

File: O-8583  
Urban Designer: Jerzy Smolarek

<b>TO:</b>	<b>CHAIR AND MEMBERS PLANNING &amp; ENVIRONMENT COMMITTEE</b>
<b>FROM:</b>	<b>JOHN M. FLEMING MANAGING DIRECTOR, PLANNING AND CITY PLANNER</b>
<b>SUBJECT:</b>	<b>APPLICATION BY: CORPORATION OF THE CITY OF LONDON OLD EAST VILLAGE COMMERCIAL CORRIDOR URBAN DESIGN MANUAL  PUBLIC PARTICIPATION MEETING ON TUESDAY, MARCH 29, 2016</b>

<b>RECOMMENDATION</b>
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That, on the recommendation of the Managing Director, Planning and City Planner, the following actions be taken with respect to the application of the Corporation of the City of London relating to the properties along Dundas Street between Adelaide Street and Charlotte Street:

- (a) pursuant to Section 19.2 of the Official Plan, the Old East Village Commercial Corridor Urban Design Manual attached hereto as Appendix "A" **BE ADOPTED** at the Municipal Council meeting on April 5, 2016.
- (b) pursuant to Section 19.2.2 of the Official Plan, the proposed by-law attached hereto as Appendix "B" **BE INTRODUCED** at the Municipal Council meeting on April 5, 2016 to amend the Official Plan by adding the Old East Village Commercial Corridor Urban Design Manual to the list of Council approved guideline documents;

<b>PREVIOUS REPORTS PERTINENT TO THIS MATTER</b>
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The following previous reports are pertinent to this matter:

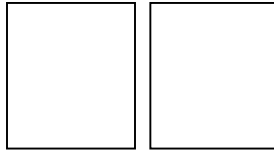
**(1990) Centretown Façade Design Guidelines**– These guidelines were produced to guide new development as well as renovations of existing structures for properties fronting Dundas Street between Adelaide Street and Lyle Street in order to support the Community Improvement Plan for the Centretown Façade Improvement Area.

**December 14, 2015 – Report to Planning Committee – Old East Village Commercial Corridor Design Guidelines** – This information report was brought forward to table the draft Old East Village Commercial Corridor Urban Design Manual for review and comment.

<b>PURPOSE AND EFFECT OF RECOMMENDED ACTION</b>
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The purpose and effect of the recommended action is to insert the Old East Village Commercial Corridor Urban Design Manual into the Official Plan in order for the document to act as a tool for urban design guidance for all planning and development applications as well as Community Improvement Plan incentive applications for properties along the Dundas Street corridor between Adelaide Street and Charlotte Street.





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- The proposed guideline document contains performance criteria that is more detailed and requires more flexibility, in interpretation or implementation, than the Official Plan allows; and
  - The proposed guideline document provides specific direction for the preparation and review of planning and development proposals, in this area.
- The the Old East Village Commercial Corridor Urban Design Manual is fulfilling a request by the Old East Village BIA to prepare a design manual in order to provide design guidance for renovations, restorations and new developments.

**BACKGROUND**

The historic Old East Village (OEV) commercial corridor located on Dundas Street between Adelaide Street and Charlotte Street has seen significant revitalization over the past decade. Following the recommendations of the Planner Action Team (PACT) report completed in 2003 titled Re-Establishing Value – A Plan for the Old East Village, the City along with the OEV Business Improvement Area (BIA) had initiated several incentives for new development as well as restorations and renovations of the existing building stock.

Recently there has been heightened interest in renovation, restoration and new development within the corridor as new businesses are seeking to locate in the area. As such, it was requested by the OEV BIA that the City prepare a new design manual for the corridor in order to provide design guidance for renovations, restorations and new developments. It is important for the revitalization of the community that the design guidance for the area closely reflects the vision of local residents. The development of this document began with a number of sessions in 2011 involving local residents, business owners and property owners in the Old East Village.

**SIGNIFICANT DEPARTMENT/AGENCY COMMENTS**

**Development and Compliance – Building Division**

1. Under “v. Awnings” (p.18) in addition to the Sign By-law, awnings with no lettering will need to conform to the Ontario Building Code requirements as well.
2. There is reference to removing additions on pg. 23. Can you please add that removal of any addition will require a building permit?
3. Pg.33-bullet point #3 : It should be noted that any patio that utilizes a platform such as to elevate the patio above finished grade will require a building permit.

**Development Services**

No concerns

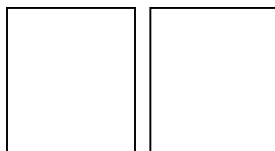
**Transportation Planning and Design Division**

P.6- Community Vision:

1st bullet point on the second column: Should have transit incorporated into the text to reflect the City’s ongoing Rapid Transit EA. “a strong and viable transit and pedestrian-oriented commercial district shall be established;

P.12 - 1.2 -Traditional Façade Elements:

The document makes references throughout promoting lighting that minimizes light pollution (page 19). Up lighting as shown on the diagram on page 12 maybe promoting the opposite and increasing light pollution. In order to reduce light pollution, add language that up lighting on buildings should not have adverse impacts on street lights or increase of light pollution.



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**P.13 -1.2 (i) Entryways and Doors:**

2nd bullet point speaks to minimizing recesses for doors. Doors should be positioned so that they do not swing open into the City ROW otherwise an encroachment agreement will be required. Also should add text related to emergency safety.

**P.18- v. Awnings**

Awnings and canopies should not interfere with the distribution of street lighting.

**P.20- (ii) Up Lighting**

Up lighting on buildings should not have adverse impacts on street lights or increase of light pollution.

**P. 25 – 2.1- Site Layout - Building Location**

The first bullet point speaks to keeping buildings in line with existing built line, the design manual does not take into account the Zoning By-law in regards to road widening's and daylight triangles. Since Dundas Street, like any other City road, is subject to road widening dedication, thus preventing them from maintaining the existing built line, the road widening requirement should be noted in this document. (Ongoing Rapid Transit EA may indicate additional lands are required other than what has been identified in the zoning by-law) .

1st bullet point: "Subject to road widening requirements for rapid transit facilities and/or additional roadway capacity, locate new buildings in line with the existing built line in order to maintain visual continuity and spatial enclosure of the street".

**P. 32 – Along the Curb**

The minimum distance between the curb and patio should be 1.5m (as per the AODA requirements) this is to accommodate anyone with mobility aides who may be a passenger in a parked vehicle adjacent to the patio sufficient space. "2. Between the boundary of the patio and the curb, a minimum buffer of 1.5m must be provided".

**P. 33 – In On Street Parking Space**

The standard length of an on street parallel parking space is 6.7m (the minimum length needs to reflect this for all patio configurations). Change the "Length" under "Summary of Required Distances" to 6.7m.

**P.34 Boulevard & On-Street Combination**

Combined patios are not recommended due to the trip hazard of the curb. If this types should remain in the guidelines, then edit item#4: 4. The portion within the on-street parking space must be brought to the same height as the public Right of Way to avoid trip hazard and improve safety. A level transition between the two portions shall be provided"

**P.37 – Patio at a Corner**

Clearway from a corner should be 6.0m as per the Fence By-law. Change clearway from a corner under "Summary of Required Distances" to 6.0m

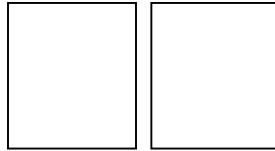
Upper Thames River Conservation Authority  
No concerns

**London Advisory Committee on Heritage (LACH)**

Received the document and have no comment.

**Urban Design Peer Review Panel (UDPRP)**

See attached in Appendix "E" for UDPRP comments.



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<b>PUBLIC LIAISON:</b>	<p>On February 4<sup>th</sup>, 2016, a Notice of Application and a Notice of a Non-Statutory Public Participation and Review Community Meeting was published in the <i>Public Notices and Bidding Opportunities</i> section of <i>The Londoner</i> and circulated to applicable agencies, city departments, and 100 letters have been sent out within 120m radius of the subject area.</p>	<p>One (2) written response was received.</p> <p>48 participants attended the February 4<sup>th</sup>, 2016 non-statutory public participation and review community meeting.</p>
<p><b>Nature of Liaison:</b> The purpose and effect of the requested Official Plan amendment is to insert the Old East Village Commercial Corridor Urban Design Manual into the Official Plan in order to act as a tool for urban design guidance for all planning applications as well as Community Improvement Plan incentive applications for properties along the Dundas Street corridor between Adelaide Street and Charlotte Street.</p> <p><b>And</b></p> <p>Notice of Community Information Meeting- Non-Statutory (Joint meeting between Old East Village BIA and City of London Planning Division) Old East Village Commercial Corridor Urban Design Manual Meeting Date: February 4<sup>th</sup>, 2016, 6:30pm at The Bank Building (Huron and Erie Mortgage Company) 762 Dundas Street. The intent of this non-statutory meeting is to offer information about the Old East Village Commercial Corridor Urban Design Manual and to provide opportunity for input.</p>		
<p><b>Responses:</b> See Appendix "C" for the written response received from the Old East Village BIA Board of Directors.</p> <p>See Appendix "D" for a summary of responses from the February 4<sup>th</sup>, 2016 non-statutory public participation and review community meeting. (Comments collected and summarized by the OEV BIA).</p>		

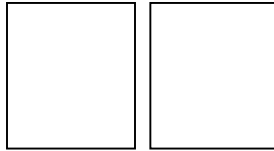
**ANALYSIS**

**The Planning Act**

The *Planning Act* identifies the following as a matter of provincial interest:

- 2 (r) the promotion of built form that,
  - (i) is well-designed,
  - (ii) encourages a sense of place, and
  - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant.

The recommended amendment is consistent with the *Planning Act* as it will provide for guidance to all planning and development proposals (ie. Official Plan amendments, Zoning Bylaw amendments, Site Plan applications, Minor Variances and Consents) from both the public and the private sector as well as all projects seeking available municipal incentives. Implementing the guidelines will promote a well-designed built form by promoting a high quality of design that will complement the existing structures in the area; encourage a sense of place by promoting design that is unique in character to the Old East Village; and provide for public spaces that are of high quality, safe, accessible, attractive and vibrant by the future amendments to include a section of the document related to the Public Realm.



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### **The Provincial Policy Statement, 2014**

Consistent with the *Provincial Policy Statement, 2014* (PPS):

#### 1.7 Long-Term Economic Prosperity

1.7.1 c) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;

d) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes;

The recommended amendment is consistent with the *Provincial Policy Statement, 2014* as the implementation of the Old East Village Commercial Corridor Urban Design Manual will enhance the vitality and viability of the Old East Village commercial corridor by promoting a high quality of design that will complement existing structures and achieve the vision for the area.

### **City of London Official Plan**

Section 19.2.2 of the City of London Official Plan states:

*“Guideline documents will be initiated by Council and may contain policies, standards, and performance criteria that are either too detailed, or require more flexibility, in interpretation or implementation, than the Official Plan would allow. Depending on the nature of the guideline document, they will provide specific direction for the preparation and review of development proposals, the identification of conditions to development approval, or the planning of improvements to public services and facilities.*

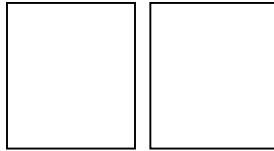
*Guideline documents may be adopted by Council to assist with the implementation of any aspect of the Official Plan. In particular, guideline documents shall be adopted to assist with the implementation of any aspect of the Official Plan [...].”*

### **The Old East Village Commercial Corridor Urban Design Manual**

The Old East Village Commercial Corridor Urban Design Manual provides urban design guidance specific to the Dundas Street commercial corridor in the Old East Village (between Adelaide Street and Charlotte Street) for renovations/restorations of existing facades and new development. The document is composed of the following sections:

1. Facade Design – provides design guidance and direction for building facades pertaining to new development, renovations and restorations that occur on privately owned property. In particular this sections speaks to ensuring that new and renovated facades remain generally in keeping with the established built form character along the corridor.
2. New Development– provides design guidance and direction pertaining to development that is to occur on privately owned property. This section is focused on for site layout (building location, parking, service and loading) and built form (building height guidelines, orientation, massing and rhythm)
3. Patio Design – provides standards and specifications related specifically to the design and layout of sidewalk adjacent patios (on private property) and sidewalk patios (within the public right-of-way).

The document has been structured so that additional topic-specific guidelines can be added. For example, Public Realm Guidelines could be developed once the Rapid Transit Environmental Assessment is completed as this portion of Dundas Street is currently being considered for Rapid Transit.



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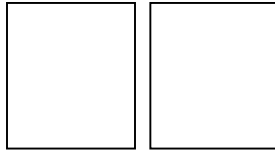
The draft Old East Village Commercial Corridor Urban Design Manual will be referenced in conjunction with the design policies of the Official Plan, to evaluate all planning and development proposals (eg. Official Plan amendments, Zoning Bylaw amendments, Site Plan applications, Minor Variances and Consents) from both the public and the private sector as well as all projects seeking available municipal incentives. It may also be referenced by development proponents when contemplating their plans.

<b>CONCLUSION</b>
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The proposed amendment to adopt the Old East Village Commercial Corridor Urban Design Manual in the City of London Official Plan meets the Provincial interests of providing a well-designed built form and providing for a sense of place. The amendment is consistent with the Provincial Policy Statement and is consistent with the City of London Official, in particular section 19.2.2. This amendment will provide for a guideline document that will act as a tool for urban design guidance for all planning applications and Community Improvement Plan incentive applications in this area. The Managing Director, Planning and City Planner recommends that the proposed Official Plan amendments be adopted.

<b>PREPARED BY:</b>	<b>SUBMITTED BY:</b>
<b>JERZY SMOLAREK, URBAN DESIGNER</b>	<b>SEAN GALLOWAY, MCIP, RPP MANAGER, URBAN DESIGN &amp; GIS</b>
<b>RECOMMENDED BY:</b>	
<b>JOHN M. FLEMING, MCIP, RPP MANAGING DIRECTOR, PLANNING AND CITY PLANNER</b>	

JS



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**Responses to Public Liaison Letter and Publication in “The Londoner”**

