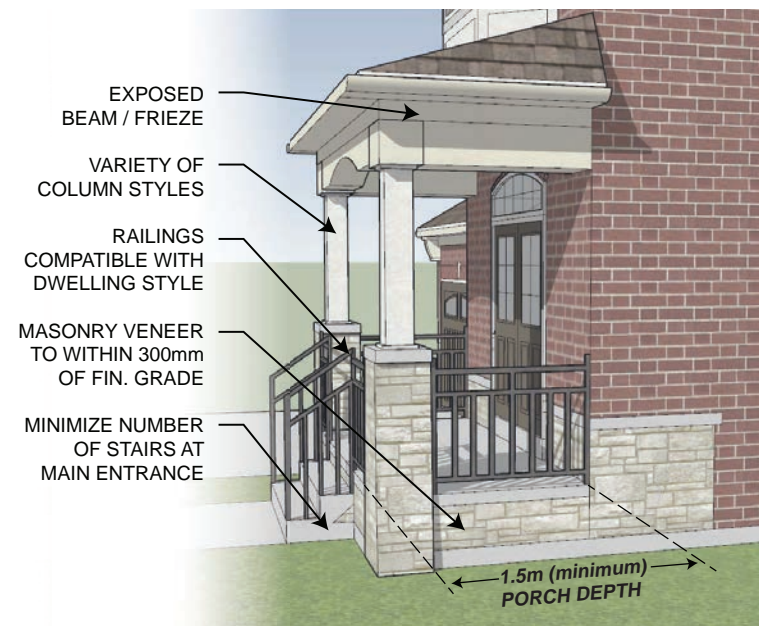
The main entrance to the dwelling should act as the focal point of the dwelling and be given appropriate design emphasis. Main entrances should exhibit the following characteristics:

- The main entrance to the dwelling should be directly visible from the street.
- A variety of front door styles will be encouraged, including some with glazing.
- Decorative door surrounds, are encouraged, particularly where no porch or verandah is provided.
- The use of glazed sidelights and transoms at the main entrance is encouraged.

## 2.4 Front Porches

Front porches (including porticos, verandahs and recessed entries) help to promote safe, socially interactive and pedestrian-friendly streets by providing outdoor amenity areas which allow for views along the street and by providing a linkage between the public and private realm. In addition to providing shelter, covered front porches located closer to the street can help to diminish the impact of the garage within the streetscape. Porches should exhibit the following characteristics:

- A covered porch should be included on the majority of homes offered by the Builder.
- Porch widths and depths should attain a minimum size of 1.5m x 1.5m. Exceptions may be permitted for the depth of wraparound porches.
- Porch columns should be consistent with the character of the house and should have a minimum diameter or width of 200mm (8").
- Front entrances having more than 4 steps (and where required by O.B.C) shall include hand railings compatible in design, material and colour with the dwelling. Maintenance-free pre-finished aluminum railings are preferred.
- Railings should be attached to the porch columns and not wrap around the outside of the column.
- Unpainted, pressure treated wood railings on front or flanking elevations of the dwelling are not permitted.
- Large concentrations of stairs leading to the front or flanking entrance should be avoided, subject to grading conditions. Where this cannot be avoided, stairs should be prefinished concrete and treated with main wall cladding on the exposed sides with an option to use poured in place concrete stairs.
- The use of wooden stairs is not permitted.



*Typical covered porch design detail*

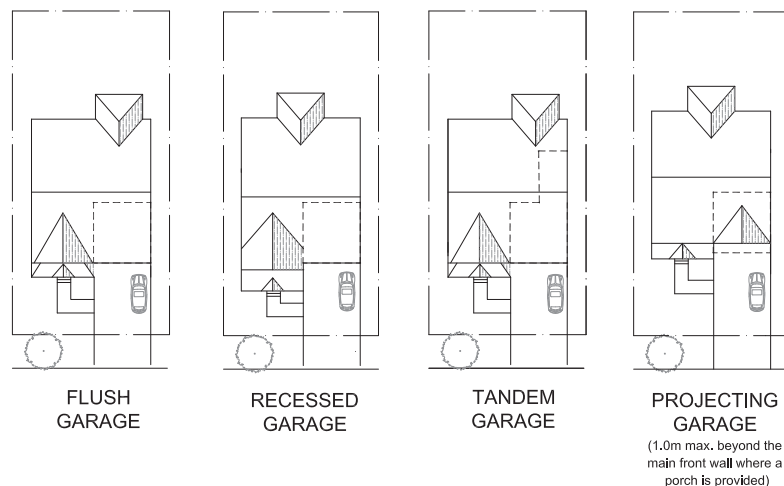


*Typical stair detail, where more than 4 risers are required*

## 2.5 Treatment of Garages

Guidelines for garage design are intended to ensure that the garage is not a dominant element in the streetscape and that its design harmonizes with the dwelling. The following garage design criteria will apply:

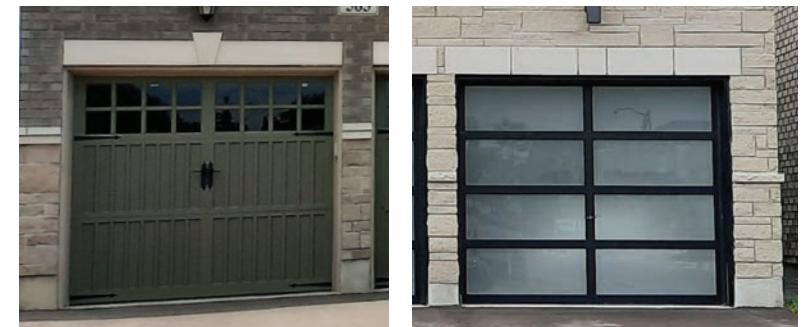
- The design of all garages shall comply with the Town of Innisfil Comprehensive Zoning By-Law 080-13.
- Attached garages shall be complementary in terms of character and quality to the principal dwelling.
- A prime design objective of these Guidelines is to minimize the visual impact of the garage while still maintaining adequate off-street parking for residents and visitors. This can be achieved by:
  - integrating the garage into the main massing of the house;
  - limiting the projection of the garage;
  - provision of a covered porch that extends in front of the garage.
- A variety of garage configurations will be encouraged to ensure streetscape variety.
- Lot frontages of less than 10.0m will have a maximum interior garage width of 3.0m.
- Lot frontages of 10.0m, but less than 12.0m will have a maximum interior garage width of 5.0m.
- Lot frontages of 12.0m, but less than 15.0m will have a maximum interior garage width of 6.0m.



