



**The Corporation of the City of St. Catharines
GENERAL COMMITTEE AGENDA
Regular, Monday, November 2, 2020
FirstOntario Performing Arts Centre, and Electronic Participation**

This meeting of the General Committee will be held both in person and electronically.

This Meeting may be viewed online at www.stcatharines.ca/youtube

Delegations to Council can be made in-person or electronically. Requests must be submitted using the [Delegation Request Form](#). Please visit www.stcatharines.ca/Council for important information on safety protocols and procedures for this meeting.

Public Comments: The public may submit comments regarding agenda matters to the Office of the City Clerk by contacting clerks@stcatharines.ca by Monday, November 2, 2020 before Noon. Comments submitted will be considered as public information and entered into public record.

His Worship Mayor Walter Sendzik takes the Chair and opens the meeting following Items Number 5 and 8 on the Council Agenda.

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1. Motion to Move Reports on Consent

2. Consent Reports

Following Consent Reports, Council will proceed to Council Agenda Item 6 (Public Meetings Pursuant to Planning Act and Public Notice By-law)

- | | |
|--------|--|
| 3 - 5 | 2.1 Legal and Clerks Services, Office of the City Clerk
2021 Schedule of Meetings for City Council, General Committee and
Budget Standing Committee |
| 6 - 19 | 2.2 Community, Recreation and Cultural Services, Business Planning
and Strategic Services
The Community Gardens on City-owned Land Policy – Update |

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20 - 86 2.3 Engineering, Facilities and Environmental Services, Geomatics
Encroachment onto Carlisle Street and Garden Park by the
Proposed 19 Storey Mixed Use Building adjacent to Part of Lot 433,
434 and 437 CP2, PIN 46219-0328(LT)) and Municipally known as
57 Carlisle Street; Clerk's file no. 16.7.2

2.4 Office of the Chief Administrative Officer
COVID-19 Update - November 2, 2020
(This report was removed from the agenda)
[Addenda]

87 - 101 2.5 Legal and Clerks Services, Office of the City Clerk
Council Correspondence

3. Discussion Reports

102 - 111 3.1 Municipal Works, Operations
Winter Operations Service Level - Roads
*(Presentation from staff regarding this item will be included as part of
the presentation for Council Agenda Item 6.3)*

4. In-Camera Session (General Committee)

Council will meet In-Camera for the following purposes:

5. Adjournment

*Following Adjournment, Council will proceed to Council Agenda Item 9
(Motions Arising from In-Camera Session).*



Corporate Report City Council

Report from: Legal and Clerks Services, Office of the City Clerk

Report Date: October 15, 2020 **Meeting Date:** November 2, 2020

Report Number: LCS-152-2020 **File:** 10.12.1

Subject: 2021 Schedule of Meetings for City Council, General Committee and Budget Standing Committee

Strategic Pillar:

Recommendation

That Council approve the 2021 schedule of meetings for City Council, General Committee and Budget Standing Committee as outlined in Appendix 1. FORTHWITH

Background

City Council annually approves their meeting schedule. Attached to this report is the proposed 2021 meeting schedule for City Council and General Committee (Appendix 1). In previous years, the Budget Standing Committee (BSC) has approved its meeting dates; however, the proposed meeting dates for 2021 (Appendix 1) are being brought to Council for approval so that the BSC's meeting dates for 2021 can be confirmed prior to the end of the year.

Report

Council and General Committee Schedule

The business of Council continues to proceed in a timely manner, primarily on a bi-weekly basis. Staff recommend that Council continue to meet bi-weekly, with the following exceptions:

- January 2021 – one meeting for the month is proposed.
- February 2021 – due to scheduling conflicts with the Family Day long weekend, there will be a three-week gap between Council meetings in February.
- March 2021 – due to March Break and scheduling conflicts with Easter Monday, there will be a three-week gap between Council meetings in March.
- May 2021 – due to scheduling conflicts with the Victoria Day long weekend, there will be a three-week gap between Council meetings in May.
- July 2021 and August 2021 – one meeting per month is proposed, with the ability to hold an extra meeting each month, if necessary.

- September 27 and October 4, 2021 – due to scheduling conflicts with the Thanksgiving long weekend, back-to-back Monday meetings are proposed for September 27 and October 4, 2021.
- December 2021 – one regular meeting is proposed. The meeting of December 13, 2021 will be for discussing the 2022 operating budget. The meeting of December 14, 2021 will be held for a second night of budget discussion, if necessary.

The proposed 2021 Council meeting schedule consists of 21 Regular Council meetings – one less than the number of Council meetings scheduled for 2020 - plus an additional meeting held for December 14, 2021, should an extra meeting be required to discuss the 2022 operating budget.

Staff feel the business of the Corporation can be accomplished within this format.

Budget Standing Committee Schedule

The proposed 2021 Budget Standing Committee schedule consists of 11 meetings – the same amount scheduled for 2020. The proposed schedule follows the same format as 2020, with no meetings scheduled for February, July, August or December.

Staff feel the business of the Budget Standing Committee can be accomplished within this format.

Financial Implications

There are no financial implications associated with this report.