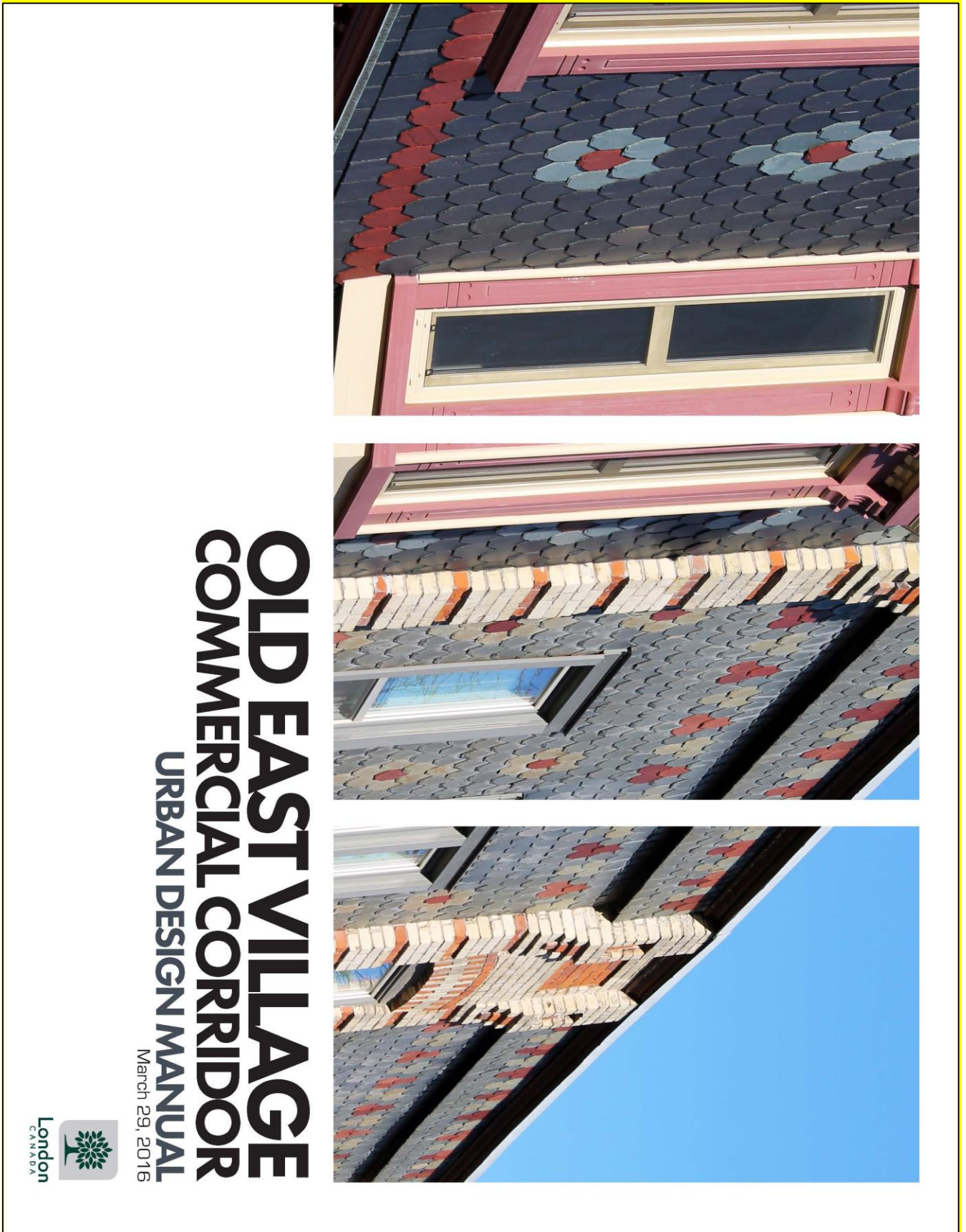
<u>Telephone</u>	<u>Written</u>
	Old East Village BIA Board Executives 316 Rectory Street P.O. Box 7550 London, ON N5Y 5P8
	Peter Sergautis Box 143, Arva On N0M1C0

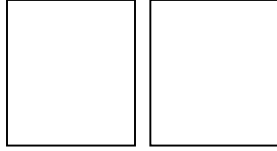


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Appendix "A"





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# OLD EAST VILLAGE COMMERCIAL CORRIDOR URBAN DESIGN MANUAL

March 29, 2016



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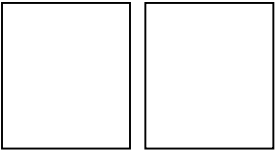
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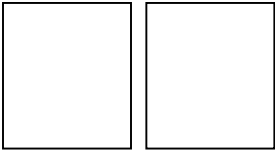
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# Introduction

Old East Village is an important area in London's history and future. Over the past decade, the Old East Village Business Improvement Area (BIA), the Old East Village Community Association and the City of London have been active in partnering together to revitalize the historic commercial corridor along Dundas Street between Adelaide Street and Charlotte Street. The Regeneration initiative began in 2003 with a report from the Ontario Professional Planners Institute's Planners Action Team (aka PACT). Since then new developments and renovations have already begun in the Old East Village and this Design Manual will provide recommendations to guide future developments.

It is important for the revitalization of the community that the guidelines for the area closely reflect the vision of local residents. This manual was developed in consultation with local residents, business owners and property owners in the Old East Village during a number of sessions in 2011. This began through a discussion with the BIA board of Directors of 'What makes great streets?' led by Dr. Jason Gilliland, Director of Western University's Urban Development Program.

The City of London's Official Plan provides policy direction applicable to design and land use, and should be read in conjunction with this design guidance. The intention of this design manual is to guide new development, renovation and restoration efforts in a way that aligns with the vision established for the area and is consistent with the Old East Village Community Improvement Plan.

This document describes preferred features which will be encouraged in new development, renovations and restorations. It will also be used by the City of London in the review of all planning and development applications and By-Law amendments. The ultimate goal of this manual is to provide a base level for promoting high quality design that will compliment existing structures and achieve the vision for the area.



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## Old East Village Commercial Corridor

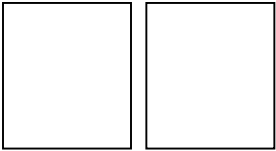
This design document applies to the Old East Village Commercial Corridor comprised of all the properties which front onto Dundas St. between Adelaide St. and Charlotte St.

### A Vision for the Old East Commercial Corridor

The following is an excerpt from the Old East Village CIP (as amended November, 2005):

The following vision shall serve to guide the development of the Old East Village Community Improvement Plan and assist Council in its efforts to revitalize the area. It is the vision of the Community Improvement Plan that Old East Village shall:

- Serve as a focal point for the surrounding residential community;
- Offer goods and services which are useful to, and used by, the surrounding community;
- Offer some goods and services for a broader City-wide market;
- Offer a range of entertainment, arts, and cultural uses;
- Offer some health and social services, without over-concentrating such uses at street level;
- Build upon a heritage theme focusing on significant heritage buildings; and,
- Foster a pedestrian-oriented streetscape, while not excluding automobiles.



# Overview

## Document Structure

The Old East Village Commercial Corridor Design Manual is divided into the following sections:

- 1.0 Facade Design
- 2.0 New Development
- 3.0 Patio Design

It is anticipated that other sections may be developed over time and added to this document. For example, Public Realm Guidelines could be developed once the Rapid Transit Environmental Assessment is complete as this portion of Dundas Street is being considered for Rapid Transit.

## Urban Design Review

All Official Plan and Zoning Bylaw amendments, as well as all Site Plan applications and where applicable applications for Consent and Minor Variance will require an Urban Design Brief and potential review by the Urban Design Peer Review Panel.

## Accessibility for Ontarians with Disabilities Act (AODA)

All projects must be in compliance with the AODA. Where there are conflicts between the contents of this document and AODA, the regulations set out in the AODA will prevail.

## Implementation

This Manual will act as guidelines during a number of planning, development and By-Law review processes including, but not limited to, applications made for:

- Official Plan Amendments
- Zoning Bylaw Amendments
- Site Plan Approvals
- Consents
- Minor Variances
- Heritage Alteration Permits
- Sign By-Law Amendments
- Incentive Programs (Facade Improvements, etc.)

These guidelines do not preclude the requirement for obtaining a Building Permit.

# Glossary of Terms

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**Awning**  
A sheet of canvas or other material stretched on a frame and used to keep the sun or rain off a storefront, window, or doorway.

**Built line**  
A line along the street beyond which buildings must not project.

**Conservation**  
All actions or processes that are aimed at safeguarding the heritage attributes of a cultural heritage resources so as to retain its heritage value and extend its physical life. Includes preservation, restoration, and rehabilitation approaches.

**Cornice**  
A prominent, continuous, horizontally projecting feature, typically made of ornamental moulding, surmounting a wall or sign band, dividing the building horizontally for compositional purposes.

**Datum Line**  
A line, plane or volume on a building facade to which other elements in new developments can relate.

**Display Window**  
A large window or set of windows displaying items for sale.

**Keystone**  
The wedge-shaped stone piece at the apex of a masonry vault or arch, which is the final piece placed during construction and locks all the stones into position.

**Materiality**  
The use of various materials in the design of the building.

**Moulding**  
A strip of decorative wood or other material used to frame elements of the facade including the sign band, windows, doors, etc.

**Preservation**  
Protecting, maintaining, and stabilizing the existing form, materials, and integrity of a cultural heritage resource.

**Projecting sign**  
A pedestrian oriented sign placed perpendicular to the building projecting over the sidewalk.

**Quoin**  
Masonry blocks at the corner of a wall.

**Rehabilitation**  
The action or process of making possible a continuing or compatible contemporary use of a cultural heritage resource or an individual component, while protecting its cultural heritage value.

**Restoration**  
The action or process of accurately revealing, recovering, or representing the state of a cultural heritage resource or of an individual component, as it appeared at a particular period in its history, while protecting its cultural heritage value.

**Sign Band**  
A flat horizontal band on the building facade, located above the storefront and below the second storey window, where a sign is attached.

**Sills**  
The lower horizontal part of a window frame or window opening.

**Streetwall**  
A wall or portion of a building facade at ground level, facing the street.

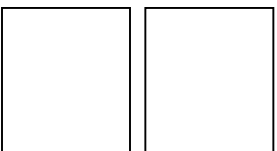
**Transom Window**  
A window set above the transom of a door or display window.

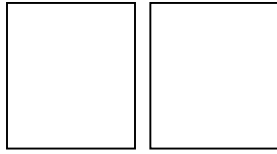
**Wall Sign**  
A sign erected on a sign band or onto the wall of a building facade.

**Window Base**  
The lower portion of a facade below the display windows between the bottom of the window and the ground.

**Window Header**  
An architectural detail typically made of stone that sits at the top of a window opening.

**Valance**  
The narrow vertical hanging flap at the front edge of an awning.



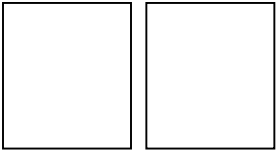


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# 1.0 Façade Design

This section applies to  
renovations, restorations and  
new development.

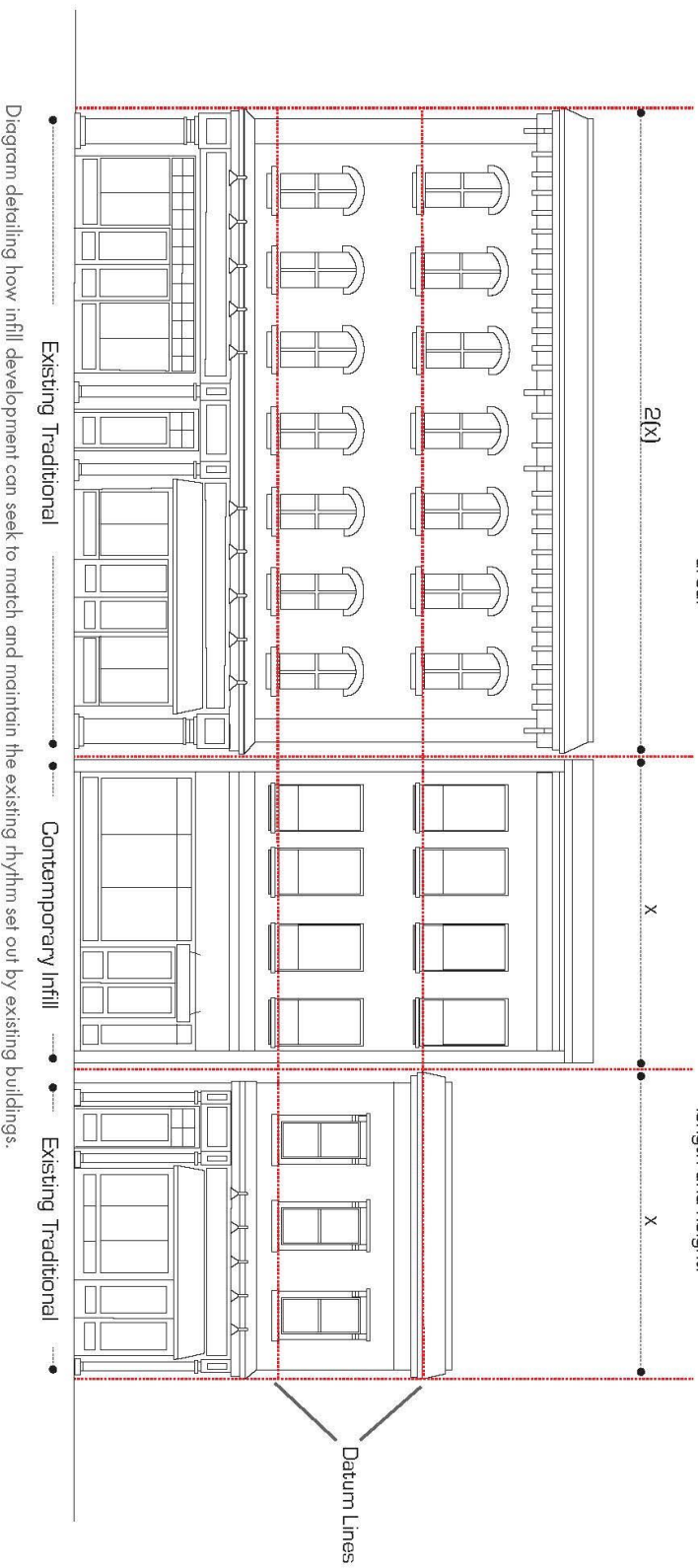




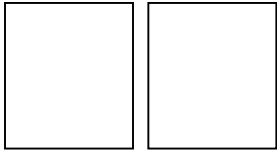
## 1.1 The Building Façade

A façade refers to the front of a building or any of its sides facing a public right-of-way or public space. The most successful façades are:

- Local**  
A façade that fits into the local context by the way of size, materials, and design rhythm.
- Human Scaled**  
A façade that fits to the size and proportion of human beings.
- Creative**  
A façade that displays individual creativity and uniqueness in the details in a manner that complements its surroundings.
- Complementary**  
A façade that is consistent with the rhythm and proportions of surrounding façades without duplicating them.
- Defined**  
A façade who's top, middle, and bottom are clearly definable and visually separated through materials and architectural treatment.
- Authentic**  
A façade that conserves the historical character of the area.
- Transparent**  
A façade that allows for transparent glass to ensure there is an active visual connection between building interior and exterior.
- Continuous**  
A façade that fits within the horizontal lines created by the surrounding buildings and reduces building gaps along the street.
- Proportionate**  
A façade that has an appropriate ratio between its length and height.



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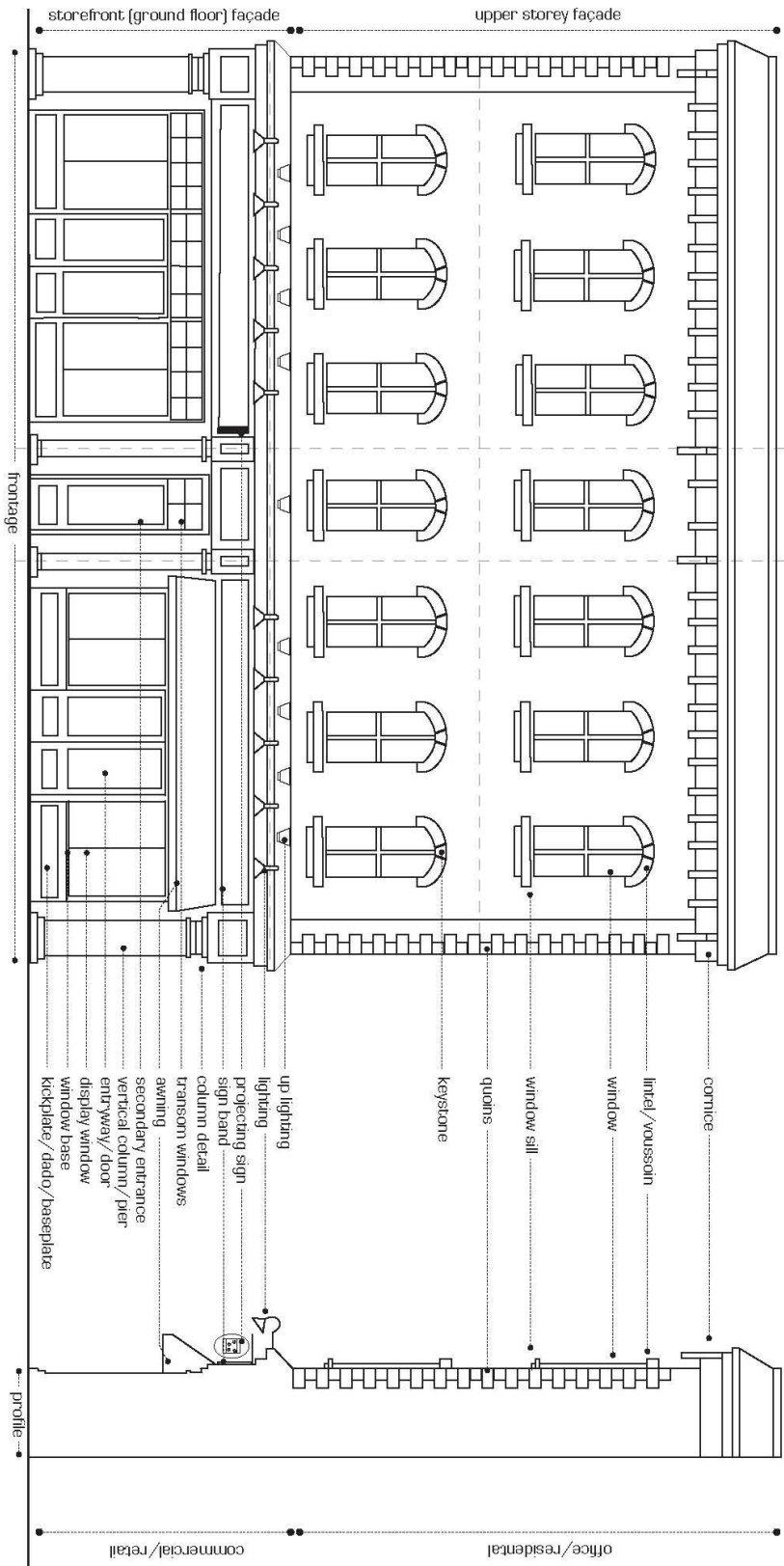
## 1.2 Façade Elements

The diagram below and following guidelines identify various façade elements. For façade renovation or restoration projects it is encouraged that these elements are preserved or re-introduced, where applicable, in order to fit within the historical character of the Dundas street corridor. For new construction, infill or redevelopment, it is encouraged that these façade elements, in traditional or contemporary form, be introduced into the design of building.