*Variety of garage options will be encouraged*



*Streetscapes where garages do not dominate help to create attractive and pedestrian-friendly communities*

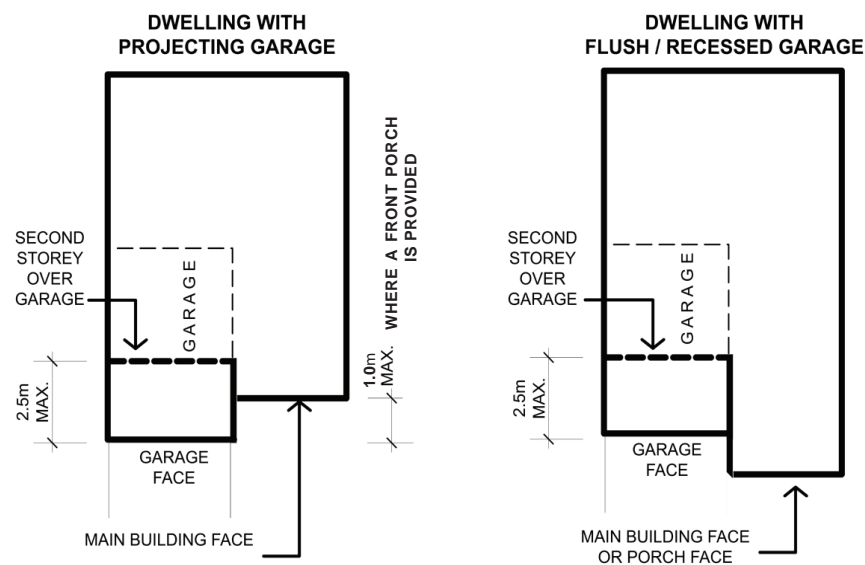


*Variety of garage door style is encouraged*

- Lot frontages of 15.0m or greater will have a maximum interior garage width that is equal to 50% of the main wall of the principal building to a maximum interior garage width of 9.0m.
- A variety of garage door styles should be provided to avoid monotony.
- Garage doors shall be segmented (roll-up), panelled and a high percentage shall have glazed top panels.
- A variety of lintel (header) treatments above the garage doors should be provided (i.e. Flat brick soldier course / arched brick soldier course).

### i) Criteria for Garage Projection

- Within this subdivision, attached or detached garages shall not be permitted to project beyond the main front wall of the principal building.
- Notwithstanding the above, where a front porch is provided, the maximum projection of an attached or detached garage will be 1.0m in front of the main front wall.
- Dwellings that have the garage either flush or recessed behind the ground floor wall face or covered porch face shall be encouraged.
- Dwellings that have a projecting garage shall be discouraged and minimized.
- The second storey wall face above a garage should be setback a maximum of 2.5m over at least 50% of the width of the garage.
- Dwelling designs with the second storey wall face flush with the garage wall face below are discouraged unless sufficient wall articulation is provided (i.e boxed-bay window, intermediate roof, architectural brick detailing, trim detailing, etc.).

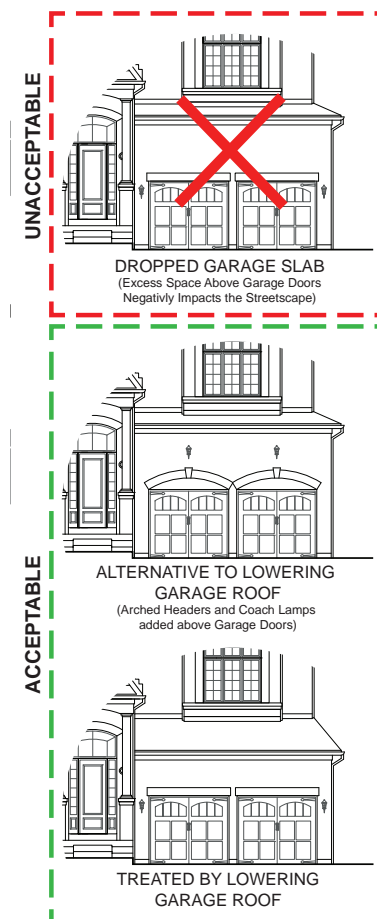


Garage Projection Criteria

### ii) Criteria for Dropped Garage Slab Conditions

Dropped garages conditions occur when additional risers at the front entry are required due to site grade conditions. This can create top-heavy garage massing by increasing the expanse between the top of the garage door opening and the underside of the soffit above. Where the slab of the garage drops more than 600mm (2'-0") of that shown on the working drawings, an alternative design treatment must be submitted for architectural review which demonstrates the treatment of the wall surface above the garage.

- Alternative design treatments for dropped garages may include:
  - lowering the garage roof.
  - providing arched lintels above the garage doors.
  - repositioning the coach lamps above the garage doors.
  - lowering or extending decorative gable louvres/windows (gabled designs only).
  - substituting a garage door with an 8'-0" height in place of the standard 7'-0" garage door height.
  - providing additional detailing or brick banding and soldier coursing.



