



Urban Design and Heritage Guidelines for Grimsby Beach

March 2022



URBAN DESIGN AND HERITAGE GUIDELINES | GRIMSBY BEACH

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PART ONE

PART ONE – Preamble

1.0 INTRODUCTION AND PURPOSE OF GUIDELINES

These guidelines have been prepared as a framework to guide the planning and design of development within Grimsby Beach. These guidelines are intended to be used by property owners, developers, builders, architects and planners in preparing plans for development and redevelopment including plans for additions and alterations to existing buildings, replacement housing, minor infill and municipal projects. These guidelines will also be used by Town Planning staff as a tool to assist in their review of development applications.

New buildings and additions or renovations should respond harmoniously to their specific contexts and character area and be complementary with respect to building size, massing, density and architectural detailing. They should also respect the natural features of the area, such as shorelines, woodlots and mature vegetation. The overarching goal of these design guidelines is to help ensure infill and development is compatible with the character of the area and enhances existing streetscapes. Compatible development is not necessarily the same as, or similar to, the existing development, but can coexist with the surrounding area without unacceptable adverse impacts.

This document establishes guidelines within three character areas which seek to conserve and enhance identified heritage character and provide guidance for compatible new development. These guidelines are intended to balance the conservation of natural and cultural heritage resources with appropriate infill and alterations. Key to the guidelines is a flexible approach to allow for some unique design features as reflected in many of the recently renovated homes in the area and not to overly prescribe a "one size fits all" approach to the area.



1.1 DESCRIPTION OF GRIMSBY BEACH

Grimsby Beach is 17.6 ha in area and is located between Lake Ontario, along the south shore and the north side of the Queen Elizabeth Highway in the Town of Grimsby. The community features a number of unique and historic single-detached residential dwellings of varying styles and appearance, many of which are commonly referred to as "gingerbread cottages" or "painted ladies". While this form of artistic expression forms part of the character of Grimsby Beach, they are separate from the cultural heritage aspects of the community. Apart from residential uses, the area consists of parks and green spaces as well as waterfront access to Lake Ontario. There are also limited institutional and commercial uses. Grimsby Beach is interconnected by a unique street network which consists of narrow cul-de-sacs. one-way streets and 'dead-end' streets.

The unique character of Grimsby Beach can be described as a cultural heritage landscape which has evolved over time as a result of its original use as a seasonal Methodist Campground. The functional needs of the campground (and later as a summer resort community) resulted in unique settlement patterns, including the narrow roads and unique 'tent lots' which remain an integral part of the character of the area. The natural landscape, topography, and vegetation (including native species of mature trees and the Lake) set the backdrop of the area and provide an expanse of scenic beauty which supported the recreational use of the area.

Given the way the community has evolved, it has resulted in an area that has grown organically with the lack of uniformity being one of the key characteristics of the area. The Grimsby Beach community is comprised of a number of key elements including lots, housing, built features, open spaces, shoreline and natural vegetation. Although these elements can be found across Grimsby Beach, there are instances which are unique to certain areas within the broader community which is the result of the deep rooted history of the area and how it evolved over time. Grimsby Beach can be divided in to three character areas:

- The Core Area;
- The Northwest Area; and,
- The South Area.

Guidelines within this document will generally apply to all character areas within Grimsby Beach unless otherwise noted. In some instances guidelines are relevant only to a specific character area.







1.2 DESCRIPTION OF GRIMSBY BEACH CHARACTER AREAS

The three identified character areas share characteristics that are common across Grimsby Beach, but also have differences which lend to the unique character of the area. It is important to describe the three identified character areas within Grimsby Beach in order to ensure that their individual cultural heritage character is conserved as per the guidance provided in this document.

1.2.1 Core Area



The Core Area is the most historically established portion of Grimsby Beach as part 19th century Methodist of the mid. The existing settlement Campground. patterns are directly related to its historic use. The settlement patterns include the location, orientation, and size of lots as well as their relationship to circulation patterns and the public realm. At the end of the 19th Century when the lots were subdivided and circulation patterns were being established vehicular circulation was not a consideration.

The use of the landscape evolved and expanded over time from a Methodist

Campground to a popular summer resort, known as a Grimsby Park, the Chautauqua of Canada, and (presently) the Grimsby Beach neighbourhood with year-round residential use.

is easily discernible The area from surrounding areas for its concentration of cottages dating to the late 19th century. The cottages are constructed within close proximity to each other along narrow lanes and are set amongst mature trees and natural features. Many of the cottages have views of the park, open spaces, or the lake. The have unique and cottages unifying characteristics, such as their wood-frame construction, original porches (first and/or second storey), and gingerbread (bargeboard) detailing. In recent years, some of these houses and property features (such as fences) have been intricately painted in a variety of bright colours. These colours and artistic expressions are not typical of the Victorian era, but have become landmarks and tourist attractions in their own right and contribute to the overall character of the Core Area. Grimsby Beach includes the remnants of other built features as a result of the late 19th and early 20th century use of the landscape, including the remains of the wharf, memorial cairn, pillars, and the Bell Park Bell.

The character of the Core Area is supported by cultural heritage attributes, which can be organized into types (or categories). The identified cultural heritage attributes are described within the Grimsby Beach Secondary Plan and summarized in Table 1.0 on the following page.

Table 1.0 Cultural Heritage Attributes of the "Core Area"		
	CATEGORY	HERITAGE ATTRIBUTES
#	Topography and Natural Features	 Shoreline of Lake Ontario and beach areas; and, Gently rolling topography with sandy soils.
王王帝	Vegetation on Public and Private Lands	 Native species of trees such as white pine, sugar maple, shagbark hickory and white oak which grow into maturity and provide a dense tree canopy; and, Other native species and gardens/landscaping.
₩	Lot Fabric and Circulation Patterns	 Narrow, organically evolved laneways with unique patterns and orientations resulting from the use of the landscape as part of the Methodist Campground; Rear lanes; Small "tent lots"; Unique pie-shaped lot fabric surrounding Auditorium Circle (originally located to surround the former temple); and, Lots oriented towards the Lakefront (i.e. Victoria Terrace).
	Built Features of the 19 th and 20 th Centuries	 Properties currently identified on the Town of Grimsby's Heritage Register; Mid to late 19th century Victorian cottages; 20th century cottages indicative of a second wave of growth; and, Other built features and structures of the 19th and early 20th century which are remnants of the Methodist Campground and Grimsby Park era.
R	Public Spaces	 Bell Park; Auditorium Circle, Community Gardens; Beach Area/Shoreline; Woodlots; and, Victoria Terrace.
*	Significant Views and Vistas	 Views along streets to Lake Ontario; and, Views from public spaces which contribute to the area's unique heritage character.