Throughout this section the following symbols are used to identify which guidelines apply to renovations/restorations projects and which ones apply to new development. Note that in many cases the guidelines will apply to both.

■ Applicable to façade renovation and/or restoration projects.

▲ Applicable to new development projects.



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### a. Storefront (Ground Floor) Façade Elements

#### i. Entryways & Doors

- Maintain/repair/restore existing entryway recesses (up to 3m) in order to promote large display areas. If necessary, explore the use of security measures that do not negatively affect the design of the building and assist in avoidance of loitering in the recessed areas in the overnight hours.
  - Maintain/repair/restore existing doors; if required, replace with modern, energy efficient commercial doors made of wood or metal containing a significant amount of glass that replicate the traditional character of the corridor and allow additional visibility into a business.
  - Minimize the depth of entryway recesses, where applicable. Only use to accommodate outward swing of doors where inward swinging doors cannot be accommodated.
  - Use door hardware (handles, hinges, kickplates, etc..) that complements the existing character of the area.
  - Illuminate recessed entryways.
  - Ensure secondary entrance doors (doors to upper residential or office uses) are similar in design and materiality to the other entry doors on the façade.
  - Maintain the continuity of storefronts along the street frontage by locating loading and service entrances on the side or rear of a building where possible.
- Applicable to façade renovation and/or restoration projects.    ▲ Applicable to new development projects.



London Clay Art Centre storefront, Old East Village, London, ON



Colourful doors in Old East Village, London, ON



Entryway in Old East Village, London, ON



Old East Village storefronts, London, ON



Entryway in Old East Village, London, ON

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## ii. Windows

### Display Windows

- Repair rather than replace existing traditional shop windows; if replacement is necessary, utilize aluminum or wood windows that enhance the traditional character and improve the energy efficiency of the building.
- Replace dark tinted or textured glass with transparent glass to increase visibility into the business.
- Conserve historic features such as frames, special glass, and decorative moldings.
- Maximize the height and width of transparent glass on a storefront. (Minimum of 60% of the linear frontage to include transparent glass windows.)
- Minimize the number of window frames.
- Align window heights and unify window sizes.
- Paint window frames in order to add visual variety and interest.
- Avoid frosting large portions of display windows.
- Minimize the use of graphics on window film and avoid covering entire storefront windows.

### Transom Windows

- Restore or maintain the original pattern of transom windows.
- Restore stained glass panes in transom windows.
- Restore and maintain transom windows even when they will be hidden by awnings as awnings may be removed in the future.
- Incorporate transom windows.
- Use the same window frame materials and design details as the display windows.



Display windows in Old East Village, London, ON



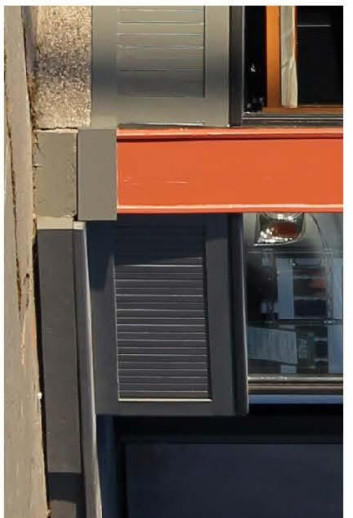
Display windows in Old East Village, London, ON

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**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

**iii. Window Base**

- ▶ ■ • Incorporate, restore and/or repair window bases.
- ▶ ■ • Ensure window bases no taller than 0.61 m (24") from the ground.
- ▶ ■ • Use high quality, appropriate and easy-to-maintain materials for window bases. (High quality materials include stone, brick, concrete, wood, metal panels, ceramic tiles, and other masonry materials.)
- ▶ ■ • Design window bases for multiple storefronts in a building such that the height (not topography) of the bases is consistent and of the same material.



Old East Village window base, London, ON



Old East Village window base, London, ON

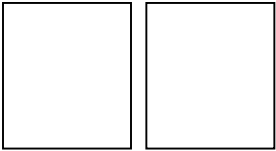


Old East Village window base, London, ON

■ Applicable to facade renovation and/or restoration projects.

▶ Applicable to new development projects.

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**iv. Sign band & Signage**

**Sign Band**

- • Remove air conditioning, ventilation equipment or other obstruction from the sign band.
- ▲ ■ • Use high quality materials, such as wood and metal within the sign band.
- ▲ ■ • Locate sign bands between vertical building columns that span the entire height of the building.
- ▲ ■ • Minimize the height of the sign band to maximize the size of display and transom windows.
- ▲ ■ • Include a cornice, made of high quality materials, in keeping with a similar level of architectural detail as the rest of the building.
- ▲ ■ • Consider framing the signboard with decorative moulding.

**Wall Signs**

- ▲ ■ • Ensure all wall signs conform to regulations in the City of London's Sign and Canopy By-Law.
- ▲ ■ • Install or replace storefront signage within the sign band location.
- ▲ ■ • Use individual lettering made from high quality materials such as metal or wood.
- ▲ ■ • Utilise contrasting colours between the lettering and backing of signs
- ▲ ■ • Choose a letter style or graphic treatment that projects an appropriate retail image.
- ▲ ■ • Ensure lettering accounts for less than 50% of the signboard.
- ▲ ■ • Avoid large signs that dominate the facade, as they detract from the architectural character of the building.
- ▲ ■ • Avoid covering up architectural details with signage.
- ▲ ■ • Avoid box signs that utilize backlighting as the primary method of illumination.
- ▲ ■ • Avoid covering the sign band with awnings or other additions to the facade.

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Urban Designer: Jerzy Smolarek

### Projecting Signs & Marquees

- ▶
■
  - Ensure all projecting signs conform to regulations in the City of London's Sign and Canopy By-Law.
- ▶
■
  - Avoid projecting signs larger than 1.0m<sup>2</sup> in total surface area.
- ▶
■
  - Avoid projecting signs more than 1.0m from the building facade.
- ▶
■
  - Mount projecting signs above the main entranceway or at the outer edges of storefronts.
- ▶
■
  - Use fully shielded lighting fixtures to illuminate projecting signs with minimal light pollution, spill over or glare.
- ▶
■
  - Add interest by shaping projecting signs to allude to the type of business (e.g. a key-shaped sign for a locksmith).
- ▶
■
  - Explore opportunities to include marquee signs for large entertainment destinations such as, theatres and live music venues.



Minimized height of sign band to maximize the size of display windows, London, ON



Historic wall sign in Old East Village, London, ON



Marquee sign in Old East Village, London, ON



Graphic treatment on a wall sign in Old East Village, London, ON



Projecting wall sign in Downtown London, ON



Projecting wall sign in Downtown London, ON

■ Applicable to facade renovation and/or restoration projects.

▶ Applicable to new development projects.

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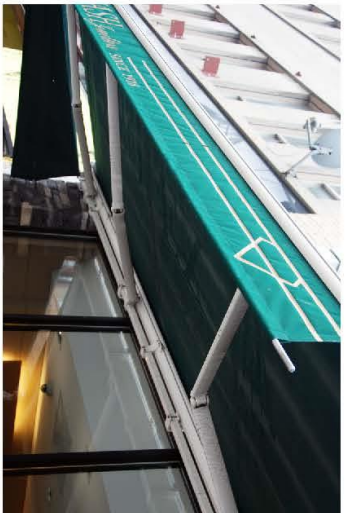
## FACADE DESIGN

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File: O-8583  
Urban Designer: Jerzy Smolarek

**v. Awnings**

- ▲ ■ • Ensure all awnings conform to regulations in the City of London's Sign and Canopy By-Law along with the Ontario Building Code.
- ▲ ■ • Use awnings to accent & provide shelter over main entranceways and windows, avoid spanning the entire frontage.
- ▲ ■ • Use a consistent size, profile and location for awnings on a single building with multiple storefronts.
- ▲ ■ • Use high quality materials for awnings to minimize wear and tear.
- ▲ ■ • Design creative awning shapes that are complementary to the overall building.
- ▲ ■ • Ensure that the awning's colour scheme is complementary to that of the building.
- ▲ ■ • Install retractable awnings in an effort to respond to seasonal weather conditions.
- ▲ ■ • Illuminate storefronts and sidewalks from beneath the awning.
- ▲ ■ • Locate signage on the valance of the awning. Lettering and/or graphics should be no taller than 0.15m (6").
- ▲ ■ • Avoid the use of lettering or other graphics on the top of the awning.



Retractable awning in Downtown London, ON



Awnings providing shelter over main entranceways in Downtown London, ON



Consistent size, profile and location of awnings in Old East Village, London, ON



Awnings in Downtown London, ON



Awnings installed in Downtown London, ON



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 Urban Designer: Jerzy Smolarek

**vi. Lighting**

- ▲ ■ • Include facade lighting on storefront facades in order to encourage pedestrian activity at all hours.
- ▲ ■ • Balance the amount of building lighting with adjacent street lighting.
- ▲ ■ • Mount lighting on the storefront high enough to not interfere with pedestrian traffic.
- ▲ ■ • Illuminate interior display areas throughout the night to facilitate window shopping and pedestrian activity after the shop has closed.
- ▲ ■ • Using exterior mounted light fixtures selectively, i.e. sconces, gooseneck or downlights to enhance overall building image.
- ▲ ■ • Use fixtures that are of an appropriate size, style and detailing to complement the overall building design and architectural style.
- ▲ ■ • Use lighting fixtures, such as gooseneck lights, to illuminate signage.
- ▲ ■ • Ensure light fixtures are fully shielded, and designed to reduce spill, glare and light pollution.

■ Applicable to facade renovation and/or restoration projects.

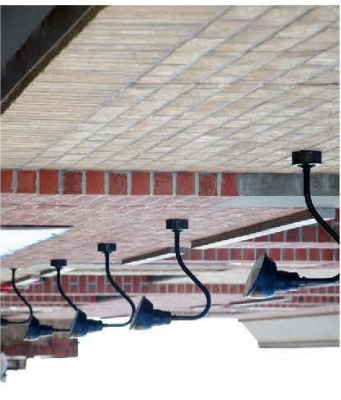
▲ Applicable to new development projects.



Exterior mounted light fixtures in Old East Village, London, ON



Gooseneck light fixtures used to illuminate signage, Downtown London, ON



Gooseneck light fixtures used to illuminate signage, Old East Village, London, ON



Exterior mounted light fixtures in Old East Village, London, ON



Storefront lighting in Downtown London, ON

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## b. Upper Storey Façade Elements

### i. Windows

- • Conserve existing windows style.
- • Restore window openings, where possible, maintaining datum lines and matching the rhythm of the window spacing on the rest of the facade and/or on surrounding buildings.
- • Replace windows with a matching window style to the original windows.
- • Ensure all replacement windows fit and fill the entire window opening. Avoid using filler materials regardless of the shape of the window opening.
- • Ensure window placement maintains datum lines and matches the rhythm of the window spacing on surrounding buildings.

### ii. Architectural Details

- • Conserve/Maintain/repair/restore existing architectural elements such as cornices, keystones, quoins, sills, headers, etc.
- • Introduce architectural elements such as cornices, keystones, quoins, window sills and headers, etc.. In either traditional or contemporary form.

### iii. Up Lighting

- • Introduce accent lighting to illuminate columns and/or key architectural elements, where appropriate
- • Conceal lighting sources as much as possible such as within the cornice or sign band.



Keystone and window details in, London, ON



Window sill and header details in Old East Village, London, ON



Upper Storey architectural elements, Old East Village, London, ON



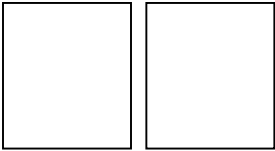
Cornice details in Old East Village, London, ON



Up-lighting in Downtown London, ON

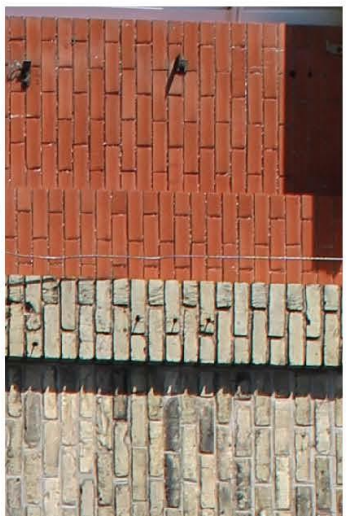


Up-lighting in Downtown London, ON



### 1.3 Materials

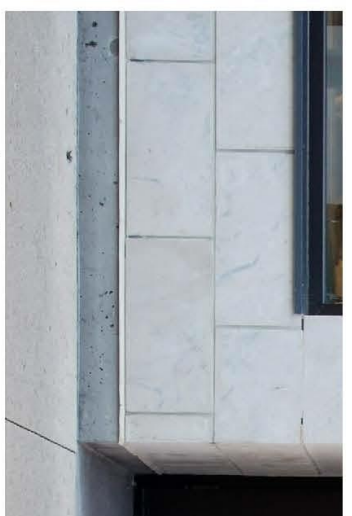
- Remove, where applicable, cladding in order to reveal the original materials and architectural details of facades that have been covered.
- Restore existing materials rather than replace in order to maintain the historical integrity of the facade. (Note: Always test small, hidden areas first when cleaning a facade, some cleaners may react with and damage the brick. Power washing or sandblasting are not a recommended method of cleaning as it can weaken the structural integrity of the brick. Instead use non-toxic, biodegradable processes.)
- ▲ ■ Utilize materials that contribute to the historical character of the corridor.
- ■ Ensure materials wrap at corners to give the facade the appearance of structural necessity.
- ▲ ■ ■ Avoid the use of materials that are incompatible with the traditional fabric of the commercial corridor such as mirrored, tinted or spandrel glass, chrome, vinyl, stucco, plastic or stacked stone.
- ▲ ■ ■ Explore opportunities to include temporary or permanent artistic expression and/or elements on facades in order to contribute to the artistic nature of the Old East Village.



Facade materials in Old East Village, London, ON



Facade materials in Old East Village, London, ON



Facade materials in London, ON



Facade materials in Old East Village, London, ON

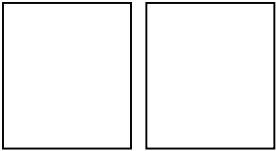


Facade materials in Old East Village, London, ON

■ Applicable to facade renovation and/or restoration projects.