Example of dropped garage conditions

## 2.6 Roofs

Roofs play a significant role in the massing of a dwelling and the overall built form of the community. A variety of roof types and forms will be encouraged including gabled and cottage / hipped roof designs characteristic of the architectural style of the dwelling. Roofs shall display the following design criteria:

- Main roofs should have a minimum front to rear pitch of 6:12 for 2 to 3-storey dwellings. A variety of steeper main roof side slopes (8:12 min.), in profile to the street, should be provided for.
- Bungalows and 1-1/2 storey dwellings should have a minimum front to rear pitch of 7:12 to assist compatibility with 2-storey dwellings and a minimum side slope of 8:12 (further guidelines on roofline / massing compatibility are provided in Section 4.3). Lesser slopes may be considered provided the overall massing and height of the bungalow and/or 1-1/2 storey dwelling provides for streetscape compatibility with 2-storey dwellings.
- Gables within the main roof should display pitches steeper than the side slopes of the roof, wherever possible and where appropriate to the architectural style.
- Roof embellishments, such as gables, will be encouraged to diversify the roofscape.
- All vent stacks, gas flues and roof vents should be located on the rear slope of the roof, if possible, and must be prefinished (brown or black) to blend with the roof colour.

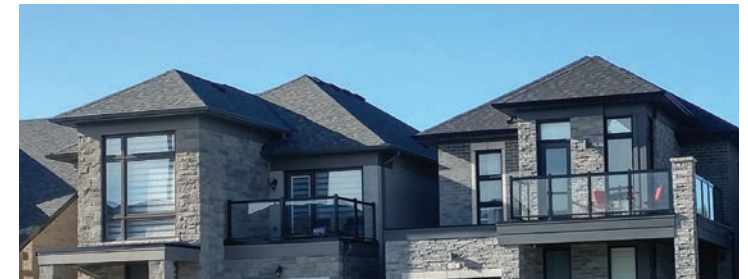
## 2.7 Windows

Sufficient fenestration consistent with the architectural style of the dwelling is required in order to comply with the guideline objective of providing “eyes on the street”. There should be a greater proportion of wall openings to solid on elevations exposed to public view. Windows should display the following characteristics:

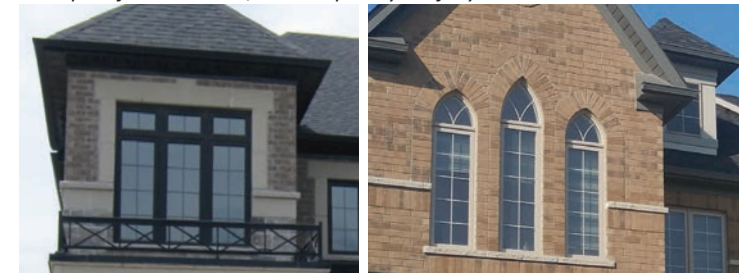
- Large ground floor windows are encouraged, where feasible.
- Vertical window proportions are preferred to reflect traditional architectural styles.
- All windows on front, flanking and other high exposure elevations are to be either single hung or casement type and must have a consistent and stylistically appropriate sill and lintel treatment.
- A variety of window styles, including some bay windows are encouraged.
- Windows on low exposure elevations may be horizontal sliders provided the glass is set within a sash;
- The use of muntin bars is required for windows on all front elevations and other highly exposed (Priority Lot) elevations; taped muntin bars are not permitted.
- Where windows and doors are set into siding or stucco, casings with a minimum width of 25mm x 100mm (1"x4") are necessary.
- The top component of a Palladian or round-topped window should be either fixed glass (cathedral ceilings are preferred, however, black glass is acceptable) or pre-manufactured sunburst panels.
- Where shutters are proposed they should be half the width of the window to which they are attached.



*Example of traditional roof styles*



*Example of transitional/ contemporary roof styles*



*Examples of traditional window styles*



*Examples of transitional/ contemporary window styles*



## 2.8 Wall Cladding

High quality exterior building materials reflective of the architectural style of the building will be required. The following requirements for wall cladding will apply:

- The choice of exterior cladding materials should be compatible with the architectural style of the house.
- The predominant wall cladding materials will be brick. The use of other accent materials (i.e. siding, stone, stucco) are encouraged provided they blend harmoniously with the primary cladding material.
- False fronting of houses is not permitted (i.e. brick front facades, with vinyl siding along the sides and rear facades). Main wall cladding material should be consistent on all elevations of the dwelling.
- Where upgraded stone elements are used, the stone should return at the corners from the front of the dwelling approximately 1200mm (4ft) or to a logical stopping point such as an opening, downspout or change in plane.
- Accent materials (such as accent brick or decorative siding) are encouraged.
- Where siding is proposed as a main cladding material the following requirements shall apply:
  - a masonry base (brick or stone) extending up to at least the sill height of the first floor shall be provided on all sides of the dwelling
  - superior and distinctive detailing, articulation and fenestration shall be provided on publicly exposed façades.
  - good workmanship practices shall be maintained by the Builder in the fit, finish and application of siding;
  - exposed elevations shall be well articulated to avoid large flat planes unless incongruent with architectural style (i.e. Georgian or Colonial);
  - provide 25mm x 150mm (1"x6") corner mouldings and min. 25mm x 100mm (1"x4") casings to all openings;
  - decorative window and door crossheads in a variety of profiles shall be provided where appropriate;

## 2.9 Exterior Colours And Materials

A sufficient variety of colour packages shall be offered by each builder to avoid monotony within the streetscape. The following design objectives shall be observed by each Builder:

- No two buildings which are detached above grade and have adjacent frontage or flankage, shall have the same colour package.
- Identical colour packages must be separated by at least 2 dwelling units or blocks.
- The same colour package on directly opposite sides of the street is not permitted.
- Colour compatibility amongst materials on the individual dwelling is required to avoid stark visual contrasts.

### Typical Exterior Material and Colour Schedule

PROJECT NAME / BUILDER NAME				
Material Item	Manufacturer	Package #1	Package #2	Package #3
Brick				
Stone				
Stucco (Main)				
Stucco (Accent)				
Siding				
Roof Shingles				
Aluminum Raingoods				
Entry Door Paint				
Garage Door Paint				
Trim Paint				
Shutters				
Railings				
Windows				
Mortar Tint				

#### General Notes:

1. This chart indicates the typical materials and colours which shall be identified by the Builder where applicable.
2. The number of colour packages required for each Builder shall be determined on a project by project basis.
3. All exterior colour selections are subject to approval by the Control Architect.
4. All roof vents and flashings to be prefinished or painted to match roof colour.