Prepared by

Evan McGinty
Council and Committee Coordinator

Submitted and Approved by

Bonnie Nistico-Dunk
City Clerk

Appendices

1. Appendix 1 - 2021 Schedule of Meetings for City Council, General Committee and Budget Standing Committee.

2021 Schedule of Meetings for City Council, General Committee and Budget Standing Committee

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May						
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						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September						
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26	27	28	29	30		

October						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	Council Meeting
	Held for Second Budget Night
	BSC Meeting
	Holiday
	Important Date

Important Dates

March 14 to 20 – March Break

June 29 – Last day of school (elementary)

August 15 to 18 – AMO Conference



Corporate Report City Council

Report from: Community, Recreation and Culture Services, Business Planning and Strategic Services

Report Date: October 13, 2020 **Meeting Date:** November 2, 2020

Report Number: CRCS-139-2020 **File:** 68.31.1

Subject: The Community Gardens on City-owned Land Policy – Update

Strategic Pillar:



Recommendation

That staff be directed to amend the Community Gardens on City-owned Land policy to include the following:

Any existing or newly built community garden on City-owned land is eligible for a maximum \$500 operating stipend annually to alleviate any operational costs associated with the watering of the garden; and

That the City Solicitor be directed to prepare the necessary agreements and by-laws.
FORTHWITH

Summary

This report proposes an additional clause to the Council approved [Community Gardens on City-owned Land policy](#) to provide the City with a standardized approach to administering financial assistance, with respect to water, at each community garden on City-owned parkland or other municipal properties in St. Catharines.

Relationship to Strategic Plan

The updates to the Community Gardens on City-owned Land policy proposed in this report will support the following Social Sustainability Pillar Goals:

- Strive for the highest quality of life for all citizens.
- Connect people, places and neighbourhoods.

Background

At its meeting on May 25, 2015, Council approved the following motion:

That Council approve the Community Gardens on City Land policy contained in Appendix 1; and

That Council delegate authority to the Director of Parks, Recreation and Culture Services to execute agreements for the purpose of establishing community gardens on City land provided the agreements are reviewed and approved by the City Solicitor; and

That Council refer the report to the Green Advisory Committee for consideration of developing a Community Garden grant; and

That staff set up a public information session with appropriate stakeholders interested in starting a community garden; and

That Community Care be included in the consultation regarding the harvesting of the foods grown in the Library garden; and

That staff reach out to corporate stakeholders regarding possible donations, and sponsorships that they may be willing to give; and

Further that the City Solicitor be directed to prepare the necessary by-laws.
FORTHWITH

Report

This report proposes an additional clause to the Community Gardens on City-owned Land policy (Appendix 1) for Council's consideration. The additional clause intends to standardize financial assistance, with respect to water, provided to community gardens on City-owned property or other municipal properties.

City Approved Community Gardens Policy

In May 2015, Council approved the Community Gardens on City-owned Land policy, which was developed by staff and subcommittee members of the Environmental Sustainability Committee. Through this policy, the City of St. Catharines supports and encourages the development of community gardens on City-owned parkland and other municipal property, where appropriate, by community groups and organizations, referred to hereafter as Community Garden Coordinators.

To establish a partnership between the City and the Community Garden Coordinators, both parties enter into a lease agreement. Once finalized, the Community Garden Coordinators are permitted to organize, plan, administer, finance, and manage community gardens.

As outlined on page 3 of the policy, the Community Garden Coordinators, are:

“...responsible for all aspects of garden construction except staking out the extent of the garden area included in the lease agreement and installation of any water services; Community Garden Coordinators will be responsible for the full cost of water service installation.”

In addition, the Community Garden Coordinators are expected to cover:

“Payment of any utilities in accordance with the lease agreement (e.g. water service).”

At the end of each planting season, water consumption at each community garden is calculated based on the water meter at the site. An associated water bill is then sent to the Community Garden Coordinator for payment. However, this approach has not been consistently applied among the three Community Garden Coordinators.

The Current Approach to Watering

The City currently supports three community gardens on City-owned property:

1. Queenston Neighbours Community Garden located at Centennial Gardens (321 Oakdale Avenue);
2. ‘Partners in Planting’ Community Care Garden located at Torosian Park (37 Ventura Drive);
3. Links for Greener Learning ‘Buchanan Teaching Garden’ located at Buchanan House (360 Niagara Street).

The Queenston Neighbours Community Garden was established in 2017, following the approval of the Community Gardens policy. As a result, they have been responsible for all water costs as stated in the policy.

The ‘Partners in Planting’ garden, managed by Community Care, was first established in 1999. At this time, the City of St. Catharines agreed to provide the land used for the garden as well as the cost of water. Community Care has never been billed for water consumption for its community gardens at Torosian Park.

The Links for Greener Learning garden was established in 2017. While the water bib located at the site is metered, the Links for Greener Learning group have not been billed for their water usage since the garden’s inception.

In order to provide consistency, staff recommends the addition of an operating stipend to the existing Community Gardens program, similar to the Council approved stipend for outdoor ice rinks.

Community Gardens Operating Stipend

Each community garden on City-owned property will be eligible for a \$500 (maximum) participation stipend to assist with the cost of water. In 2019, the average cost of water for community gardens on City-owned property was \$165.97. However, we have seen an increase in water costs in 2020 due to the warmer and drier temperatures. Based on the average water cost, and the spike in temperatures, the stipend has been set at a maximum amount of \$500. The stipend amount will be reviewed on an annual basis by staff.

In order to be eligible for the Community Gardens operating stipend, all Community Garden Coordinators must participate in a site visit with staff at the end of the planting season and submit the Community Gardens Summary Report.

The amount of stipend applied to the water bill will be dependent upon the amount of water used as measured by the water meter at the site.

Upon receipt of the Community Gardens Summary Report, and a site visit to ensure the community garden has been appropriately cleaned up for the season, the Community Gardens Liaison will apply the participation stipend directly to the water bill.

Community Gardens Funding Program

In addition to the Participation Stipend, Community Garden Coordinators are still eligible for matching funds through the Community Gardens Funding Program, which is approved and awarded by the Green Advisory Committee.