▲ ■ Applicable to new development projects.

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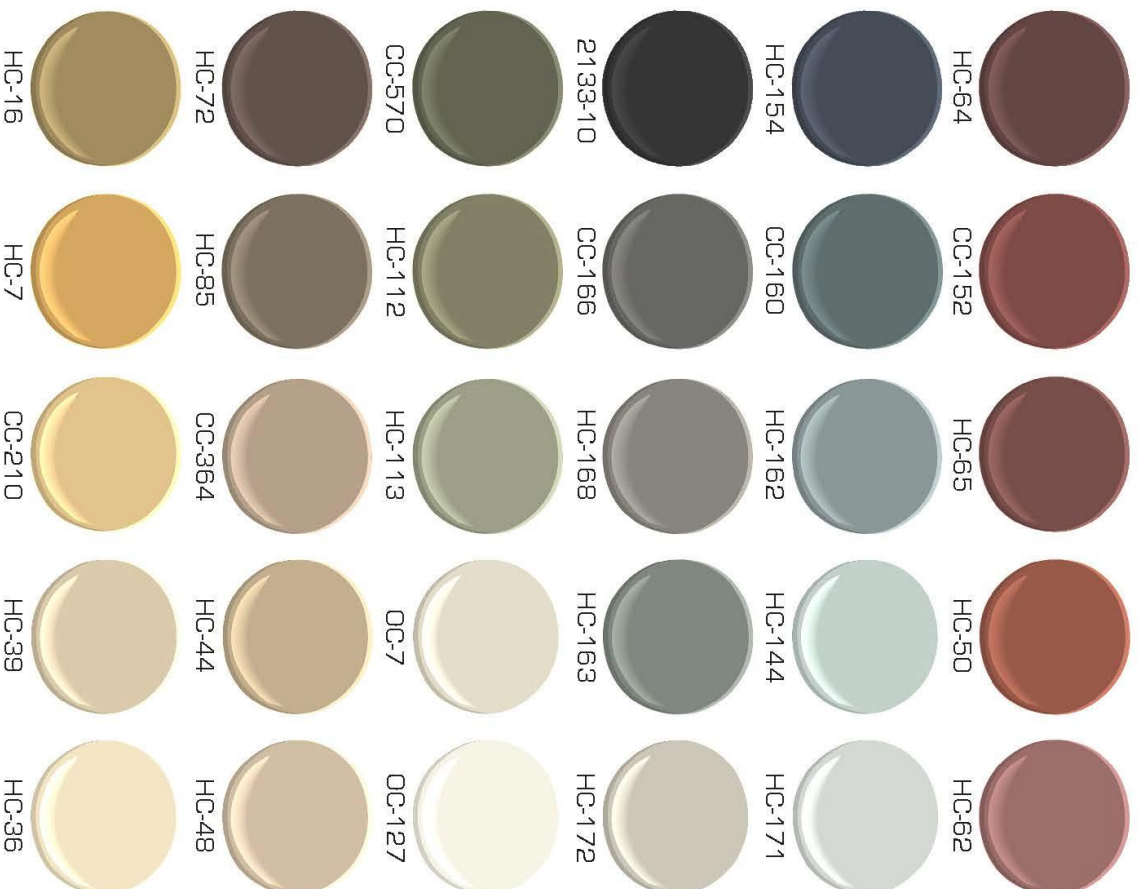
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Urban Designer: Jerzy Smolarek

### 1.4 Colours

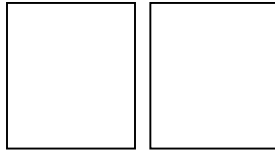
- ▲ ■ • When undertaking a restoration or renovation, the building façade should be returned to its original colours, if possible.
- ▲ ■ • Consult where appropriate the Old East Historical colour palette (see right) to determine an appropriate, historically sensitive, colour scheme.
- ▲ ■ • Use recommended colours to accent architectural features such as cornice lines, sills, key-stones and other architectural elements.
- ▲ ■ • Avoid the use of more than 3 individual colours on the façade, this can lead to the façade seeming "busy" and unorganized; making it unattractive to prospective shoppers or patrons.
- ▲ ■ • Ensure colour schemes are unique to each building and its owner, while maintaining a sense of continuity and cohesiveness along the corridor.

### 1.5 Additions

- • Explore opportunities to remove building addition(s) that are not in keeping with the character of the original building structure.
- ▲ ■ • Avoid building additions in the front yard beyond the primary façade of the building in order to respect the original building setback.



This colour palette has been developed in conjunction with Benjamin Moore and forms part of the Old East Heritage Conservation District.

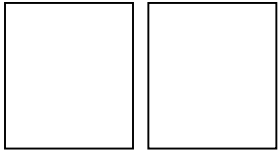


**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

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**FACADE DESIGN**



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Urban Designer: Jerzy Smolarek

# New Development 2.0

This section applies to all new  
development.

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## 2.1 Site Layout

### a. Building Location

- Locate new buildings in line with the existing built line in order to maintain visual continuity and spatial enclosure of the street.

- Distribute building mass along the street frontage to maximize the built streetwall. Avoid streetwall gaps larger than 5.0m.

- On corner sites, locate buildings at the corner and ensure that both street facing facades include an equal level of architectural detail. In the case of large corner properties, locate the building closer to the higher order street.

### c. Service and Loading

- Pedestrian access to parking areas should be provided through clearly signed, well lit, unobstructed paths to ensure user safety.

- Locate all loading and service areas away from the Dundas Street frontage, preferably in the rear of buildings, in order to avoid conflicts with pedestrians.

- Waste disposal facilities should be properly screened and secured, and whenever possible, not be visible from the commercial corridor forecourts and plazas

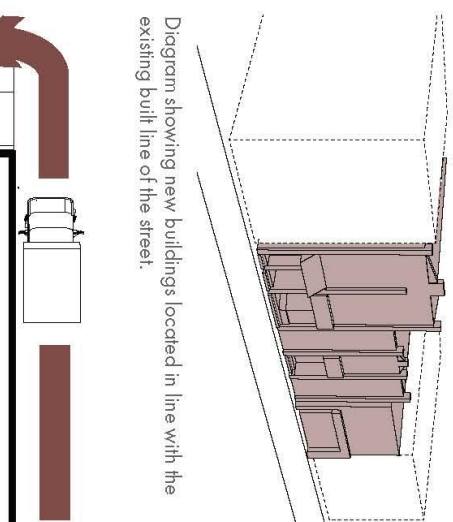


Diagram showing new buildings located in line with the existing built line of the street.

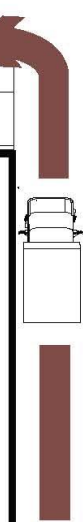
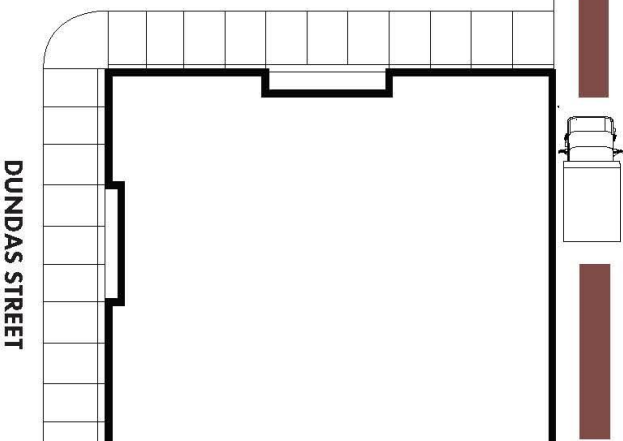


Diagram showing the locations of all loading and service areas away from Dundas Street.

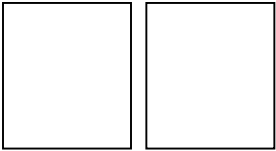


DUNDAS STREET

NEW DEVELOPMENT

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## 2.2 Built Form

### a. Building Height Guidelines

- Design buildings that are a minimum of two storeys along the commercial corridor. Include additional storeys at prominent gateways and intersections.
- Step back, a minimum of 3.0m, all storeys above the third storey in order to reduce any overpowering or overshadowing effects on the street or adjacent properties.

- Continue horizontal lines (datum lines, sign bands, cornices, etc...) and window rhythm established on neighbouring buildings.

- Ensure the massing of new buildings does not negatively affect adjacent buildings, particularly with respect to impact on air flow, sunlight, and sky views, as per The City of London Site Plan Control By-Law.

### b. Orientation

- Locate primary building entrances to front the Dundas Street corridor.

### c. Massing and Rhythm

- Provide a smooth transition in height between new and existing adjacent buildings. Ensure that the height differential between adjacent buildings is one storey.
- Ensure parapet heights are proportionate to the overall building design, avoid parapets heights that create the appearance of an additional half storey.
- Follow the established facade rhythm of the street when designing a new building by dividing the proposed building into bays that are proportionate to the surrounding buildings.
- Continue the horizontal and vertical proportions established by surrounding existing buildings.

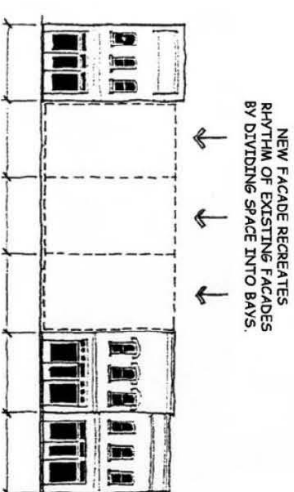
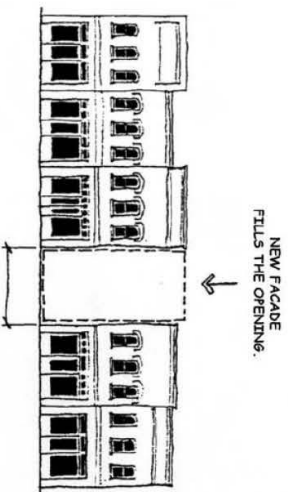
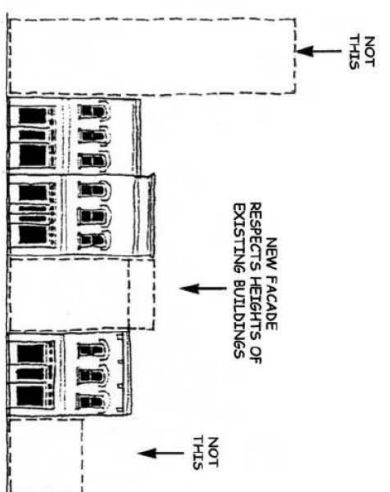


Diagram showing how infill development can seek to match and maintain existing building massing.



Two empty rectangular boxes for agenda item and page number.

File: O-8583  
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### 2.3 Façade Design

- All new buildings should be designed so that they include a defined base, middle and top. This is can be achieved by using unique details in street level windows and doors, a signboard for the business name dividing the first and second floor, and features such as upper floor windows and cornice detail.
- Follow the Façade Design guidelines found in Section 1.0 of this document.



Example of contemporary 4 storey mixed-use development lining up floor heights and horizontal datum lines.



Example of contemporary 4 storey mixed-use development maximizing store front windows.



Example of contemporary 3 storey mixed-use development with contemporary architectural details.



Example of contemporary infill development.

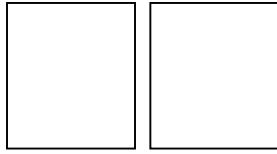


Example of contemporary 3 storey mixed-use development divided into smaller bays to break up large building.



Example of contemporary 4 storey mixed-use development using a combination of traditional and contemporary materials.

March 29, 2016



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# 3.0 Patio Design

This section applies to patios  
proposed along the village  
corridor.

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### 3.1 Purpose

The following guidelines illustrate the design requirements for patios along the Dundas Street corridor (between Adelaide Street and Charlotte Street).

The intention is to ensure that universal access, public safety and the streetscape experience are enhanced and not negatively impacted by the introduction of a patio.

Patios can bring activity to the street and create a more vibrant urban atmosphere for those who experience the space. By providing opportunities for outdoor dining, the City, and establishments within it, can encourage use and enjoyment of the outdoor environment.

For the purpose of this document there are two types of patios:

**Sidewalk Adjacent Patios** - these patios are located fully on private property adjacent to the City sidewalk. Skip to section 3.4 for guidelines related to sidewalk adjacent patios. These guidelines will be taken into consideration for the detailed design of patios through the Site Plan Approvals and Minor Variance processes.

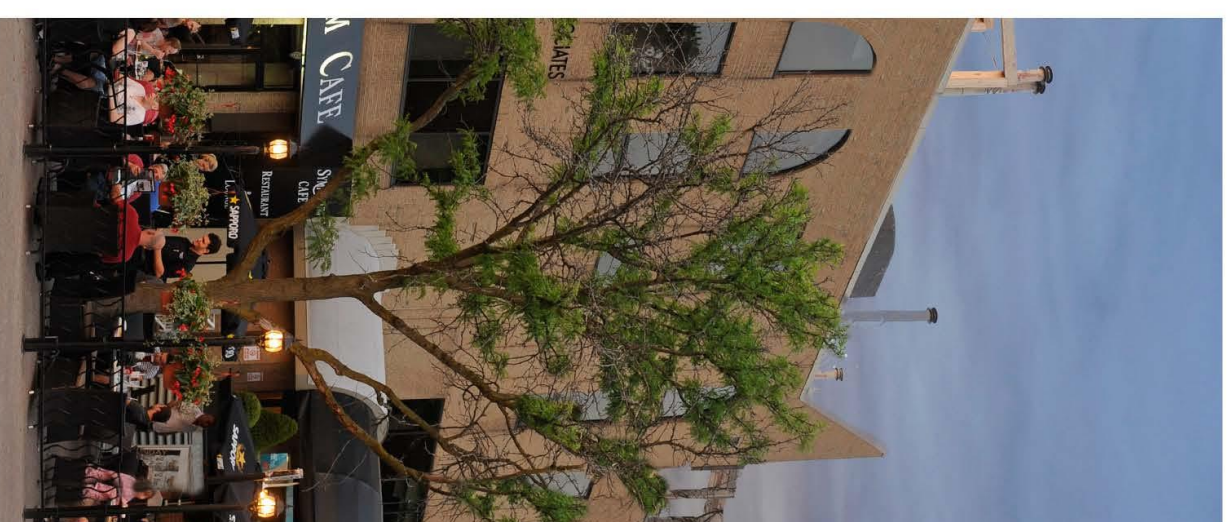
**Sidewalk Patios** - these patios are located within the Public Right-of-Way and can be classified into 6 sidewalk patio classifications. In order to establish a sidewalk patio, an applicant must consult with city staff and follow this illustrated step by step guide to determine the location, features and materials. All sections of 3.0 apply to sidewalk patios.

### 3.2 Application Process

The process to developing a sidewalk patio consists of eight steps, to ensure the use of City property is in compliance with the guidelines and requirements set out by the City to protect the public.

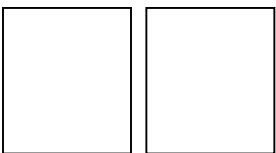
#### Steps in the Application Process

- 1. Consult**  
Meet with staff to discuss your desire to develop a sidewalk cafe within the Public Right of Way.
- 2. Select Patio Location**  
Use this document to determine which patio location is best suited for your situation.
- 3. Plan & Elevation Drawings**  
Provide a plan (overhead view) that shows the design and layout for your patio, including compliance with the requirements and location of specific features, such as furniture and lighting.  
Provide an elevation (street level view) drawing of your proposed cafe that shows all proposed features and compliance with design guidelines.
- 4. Photographs & Material Samples**  
Provide at least four images:
  - View from the front,
  - View from the right
  - View from the left
  - View in context of surroundings, including neighbouring properties and the streetscape.If available, provide any samples, photographs, or drawings of design features such as furniture, plantings, awnings etc. to be used.
- 5. Comply with Design Guidelines**  
Follow the design guidelines to ensure your patio complies to the minimum standards and where standards are enhanced, meet the desired outcomes of these guidelines.
- 6. Complete Form**  
Complete the form, found at Realty Services.
- 7. Submit for Staff Review**  
Submit your application package to Realty Services.  
Staff from various City of London departments will review your application and consider it for approval or recommend modifications. A licensing agreement will be entered into and a new application is required each year.
- 8. Construct & Operate**  
Once your patio has been approved, you can construct and operate your sidewalk patio in compliance with your approved submission package.  
Annual licensing is required to operate a Sidewalk Patio. The license can be obtained through Realty Services.