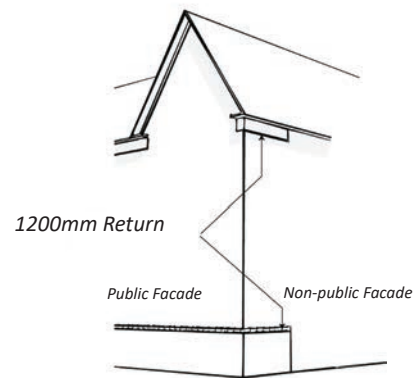


- The use of clay brick is required as the main cladding material.
- Soffit, eaves, fascia and frieze board should be the same colour within the individual colour package.
- Accent material colours should closely harmonize with the main wall cladding colour.
- Roof colour should complement the colour of wall cladding colour.
- Garage door colours should harmonize with the main cladding colour. The front door and shutters should be a stronger yet compatible colour.
- Refer to “Typical Exterior Material and Colour Schedule”.

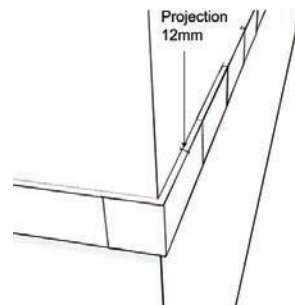
## 2.10 Detailing

A variety of exterior trim details characteristic to the architectural style of the dwelling shall be provided.

- A frieze board or masonry cornice (i.e. brick rowlock or soldier course) should be provided underneath roof soffits for exposed elevations of the house and the garage. It shall return a minimum of 1200mm (4'-0") along elevations facing the interior side yard.
- Louvred vents or other decorative appliques shall be encased in rowlock brick or similar appropriate casing.
- Diversity of brick detailing treatments characteristic to the architectural style of the dwelling is encouraged.
- Brick details should be accentuated by projecting about 12mm (1/2") from the wall face.
- Brick detailing includes the use of arched lintels/headers, brick quoining, pilasters, decorative brick banding, soldier coursing and rowlock detailing.
- Precast accents such as keystones will be encouraged.



*Architectural detailing should return along the side wall*



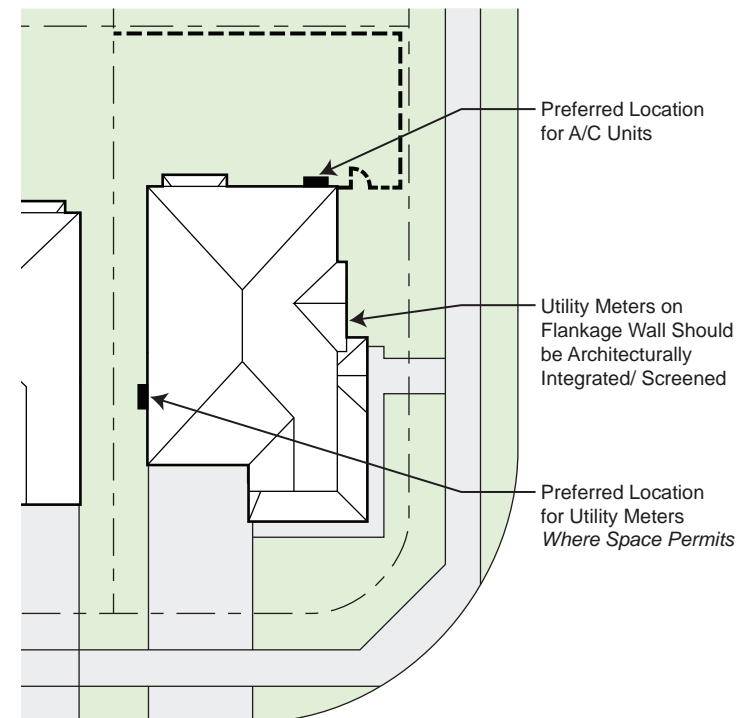
*All masonry detailing should project 12mm (1/2") from the wall face*

## 2.11 Utility And Service Elements

Hydro and Gas Meters should be located discreetly on wall faces perpendicular to the street facing the interior side yard wherever possible. Air conditioning units should not be visible in the front or flanking streetscapes.

Special attention to meter location for street townhouses is required. Potential solutions to reduce visibility of meters on townhousing include:

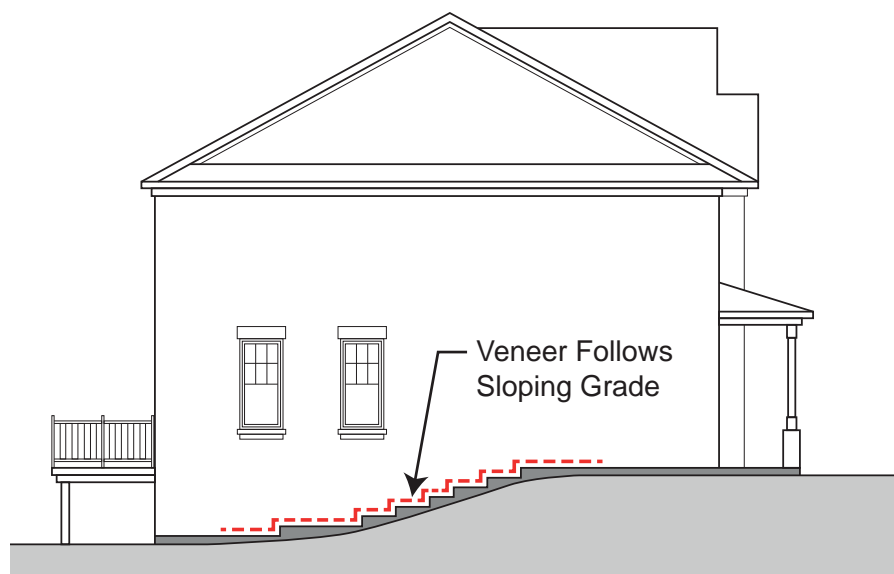
- Designing the dwelling to create an alcove between pairs of units to accommodate the meters on a wall face perpendicular to the street.
- Recessing hydro meters and gas meters into a wall face perpendicular to the street.
- Provision of screen landscaping by the builder.
- Meters shall at all times be located in accordance with the local utility company's requirements.