1.2.2 Northwest Area



The "Northwest Area" can be described as the area located north of Lake Street, between Baker Road North and Betts Avenue. This portion of Grimsby Beach was historically used as an area for seasonal cottages during the expansion era of the Grimsby Chautauqua.

The 1885 Plan of Subdivision for this area identifies that numbered streets were created, oriented north-south. Properties located along the shoreline erosion area are oriented north, having views of the Lake. A comparison of the 1885 Plan of Subdivision with available aerial photographs identifies that this area was never developed as originally intended. Fewer Victorian cottages were constructed in this area, likely due to the decline of the use of the area as a seasonal recreational area by the early 20th century.

The mid-20th century aerial photographs demonstrate that dwellings constructed on larger lots along the streets, oriented either towards the narrow lane or the Lake. As infill occurred (primarily in the latter half of the 20th century), views of the lake were removed. This results in a mix of the orientation of dwellings.

Cultural Heritage Attributes for the Northwest Area are identified in Table 2.0 on the following page.

Table 2.0 Cultural Heritage Attributes of the "Northwest Area"
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	CATEGORY	HERITAGE ATTRIBUTES
#	Topography and Natural Features	• Shoreline of Lake Ontario and erosion area
また	Vegetation on Public and Private Lands	 Native species of trees such as white pine, sugar maple, and white spruce which grow into maturity and provide a dense tree canopy; and, Other native species and gardens/landscaping.
E C C C C C C C C C C C C C C C C C C C	Lot Fabric and Circulation Patterns	 Narrow streets oriented north-south; and, Rectangular-shaped lots adapted from the 1885 Plan of subdivision which are larger than that of the core area.
	Built Features of the 19 th and 20 th Centuries	 Properties currently identified on the Town of Grimsby Heritage Register; Mid-to late 19th century Victorian cottages; 20th century cottages indicative of a second wave of growth; and, Other built features and structures of the 19th and early 20th century which are remnants of the Methodist Campground and Grimsby Park era.
*	Significant Views and Vistas	 Views along streets towards Lake Ontario; and, Views of Lake Ontario from the termination of streets.

1.2.3 South Area



The "South Area" can be described as lands south of Lake Street, east of Birchpark Drive, west of Grand Avenue. Historically, this area was part of the Grimsby Beach Park picnic grounds and was subdivided as early as 1885.

The 1885 Plan of Subdivision identifies that the area south of Phelps Avenue (now Lake Street) includes approximately 70 squareshaped lots fronting north towards the Lake Street or east-west towards intersecting sidestreets. This area was developed during a period of growth and development and accommodated the demand for lots in order to construct seasonal cottages. Today, this area includes a range of architectural styles and built forms, ranging from the 1870s to the present day.

The area is characterised by L-shaped and rectangular shaped lots which have been adapted from the 1885 Plan of Subdivision. The lots are larger and the houses are further apart, with a range of setbacks. Some mature trees are present, similar to that of the core heritage area.

Cultural Heritage Attributes for the South Area are identified in Table 3.0 on the following page.

Table 3.0 Cultural H	Heritage Attributes of the "Core Area"

	CATEGORY	HERITAGE ATTRIBUTES
_	Topography and Nat Features	• Gently rolling topography with sandy soils.
_	Vegetation on Public Private Lands	 Native species of trees such as white pine, sugar maple, and white spruce which grow into maturity and provide a dense tree canopy; and, Other native species and gardens/landscaping.
_	Lot Fabric and Circula Patterns	 Rectangular and L-shaped lots adapted from the 1885 Plan of subdivision which are larger than that of the core area; Orientation to Lake Street, Betts Avenue and Grand Avenue; Range of setbacks; and, Larger front and rear yards, with houses spaced further apart.
	Built Features of the and 20 th Centuries	 Properties currently identified on the Town of Grimsby Heritage Register; Mid to late 19th century Victorian cottages; and, 20th century cottages indicative of a second wave of growth.
	Public Spaces	Grimsby Tree Stand (Designated Part IV)
_	Significant Views and Vistas	Views along Betts Avenue and Birchpark Drive towards Lake Ontario.

1.3 SECONDARY PLAN DIRECTION AND GRIMSBY BEACH OBJECTIVES

The Grimsby Beach Secondary Plan includes the following five objectives for Grimsby Beach:

- 1. Maintaining and conserving the character of Grimsby Beach and its uniqueness by:
 - establishing and defining three character areas and providing policies to guide change in those areas;
 - ii. providing for limited growth through development that is reflective of the character areas; and,
 - iii. providing policies to protect and enhance the unique characteristics of the area.
- 2. Protecting the shoreline and the natural and environmental features of the area by:
 - i. Ensuring those natural features and buffers are identified and protected; and,
 - ii. Ensuring shoreline areas are protected and stabilized to reduce erosion.
- 3. Protecting and replenishing trees and canopy cover by:
 - i. Recognizing trees as a key element to the character of the area;

- ii. Ensuring the tree canopy within the area is enhanced; and
- iii. Acknowledging that trees as green infrastructure.
- 4. Maintaining and enhancing parks, public open space areas and connections by:
 - Identifying parks and open space areas as key elements to the character of the area;
 - Maintaining and enhancing the area's open spaces, parks, streets, public realm and trail connections;
 - iii. Protecting and reinforcing the views and vistas as defined within the area;
 - iv. Ensuring safe and effective traffic and pedestrian and cycling movement throughout the area; and
 - v. Creating a wayfinding/signage strategy to provide environmental cues while enhancing community identity.
- 5. Identifying and conserving significant cultural heritage resources by:
 - i. Supporting conservation through the preparation of a Conservation Management Plan;
 - ii. Employing the urban design and heritage guidelines when

considering new development; and

 iii. Continuing to list and designate significant cultural heritage properties as appropriate.

Any future development, redevelopment or alteration within the Grimsby Beach Area shall consider these overarching objectives.

The Grimsby Beach Secondary Plan also includes specific policy direction in relation to Urban Design. This includes the establishment of the following general Urban Design Objectives:

- a) To respect site context and enhance sense of place that results in compatible development that fosters the existing sense of identity.
- b) To identify and enhance key design areas including gateways and lots.
- c) To promote connectivity and interaction that provides universal access and emphasizes pedestrian accessibility, safety and comfort.