Funds awarded through this program may be used towards capital costs associated with the community garden, including lumber, soil, seeds, rain barrels and other materials. The amount of funding awarded to each Community Garden Coordinator is dependent upon their capital costs for the planting season.

Community Gardens Summary Report to be Updated

Each Community Garden Coordinator is required to complete the Community Gardens Summary Report. The report documents information relating to funding sources for each garden.

To gain a more in-depth understanding on the maintenance and operations of the garden, as well as the overall impact of the community garden, the report has been updated to include further reporting requirements. The updated form (Appendix 2) seeks to document the successes and challenges experienced during the season, and any recommendations that should be considered for future participants in the program.

Financial Implications

For the 2020 season, the participation stipend will be accommodated through the Council approved 2020 operating budget.

Location	2020 Participation Stipend Budget
Queenston Neighbours Community Garden located at Centennial Gardens	\$500
'Partners in Planting' Community Care Garden located at Torosian Park	\$500
Links for Greener Learning 'Buchanan Teaching Garden' located at Buchanan House	\$500
Total:	\$1,500

The Community Gardens participation stipend will be included in future operating budget submissions for Council approval.

Environmental Sustainability Implications

There are no environmental sustainability implications associated with this report.

Conclusion

Council's approval of the proposed Community Gardens participation stipend will provide the City with a standardized approach to water billing at community gardens on City-owned property.

Prepared by

Kaylea Cassano
Community Strategy and Policy Coordinator

Submitted by

Eric Lamothe
Manager of Business Planning and Strategic Services

Approved by

Phil Cristi
Director of Community, Recreation and Culture Services

Appendices

- Appendix 1 - Community Gardens on City-owned Land policy (2015)
- Appendix 2 - Revised Community Gardens Summary Report

Corporate Policy

Subject: Community Gardens on City-owned Land

Policy From: Parks, Recreation & Culture Services

Issue Date: May 26, 2015

Revision Date: ----

Review Date: May 26, 2017

Policy

The City of St. Catharines supports and encourages the development of community gardens on City-owned parkland and other municipal property, where appropriate, by community groups and organizations, referred to hereafter as Community Garden Coordinators.

Purpose

The purpose of this policy is to establish a protocol for entering into lease agreements with Community Garden Coordinators on City-owned parkland and other municipal property (where appropriate) and to outline the roles and responsibilities of City staff and the Community Garden Coordinators.

For the purpose of this policy the term 'community garden' is to be defined by the Community Garden Coordinators but in general shall refer to an area of land managed and maintained by a group of individuals for the purpose of cultivation of plants for personal consumption. Community gardens on City-owned land are not available to grow commercial produce or plants; however donation of produce is permitted and encouraged.

The Role of the City

General Administration

1. Assign a member of staff to act as the Community Garden Liaison.
2. Provide information on the process to develop a a community garden on City land and the roles of the City and Community Garden Coordinators.
3. Maintain a list of community gardens and their contact information on the City's website.
4. The Community Garden Liaison will be responsible for coordinating between the Community Garden Coordinators and City departments, other governmental

agencies (as required for approval of garden location), and other community gardens.

5. Develop, and update as needed, a resource for *Selecting a Community Garden Site*.
6. Provide letters of support to Community Garden Coordinators for grant applications, and similar, once the City has authorized the development of a lease agreement.

Establishing a Community Garden

1. Work with the Community Garden Coordinators to identify and evaluate potential community garden sites, not including soil tests or utility locates.
2. Circulate the information about the proposed community garden and its location to City departments and any external agencies for review and comment as required.
3. Provide written notification to neighbouring property owners and ward councilors.
4. Coordinate the installation of a water service if required and requested by the Community Garden Coordinator; the Community Garden Coordinators will be responsible for the full cost of installation.
5. Prepare the lease agreement and circulate it for execution.
6. Review and file the approved liability insurance.

Garden Construction

1. Stake out the extent of the garden area included in the lease agreement.

Community Garden Operation

1. Consistent with regular turf maintenance schedules, mow and trim the grass around the perimeter of the community garden where standard machinery can access the grass.
2. Arrange for regular waste collection from designated containers. The City will arrange one extra waste collection during the spring and fall. The date of this collection is to be coordinated with the Community Garden Coordinators.
3. Supply wood chips when requested and when resources are available to do so to a maximum of three times per year.
4. Seasonally turn on and shut off (mid-October) water supply and coordinate these dates with the Community Garden Coordinators.

The Role of the Community Garden Coordinators

Community gardens will be organized, planned, administered, financed and managed by Community Garden Coordinators. Community Garden Coordinators must be legal entities, such as not-for-profit corporations, that are capable of entering into a lease agreement with the City and obtaining the required insurances.

Establishing a Community Garden

1. Community organizations interested in starting a community garden will contact the City in writing. Applications for Community Gardens can be submitted at any time throughout the year but must be received by September 30th to begin the

site selection process for the growing season of the following year, pending all necessary approvals.

2. Work with the City to identify and evaluate potential community garden sites. *Selecting a Community Garden Site* guide provides a reference for this.
3. Community meetings are encouraged; Community Garden Coordinators would be responsible for organizing such meetings.
4. Obtain and maintain acceptable insurance coverage and provide the City with an acceptable certificate of insurance. Generally this will include comprehensive insurance for property damage, personal injury and public liability in the amount of \$5,000,000; however this requirement may change at the discretion of the City.
5. Sign and return the lease agreement to the contact on the lease agreement's covering letter.