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Urban Designer: Jerzy Smolarek

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File: O-8583  
Urban Designer: Jerzy Smolarek

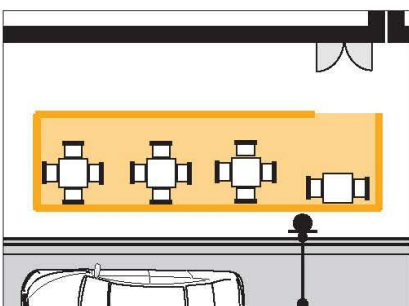
### 3.3 Classifications

There are several potential sidewalk patio locations within the public Right of Way. Each location is suitable in different scenarios and choosing the right location for your situation will ensure the streetscape is enhanced and the safety of patrons and members of the public is secured.

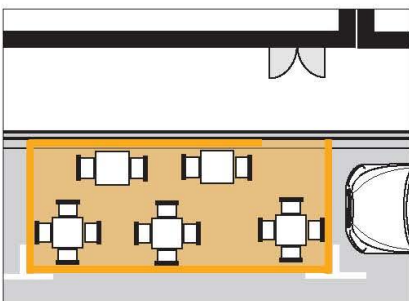
When choosing the location of a patio, key considerations include the existing streetscape, surrounding uses, and availability of space.

Patios are to respect their adjacent establishments and considerations must be made to the flow of pedestrian traffic. Proposed patios are to operate within the available Right of Way without interfering with pedestrian traffic movements.

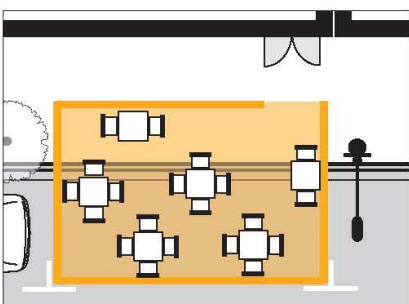
The following pages explain in detail each of the six potential patio locations and include minimum and maximum measurements related to each situation.



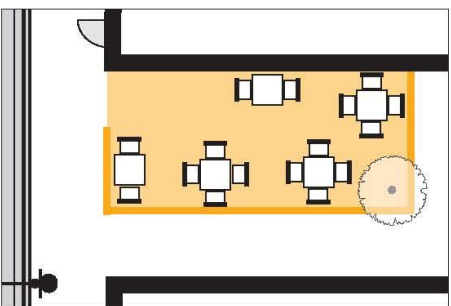
Along the Curb



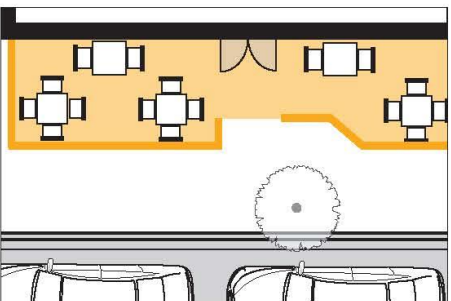
On-Street Parking



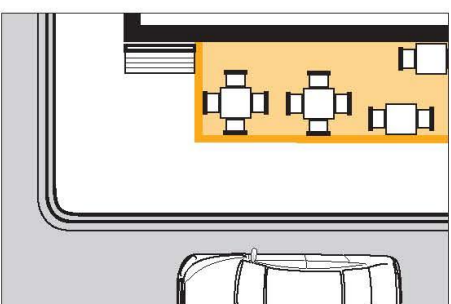
Combination



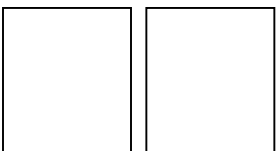
Along Building



Along Building



At A Corner

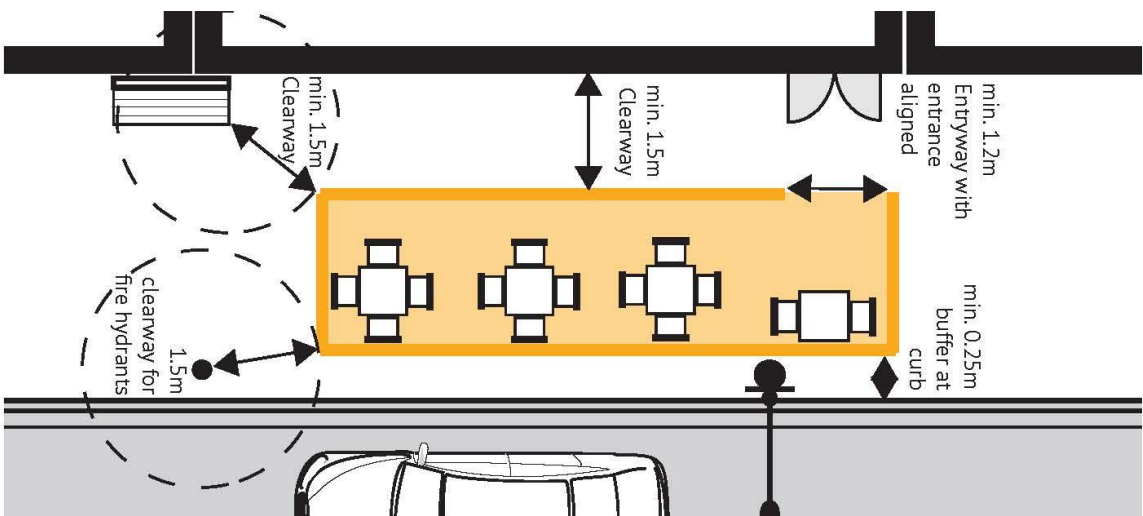


### Along the Curb

1. Patios along the curb are located on the exterior edge of the public Right of Way with the clearway located between the building and the patio.
2. Between the boundary of the patio and the curb, a minimum buffer of 0.25m must be provided.
3. This location is most preferred as it maintains a consistent flow of pedestrian traffic along the fronts of shops and businesses, while still providing the patio.

#### Summary of Required Distances

Clearway	1.5m (min)
Distance from Curb	0.25m (min)
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)



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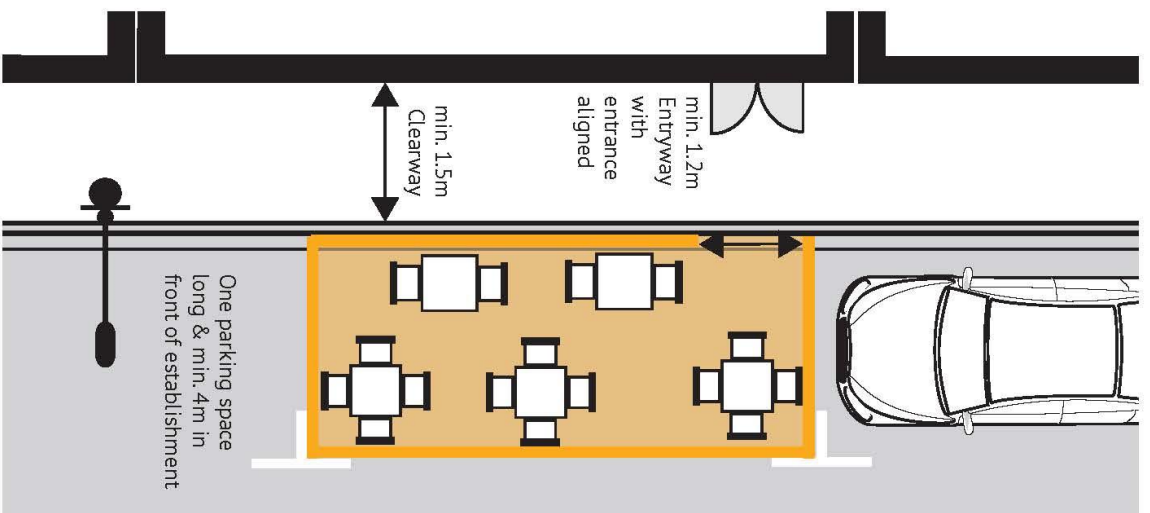
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 Urban Designer: Jerzy Smolarek

### In On-Street Parking Space

1. Where the public right-of-way is not large enough to support a patio on the sidewalk, patios may be located within an on-street parking space subject to an agreement with the City and will be subject to all health and safety requirements.
2. The clearway shall be located between the curb and the associated building.
3. Patios located within an on-street parking space must be brought to the same height as the sidewalk.
4. Patios in on-street parking spaces may only occupy complete spaces and shall have a minimum of 4m of the parking space located directly in front of the associated establishment.
5. This location is also preferred for its minimal effect on the flow of traffic within the public right-of-way.

#### Summary of Required Distances

Clearway	1.5m (min)
Length	6.7m (min) [1 parking space]
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)



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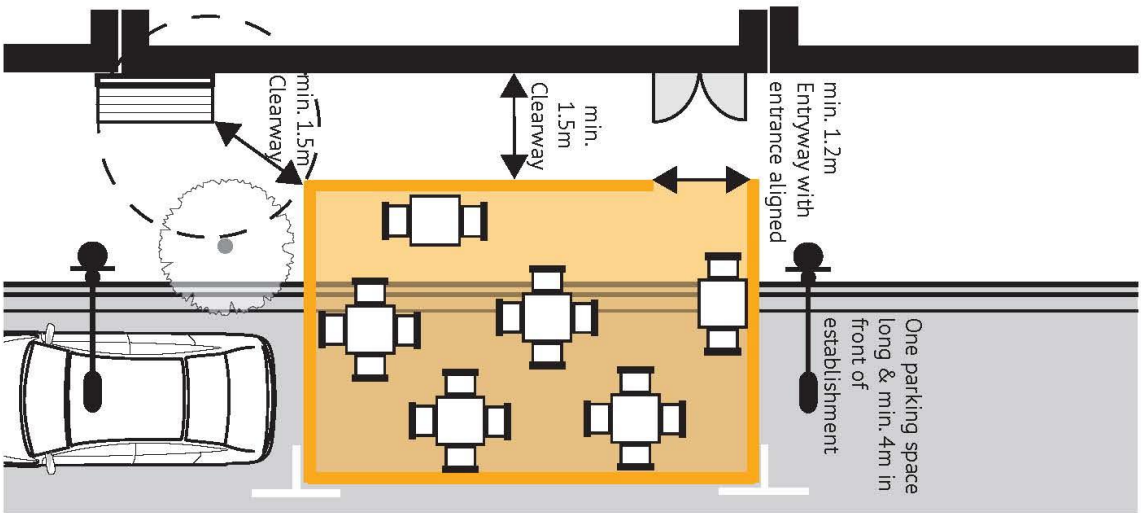
File: O-8583  
 Urban Designer: Jerzy Smolarek

## Boulevard & On-Street Combination

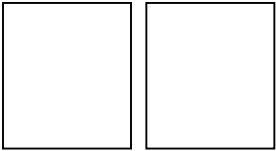
1. In order to create a larger patio, it may be suitable in some cases to combine a patio in the boulevard with a patio in an on-street parking space. The combined, enlarged space will act as one patio.
2. The clearway shall be located between the interior boundary of the patio and the associated building.
3. The use of an on-street parking space is subject to an agreement with the City and will be subject to all health and safety requirements.
4. The portion within the on-street parking space must be brought to the same height as the public Right of Way. A level transition between the two portions shall be provided.
5. Like options A and B, this is also preferred for its ability to accommodate more patrons while maintaining a clearway for consistent flow of pedestrian traffic along storefronts.

### Summary of Required Distances

Clearway	1.5m (min)
Length	8m (min) [1 parking space] 1m (max) [beyond property]
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)





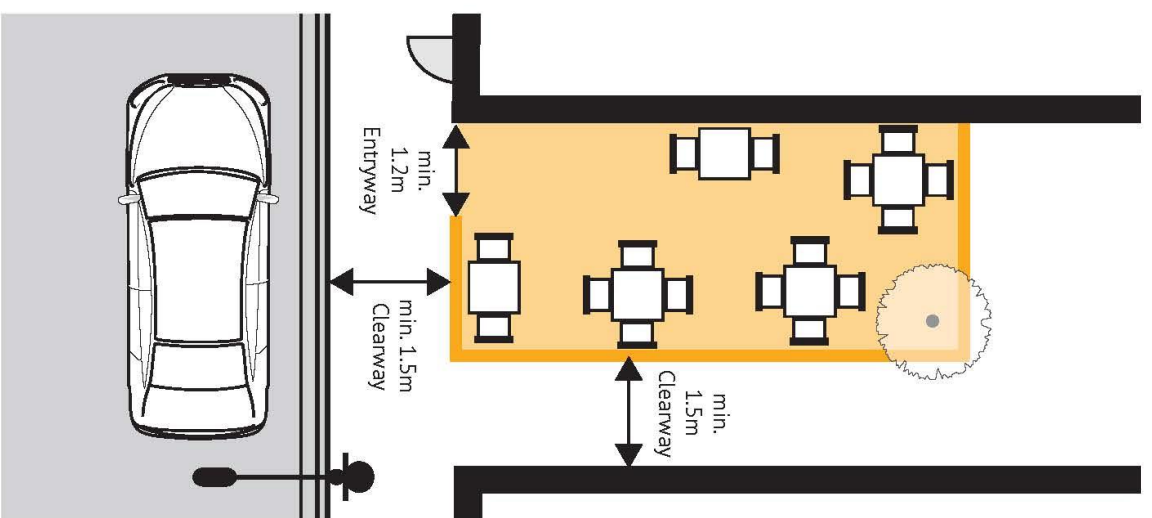


## Alleyways

1. Where there is a public alley between two buildings, a patio may be located in the space adjacent to the establishment provided the proposed patio does not prevent vehicular access.
2. Where vehicular traffic has an alternate route available or if vehicular access is not required, the patio may still be located within the alley, but shall provide a clearway for pedestrian access.
3. The clearway shall be located between the outer edge of the patio and any neighbouring buildings and/or the curb.
4. The entrance to the patio should be located as close as possible to the entry of the associated establishment. This will provide ease of access for the patio to serve patrons.