- d) To maintain built form design that reflects the low-scale cottage character of Grimsby Beach.
- e) To promote streetscape improvements, including public art (including Indigenous art), street furniture, street lighting, historic plaques, way-finding signage, interpretive panels, kiosks, and amenity area features.
- 1.3.1 Urban Design Brief Requirement

The Grimsby Beach Secondary Plan requires the preparation of an Urban Design Brief in support of any new housing, replacement housing, additions, and alterations, and new or enlarged accessory buildings within the Core and Northwest Areas. Design Briefs are to be prepared in accordance with Secondary Plan policies and at a minimum should demonstrate and analyze how the proposed development has considered the overall Grimsby Beach Secondary Plan objectives; the Grimsby Beach Urban Design Objectives, the cultural heritage attributes as set out in Tables 1.0 - 3.0 and the guidelines contained herein.

1.4 CULTURAL HERITAGE AND PRINCIPLES OF CONSERVATION

The conservation of heritage resources is a key component of the Grimsby Beach Secondary Plan. The Secondary Plan identifies that the objectives of Urban Design Guidelines include conserving authentic cultural heritage resources and the cultural heritage attributes that make-up the unique character of the Core Area. The policies of the Secondary Plan are also intended to encourage compatible new development. The design guidelines related to cultural heritage provided in this document are intended to achieve the following goals:

- Balance the conservation of cultural heritage resources with the need for appropriate alterations and residential infill;
- Address alterations and additions to significant cultural heritage resources; and,
- Provide for the conservation of heritage features and lot fabric.



Above: A number of properties within Grimsby Beach feature mature trees and extensive landscaping.

The following provides guiding principles for the conservation of cultural heritage resources. This includes a focus on built cultural heritage resources, including listed and designated properties protected under the *Ontario Heritage Act* as well as potential cultural heritage resources within the Core Area of Grimsby Beach that contribute to its unique heritage character.

- The conservation of cultural heritage resources is strongly encouraged, and can take the form of rehabilitation, preservation, or restoration, all of which are forms of conservation recognized by the Parks Canada Standards and Guidelines;
- Properties which are designated or listed under the *Ontario Heritage Act* are encouraged to adhere to the standards and guidelines of the Parks Canada Standards and Guidelines for the Conservation of Historic Places in Canada;

- Technical advice on the repair, preservation, or general conservation of heritage fabric can be found in the Parks Canada Standards and Guidelines or the National Parks Service of the United States Department of the Interior (Technical Preservation Briefs) or the Historic England Technical Guidance documents (available online);
- Heritage resources should be retained and repaired or rehabilitated, rather than replaced. The demolition of cultural heritage resources and/or authentic heritage attributes and fabric is discouraged.
- Landscaping and vegetation which have been identified as cultural heritage attributes that contribute to the character of Grimsby Beach and should be retained. The planting of new and compatible vegetation (including native vegetation) is encouraged as per the guidance provided in this document.



Left: Example of "Painted Ladies" found within Grimsby Beach. While this form of artistic expression (i.e. bright colours) does not form part of the cultural heritage attributes of Grimsby Beach, it is part of the recognizable character of the community and will continue to be permitted.

PART TWO



PART TWO – Design Guidelines

2.0 INTRODUCTION

The guidelines contained within Part 2 of this document implement the Design Objectives established through the Grimsby Beach Secondary Plan. The design guidelines are organized into two general sections: public realm improvements; and development located on private lands. Unless otherwise noted, guidelines for development located on private lands are intended to apply within all three character areas.

2.1 PUBLIC REALM

The following guidelines relate to the public realm (streets, parks, open space and trails) within Grimsby Beach. Further guidance may be through a Public Realm Master Plan.

STREETSCAPE IMPROVEMENTS, SIGNAGE AND LIGHTING

The circulation patterns within Grimsby Beach are a direct result of the use of the landscape as a Methodist campground in the 19th century. The street type and patterns contribute to the character of the area and should be maintained. This includes the street type and pattern in the core area and the northwest area, in particular. Narrower streets allow for houses to have "eyes on the street", which contributes to a safe and intimate pedestrian environment. This also encourages a strong sense of community. The construction of new roads and thoroughfares is strongly discouraged within Grimsby Beach and prohibited within the Core Area

Streetscape Improvements

The following guidelines should be considered when improving existing thoroughfares and municipal infrastructure:

- Any municipal streetscape improvement projects shall maintain the distinctive and varied characters of individual streetscapes, which together comprise part of the character of Grimsby Beach. In particular, streetscapes within the Core Area should maintain their existing character, including road orientation, widths and boulevard treatments.
- In general, maintain the overall existing proportions of the streets and boulevards so that the historic relationship between the buildings and the street is conserved.
- Maintain and reinforce the identified character of the residential streetscapes including large mature trees;
- Any new street furniture, including benches, waste/ recycling receptacles, bicycle racks, planters, etc. should consider the historic character of Grimsby

Beach and should be implemented in a coordinated approach by the Town of Grimsby.

- Consideration should be given to street furniture that is unique to the Grimsby Beach area to improve wayfinding and to contribute to the sense of place within Grimsby Beach.
- Consider the use of rural road or rolled curb sections to maintain the cottage-like character of the area.
- Where new municipal sidewalks or pathways are desired through public spaces to ensure safe and accessible pedestrian travel, consider the presence and location of mature trees when locating pathways in order to maintain mature trees whenever possible.

Signage and Lighting

- Gateways into the Grimsby Beach Area should have distinctive signage that indicates and promotes the presence of Grimsby Beach and complements its heritage character.
- A consistent and coordinated approach to all municipal signage including street signs, trail makers, wayfinding signs, park signs, etc. is recommended.
- Co-ordinated signage specific to Grimsby Beach that complements the heritage character of the area and improves way-finding and access to amenities is encouraged.

- Any existing heritage interpretation plaques shall be maintained and new heritage plaques should be coordinated, developed and installed, where appropriate, in consultation with local residents and property owners. Opportunities should also be explored to celebrate the history and character of Grimsby Beach as it relates to Indigenous communities.
- Ensure that any public infrastructure lighting installations (light standards, signage etc.) are sensitive to the heritage character of the area both in terms of the chosen light standards as well as the quality of light emitted from the luminaire. While sustainable lighting such as LED is encouraged, cool blue toned LED lighting should be avoided.
- Consider the addition of new lighting within Bell Park to improve visibility and safety.
- New lighting should be night sky compliant.
- Additional signage for available parking, including street parking should also be considered to improve public safety and to minimize conflict between Grimsby Beach residents and visitors (as recommended through the Grimsby Beach Land Use Study and the Town's initiative).
- There are opportunities for various types of signage (i.e. wayfinding,

community, heritage and commemoration, etc.) at key locations within Grimsby Beach. These key locations are generally identified on the map on page 18 of this document and are situated at entrances to Grimsby Beach Core Area as well as the Grimsby Beach shore amenity area and Victoria Terrace/Grimsby Beach Park.