Garden Construction

1. Be responsible for all aspects of garden construction except staking out the extent of the garden area included in the lease agreement and installation of any water services; Community Garden Coordinators will be responsible for the full cost of water service installation.
2. Construct the community garden in accordance with the lease agreement and applicable by-laws, legislation, policies and regulations.
3. Obtain utility locates before any digging for soil preparation, fencing, building or any other garden activity. Utility locates expire; therefore they will need to be renewed with each new digging activity. Current locate information must be on-site at the time of digging or tilling.

Community Garden Operation

1. Responsible for operating the community garden and developing any desired garden policies such as an allocation policy, waitlist policy, fee structure and garden rules and regulations. Community gardens must be available to the community-at-large or to the community served by the sponsoring organization. Gardeners must be selected using a fair, equitable, open and transparent process with intention for all interested gardeners to be given equal chance to have access to a plot.
2. Administer and manage the community garden, including volunteer recruitment and management (including any necessary health and safety training), plot requests and assignments, collection of any plot fees, etc.
3. Coordinate any municipal services with the City staff liaison (e.g. bi-annual waste collection, bi-annual turn-on and shut-off of water, etc.).
4. Payment of any utilities in accordance with the lease agreement (e.g. water service).
5. Complete and submit to the City annually the *Community Garden Summary* for evaluation of the community gardens program; this summary will request information such as the number of plots available and the number of gardeners on the waiting list.

Decommissioning a Garden Operation

1. Inform the Community Garden Liaison of decision to terminate the lease.
2. Return the land to its original condition, including all associated costs.

Policy Review

A review of this policy shall be initiated two years from the date of issue and every five years thereafter.

Community Gardens Funding Report

Overview

As a condition of funding received under the 2020 Community Garden Funding program you are required to submit this form and a copy of all receipts for eligible project costs (including in-kind materials and services), within two months of your project's completion, but no later than October 31, 2020.

Submission

Email:

inorton@stcatharines.ca

Mail:

City of St. Catharines
CRCS – Development Horticultural Technician
PO Box 3012 50 Church Street
St. Catharines, ON
L2R 7C2

Hand Delivery (Monday – Friday, 8:30am – 4:30pm):

Community, Recreation and Culture Services
Attn: Development Horticultural Technician
101 King Street
St. Catharines, ON
L2R 3H6

For additional information contact Ilyse Norton at inorton@stcatharines.ca or 905-688-5600 ext. 3140.

General Information:

1. Organization Name	
2. Project Name	
3. Approved Funding*	
4. Eligible Project Costs	

*Funding approved by the City under the 2020 Community Gardens Funding Program.

Community Garden Overview:

1. Number of garden plots	
2. Number of active gardeners	
3. Number of gardeners on a wait list	
4. Number of abandoned plots	
5. Number of goods donated	

Maintenance and Operations:

1. In the space provided, please describe any components of your project (e.g. scope, design, partners, etc.) that differed from your application.

2. In the space provided, please describe any maintenance (e.g. as a result of vandalism, weather, etc.) that was required at your community garden during the season.

3. In the space provided, please describe the daily operations at your community garden.

Financial Reporting

1. In the space provided, please identify all sources of project funding.*

[illegible]

*Only complete this section if the sources of project funding are different than what was submitted on your application.

2. In the space provided, please identify all eligible project costs.*		
Item	Notes	Amount (\$)
Total Funding		

*Only include project costs that are eligible for matching funds as per the terms of your approval letter.

All costs must be supported by receipts, which must be submitted for review. Please include all relevant receipts with your report submission to inorton@stcatharines.ca or deliver as per page 1 of this report.

Other

If you would like to submit pictures of any portion of your project, please email them to inorton@stcatharines.ca or deliver as per page 1 of this report. Pictures submitted may be used in correspondence with City Council, or to promote the program on the City of St. Catharines website.

Signatures

On behalf of, and with the authority of, the above-mentioned organization, we certify that the information provided on this form is true, correct and complete in every respect.

	Signature	Name	Title	Date
1.				
2.				
3.				

Personal Information Content

Personal information, as defined in **the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)**, is collected under the authority of the **Municipal Act, 2001**, and in accordance with MFIPPA. Personal information collected on this application form will be used to assist in selecting recipients for funding for community gardens. All information (excluding home addresses and telephone numbers) may be made available to the public. The City reserves the right to verify all information contained in submissions.

Questions regarding the collection, use and disclosure of this personal information may be directed to Ilyse Norton - Development Horticultural Technician 905-688-5601 ext. 3140 or inorton@stcatharines.ca

By completing this application form, you consent to the collection and disclosure of your personal information, and to its use by the City of St. Catharines, as described above.




Corporate Report City Council

Report from: Engineering, Facilities and Environmental Services, Geomatics

Report Date: October 14, 2020 **Meeting Date:** November 2, 2020

Report Number: EFES-153-2020 **File:** 16.7.2

Subject: Encroachment onto Carlisle Street and Garden Park by the Proposed 19 Storey Mixed Use Building adjacent to Part of Lot 433, 434 and 437 CP2, PIN 46219-0328(LT)) and Municipally known as 57 Carlisle Street

Strategic Pillar: 

Recommendation

That an agreement be authorized with Nickel Developments Ltd. the owner of Part of Lots 433, 434 and 437, Corporation Plan 2, being Part 2, Plan 30R-14074 subject to an easement over Part 1, Plan 30R-14863, save and except Part 2, Plan 30R-1740, City of St. Catharines, Regional Municipality of Niagara (Part of PIN 46219-0328(LT)) and Municipally known as 57 Carlisle Street to permit the encroachment of the proposed canopies, moldings, goose neck lighting and the helical pile plates; and

That Council vary the current zero tolerance policy for future encroachments onto public road allowances in the downtown core where they comply with the approved Downtown Urban Design Guidelines; and

That the City Solicitor be directed to prepare the necessary agreement and by-law.
FORTHWITH

Relationship to Strategic Plan

This recommendation supports the Goal of Economic Prosperity by permitting the enhancement of the streetscape in the area along the Wine Route, which is in keeping with the Downtown Urban Design Guidelines.