*Utility meters and service elements should be discreetly away from public view where feasible*

## 2.12 Foundation Walls

- Exposed foundation walls are to be avoided.
- The main wall cladding material shall be within 300mm (12") of finished grade on front and exterior side yard (flankage) elevations and within 500mm (20") on side and rear elevations.
- Special attention to this is required particularly on front and flanking elevations, porches and verandahs, on the sides of garages which project from the dwelling.
- Foundation walls must be appropriately check-stepped along sloping grade.



*Foundation walls should be stepped to follow sloping grade*

## 2.13 Adverse Grade Conditions

- Where severely sloping grade conditions occur, the builder shall provide dwelling models which are adapted to suit the site.
- This is particularly important for lots having back to front sloping grade conditions (full or partial front walk-out condition) to ensure an appropriate relationship between the dwelling, the garage and the street is maintained.
- The following are suggested design approaches for reducing the height of elevated front entries and the impact of the large number of exterior steps they require :
  - Integrate groups of steps into the front walkway over the length of the front yard.
  - Turn steps toward the driveway.
  - Provide a dwelling design having a lowered foyer and internal steps up to the main living level.

## 2.14 Minimum Floor Heights

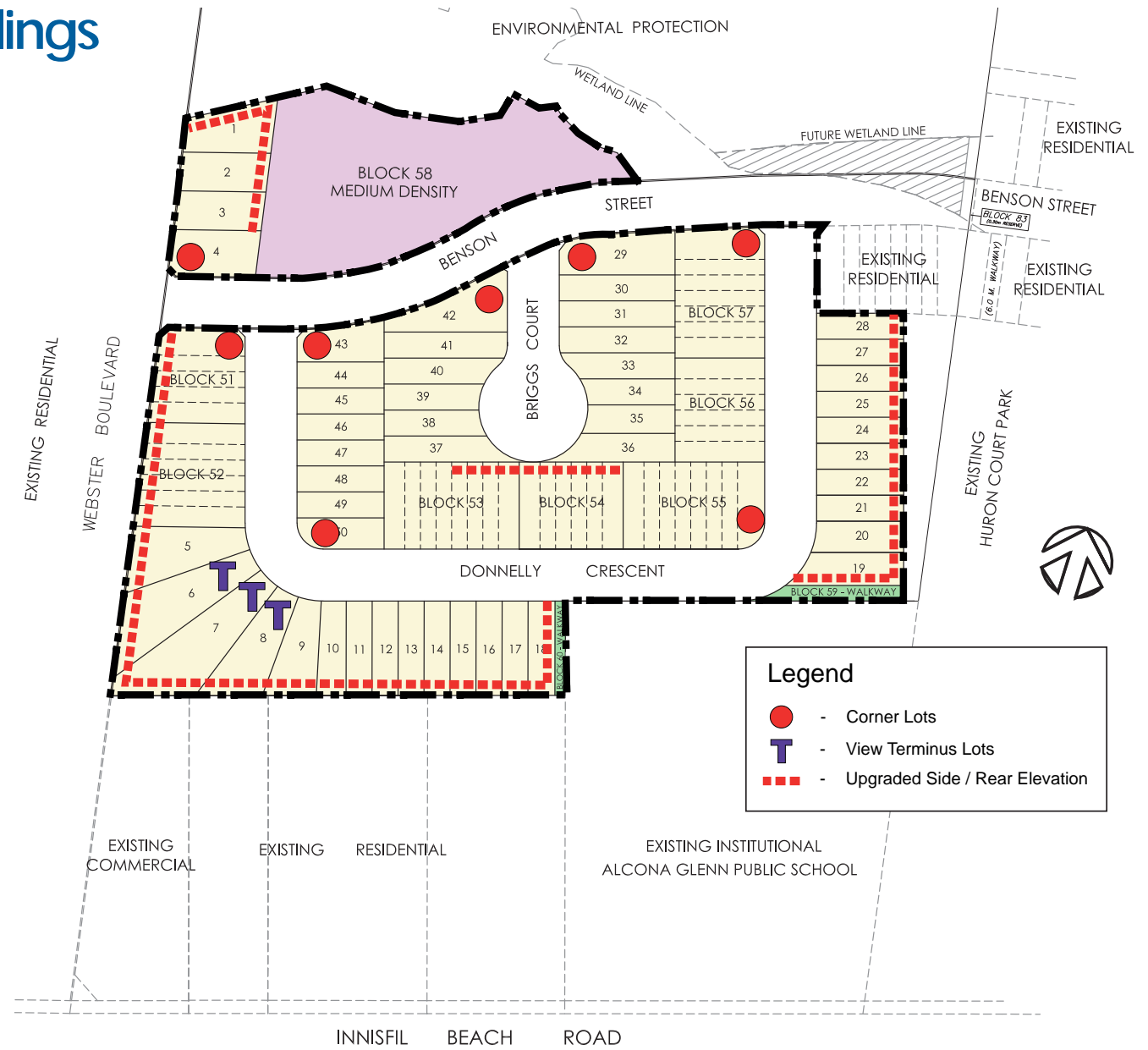
- A minimum floor height of 8'-0" (2.4m) will be required for the first storey and second storey levels.
- This requirement does not apply for basement levels.

## 2.15 Fencing

- Where corner lot privacy fencing is required, it should return to the flanking side wall close to the rear of the dwelling so that the side facade of the dwelling is not hidden from public view. It's exact location will also be determined by the location of windows.

## 3.0 Priority Lot Dwellings

Priority lot dwellings are those which have a higher degree of visibility within the public realm and which require special design consideration. Refer to the PRIORITY LOT MAP each subdivision for locations of the Priority Lots.



Priority Lot Map

### 3.1 Corner Lot Dwellings

Due to the high visibility of corner lot housing, special designs shall be provided which address the flanking and rear elevations in a manner consistent with the front elevation. Dwelling designs must be appropriate for corner lot locations. Dwelling designs intended for internal lots will not be permitted unless modified to provide adequate enhanced flanking wall treatment.