### Summary of Required Distances

Clearway	1.5m (min)
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)



March 29, 2016

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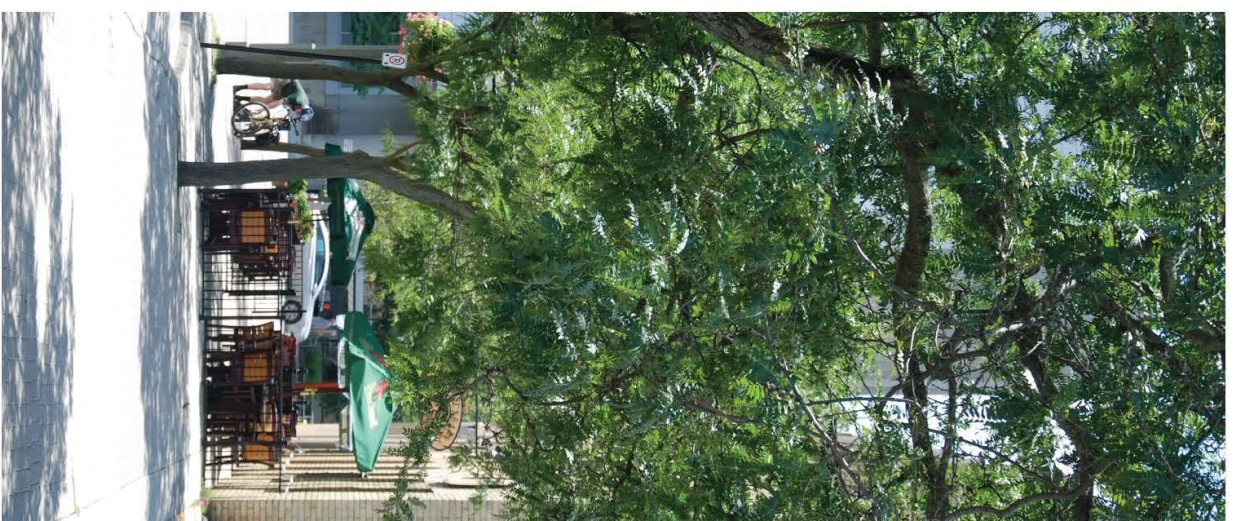
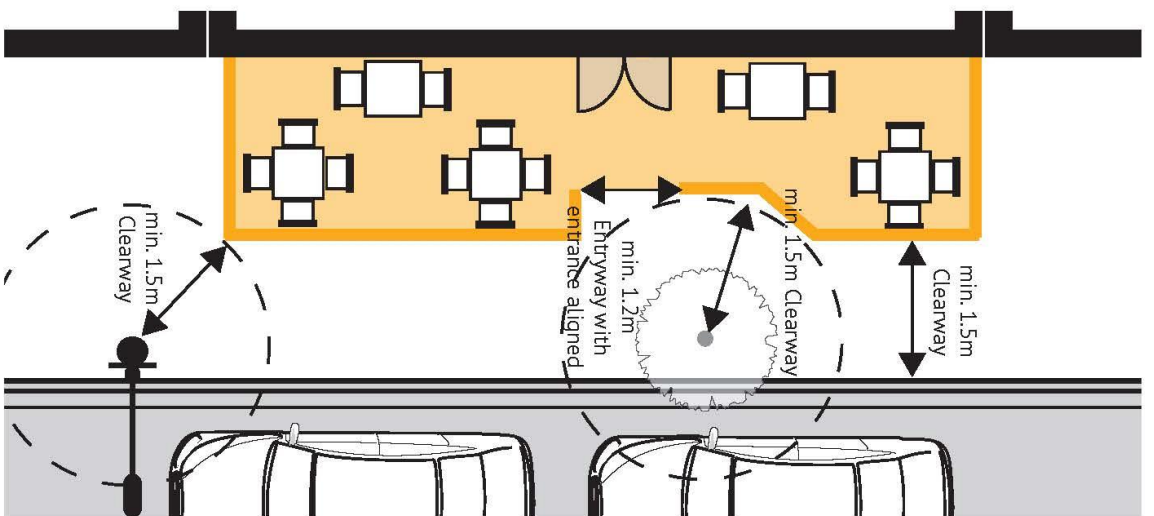
File: O-8583  
 Urban Designer: Jerzy Smolarek

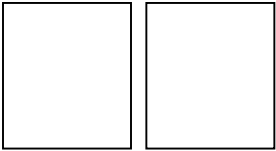
## Along the Building

1. This classification includes patios located immediately adjacent to the building, but extending beyond the front property line into the public Right of Way.
2. The clearway shall be located between the outer edge of the patio and the curb.
3. This patio location is the least preferred as it causes a zig zag effect for pedestrian traffic. This location is particularly unsuitable where the existing streetscape consists of primarily retail shops that would not provide patios in the Right of Way. Should this patio location be the only viable option, it will be permitted provided these guidelines are followed and implemented.
4. Where patios can be located elsewhere, this location should not be considered.

### Summary of Required Distances

Clearway	1.5m (min)
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)



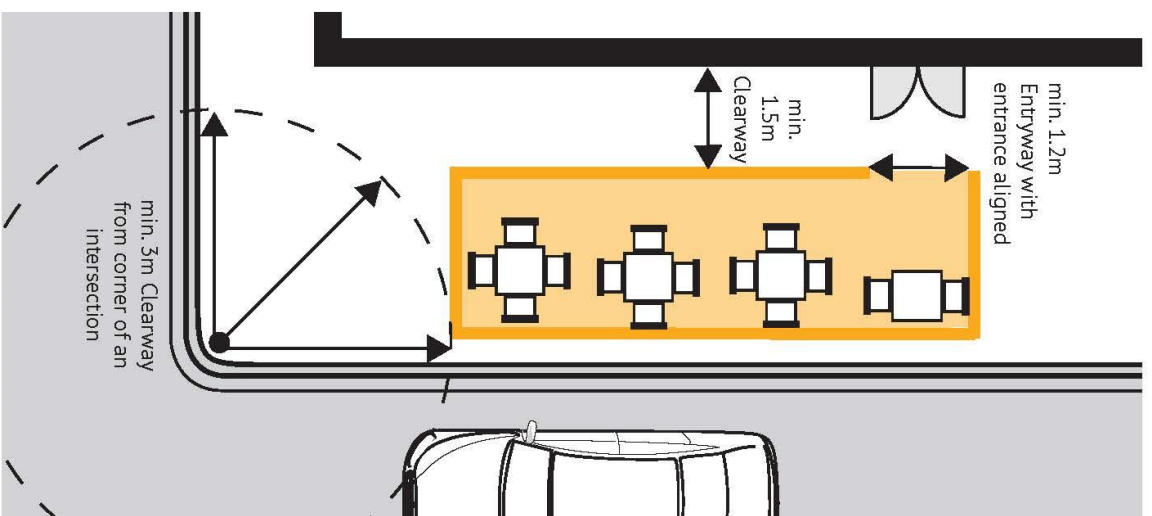
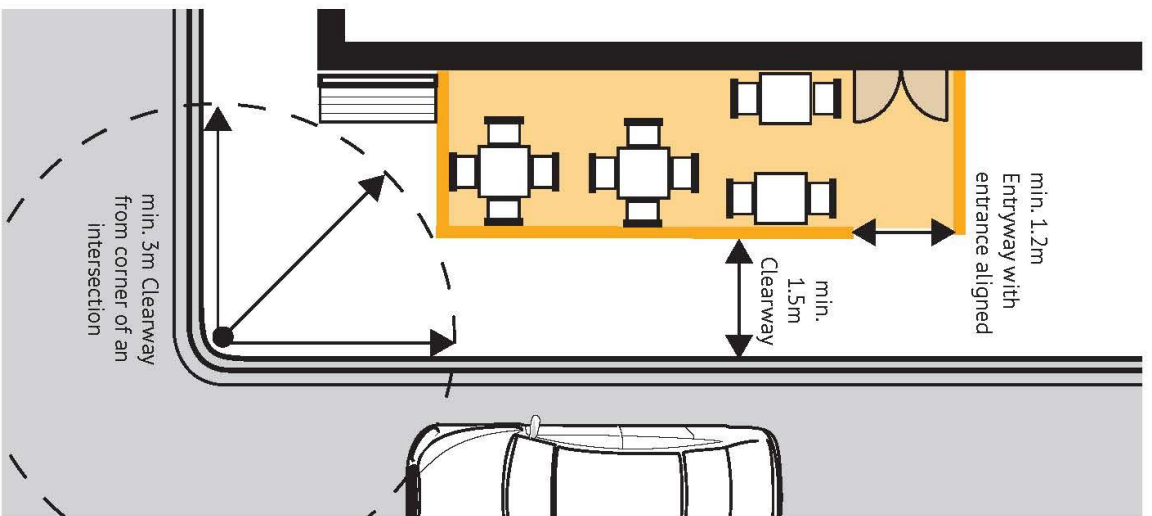


### Patio At A Corner

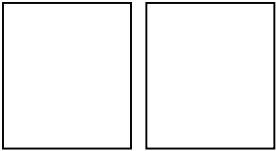
1. Corners and intersections require special treatment to ensure the increased pedestrian volumes and general activity can be accommodated without interference.
2. Where a patio is in close proximity to an intersection, an addition to the clearway is required.
3. From the corner of the intersection, a minimum clearway of 3 metres is required.
4. This clearway distance is required for patios located along the building at a corner and in the boulevard at a corner.

#### Summary of Required Distances

Clearway	1.5m (min)
Clearway from Corner	3.0m (min)
Entrance	1.2m (min)
Distance from Streetscape Objects	1.5m (min)



March 29, 2016



File: O-8583  
Urban Designer: Jerzy Smolarek

### 3.4 Design Details

Sidewalk and sidewalk adjacent patios will be comprised of structural, functional, and decorative features. To ensure public safety and general aesthetic continuity, the following design details provide the minimum requirements for various features within a sidewalk patio.

These design details include dimensions, locations, and materials for features such as furniture, fencing, lights, and plant materials.

The City encourages creativity and the development of unique outdoor dining spaces within the requirements provided.

#### Functionality

1. Clearway

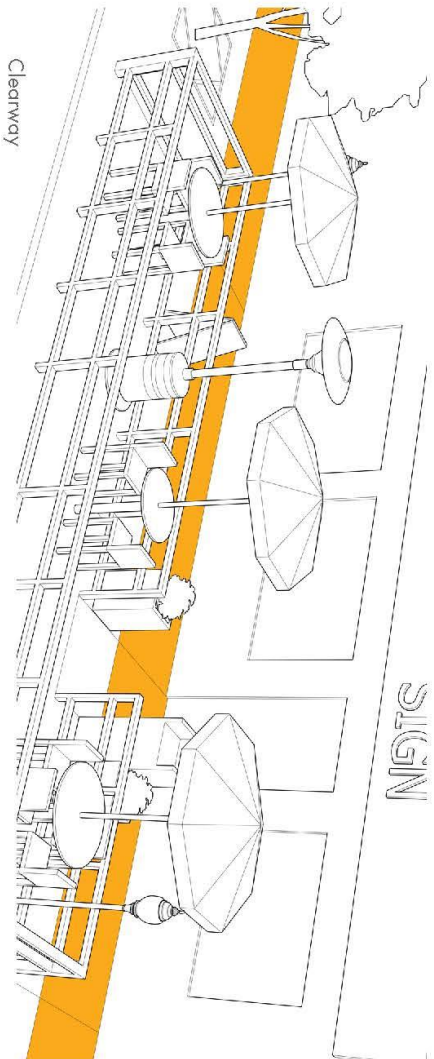
An unobstructed pedestrian pathway of at least 1.5m must be maintained at all times. The location of the clearway relative to the patio will depend on the location of the patio.

Patios located at a corner will require a clearway of 3m from the corner of the intersection.

2. Entryway

An entryway of at least 1.2m must be provided to the patio, and where possible, should be aligned with the entrance to the corresponding establishment.

When entrances cannot be aligned, they should be provided in close proximity to each other to ensure ease of movement and service between the establishment and the patio.



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File: O-8583  
 Urban Designer: Jerzy Smolarek

**3. Streetscape Elements**  
 Streetscape elements shall not be located in the clearway. These include, garbage receptacles, tree grates, fire hydrants, street furniture, and any other item that poses an obstruction within the clearway.  
 Fire hydrants require a 1.5m buffer at all times. All other streetscape elements, outside of the clearway do not require a buffer.  
 Street trees, hydro poles and streetlights may be incorporated into the patio as long as they are not within the clearway.

**4. Hydro Vault**  
 No patio can be situated on top of, or within 1m of an underground hydro vault.

**5. Seasonal Use**  
 Sidewalk patios, in their entirety, may only operate as seasonal features. All elements must be removable and disassembled at the end of the season.

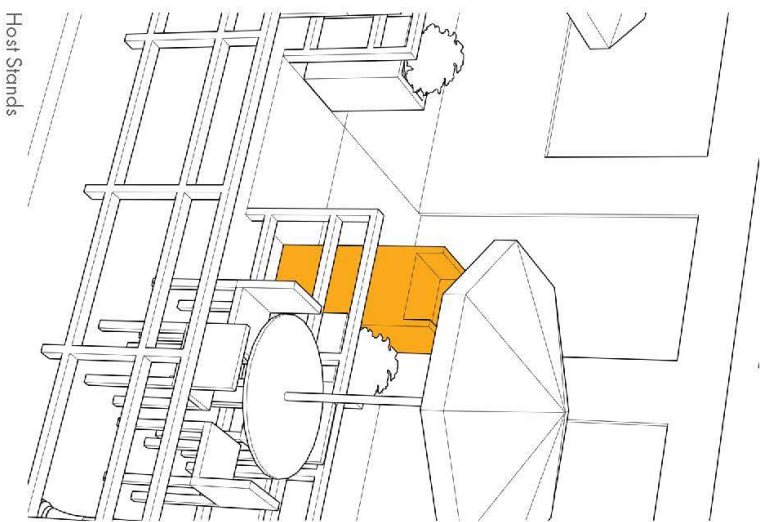
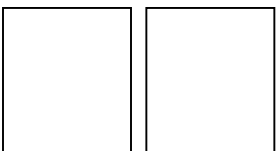
**6. Consistency**  
 Tables and chairs should be made of matching sets and should be consistent throughout the patio.

**7. Materials**  
 All furniture, including fencing, should be made of durable, weather resistant materials, that are easily cleaned.  
 Composite, metal, or painted & stained wood is preferred. Pressure treated wood and plastic are strongly discouraged.

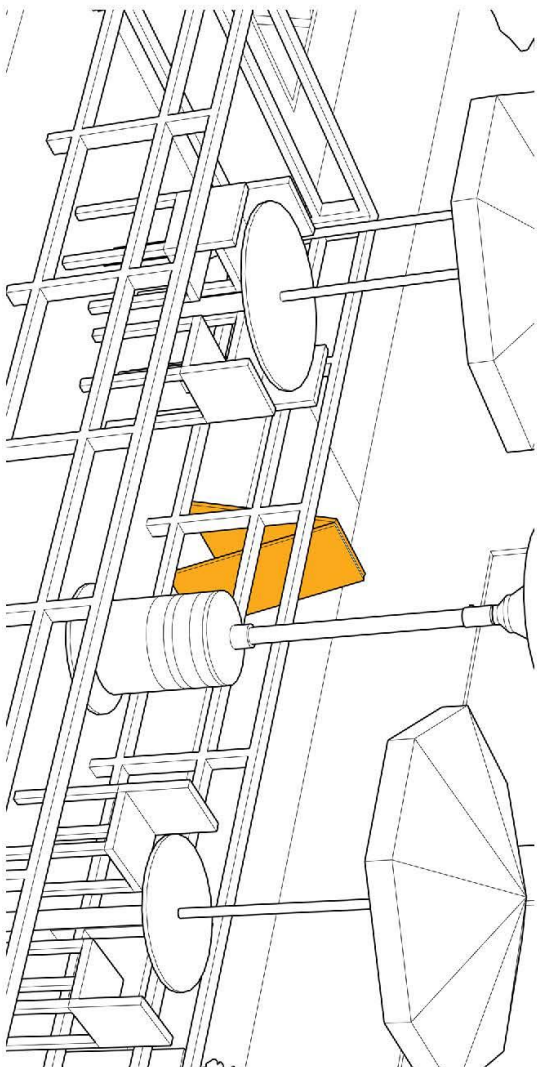
**Consistency of Furniture**

**PATIO DESIGN**

March 29, 2016



Host Stands



Menus & Sandwich Boards

**Furniture**

- 1. Host Stands  
Host stands are permitted within the patio provided they are consistent with the furniture in the patio and do not enter the clearway.
- 2. Garbage Receptacles  
Garbage receptacles are permitted within the patio provided they are located with host stands and cannot be seen as a prominent feature within the space.
- 3. Menus & Sandwich Boards  
Menus and sandwich boards are permitted, provided they compliment the furniture within the patio and they do not enter the clearway.  
Menus and sandwich boards may not obstruct views within or into a sidewalk patio. Therefore, menus and sandwich boards may not extend beyond 1 metre from the ground.