Background

Nickel Developments Ltd., the owner of 57 Carlisle Street, has submitted a Site Plan application for the approval of a 19 Storey Mixed Use building which is to include the transfer of a widening of Carlisle Street but requires the approval of an encroachment agreement to permit the proposed canopies, moldings, goose neck lighting and the

base of the helical piles to extend into Garden Park and Carlisle Street prior to approval of the Site Plan Agreement.

Report

The purpose of this report is to permit the approval of the Site Plan agreement by authorizing an encroachment agreement to permit the construction of the proposed encroachments of Canopies, Moldings, Goose Neck Lighting and the helical pile plates as shown on the plans attached as Appendix 1.

The extent of the proposed encroachments are detailed on the Encroachment Plan and the Foundation Shoring Encroachment drawings that have been attached as Appendix 2 to provide clarity.

The plans submitted for Site Plan approval reflect Council's decision to approve a zoning amendment to permit the development of this site. See [Report PBS-235-2016](#).

Council has delegated staff the authority to deal with existing encroachments where they appear to be inadvertent and do not interfere or present any safety issues, but any new encroachments require Council authorization.

This is not consistent with the approved Downtown Urban Design Guidelines (City of St. Catharines 2012) that promote Encroachments & Street Uses in sections 3.24 through 3.27 inclusive. See Appendix 3.

It is recommended that Council vary its current zero tolerance policy for new encroachments onto road allowances within the downtown area defined in the approved Downtown Urban Design Guidelines. This change would streamline applications for sign permits and façade improvements and encourage the continued investment in our downtown core.

The Engineering, Facilities and Environmental Services department support the current application as it will not interfere with pedestrian or vehicular traffic at this location.

It is proposed that the encroachment contain our standard clauses that save the City of St. Catharines harmless and that the term of the agreement is for the life of the structure or until such time as the City of St. Catharines requires the land for highway purposes subject to a six month notice period prior to removal.

Financial Implications

The cost of this application has been processed under the 2020 Schedule of Rates and Fees and the owner has remitted the required fee for processing this request.

Environmental Sustainability Implications

There are no environmental sustainability implications associated with this report.

Notifications

Nickel Developments Ltd., P.O. Box 256, 4 Front Street, Queenston, ON, L0S 1L0

Prepared by

David Stringer

Manager of Geomatics

Approved by

Anthony Martuccio, P.Eng.

Director of Engineering, Facilities and Environmental Services

Appendices

- Appendix 1 – Site Plan Drawings
- Appendix 2 – Extent of Encroachments
- Appendix 3 – Downtown Urban Design Guidelines

Apartment/Commercial Site			
# Dwelling Units:	228		
Parking Stalls Provided:	0 On Street 0 Below Grade		
Loading Spaces Provided:	1		
Lot Area	m ² 1,167.11	ft ² 12,562.70	% 100%
Ground Floor Building Coverage	981.99	10,570.00	84.14%
Above Grade Building Coverage	1,111.40	11,963.00	95.23%
Below Grade Building Coverage	1,141.05	12,282.20	97.77%
Landscaped Paving Coverage	185.13	1,992.70	15.86%

+ 1,724 SF AIR RIGHT ENCROACHMENT OVER ACCESS LANEWAY
+ 2,095.5 SF BELOW GRADE RIGHTS UNDER ACCESS LANEWAY

LEGEND

- EXISTING PROPERTY LINE
- - - DENOTES NEW PROPERTY LINE / ROAD WIDENING
- - - DENOTES ROOF ENCHROACHMENT
- - - DENOTES MOULDING ENCHROACHMENT
- - - DENOTES CANOPY ENCHROACHMENT
- - - DENOTES SUBGRADE PARKING DECK FOOTPRINT
- - - DENOTES BALCONY EXTENT

GENERAL NOTES

SURVEY & BACKGROUND INFORMATION BASED OFF OF DRAWINGS PROVIDED BY 'KIRKUP + MASCOE + URE SURVEYING LTD.' DRAWINGS DATED 'MARCH 29, 2016', UPDATED 'JULY 11, 2018'.

GARBAGE / RECYCLING TO BE STORED INSIDE BUILDING

REFER TO ENCROACHMENT PLAN FOR EXTENT OF ENCROACHMENTS

OWNER'S NAME	
SIGNATURE	
THE CORPORATION OF THE CITY OF ST. CATHARINES	
CLERK	MAYOR
DATE:	20

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03	DEC. 13 2018	SPA COMMENTS	CH
04	DEC. 16 2019	SPA COMMENTS	CH
05	AUG. 10 2020	SPA COMMENTS	CH
06	SEPT. 25 2020	SPA COMMENTS	CH

COMMISSION:

CARLISLE SQUARE - MIXED USE DEVELOPMENT

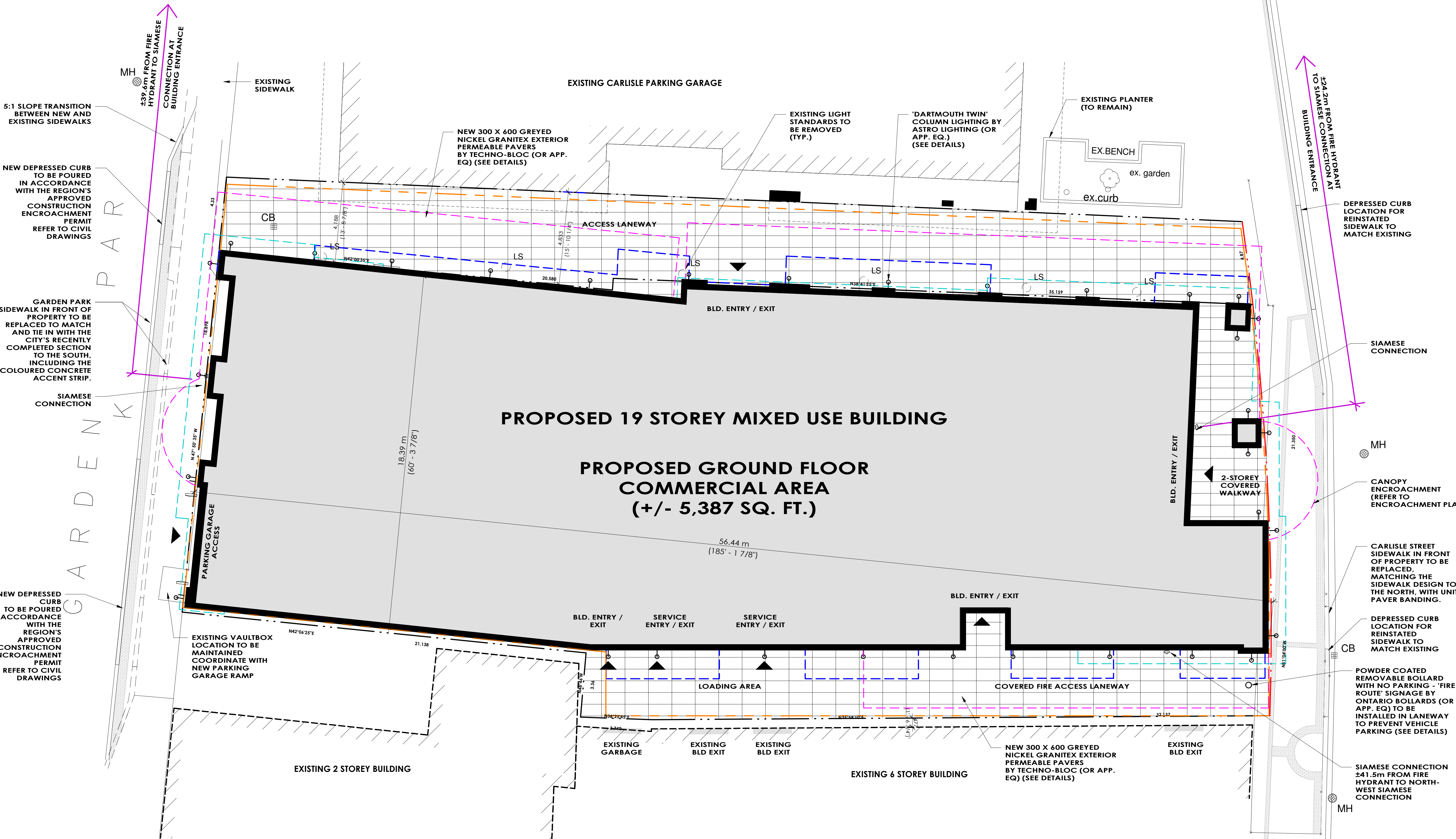
57 CARLISLE STREET, ST.CATHARINES, ON



SHEET TITLE:

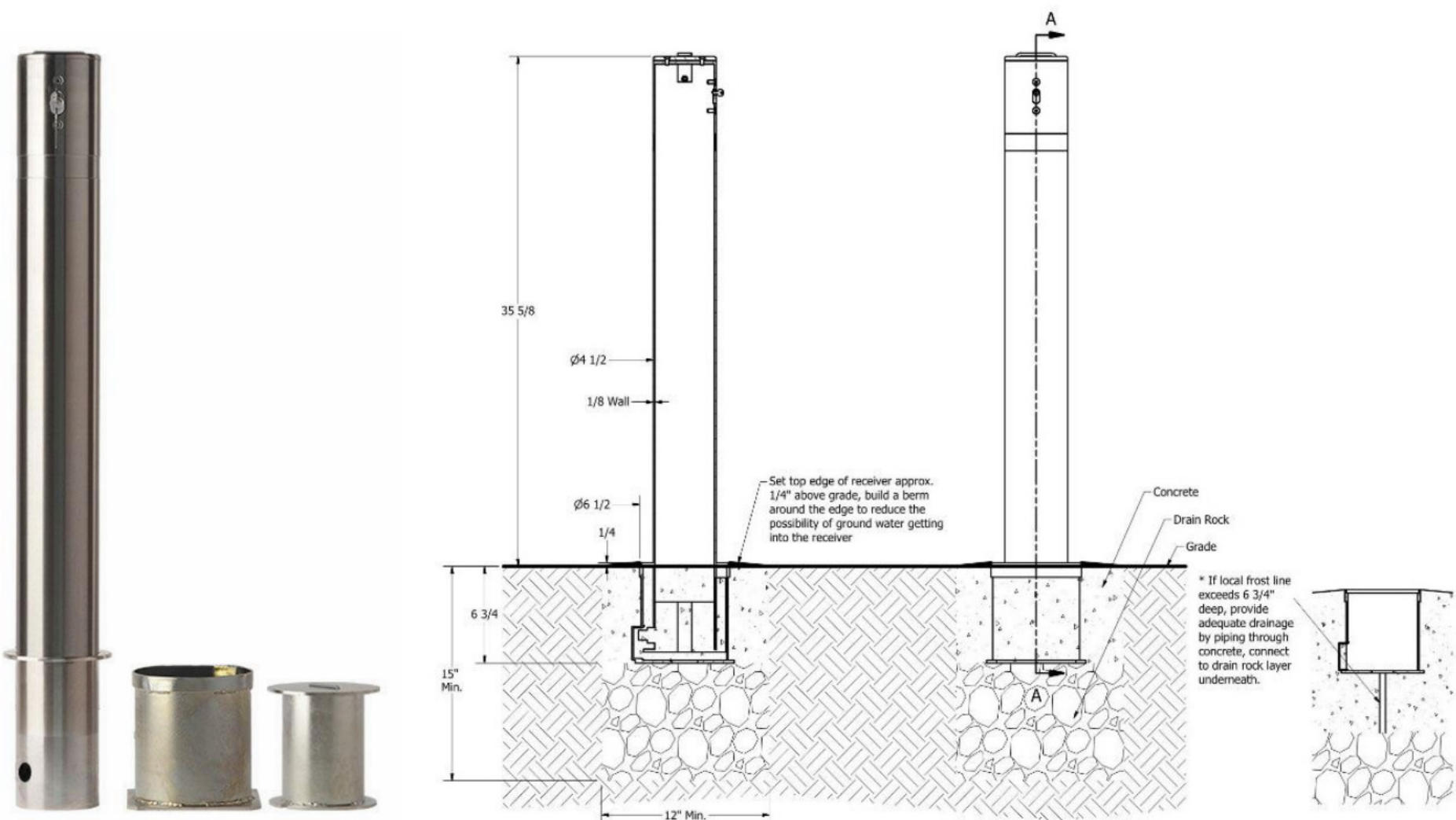
SITE PLAN

Issued for Re-Zoning		
Issued for Site Plan Agreement:		
Issued for Permit:		
Issued for Tender:		
Issued for Construction:		
DRAWN BY:	CH / JV / B.L.	DWG. No.
CHECKED BY:	MDA	.SP1
DATE:	OCT/28/2019	
SCALE:	AS SHOWN	
PROJECT No.:	2015-207	