- Signage at these locations could provide information related to: the location of amenity areas and parking; hours of operation and items of a housekeeping nature; cultural heritage information and interpretation; indicate private and public lands; and location of public washrooms.
- There are opportunities for improved signage in public spaces and along trails. These elements should be considered in any future public realm master plans.
- The Town should explore opportunities for improved visual access (through signage and wayfinding) to Victoria Terrace and Grimsby Beach shoreline.
- The Town should consider improved signage and wayfinding to the Tree Stand area so that this can become a more meaningful public open space within Grimsby Beach.

• Further opportunities for signage, a detailed wayfinding strategy and direction related to the style of signage will ultimately be established in the Public Realm Master Plan. The Master Plan should explore ways to celebrate the Indigenous history of the community.





(above) Examples of existing signage when entering into the beach area. The map on the following page



Map showing potential locations for signage opportunities (on public lands). A detailed wayfinding and signage plan will be prepared as part of a future Public Realm Master Plan. The Public Realm Master Plan will illustrate existing signage, various sign types, and specific locations for new signage.

PARKING

- Existing Municipal parking in Grimsby Beach includes the areas located within Bell Park, as well as street parking (where permitted).
- Parking should be clearly signed and identified. Information or wayfinding signage throughout Grimsby Beach should direct visitors to public parking areas.
- The Town of Grimsby should consider the appropriateness of new or further restrictions in on-street parking where

on-street parking restricts movement along public streets.

- Any future views to municipal parking lots from the public realm should be visually screened and softened, where possible, through the use of low fencing and/or landscaping.
- Potential locations for new public parking should be identified within the Public Realm Master Plan. If possible new public parking should be located outside of the Core Area to minimize impacts on the cultural heritage resources.



Along narrow public streets, parking is typically restricted to one side of the street.

GATEWAYS, PARKS AND TRAILS

Gateways are part of an overall wayfinding system. They are special locations or entry points that establish a formal entrance from one area to another. Within designated gateway areas, sites landscapes and buildings should be designed with coordinated features and elements to establish a sense of place or identity, and a distinctive or recognizable character, and a sense of arrival.

Within these gateway areas, there is an opportunity to strengthen pedestrian linkages and views to the gateway features. Gateway areas may also provide opportunity for way-finding and commemoration of the history of the area (including the Indigenous history). The following guidelines should be considered within the identified gateway areas:

- Maintain and reinforce Lake Street as the primary access route to the three character areas within Grimsby Beach.
- Consider new signage and/or landscaping to signify the entrance to Grimsby Beach from the east and the west. Gateway signage and design will be detailed in the Public Realm Master Plan.

- Maintain and reinforce Park Road North, Wesley Avenue, and Betts Avenue as primary gateways to the core area of Grimsby Beach and as transitional areas connecting the South area and Northwest area to the Core area.
- The Town of Grimsby should consider opportunities for improved visual and spatial connections to the Grimsby Tree Stand from Grand Avenue to provide a more formal pedestrian connection.
- Any future redevelopment of private lands within the identified gateway areas should include landscaping at the intersection and upgraded building façades which address public streets.
- Improvements within publically owned lands within the gateway areas shall be in accordance with the public realm guidelines of this document and the overall urban design objectives.



The location of current gateway signage is difficult to see.



Map showing Entrances, Routes and Gateways





3 - Panoramic views of the historic built form surrounding Auditorium Circle (in and out)

4 - Victoria Terrace

5 - Betts Avenue

LANDSCAPING AND NATURAL FEATURES

- Every effort should be made by the Town to maintain and enhance the mature tree canopy on public property, which is a significant heritage attribute of Grimsby Beach.
- Replace any tree on public property that has been removed due to poor health, public safety, infrastructure works or any other unavoidable circumstance with an appropriate species that contributes to the visual character of the streetscape or public area.
- Tree replacement and new tree planting programs should be based

on the identification and re-planting of native tree species and cultivars.

- Take into consideration the location of overhead power lines in any future tree planting strategies. This includes efforts to plant appropriate species in some locations which will not interfere with the lines and necessitate unsightly pruning.
- Tree protection and replacement should be in accordance with direction contained within the Grimsby Beach Tree Strategy report.



(left) Examples of the mature native trees found throughout Grimsby Beach.

PROTECTION OF VIEWS AND VISTAS

- The following significant views and vistas identified in the Grimsby Beach Secondary Plan shall be maintained:
- Panoramic views of Lake Ontario, the former piere and the skyline of the City of Toronto from and towards the Lake which are available along the Grimsby Beach shoreline. This includes protection of kinetic vantage points available along the Grimsby Beach shoreline;
- Panoramic views of the historic built form into and from Auditorium Circle from vantage points along Auditorium Circle and within Auditorium Circle park;
- Panoramic views of the historic built form to and from Bell Park; and
- Views along Victoria Terrace and Betts Avenue.
- Vantage points (indicated with a star on the map on page 26) shall be maintained in order to continue to provide opportunities to experience views and vistas which have been identified as significant over the longterm. This includes maintaining public parks and open space areas, as well as views of Lake Ontario from Grimsby Beach;

- The addition of natural features and trees in Grimsby Beach is encouraged to maintain the character of the vegetation and canopy which contributes to the character of the area, but not to the extent that it blocks or inhibits significant views from the identified vantage points. For example, Bell Park should not be over-planted with trees and other vegetation in such a way that significant views of the surrounding built form are no longer available.
- Provided that vantage points along the Grimsby Beach shoreline, within Auditorium Circle, and within Bell Park are maintained to the extent that they remain available to the general public, no further policies regarding the protection of identified views and vistas is required as
 - a) No development on Lake Ontario can be reasonably anticipated and therefore views of Lake Ontario and the Toronto skyline will remain, and
 - b) The built form surrounding Auditorium Circle and Bell Park may continue to evolve based on the guidance provided in this document, which is not anticipate to impact the identified views.



Above Left: View of Lake Ontario from Grimsby Beach. On a clear day the Toronto skyline is visible. Above Right: Views of built form to and from Bell Park are to be protected.



Above: Panoramic views into and from Auditorium Circle are to be maintained.