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## Fence and Plantings

### 1. Fences

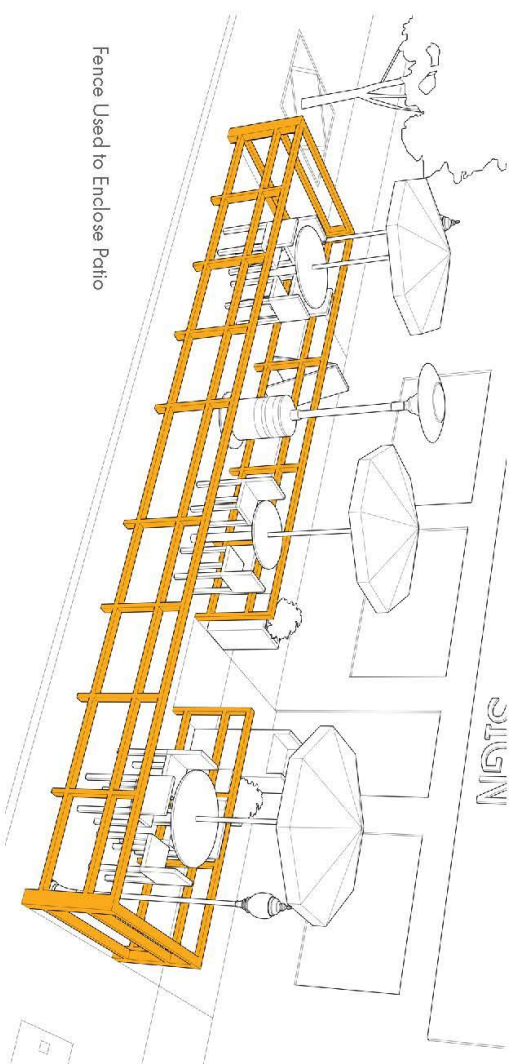
Fencing is required when a business is licensed and serves alcohol on the patio. Patio fencing is optional for unlicensed establishments.

Regardless of a license, where a patio is located in an on-street parking space, fencing is required at all times.

Patio fencing must be 0.75-1m in height, and have a low barrier bar 0.15-0.3m high.

### 2. Plant Materials

Plants must be healthy, living and maintained throughout the season.



### 3. Planter Fence

Planters can be used in lieu of a fence, but must be adequately sized to define the patio space.

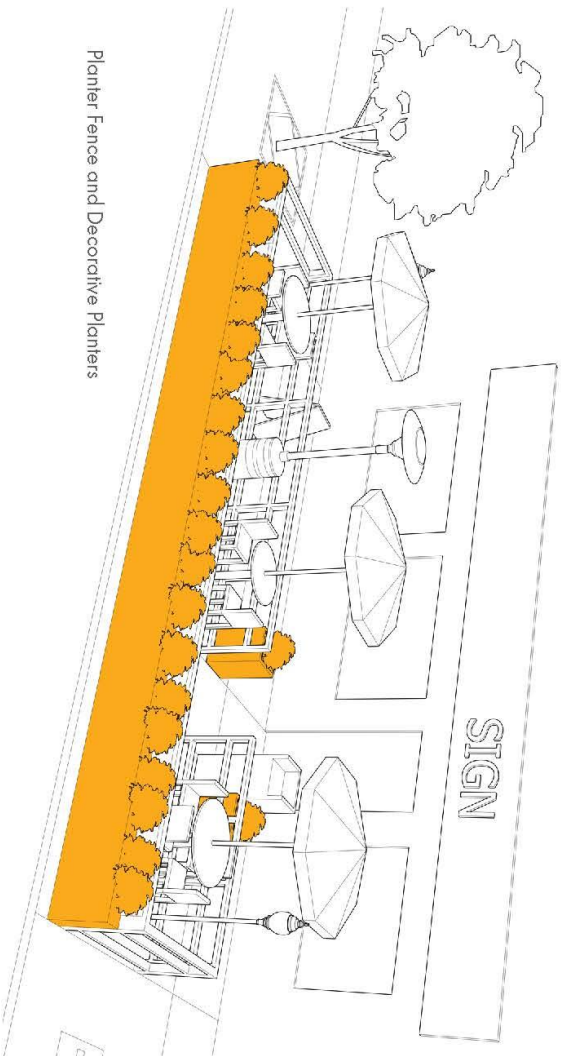
The planter, with plants, must be 0.75-1m in height and must be a continuous length to delineate the patio space.

A 0.15-0.3m low barrier bar is required.

### 4. Decorative Planters

Ground planters may be used within the patio for decoration. The planters may not exceed 0.5m in width and 1m in height. Planters with plant material, may not exceed 1.5m in height.

Hanging planters may also be used. Plant material may extend a maximum of 0.5m from the hanging planter box.



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File: O-8583  
 Urban Designer: Jerzy Smolarek

### Additional Features

1. Awnings & Umbrellas

Awnings and umbrellas must have a minimum height of 2.4m. Awnings must be installed on the first storey of the building.

When fabric is being used for awnings and umbrellas, flame and fade resistant materials are recommended.

2. Heaters

Heaters are permitted within the patio provided they do not exceed 3m in height.

3. Lights

Lighting for the patio is permitted, provided it is located within the boundaries of the patio and does not infringe upon the clearway.

Lights may not exceed 3m in height. The brightness of the lights should be sensitive to the uses surrounding the patio and should be directed onto the patio and away from neighbouring properties and the street.

4. Paving

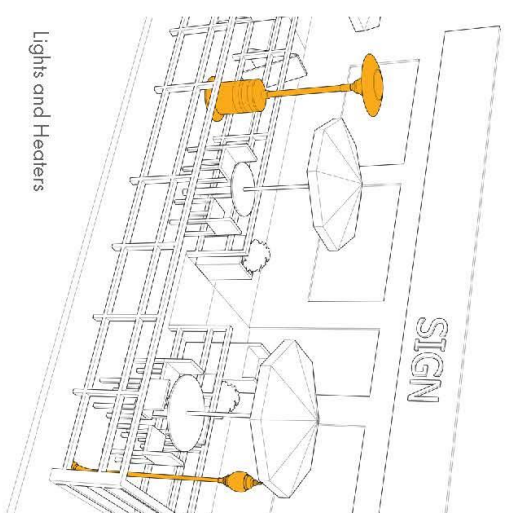
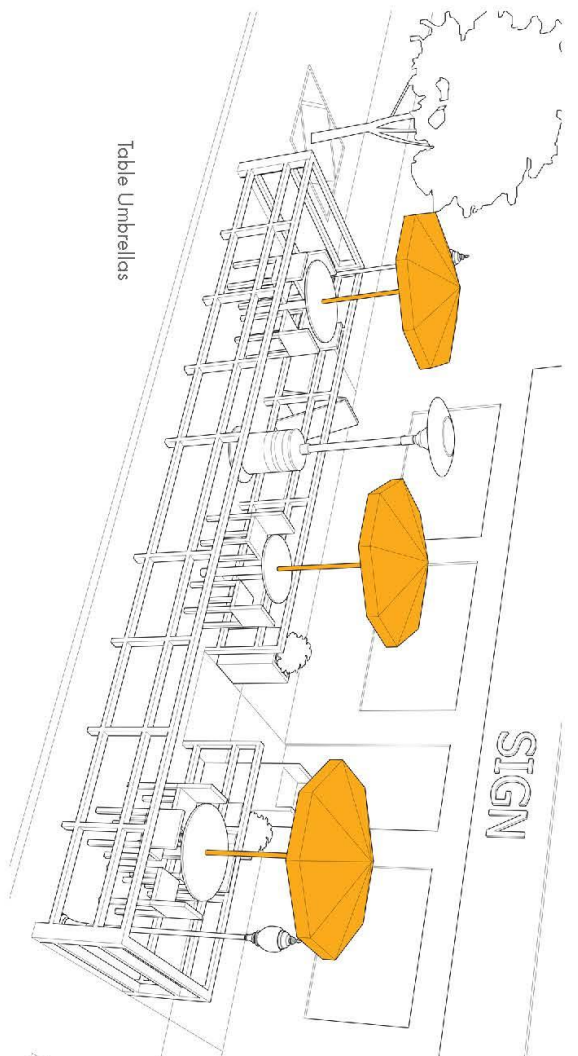
Site specific paving or surface treatment is not permitted in the public right-of-way.

Where paving surface is required, such as to level an on street parking space to the sidewalk, the material should be strong, durable, complimentary to the existing paving materials, and removable at the end of the season.

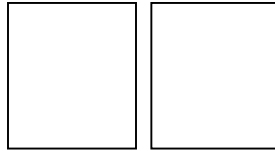
5. Third Party Advertisements

No third party advertisements shall be permitted on umbrellas, awnings, furniture or any element in the public right-of-way.

All other signs are subject to the City of London Sign and Canopy By-law.







**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

**Appendix "B"**

Bill No. (number to be inserted by Clerk's Office)  
2016

By-law No. C.P.-1284-\_\_\_\_\_

A by-law to amend the Official Plan for the City of London, 1989 relating to the properties along Dundas Street between Adelaide Street and Charlotte Street.

The Municipal Council of The Corporation of the City of London enacts as follows:

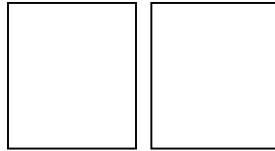
1. Amendment No. (to be inserted by Clerk's Office) to the Official Plan for the City of London Planning Area – 1989, as contained in the text attached hereto and forming part of this by-law, is adopted.
2. This by-law shall come into effect in accordance with subsection 17(38) of the *Planning Act, R.S.O. 1990, c.P.13*.

PASSED in Open Council on April 5, 2016.

Matt Brown  
Mayor

Catharine Saunders  
City Clerk

First Reading – April 5, 2016  
Second Reading – April 5, 2016  
Third Reading – April 5, 2016



**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

**AMENDMENT NO.**

**to the**

**OFFICIAL PLAN FOR THE CITY OF LONDON**

A. PURPOSE OF THIS AMENDMENT

The purpose of this Amendment is to add the Old East Village Commercial Corridor Urban Design Manual to Section 19.2.2 of the Official Plan for the City of London.

B. LOCATION OF THIS AMENDMENT

This Amendment applies to the properties along Dundas Street between Adelaide Street and Charlotte Street in the City of London.

C. BASIS OF THE AMENDMENT

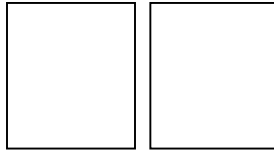
The proposed guideline document will act as a tool for urban design guidance for all planning applications and Community Improvement Plan incentive applications in this area.

D. THE AMENDMENT

The Official Plan for the City of London is hereby amended as follows:

1. Section 19.2.2 (ii) of the Official Plan for the City of London is amended by adding the following subsection:

\_) Old East Village Commercial Corridor Urban Design Manual



**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

### **Appendix "C"**

Old East Village Draft Urban Design Guidelines  
Old East Village BIA Board Feedback  
Old East Village BIA Board Executive:  
Maria Drangova, Board Chair  
Dave Chandler, Vice Chair  
Ken Keane, Treasurer

Report written by: Jen Pastorius, BIA Manager and Michael Clark, Research and Programs Administrator

The Board would like to thank Urban Design staff for their diligence in preparing the Guidelines for community input. The Old East Village community is familiar and encouraged to provide input at meetings. City of London Urban Design staff and BIA staff worked effectively together to create an informative and interactive opportunity for stakeholder feedback.

Overall, the Board is very supportive of the Draft Urban Design Guidelines. Listed below are the two recommendations for change as decided by the members of the Old East Village BIA Board of Directors.

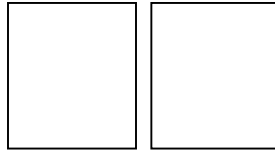
#### 1) Community Vision (Pg 6)

This content can be found in the Community Improvement Plan (CIP) written in November 2005. At the time the CIP was written, the Area of Transition (Rectory Street to Charlotte) was considered, as is, a non-viable portion of the commercial corridor that was in need of support to transition to a viable area within the commercial corridor. In 2016, there are 32 businesses/organizations in that Area of Transition that have been open for over a year or more. This group includes The Western Fair Farmers Market, which houses over 100 small businesses, and veteran businesses; Tony's Pizza and McHardy Vacuum. It also is home to two buildings in mid renovation utilizing the City of London Incentive Programs and two businesses set to expand into adjacent spaces. The Board feels that this area has transitioned and therefore, that Pg 6 is no longer represents the commercial climate in the area located between Rectory and Charlotte Streets. The BIA board recommendation is that BIA staff work together with City staff to rewrite page 6 to offer the current Community Vision which reflects the reality of the entire commercial corridor.

#### 2) Introduction (Pg 4)

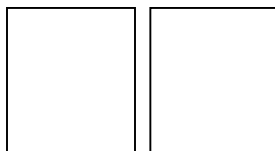
There has been a recommendation to change the last sentence on Pg 4 to read: "Each project should be evaluated on its own merits. The ultimate goal is to promote high quality work that will complement and blend with the existing structures as best as possible. These guidelines are intended to help explain how to do that more precisely." This change is designed to create opportunity for discussion between property owner, the BIA and City staff to ensure a solution that works for all and is complimentary to the overall aesthetic of the Old East Village commercial corridor. In addition, the board would like to see more sketches and images of examples of well-designed modern facades in the Design Guidelines.

The BIA Board thank City staff for the ongoing partnership with BIA staff on this project. BIA staff and City of London staff worked effectively together to create the Old East Village Draft Urban Design Guidelines. The Board would like to thank Sean Galloway's



**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

team, particularly Jerzy Smolarek, Urban Designer, for his work, his presentation of the Draft Guidelines at the November board meeting, and for his support in the planning of the Community Meeting on February 4, 2016. The Old East Village BIA look forward to partnering with City Planning staff on more projects in the future, and to the further refinement of the collaborative process. The BIA Board and staff thank the City Planning team for their ongoing support of the urban renewal of the Old East Village.



File: O-8583  
Urban Designer: Jerzy Smolarek

## Appendix "D"

### **Old East Village Draft Urban Design Guidelines Thematically Designated Feedback from February 4th Community Meeting** Hosted By Old East Village BIA and City of London Planning Urban Design Staff

Number of Attendees: 48

Number of Comment Cards Submitted: 27

#### **1) Positive Comments:**

There were many positive comments about the guidelines in general:

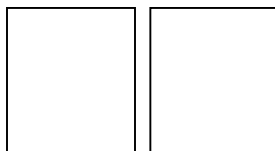
- Great colours
- Heritage buildings and their significance were noted as benefiting from the guidelines
- Support of visual connectivity and patio designs
- Opportunity for City to work closely with developers and small business and property owners to work together in a constructive way with the end result being great design.
- Wonderful focus on maintaining heritage aspects to development of the OEV.
- Property owners pleased with the ability to upgrade their facades, by using the City incentives and in turn comply with the design guidelines.
- Quality Design Execution
- Love the work that is being done in the area over the past few years.

Many attendees expressed that guidelines like this were sorely needed:

- This document will assist in improving Dundas Street
- The guidelines offer those with Heritage buildings information about appropriate updates to older buildings
- Very positive to have pre-approved guidelines to aid developers in expediting planning and design processes.
- The Guidelines will make the whole street look great and it will make the OEV brand a lot more elegant.
- Numerous people specifically mentioned that they appreciated the public consultation process:
- The meeting was very informative
- Support of the work done by the BIA and the City to date utilizing the City incentive programs. City staff and BIA complimented for their work and support of the Old East Village urban renewal.
- Happy to have the guidelines so accessible via the meeting and online for deeper review.
- I learned a lot from them (UDG). Hopefully, there are more meetings about improving Dundas Street.

#### **2) Suggestive Comments:**

- The Livery Stables should be included in the boundaries that inform the Guidelines
- Suggestions of the inclusion of before and after photos in the guidelines to emphasize the opportunity for change.
- Suggestion to create a resource list of trades and suppliers that offer heritage building supplies



File: O-8583  
Urban Designer: Jerzy Smolarek

A number of comments both praised the efforts to maintain **heritage** features, but also discussed the need to ensure there are examples of well-designed new **modern** developments.