Corner lot architecture shall provide for the following:

- Well proportioned apertures for doors and windows, located to create attractive and balanced elevations.
- The use of distinctive architectural elements, such as a bay window or wraparound porch, is encouraged where architecturally appropriate.
- Flanking elevations shall display articulation of the wall surface and variations in roof features.
- The rear of the dwelling shall have window style and brick detailing consistent with the front and flanking elevations.
- The preferred corner lot design treatment is to have the main entry to the dwelling located on the long elevation facing the flanking street with a walkway leading from the side entrance to the sidewalk (where provided).
- Corner lot dwellings with main entries facing the front lot line or shorter side of the lot may be permitted provided the design of the flanking face includes a secondary entry, projecting bay or other appropriate architectural features to avoid an uninteresting facade presented to the street.



*Conceptual images of Corner Lot Dwellings*

## 3.2 Upgraded Rear and Side Architecture

Upgraded rear and side architecture is required where dwellings back or flank onto publicly visible areas such as roads, walkways, parks, schools, and other highly visible public open space areas. Publicly exposed side/rear elevations shall have a level of quality and detail consistent with the front elevation. This should include:

- Applicable enhancements on the exposed elevations include the following:
  - Bay windows or other additional fenestration, and enhancement of windows with shutters, muntin bars, frieze board, canopies, precast or brick detailing.
  - Gables, raised parapets, dormers.
- Additional windows on the exposed elevations, where feasible.
- Where dwellings are adjacent to heavily wooded public areas or other uses where public visibility / access will be negligible, then upgrading the elevation will not be necessary.
- Lots 5, 6, 7 and Blocks 51 and 52 will have reverse frontage onto Webster Boulevard. Since these lots will have an acoustic / privacy fence along their rear yards abutting Webster Boulevard, dwellings on these lots will only require rear elevation enhancements for the second storey and roof form which is visible above the solid fence.
- Lots 8 - 16 back onto existing residential properties. Due to the landscape buffering that will be provided in this area, these dwellings will require rear elevation enhancements for the second storey only.



*Conceptual image of an upgraded side elevation*

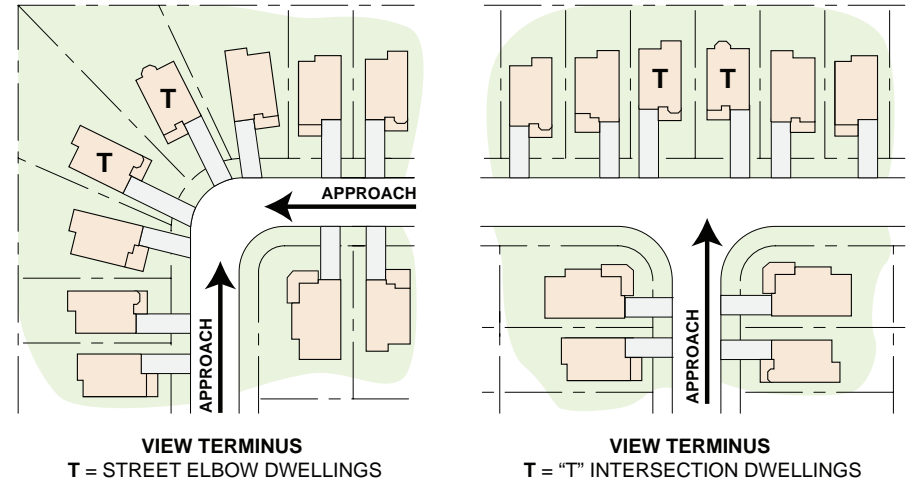


*Conceptual image of upgraded rear elevations*

### 3.3 View terminus Dwellings

Within the community, View Terminus Dwellings typically occur at T-intersections (where one road terminates at right angles to another) or street elbows. These dwellings terminate an axial view corridor. Builders should ensure models sited in these areas create visual interest within the streetscape. Guidelines for View Terminus Dwellings are as follows:

- Where lot depths permit, View Terminus Dwellings are encouraged to have a greater front yard setback than adjacent dwellings, where feasible.
- Driveways for paired View Terminus Dwellings should be located to the outside of the lots, where feasible, to provide opportunities for increased landscaped treatment, reduce the visual impact of the garages on the axial view and create a stronger architectural image.
- View Terminus Dwellings should have a strong architectural design character and detailing.



*View Terminus (T-Intersection Lot and Street-elbow Lot Dwellings)*



*Conceptual Image Of View Terminus Dwelling*

## 4.0 Siting Of Dwellings

### 4.1 Street & Building Relationships

A well-defined street edge contributes to the pedestrian-oriented goals of the community. Attractive streetscapes typically consist of a landscaped boulevard adjacent to a defining edge of private front yards and carefully placed, well-designed dwellings. The following design guidelines shall apply:

- Buildings should be sited close to the minimum front yard setback.
- The front façade of the dwelling shall directly relate to the street.
- Front yard setbacks shall generally be consistent to define the street edge and create a visually ordered streetscape. However, controlled variation in front yard setbacks is desirable on long, straight street blocks and at T-intersections to provide visual relief where lot depths permit.
- The design of street-facing facades shall exhibit a variety of front wall / porch articulation or changes in wall planes to avoid a monotonous streetscape appearance.
- Projections into the front yard, such as porches and bay windows are encouraged for their beneficial impact on the streetscape.
- For corner lots, both street frontages shall be addressed in a similar and appropriate manner.
- A variety in dwelling setbacks from the street is desirable, where lot depths permit, to provide visual relief in the streetscape.