SCHEDULE L-2

2.2 GUIDELINES FOR PRIVATE DEVELOPMENT

The guidelines within this section apply to all privately-owned properties within Grimsby Beach, including residential, commercial and institutional buildings.

2.2.1 CONSERVATION OF CULTURAL HERITAGE RESOURCES

The following cultural heritage guidelines apply to all properties located within the Core area; and all listed and designated properties located within the Northwest area and the South area.

ADAPTIVE RE-USE

 The adaptive re-use of buildings is encouraged. Any application to add additional uses should consider the compatibility of such uses with other residential uses in the area.

- The adaptive re-use of buildings may require alterations to suit the new use. This is referred to as "rehabilitation" in the Parks Canada Standards & Guidelines. Adaptive re-use and/or rehabilitation projects should refer to the Parks Canada Standards & Guidelines for guidance.
- The adaptive re-use of buildings must retain the character and heritage attributes of the building or resource while achieving appropriate new-use.

ALTERATIONS TO CULTURAL HERITAGE RESOURCES

- Maintenance of cultural heritage resources is strongly encouraged.
- Alterations to retain and repair authentic heritage elements are preferred over replacement.





(far left) spindle bracket (middle) hip and gambrel roof, (right) ornate columns, gingerbread (bargeboard) and skirting

- Replacement of Heritage Resources should only take place when the original materials cannot be salvaged. Replacements shall be undertaken with best practices in mind. Including replacing with like materials. It is important that replacement does not adversely impact the Heritage Resources.
- Alterations to cultural heritage resources should be compatible with, and sensitive to authentic design elements, attributes and architectural styles.
- Alterations to cultural heritage resources should contribute, and not detract from, the identified character of the property or feature.
- Alterations to cultural heritage resources should be undertaken in such a way that any cultural heritage features/elements which are included in the designation Bylaw are retained and conserved.
- Alterations should be compatible, with and contribute to the heritage character of the area in terms of scale and massing, height, setback, materials and windows, porches and verandahs, paint colours and finishes as per the guidance provided in this document.
- The addition of new features (such as gingerbread trim) and decorations should be carefully considered and should only be applied to compatible architectural

styles. Falsification of original elements is discouraged.

ADDITIONS AND ACCESSORY STRUCTURES

- Additions to cultural heritage resources should be sited away from the front or primary elevation(s) of the building (i.e. usually the side or rear), whichever has the least impact on the primary façade(s) of the building.
- Additions should be compatible with, distinguishable from, and subordinate to, cultural heritage resources.
- Additions should be products of their own time, using contemporary materials and should not re-create historical styles or attributes which gives the false impression that they are authentic.
- Additions should be designed to minimize scale and massing, where possible.
- Additions should complement the rhythm of the building of cultural heritage value or interest through the use of positive and negative space, as well as windows, doors and roof lines.
- The construction of garages or accessory structures may be considered, and should be constructed away from the primary façade of the building. All garages and/or accessory structures are ideally detached

from the dwelling and set-back from the primary façade.

MATERIALS AND FABRIC

- The retention and repair, rather than replacement of authentic historic materials and original heritage attributes is strongly encouraged.
- Where authentic materials cannot be repaired, they should be replaced in-kind. This includes materials for roofing, cladding, porches, windows, doors, chimneys, and other structural elements. These materials should be compatible yet distinguishable from original materials in order to avoid falsification of original elements.
- In some cases, modern materials (such as composite) which simulate the look and feel of historic materials may be appropriate, provided that they maintain the overall character of the property or built feature and are of high quality.

WINDOWS AND DOORS

 The retention and conservation of original or authentic heritage window and door fabric is encouraged, rather than replacement (including sills, lintels, and other elements which are integral components to the window or door opening).

- Where possible, conserve original shutters. Where shutters need to be replaced this should be done in-kind and in accordance with the alternation guidelines within this document.
- Conserve the form, patterning, proportion and rhythm of original or historic windows and doors and their openings.
- If original or historic windows or doors are beyond reasonable repair, replacements must complement the existing window and door openings and the architectural style and features of the building. This includes consideration for appropriate design, appropriate contemporary materials, colours, size, proportion, glazing pattern and detailing.
- When introducing entirely new window or door openings, as opposed to replacing existing doors or windows,, ensure that the size and proportions of the openings are compatible with the architectural style of the building and if possible, locate them away at facades of the building which are not visible from the public realm in order to maintain the existing streetscape.

PORCHES, PORTICOES AND VERANDAHS

 Conserve and restore original or historic porches, porticoes, verandahs, and their component parts, such as (but not limited to) columns, railings, balusters, and stairs.

- The addition of new porches and porticoes to cultural heritage buildings of a particular architectural style which typically never included porches and porticoes is generally discouraged.
- Where appropriate, ensure that compatible new porches, porticoes, verandahs and stairs are sensitive to the existing building in terms of scale, materials, colours, design and detailing.
- Where available, use historical documentation to inform the design of porches and porticoes.
- The enclosing of porches, verandahs and porticoes which were historically open is discouraged.
- Where new porches, porticoes and verandahs are appropriate these elements should be designed to allow for seating in order to encourage "eyes on the street".



(above) Example of a Victorian-era wood frame dwelling (Thousand Island Park, New York). (Source: Thousand Island Park. n.d.)

PAINT COLOURS AND FINISHES

- The paint colour and finish of a building is considered temporary and may change over time. It is not the intention of this document to regulate paint colours provided that it does not result in the removal of heritage fabric.
- Many paint manufacturers provide a Canadian historical colour palette as well as suggestions for colour combinations for trim, windows etc. The use of historic colour palettes will be supported, but not required within the Core Area.
- The painting of buildings (historical and non-historical) in a variety of bright colours is common throughout Grimsby Beach and has established itself as a local tradition. The painting of buildings with bright colours is unique to the area and should also continue to be supported where desired by property owners, provided that painting does not adversely affect authentic heritage fabric in terms of its quality and condition.
- Gentle methods of exposing earlier paint layers may assist in determining original or early paint colours.
- The painting or application of any new cladding (such as stucco) to buildings constructed of brick and

masonry which has not been already painted or re-finished is strongly discouraged.

- The removal of paint from brick and masonry may be considered by the Town in cases where it:
 - a) can be demonstrated that it is appropriate, maintains the historical and structural integrity of the building;
 - b) uses the gentlest means as possible so not to damage the building; and
 - c) that the work plan includes appropriate repairs to masonry once the paint has been removed.



(left) Grimsby Beach includes Victorian-era buildings with a range of built forms and roof styles, including (but not limited to) hip, front gable, side gable, gambrel, and a combination of these.