- Images in the Guidelines all resemble heritage design. What about new build? Perhaps have examples of “great” contemporary design to offer examples for infill.
- Ensure design flexibility to allow for design of the day, not strictly heritage design
- These guidelines should foster variety
- The Heritage Paint Palette has already been created for the residential area; this could be used to assist in informing the commercial area.
- Does everyone need to conform to the same style? What if a business does not want to conform to the colour scheme or overall look of the neighbourhood? How is the quality of design measured?

A number of people mentioned the need for continued municipal loans and grants in order for the guidelines to have a significant impact. These incentives must be attractive to property owners if they are going to attract applicants and developments where these guidelines can be applied:

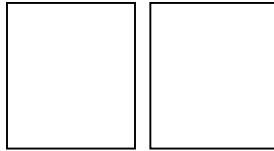
- Critical to maintain and expand incentive programs to spur investment in the Old East Village
- Create an incentive to renovate and maintain heritage properties
- Grants are important to fostering great design.
- Some businesses have found it more efficient to work independently and not with the city incentives. If people choose not to use the incentives, the Guidelines have no teeth.

A number of commenters want to ensure the streetscape is improved with better lighting, greenery, public spaces and parking facilities.

- Include the streetscape in the guidelines to improve the pedestrian experience
- Upgrades to OEV City Parking lots were mentioned numerous times as key to overall urban beautification.
- Suggested including trees and green spaces as a complimentary design components
- “Town square” with trees.

Other attendees needed more clarification on how these guidelines would be applied and possible constraints they may have. There needs to be a balance between setting a standard to ensure good development, and not being prohibitive to investment in the area.

- Comments concerning the possible constraints the guidelines may pose to making changes to commercial properties. Specifically, regulations and costs which are prohibitive.
- Annual fees attached to guideline recommendations (awnings/signs). Why must the business owners be charged yearly for doing great heritage restoration?
- Cautioned in the enforcement. The Guidelines must be upheld to be effective.



**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

## Appendix "E"



### City of London Urban Design Peer Review Panel – Evaluation Summary

**Attn:** John Fleming, Managing Director, Planning  
Sean Galloway, Manager, Urban Design and GIS

**Cc:** Jerzy Smolarek, Urban Designer  
Britt O'Hagan, Urban Designer

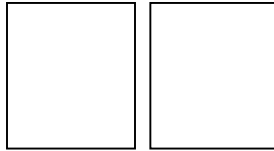
**From:** Urban Design Peer Review Panel (UDPRP)

- David Yuhasz, Architect, OAA, Chair
- Blair Scorgie, Planner & Urban Designer, RPP, Acting Chair
- Julie Bogdanowicz, Architect & Urban Designer, OAA
- Adrian Dyer, Architect, ARB
- Sung Ae Sim, Landscape Architect, OALA
- Jason McIntyre, Architect, OAA

**RE: Old East Village Commercial Corridor Urban Design Manual**

#### *General Comments*

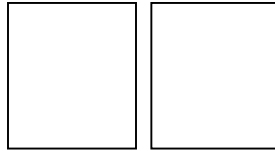
- It is recommended that City Staff undertake a review of relevant precedent documents, including:
  - a. City of Guelph Streetscape Manual and Built Form Standards <http://guelph.ca/plans-and-strategies/placemaking/>; and
  - b. City of Kitchener Urban Design Manual [https://www.kitchener.ca/en/businessinkitchener/resources/PartB-DesignBriefs\\_JULY2014Revised.pdf](https://www.kitchener.ca/en/businessinkitchener/resources/PartB-DesignBriefs_JULY2014Revised.pdf).
- Additional review and refinement is recommended to ensure concise language, appropriate grammar, and consistent use of terminology.
- The document structure should be re-organized for ease of reference. Specifically, the table of contents should be located immediately following the inside cover, and a brief executive summary should be located following the table of contents. Document numbering should begin with the body of the text, following the executive summary. Additional resources, including the glossary of terms, should be located in an appendix at the back of the document.
- The body of the document should be re-organized for ease of reference. Specifically, it is recommended that the body of the document be organized as follows: 1.0 Introduction, 2.0 Site Conditions and Regulatory Framework, 3.0 Design Guidelines, 4.0 Implementation.



**File: O-8583**  
**Urban Designer: Jerzy Smolarek**

- The design guidelines should be re-organized and built-out for ease of reference, while allowing City Staff to address all relevant aspects of urban design – many of which are not addressed. Specifically, it is recommended that the guidelines be organized as follows:
  - 3.1 Character Areas – This section should outline area-specific vision statements and design principles for the Village Core, The Village Annex, and the Area of Transition. This section should be read in conjunction with applicable guideline sections.
  - 3.2 Site Design Guidelines for All Properties – This section should address all relevant aspects of site design, governing all properties within the study area (i.e. new construction, renovations and additions to existing buildings). Content should include, but is not limited to, the following: Setbacks; Publicly Accessible Open Space; Private Amenity Space; Public Art; Parking, Loading and Servicing; Marketing and Land Use Transition Zones; CPTED Principles and Casual Surveillance; and Sustainable Site Design.
  - 3.3 Building Design Guidelines for All Properties – This section should address all relevant aspects of building design, governing all properties within the study area (i.e. new construction, renovations and additions to existing buildings). Content should include, but is not limited to, the following: Height and Massing; Stepbacks (If Applicable); Angular Planes (If Applicable); Façade Articulation and Detailing; Façade Materials; Awnings and Canopies; Signage; Lighting; Roofs, Cornices and Parapets; and Sustainable Building Design.
  - 3.4 Site and Building Design Guidelines for Heritage Resources – This section should address all relevant aspects of site and building design, governing identified heritage resources (i.e. Designated Heritage Properties, Listed Heritage Properties, and Other Properties with Heritage Character), as well as properties located adjacent to identified heritage resources. This material should be read in conjunction with Sections 3.1, 3.2 and 3.3.
  - 3.5 Streetscape Design – This section should address all relevant aspects of streetscape design, which are not currently included, and should be used to inform future public realm improvements. Content should include, but is not limited to, the following: Pedestrian Clearway Zone Design; Boulevard and Buffer Zone Design; Landscaping and Street Furnishing Zone Design; Bump-out and On-Street Parking Design; Bus Stop Design; and Universal / Barrier-Free Design.
- The process of exporting the PDF document from Adobe InDesign is creating an issue whereby the text on some pages reads as being heavier than others. It is suggested that the final document be “Printed” to PDF to avoid this issue.
- We recommend that all maps, diagrams, illustrations and images incorporate captions.
- Diagrams contained within Section 3.0 of the document are well considered and clearly articulate design recommendations for Patio Design. We recommend that City Staff explore opportunities to incorporate similar diagrams throughout the body of the document.
- The document contains several excellent site photographs, but would benefit from the inclusion of additional precedent images.
- Generally, we recommend that City Staff explore opportunities to make guideline recommendations more contextually specific. Please see the following sections for more information.





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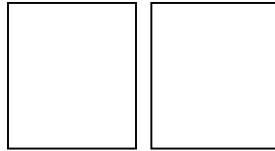
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- We recommend that City Staff incorporate excerpts from relevant Zoning Regulations, so that they can be read in conjunction with the guidelines, for ease of reference. This is particularly important as some guidelines relate directly to Zoning Regulations.
- We recommend that City Staff explore opportunities to amend existing Zoning Regulations as a result of this exercise, with consideration given to the specific recommendations outlined in the following sections.

*Introduction, Overview, Glossary of Terms & Table of Contents*

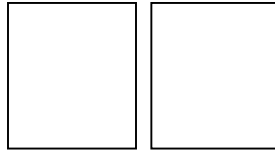
- Pages 4 – 5 (Introduction):
  - a. The study area map should incorporate a north arrow, scale bar, and more clearly defined study area boundary line with accompanying legend.
  - b. We recommended that City Staff capitalize on this opportunity to specifically identify Built Heritage Resources on the study area map - where alterations, additions and renovations would be subject to the recommendations contained within a new section titled "Site and Building Design Guidelines for Built Heritage Resources", as outlined above.
  - c. The study area map notes "Charlotte Avenue", whereas the text notes "Charlotte Street".
- Page 6 (Community Vision):
  - a. This content is quite text heavy. We recommend that it be re-organized as a two-page spread, with appropriate images depicting The Village Core, The Village Annex, and the Area of Transition.
  - b. We recommend that these "Character Areas" be reflected on the map on page 4-5, and that this information be reflected in a new section titled "Character Areas", as outlined above.
- Page 7 (Overview):
  - a. The organization of headers makes this read as its own section. We recommend that this material form part of the Introduction Section.
- Page 8 (Glossary of Terms):
  - a. The placement of this content at the front of the document, between the Introduction and Table of Contents, seems inappropriate. We recommend that it be re-organized into an appendix, and located at the end of the document so as not to detract from the body of the text.
- Page 9 (Contents):
  - a. The placement of this content, after the Introduction and Glossary of Terms, seems inappropriate. We recommend that it be located at the front of the document, following the inside cover.



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*Façade Design*

- 1.1 The Building Façade:
  - a. These read as a set of high level design principles governing the entire section on Façade Design, but the intention is not clear. We recommend that this intention be clarified, and a similar set of principles be provided for each section of the guidelines – to be re-organized as outlined above.
- 1.2 Traditional Façade Elements:
  - a. Entryways & Doors:
    - i. We recommend seeking opportunities to improve site conditions where 3.0 metre entrance recesses exist, through renovations and alterations to existing buildings. Such conditions create potential issues pertaining to safety and undesirable activities.
    - ii. We recommend that secondary building entrances be designed to read specifically as such, and that they be located to the side of the primary frontage, and not visually detract from the primary commercial entrance.
  - b. Display Windows:
    - i. We recommend exercising caution when promoting the retention of existing doors and windows, so as not to detract from potential property reinvestment.
    - ii. We recommend clearly stating that all ground floor glazing should be highly transparent with minimal tint.
    - iii. We recommend considering specific guidelines regarding the size and extent of ground floor glazing. A common best practices is a minimum 60% of the street frontage.
  - c. Signs:
    - i. We recommend incorporating diagrams to illustrate the appropriate sizing and placement of sign bands and wall signs. Also consider being more specific with respect to the location, size and dimensioning of sign bands.
  - d. Awnings:
    - i. We recommend adding specific language pertaining to the height and dimensioning of awnings and canopies to ensure their functionality while mitigating impacts on the pedestrian realm. A common best practices is to maintain a minimum 2.1 metre vertical clearance over the pedestrian clearway.



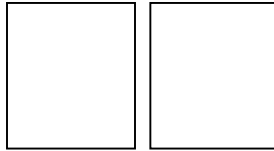
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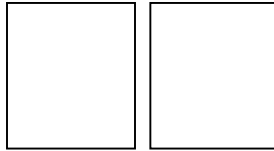
*New Development*

- 2.1 Site Layout:
  - a. Building Location:
    - i. We recommend that buildings be constructed at the front property line or, in instances where adjacent developments incorporate varied setbacks, at the average point between adjacent buildings as a maximum setback.
    - ii. We recommend that buildings be constructed at their respective interior side yard property lines, unless mid-block pedestrian connections are desired, or mid-block vehicle access is necessary. In such cases, we recommend that a maximum building separation of 3.0 metres be provided.
    - iii. We recommend incorporating a minimum rear yard setback guideline / regulation. Common best practice is a minimum of 7.5 metres.
  - b. Parking:
    - i. We recommend that existing curb cuts, along Dundas Street East, be removed through future development and that new curb cuts be strongly discouraged.
    - ii. We recommend that curb cuts be minimized in dimensioning to mitigate potential impacts on the pedestrian realm.
  - c. Servicing and Loading:
    - i. We recommend that servicing and loading facilities be contained within the rear of building envelopes, where possible.
    - ii. Reference is made to the commercial corridor forecourts and plazas. However, the document contains no guidelines with respect to publically accessible open spaces. We recommend incorporating guidelines to address publically accessible open space, as outlined above.
- 2.2 Built Form:
  - a. Building Height Guidelines:
    - i. The document does not contain maximum building height guidelines / regulations. It is unclear whether City Staff anticipate only low-rise development, or whether there is an appetite for appropriately scaled mid-rise development. As stated above, it is also unclear whether Zoning regulations are being reviewed and amended as a result of this process.
      - 1. If only low-rise development is anticipated, we recommend introducing a maximum height guideline / regulation of 4 storeys (13.5 metres).



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2. If a combination of low and mid-rise development is anticipated, we recommend introducing a maximum height guideline / regulation of 5-6 storeys (16.5 – 19.5 metres), responding to Dundas Street's 20.0 metre right-of-way width.
- ii. The document does not contain a maximum street wall height guideline / regulation.
    1. In the case of either low or mid-rise development, we recommend introducing a maximum street wall height guideline / regulation of 3 storeys (10.5 metres), responding to Dundas Street's existing street wall character.
  - iii. The document does not contain minimum ground floor height guidelines. We recommend that City Staff examine prevailing ground floor heights along this segment of Dundas Street East to determine an appropriate height range. Common best practice is minimum 4.5 metres, measured floor-to-floor up to a maximum of 5.5 metres.
  - iv. The document does not contain setback or separation distance guidelines. If City Staff anticipate appropriately scaled mid-rise development, front and side yard setback / separation distance guidelines / regulations are recommended. Common best practices include a minimum 2.5 to 3.0 metre front property setback above the established street wall height (i.e. 3 storeys / 10.5 metres), and a minimum 5.5 metre separation distance for taller building elements adjacent to the side property line, to facilitate side wall windows.
  - v. The document does not contain angular plane guidelines / regulations. If City Staff anticipate appropriately scaled mid-rise development, front and rear yard angular plane provisions are recommended to establish appropriate height transitions. Common best practices include the use of a 45 degree front yard angular plane, taken from the front property line and measured from a height equivalent to the desired streetwall height (i.e. 3 storeys / 10.5 metres), up to a maximum building height. Similarly, common best practices include a 45 degree rear yard angular plane, measured from the rear property line at-grade, up to a maximum building height (i.e. 16.5 – 19.5 metres in the case of mid-rise buildings). All massing should be contained within this envelope.
- b. Massing and Rhythm:
- i. We recommend that City Staff examine this segment of Dundas Street East to determine an appropriate dimensional range for building frontage widths, storefront frontage widths, and window bay widths, and incorporate these findings into the guidelines.



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- 2.3 Façade Design:
  - a. Contemporary Infill:
    - i. There is a risk of oversimplifying the nature of existing development. Contemporary construction methods generally do not allow for similar detailing without major cost increases (e.g. Brick Detailing, Corbels, and Quoins). Attempting to emulate these details could be problematic and detract from the heritage character of the commercial corridor.
    - ii. There is concern that this guideline is overly prescriptive, and will limit innovation.

*Patio Design*

- There is a general concern about the specificity and narrow focus of these guidelines. We recommend considering the re-structuring of these guidelines as indicated above, and expanding their scope to address all relevant aspects of site design.
- 3.3 Classifications:
  - a. Consider providing some guidance with respect to the preferred order of patio locations. It is recommended that “Along the Building” be given the highest priority.
  - b. The combination of on-street parking and patios is generally not well executed. Furthermore, deviations in patio locations, throughout the length of a sidewalk, will result in disruptions to the continuity of the pedestrian realm. We recommend limiting patio locations to “Along Building”, “Alleyway”, and “At a Corner”, and reserving the remainder of the sidewalk for pedestrian travel.

This UDPRP evaluation summary is based on best urban design practices and precedents, as demonstrated within the context of mid-sized cities throughout Southern and Central Ontario. It is recommended that City Staff circulate this memorandum, as well as the draft Urban Design Manual, to the London Society of Architects for review and comment.

Sincerely on behalf of the UDPRP,

Handwritten signature of Blair Scorgie in cursive script.

Blair Scorgie, M.Arch., B.U.R.Pl., MCIP, RPP  
Acting Chair, City of London Urban Design Peer Review Panel