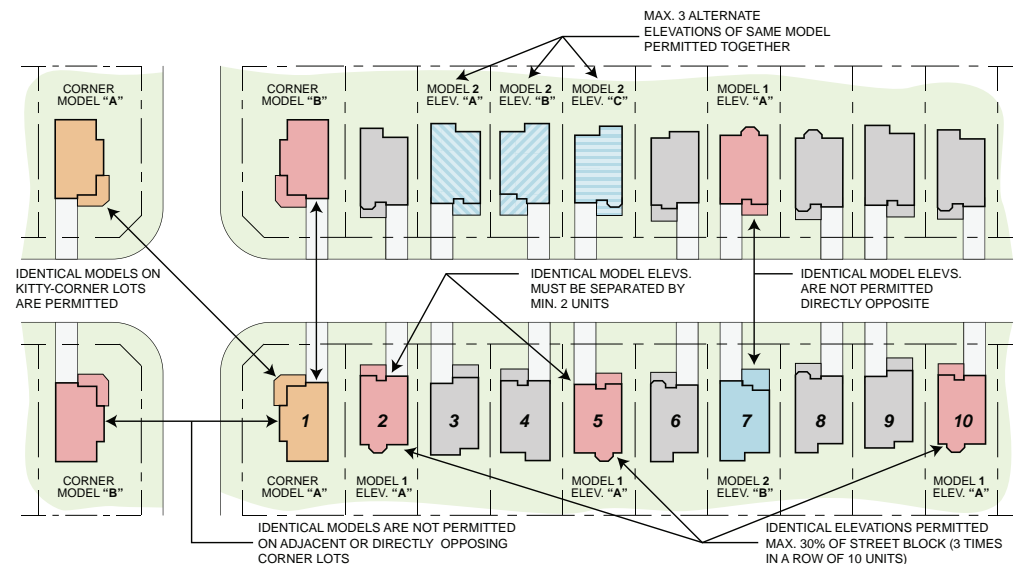


*The design of street-facing facades shall exhibit a variety of front wall / porch articulation to avoid monotonous streetscapes*

### 4.2 Façade Variety Within the Streetscape

Attractive, harmonious streetscapes are essential in creating a vibrant, livable community with a positive identity.

- Variety of architectural expression among publicly exposed façades should occur within each street block. Publicly exposed elevations shall incorporate adequate articulation, proportions, wall openings and massing variety to avoid large, blank façades.
- Each model should have two distinctly different elevations.
- Identical dwelling elevations shall not be permitted directly adjacent or directly opposite one another.
- To further promote visual diversity along each street, a minimum of 2 dwellings must occur between identical elevations of the same model.
- A maximum of 3 alternative elevations of the same model may be sited adjacent one another.
- Since townhouse blocks are comprised of individual units grouped into a larger architectural form, the massing and design of each townhouse block rather than the individual units, will be reviewed and approved based on the design merits of the block.



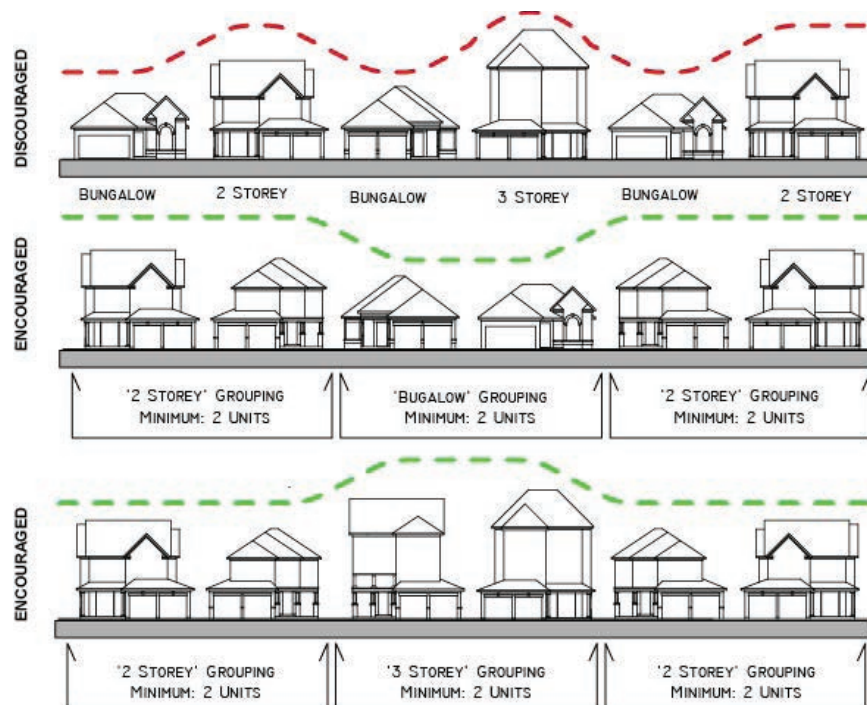
*Model repetition criteria*

### 4.3 Streetscape Massing

The Builder is proposing bungalows and 2-storey single detached dwellings, and 2 to 3-storey townhouses. Without guidelines to regulate the placement of these allowable building forms within the streetscape there is a risk of creating incompatible massing and undesirable roofscape modulation. The arranging of units within a residential block is a key component in providing a pleasant streetscape. The overall impression created by the grouping and massing of dwellings within a block will have a greater impact than the detailing of the individual dwelling.

The following design objectives shall be observed to ensure harmonious massing within the streetscape is achieved:

- Extreme variations in building heights shall be avoided.
- Where bungalows, raised bungalows or 1-1/2 storey dwellings are sited beside 2-storey dwellings, they shall comprise groupings of at least 2 adjacent units.
- Suitably designed bungalows may be sited singly on corner lots.
- 2-storey dwellings sited amongst bungalows shall also comprise groupings of at least 2 adjacent units.



Massing criteria

### 4.4 Townhouses

Since townhouse blocks are comprised of individual units grouped into a larger architectural form, the massing and design of each townhouse block rather than the individual units, will be reviewed and approved based on the design merits of the block.

The following criteria shall apply for townhouses:

- Evident variety within each townhouse block is required to avoid monotony, however, the mixing of discordant architectural styles within an individual block of townhouses is not permitted.
- The overall streetscape composition along a defined street block (intersection to intersection) shall display massing and design continuity while achieving adequate streetscape variety;
- Sufficient wall articulation is required to avoid large unbroken expanses of roof or wall surfaces, including the stepping of units and the use of gables and bays where appropriate.
- Clustering of townhouse blocks by “bookending” or providing end units having the same distinctive design feature (such as turrets, bay projections, second-storey balconies or other suitable features) is encouraged; the intention is to create an identifiable sense of place for pedestrians.
- Compatibility in height and massing between adjacent dwellings and dwellings on the opposite side of the street is required.