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Above: Paint colours will ultimately be at the discretion of the property owners. Both historic colours, as well as the bright colours which are found throughout Grimsby Beach will continue to be supported.

SUSTAINABLE DESIGN ELEMENTS

- The addition of elements related to sustainability and renewable-energy on homes within the core area, and/or those which are identified as cultural heritage resources is supported.
- The addition or attachment and integration of these elements onto heritage fabric should be done in such a way which is:
 - a) temporary and can be removed in the future without damaging heritage fabric, or
 - b) is reversible, and could be removed.
 - The addition of features which are not temporary and reversible should be considered on a caseby-case basis by staff and may require a Heritage Permit.



(above) It is not the intent of this document to regulate paint colours provided that they do not detract from the character of the area or result in the removal of heritage fabric. However, the addition of spindles, gingerbread, or other features which are not commonly found on contemporary styles is discouraged as it falsifies a sense of history.

2.2.2 NEW DEVELOPMENT AND REPLACEMENT HOUSING

New development and replacement housing will generally be provided in the Northwest and South areas of Grimsby Beach, and specifically those properties that have *not* been identified as having cultural heritage value (i.e. listed or designated under the *Ontario Heritage Act*).

New Development and replacement housing is strongly discouraged within the entirety of the Core area. New Development and replacement housing is also strongly discouraged on properties which are either listed or designated within the Northwest area and the South Area.

Consideration for replacement housing on any property located within the Core area or properties which are designated or listed within the Northwest or South areas may be considered in limited circumstances and in accordance with the guidelines. These limited circumstances include those where existing structures are regrettably lost due to natural disasters and fire.

URBAN DESIGN BRIEFS AND HERITAGE IMPACT STUDIES

 An Urban Design Brief, prepared by a qualified professional, will be required in support of any new housing or replacement housing within Grimsby Beach. The Urban Design Brief should address/include the following:


- a) Identification of the existing site context (abutting properties, building heights, building setbacks, public realm);
- b) Lot design, including conceptual building placement relative to adjacent properties and the identified character of the area;
- c) Location of proposed driveways and garages;
- d) Tree preservation/replacement; the use of compatible vegetation and the extent of new landscaping; and
- e) Building elevations illustrating architectural style and heights from all elevations which interact with the public realm, including alleys and trails.
- Where any new or replacement housing is proposed for any property located within the entirety of the Core area or on or adjacent to a designated or listed property located within the Northwest Area or the South Area, a Heritage Impact Assessment (prepared by a qualified professional) shall be required which demonstrates that:
 - a) The property is not of significant cultural heritage value or interest and does not warrant long-term conservation;
 - b) There is no reasonable alternative to demolition (such as rehabilitation or relocation);



Where any new or replacement housing is proposed for any property located within the Core area or on or adjacent to a designated or listed property located within the Northwest Area or the South Area, a Heritage Impact Assessment shall be required.

- c) That the proposed new or replacement housing will not result in adverse impacts to adjacent cultural heritage resources or the identified character of the area; and,
- d) That the proposed new design is compatible with, subordinate to, and distinguishable from adjacent cultural heritage resources or the identified character of the area. It is not the intent of these design guidelines to promote the construction of "replica" housing or designs which attempt to re-create authentic architectural styles.
- The Heritage Impact Assessment shall also provide recommendations as it relates to the following:
 - a) Mitigation recommendations (as necessary) as it relates to any proposed demolition or removal, such as documentation, salvage, and commemoration; and
 - b) A review of the proposed height, scale and massing of replacement housing to determine whether or not it is compatible with adjacent heritage resources and the heritage character of the area, providing alternatives, where necessary.

SETBACKS

- The placement of new housing within Grimsby Beach should consider existing setbacks along the street on which the new development is contemplated.
- If the street along which new development is contemplated contains a consistent front yard setback, new development should be generally be in alignment with this established setback.
- If the street along which new development is contemplated contains a variety of setbacks, new housing should be placed in accordance with setback requirements of the Zoning By-law.
- Deviations from consistent setbacks, and/or increased setbacks should be considered where there are opportunities for tree saving, and to ensure that significant views are protected.



(above) Illustration of appropriate vs. inappropriate scale/massing and setbacks for new replacement/development (Source: MHSTCI: Ontario Heritage Toolkit, 2006)

(below) Example of appropriate infill using contemporary designs and materials while respecting setbacks, scale. and built form.



ADDITIONAL ARCHITECTURAL DESIGN GUIDELINES

The following guidelines are intended to aid in the creation of new buildings and renovations that contribute to the quality of intimate, random and individual qualities of streetscapes that can be found within Grimsby Beach. These guidelines are intended to enhance the unique sense of place of the community.

The guidelines contained within this Section are intended to provide design direction for compatible new development and redevelopment. Compatible development is not necessarily the same as, or similar to, the existing development, but can coexist with the surrounding area without unacceptable adverse impacts. The goal of these guidelines is to help address concerns related to compatibility in a comprehensive manner, ensuring that the expectations and goals of the community are understood and achieved.

General Architectural Design Guidelines

- Infill should be sympathetic to, and compatible with, the identified heritage character of the area within which it is located.
- New development should respect the scale and massing of existing buildings within the character area within which it is located.
- Infill should ensure a scale, massing, roof line and building orientation that creates



(above) Illustration of appropriate new design utilizing compatible scale, massing, built form, positive and negative space. New buildings should be sensitive to existing and authentic heritage, but be products of their own time and not attempt to "replicate" or "falsify" authentic heritage designs.

a sensitive transition to adjacent residential dwellings.

Building Heights

- Within the Core Area, heights should be consistent with surrounding buildings.
- Outside of the core, new development which proposes a height greater than adjacent buildings, should be designed to minimize the appearance of height by sloping the new roof back from adjacent houses or by considering flat roofs with careful attention to massing, scale and setbacks to ensure the building fits within the streetscape.
- For buildings that are proposed to be taller than surrounding dwellings avoid features with strong vertical orientation.
- Where possible, replacement housing and infill should maintain the area's characteristic first floor height.

Entrances and Porches

- The main elevation of houses shall address the lot frontage to provide clear identification of the street address. Architectural elements such as the front entrance; habitable spaces with windows facing the street; porches and stairs; and, terraces and balconies, convey the sense of houses "looking out onto the street".
- The design of houses should accentuate the main entrance. Attention should be given to the architectural detailing of entrances and their importance in setting the character, or "identity" of the streetscape.