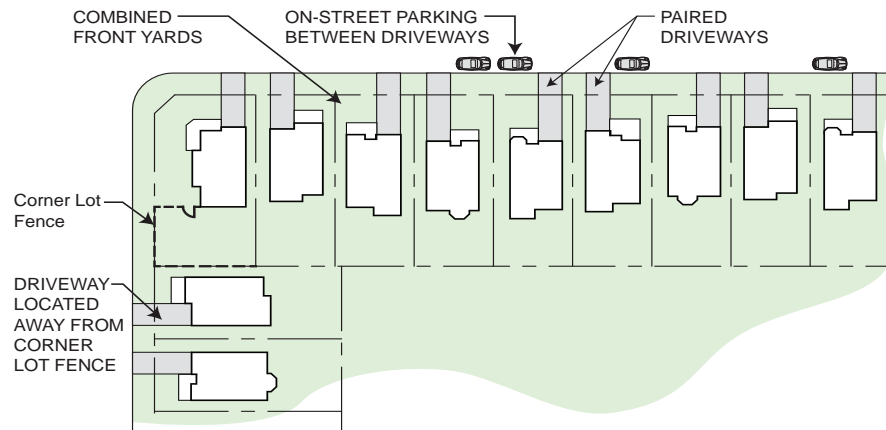


The overall streetscape composition along a defined street block shall display massing and design continuity while achieving adequate streetscape variety

## 4.5 Driveways

The visual impact of driveways upon the streetscape should be minimized through their placement and width allowances.

- The slope of the driveway between the garage and the street is to be kept to a minimum wherever possible and in accordance with municipal standards.
- The frequency and width of curb cuts should be kept to a minimum wherever feasible. Driveway widths shall not exceed the exterior garage wall width and should not taper unless necessary (i.e. pie-shaped lots).
- Driveway widths shall comply with the criteria set in the zoning by-law.
- For lots on culs-de-sac, street elbows and angle bends, the width of driveways at the curb edge should ensure minimum tapering of driveways, and that adequate snow storage is available between properties.



*Example of Paired Driveways.*

## 5.0 Design Review and Approval Process

### 5.1 Preliminary Review

Preliminary model designs (floor plans and elevations) will be submitted to the Control Architect together with a master sheet showing all proposed front and flanking elevations, and priority lot treatments. Exterior building materials and colours will also be submitted at this time.

All designs will be reviewed by the Control Architect for compliance with these Architectural Control Guidelines. Sale of models cannot commence until after preliminary approval for model designs is given by the Control Architect. Preliminary site/grading plans together with corresponding streetscapes and colour package selections are to be faxed to the Control Architect for review and preliminary approval prior to submission for final approval.

### 5.2 Final Review and Approval

#### i) Working Drawings

Working drawings must depict exactly what the builder intends to construct. All exterior details and materials must be clearly shown on the drawings. Special elevations, where required for dwellings on priority lots, walkout lots and grade affected garage conditions, must be shown on the working drawings. A master set of all front and flanking elevations is to be submitted to the Control Architect at the time of final model approval.

#### ii) Site Plans

Site plans are to be submitted to the Control Architect at a minimum scale of 1:250. A comprehensive plan showing all adjacent lot sitings should be submitted at the same time to facilitate a comprehensive review of proposed lot sitings. All site plans submitted for approval by the Control Architect must first be certified by the Project Engineer.

#### iii) Streetscape Drawings

To assist in the review process a streetscape drawing showing the dwellings in correct relation to each other must accompany each request for siting approval.

#### iv) Exterior Colour Packages

Prior to the submission of site plans, the builder must submit typed colour schedules and sample boards which include the colour, type and manufacturer of all exterior materials. Colour package selections for individual lots and blocks should be submitted at the same time as approval of the site plan.

### 5.3 Submission Requirements

The builder is required to submit to the Control Architect for final review and approval, the following:

- 6 sets of engineer approved site plans;
- 4 sets of working drawings;
- 3 sets of streetscapes;
- 2 sets of colour schedules;

The Control Architect will retain one set of the foregoing. Builders should ascertain if extra sets of plans are required.

The applicant should allow up to 5 working days for final approvals. Any minor redline revisions made by the Control Architect to site plans, working drawings, streetscapes and colour schedules must be immediately incorporated on the originals by the Builder's design architect. Once plans are approved, the Control Architect will stamp (with a stamp specific for this purpose and not a seal of practice) and sign the final site plans, working drawings, streetscapes and colour packages.

## 5.4 Town of Innisfil Approval

All site plans, working drawings, streetscapes and colour packages must be submitted for review and approved by the Control Architect and the Project Engineer (site plans only), as required, prior to submission to the Town of Innisfil for building permit approval. Building permits will not be issued unless all plans bear the required Final Approval stamp of the Control Architect and Project Engineer (site plans only). Approval by the Control Architect does not release the Builder from complying with the requirements of the Project Engineer, the Town of Innisfil or any other approval agency.

The Town will undertake periodic review of this development to ensure compliance with these Architectural Control Guidelines.

## 5.5 Monitoring for Compliance

The Control Architect will conduct regular site visits throughout the construction process, typically once every 2 months through the life of the project, to monitor general compliance with the intent of the ACG and conformity with the approved model elevations. Any visible deficiencies or deviations in construction from the approved plans, which are considered by the Control Architect to be not in compliance with the Architectural Control Guidelines, will be reported in writing to the Builder and to the Town's Manager of Development and Project Manager. The Builder will respond to the Control Architect in writing within 7 days of notification of their intention to rectify the problem after which the developer and the Town will be informed of the Builder's response or lack of response. The Town may take appropriate action to secure compliance.

The Control Architect will conduct joint site visits with Town staff on a semi-annual basis to ensure the Town is satisfied with the architectural control process.