- Front doors and windows close to grade offer an attractive edge to the public sidewalk. Lowering the elevation of the first floor reduces the need for stair projections thereby allowing for maximum soft surface front yard area and providing more accessible entry to the building.
- Main entrances should be of an appropriate scale to the dwelling/building. Two storey entryways are generally discouraged as the scale of this does not fit the intimate character within Grimsby Beach.
- Avoid large number of steps leading to the front or side entrance, in order to maintain a pedestrian scale and to improve accessibility.
- Weather protection at entries should be provided where possible through the use of covered porches, porticos, overhangs or recesses.
- The front entry design and detail should be consistent with the architectural style of the dwelling.
- Enhancements to emphasize the entry are encouraged and may include pilasters, masonry surrounds, a variety of door styles, a variety of transom lights above the door, sidelights, etc. Such enhancements should not mimic or copy from the heritage attributes of surrounding properties.

- For new development, accessible housing units are strongly encouraged where grading will permit. Features include: one zero-step entrance, wider doorways and clear passage on the main floor.
- The use of porches is encouraged as a means to define the entrance and create well-proportioned front elevations. The detailing of porches should be integrated with that of the house as a whole.
- Porches foster social activity between the house and the street, which is very common along the streets of Grimsby Beach. Porches should be generous enough in depth and length to allow for furniture and plant material. A minimum depth of 1.8m is recommended where this can be physically accommodated.
- Walkways from the entrance to the street are encouraged as a means of linking street and property at a pedestrian scale.

Windows and Projecting Elements

 The design, placement and size of windows are important in creating architecturally well-proportioned streetscapes and affect the sense of privacy between properties. Special attention should be given to the location and detailing of windows.

- Projections such as bay windows and balconies, chimney elements and roof eaves are encouraged to create articulation and variety along the streetscape. Falsification of heritage features shall be avoided.
- When introducing shutters on new buildings, ensure that they are appropriately proportioned to the window opening so as to be operable or to give the impression that they are operable.
- Bay windows, balconies, porches and porticoes may project up to 1.8m from the main building face into the front yard setback. This is intended to encourage these elements to be located close to the street edge.
- Bay windows may be single storey in height. Their proportions should be appropriate to the building from which they project.
- Provide a generous amount of window openings for buildings facing or flanking a street or open space. This will encourage strong visual connections between the building and the public space, while supporting "eyes on the street".
- Windows are encouraged on all elevations. Where possible locate windows on the southern facing side of the property to better absorb the sun's heat energy and more easily warm the space in the winter.

 For new development, emphasize front doors and windows rather than garages.
In all cases garages should be recessed from the front façade (habitable area).

Roof Design

- Due to the various ages of houses in Grimsby Beach, a variety of roof types and roof pitches can be found. Within the Core Area most of the historic dwellings are A-Frame with balloon framing. For new development a variety of roof forms may be considered, provided that the chosen roof design is appropriate to the scale and architecture of the building and considers the rooflines and roof forms of abutting buildings.
- Original rooflines of buildings of cultural heritage value or interest should be maintained.
- Solar panels may be added to historic buildings, but are encouraged to be located on the slopes of the roof which are sited away from views from the public realm and do not result in either the removal of heritage attributes and could be removed in the future without damage to authentic heritage fabric.
- Original chimneys visible at the exterior of the building are encouraged to be retained. Non-functioning chimneys should be capped, as necessary.

• Roof embellishments such as gables and dormers are encouraged especially on corner lots.

Garages and Driveways

- New garages within the Core Area shall be designed in accordance with the Additions and Accessory Structures guidelines contained within Section 2.2.1 of this document.
- For new development, minimize the area occupied by driveways and parking spaces to allow for increased landscaping opportunities and reduced impervious cover. Increased landscape areas minimize the visual and environmental impacts of hard surface areas.
- Where driveways and walkways abut each-other, use contrasting materials to distinguish and highlight the walkway to front door.
- The width of vehicular driveways shall be minimized where possible, in particular where the driveway meets the street.
- Detached garages should be setback behind the main dwelling.
- For new buildings with attached garages, the garage should be flush with or recessed behind the habitable portion of the dwelling to ensure windows, living space and landscaping are the dominant elements facing the public streetscape.

- For attached garages efforts should be made to ensure the garage(s) are not the visually dominant element of the dwelling. The following strategies can be used to improve the visual impact of garages:
 - Incorporate garage doors that have architectural detailing including glazing.
 - Design garages as an integral part of the home design, not an afterthought.
 - Where a two car garage is proposed, preference is given to two single doors as opposed to one large garage door.
 - For two storey dwellings, second storey habitable space above the garage is encouraged.

Construction Materials

- A variety of building materials are used throughout Grimsby Beach. To promote the character this area, the use of materials found in heritage buildings, such as brick, stone, and wood is encouraged.
- Some houses and porches in Grimsby Beach, mostly those consisting of wood siding, are painted light colours. This creates an attractive, lively streetscape. The use of colour for building façades and/or architectural details will continue to be supported to create streetscapes that are in keeping with the eclectic character of the Grimsby Beach area. Building colours will be determined by property owners.
- Materials for garages and outbuildings should be similar to those used for the main house.
- Construction materials for new buildings should complement the heritage character of the area and consider using natural materials such as wood (such as clapboard, board-and-batten, for example), and masonry (such as brick). New materials that look like natural materials (i.e. composite) can also be used.
- Materials should be used in a contemporary way and should not replicate the design of heritage structures.

Sustainable Design

- For new development, apply proactive solutions such as Low Impact Development (LID) that encourages ground water infiltration of stormwater, such as increasing permeable surfaces.
- Increase the shading of surfaces by planting trees or other vegetation.
- Implement the following green initiatives for new development:
 - Water conservation features such as low-flow toilets and water efficient appliances.
 - Use of high quality windows to reduce thermal loss.
 - Use of recycled materials, local materials and certified wood products.
 - Use of low VOC-emitting materials.
 - Use of energy efficient lighting such as LED.
 - Use of native, drought resistant and salt tolerant plant materials.
 - High albedo (light reflective) roofing is encouraged

Stormwater Management

- New landscape materials should require minimal maintenance and have the ability to retain and absorb stormwater.
- Prioritize native/pollinator landscaping.

- Encourage site designs with landscaped open space to allow infiltration of storm water.
- Supplementing traditional stormwater management with low impact development features is encouraged for all developments (e.g. rain gardens, bio swales, rain cisterns and rain barrels). Rain cisterns and rain barrels may also be used for irrigation.
- Minimize water consumption by incorporating landscape design strategies such as use of native plants, mulches and compost, alternatives to turf grass, and rainwater collection systems (e.g. rain barrels to capture stormwater runoff.



LANDSCAPING

- The use of low profile (shorter) fences combined with landscaping, is encouraged to delineate between properties.
- Within the Core Area the preference is for low-profile wood fencing as opposed to taller privacy fencing. Outside of the Core Area a range of fencing styles will be permitted however chain link fencing should generally be avoided where visible from the public realm.
- Where an existing natural feature is located within a property, such as a woodlot or mature trees, it should be integrated into the landscape design as a means to promote and preserve Grimsby Beach' natural setting.
- Many paths to houses in the Grimsby Beach area are identified with planted features. Where walkways extend to the street, they should be augmented with planting both to provide an alternate means of street address and to bring natural elements to the street edge.
- Front yards should be planted with turf grass and deciduous trees or vegetation which is respectful of powerlines, municipal infrastructure, sight lines and the character of the street.

- Infill projects shall protect and incorporate existing trees, tree stands, and vegetation where possible. Where trees are to be removed, it should be shown that alternative measures such as pruning are impractical, and suitable replacement trees should be planted and maintained elsewhere on the site.
- Known existing invasive plants should be removed. Invasive plants should be avoided in landscape plans for new development. The Grimsby Beach Tree Strategy report identifies invasive species which may be found throughout Grimsby Beach. This includes Manitoba Maple, Tree of Heaven, Norway Maple, Siberian Maple and Red Maple.
- The use of low-maintenance native plant materials in landscaping is encouraged.
- Mature trees, vegetation and landscape features located on properties of cultural heritage value or interest which contribute to the heritage character of Grimsby Beach should be retained, wherever possible.
- Every effort should be made by property owners to maintain and enhance the mature tree canopy on private property, which contributes to the character of Grimsby Beach.
- Encourage the planting of new trees to continue to grow the tree canopy and to reduce the heat island effect.

- Design landscapes to provide visual interest in all seasons by providing a range of deciduous and coniferous plant materials and a variety of perennials.
- Maintain the prevalence of soft landscaping in front and side yards, which contributes to the character of Grimsby Beach. Avoid large areas of impervious hard surface materials/ paving.

ARTISTIC EXPRESSION

- Throughout Grimsby Beach there are examples of unique artistic expressions. This includes the use of bright exterior colours on building elevations (the "painted ladies") and fences; as well as other landscape elements.
- These forms of artistic expression do not form part of the cultural heritage of Grimsby Beach, however they do contribute to the unique and eclectic character of the community and as such, such expressions will continue to be permitted and celebrated.





PART THREE

PART THREE - Implementation

The Town of Grimsby will implement these guidelines as part of their review of development applications under the Planning Act and in consultation with the public and members of the development community where such an application requires a public process. These guidelines shall be applied, in part, through the review of Site Plan Control applications (to a lesser extent), and through the variance and consent processes of the Committee of Adjustment.

3.1 Zoning By-Law

Zoning By-laws outline what a parcel of land may be used for and regulates lot size, parking requirements and building height. The quidelines recognize the design requirements for uses, buildings and structures under approved Zoning and are not intended to conflict with approved zoning. Where amendments to the current zoning are requested as part of a development application, consideration will be given to these guidelines in determining if site specific regulations should be incorporated as part of the amendment.

3.2 Site Plan Control

Site Plan Control is the process that is used to control or regulate the various features on the site of an actual development including building location and massing, landscaping, drainage, parking, and access by pedestrians

and vehicles. The Town of Grimsby is under Site Plan Control. Section 41 of the Planning Act provides local municipalities with the ability to implement exterior design control through the site plan process where "development" as defined under Section 41 is proposed. Exterior design control is an essential tool in shaping the character, materiality and design of new buildings, site plans, and the adjacent public realm (i.e. street trees, furniture, etc.). Exterior design control allows for a mandatory review of exterior building design by a municipality and the related commenting process. Using the guidelines contained herein Staff will be able to review the appropriateness of a site and building's design and determine what design revisions, if any, are needed.

3.3 Committee of Adjustment

The Committee of Adjustment makes decisions on Applications for "Minor Variances" where a requirement of a Zoning By-law cannot be met (under Section 45 of the Planning Act) and to hear Applications for Consent to "Sever" a property. These guidelines will provide a tool to guide development applications subject to a consent and/or minor variances. Applicants should have regard for the guidelines as they prepare their submissions; staff and the Committee of Adjustment should equally have regard to the guidelines as they evaluate development applications. For a 'Consent (to

sever) Application' where an infill lot is being created, even if the lot conforms to the requirements of the Zoning By-law, Planning staff may request specific conditions for the design of the building to be constructed on the lot (e.g. a condition that requires building permit applications to be generally consistent with a consent sketch provided as part of the application).

3.4 Building Permits

The Building Permit stage is sometimes the only time an infill project will be reviewed. For example, it may be reviewed only at Building Permit stage if it is exempt from Site Plan Control and all other Zoning By-law provisions have been met; it is not a Designated Heritage Building or within a Heritage Conservation District under the Ontario Heritage Act, and there is no requirement for a severance. The Building Code review process is technical only; designed to ensure that once the building or addition etc. is completed, the minimum standards for health, building safety, structural sufficiency, accessibility and energy conservation will have been incorporated and that applicable law has been met. While applicants are encouraged to consider these guidelines prior to apply for building permit, there are limited implementation tools to require this.

3.5 Heritage Permit Applications

Any alteration to properties designated under Part IV of the *Ontario Heritage Act* which may result in impacts to the reasons for which the property was designated, or its designated heritage attributes will require the submission of a Heritage Permit Application to the Town of Grimsby. Any such Heritage Permit Application will be reviewed against these design guidelines.

3.6 Design Guideline Updates and Monitoring

Staff from various departments should meet at regular intervals to discuss any and all recurring issues or challenges with implementing the guidelines. A general file can be kept on the Guideline Update and should contain a summary of guideline issues as they arise. It is recommended that the guidelines be reviewed, and amended as required, every five years.

3.7 Exceptions to the Guidelines

When implementing design guidelines it is important to recognize that exceptions can be warranted and that at times a project that strives for excellence in design can demonstrate that a specific guideline is not appropriate in that instance.

It is the responsibility of the applicant to demonstrate to the Town where this exception exists and it is at the discretion of the Town to support or not support that justification. In these cases, the submission of an urban design brief can assist in demonstrating how the design proposal achieves a high quality design outcome.