SITE PLAN

1:100

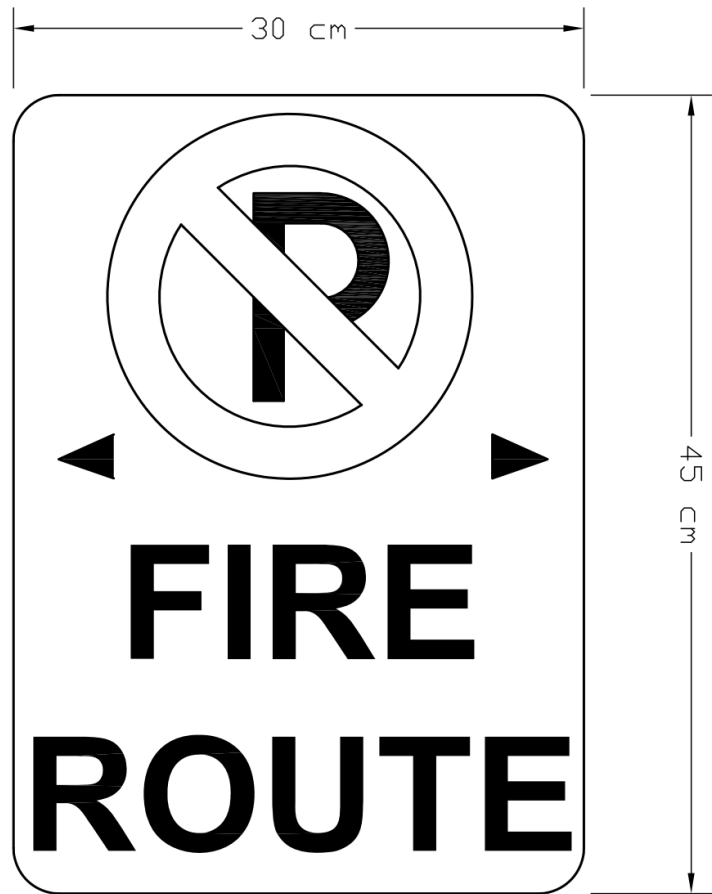


BOLLARD DETAIL
NTS



UNIT PAVERS
NTS

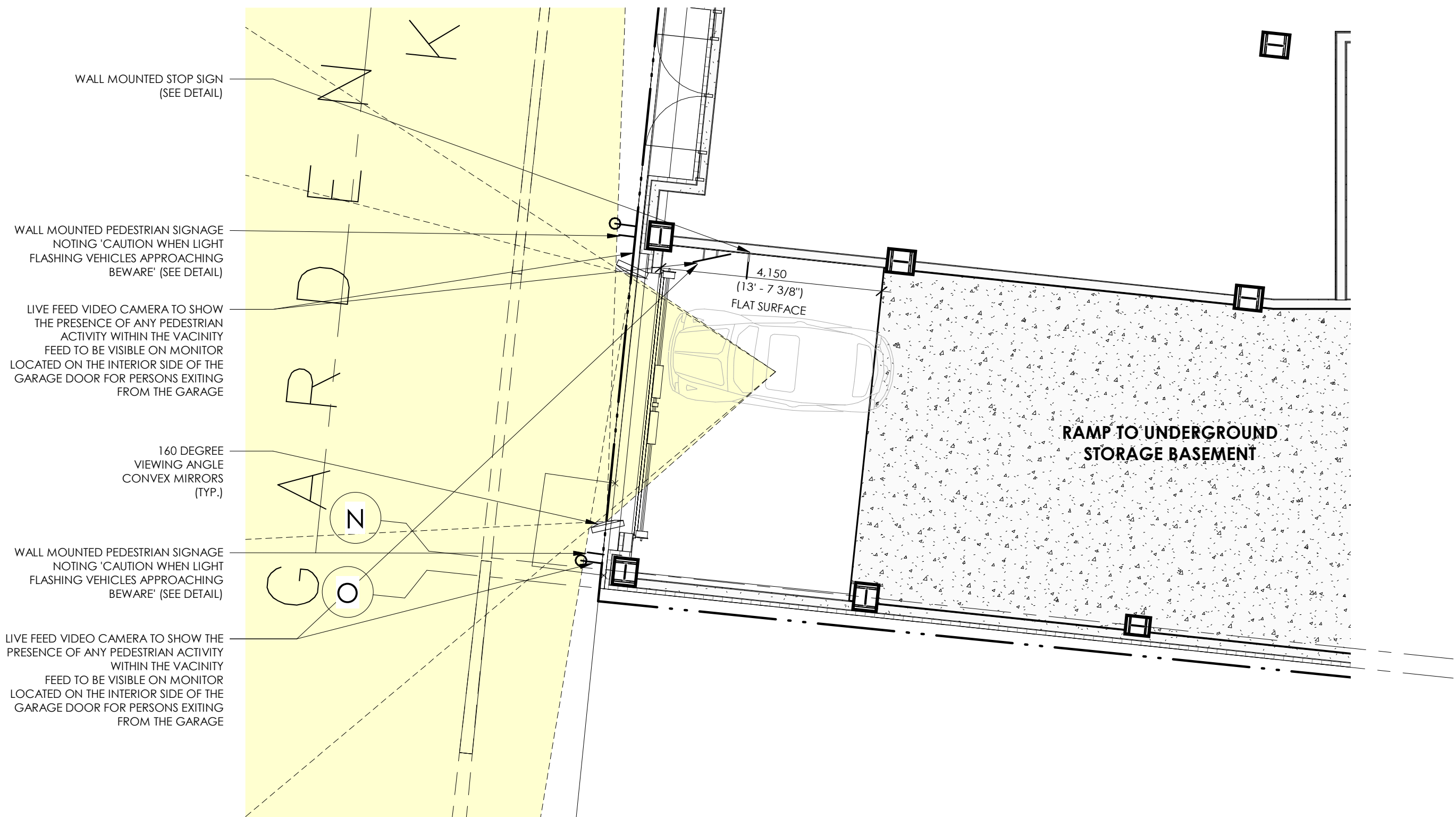
- GENERAL LAYOUT: TECHNO-BLOC, "INDUSTRIA", COLOUR = "GREYED NICKEL", SIZE = 300 X 600 PAVERS TO REFLECT PATTERN LAYOUT '02'
- INSTALL TECHNO-BLOC PAVER EDGING WHERE PAVERS DO NOT BUTT WALLS
- COLOURS TO BE CONFIRMED BY PROJECT ADMINISTRATOR PRIOR TO SHIPMENT



The signs shall be 30cm in width and 45cm in length and shall display the information 'No Parking' or a symbol in lieu thereof as specified by the Highway Traffic Act and Regulations passed thereunder.

The signs shall be placed:

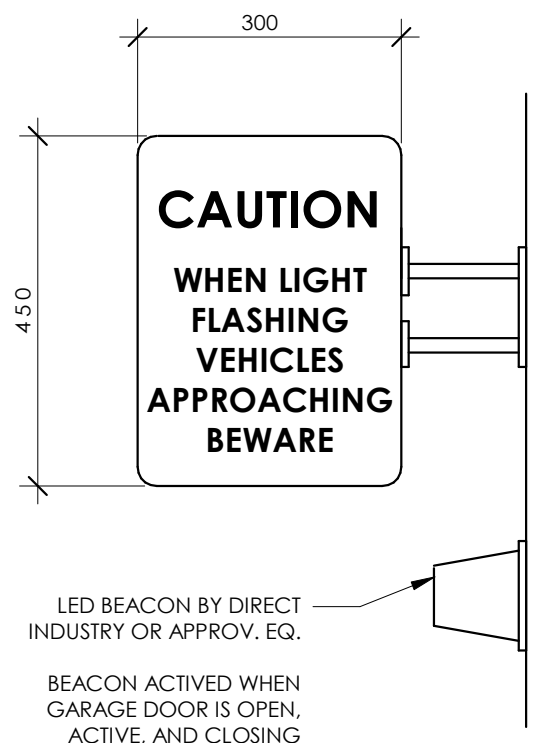
- At fire hydrants located on private property when not located along the fire route.
- At gates, post and chain and barriers installed as part of an emergency access.
- Additional fire route signs shall be installed at the discretion of the Fire Chief or designate based on individual site conditions.
- Signs shall be placed horizontally to the street or at an angle no more than 45 degrees, to a line parallel to the flow of traffic and should always be visible to approaching traffic.
- shall be located so as that the bottom of the sign is between 183cm and 213cm measured to the finished pavement/grade.
- Signs shall be installed so as that there are no visual obstructions within 6 metres of the sign and be visible to approaching traffic.



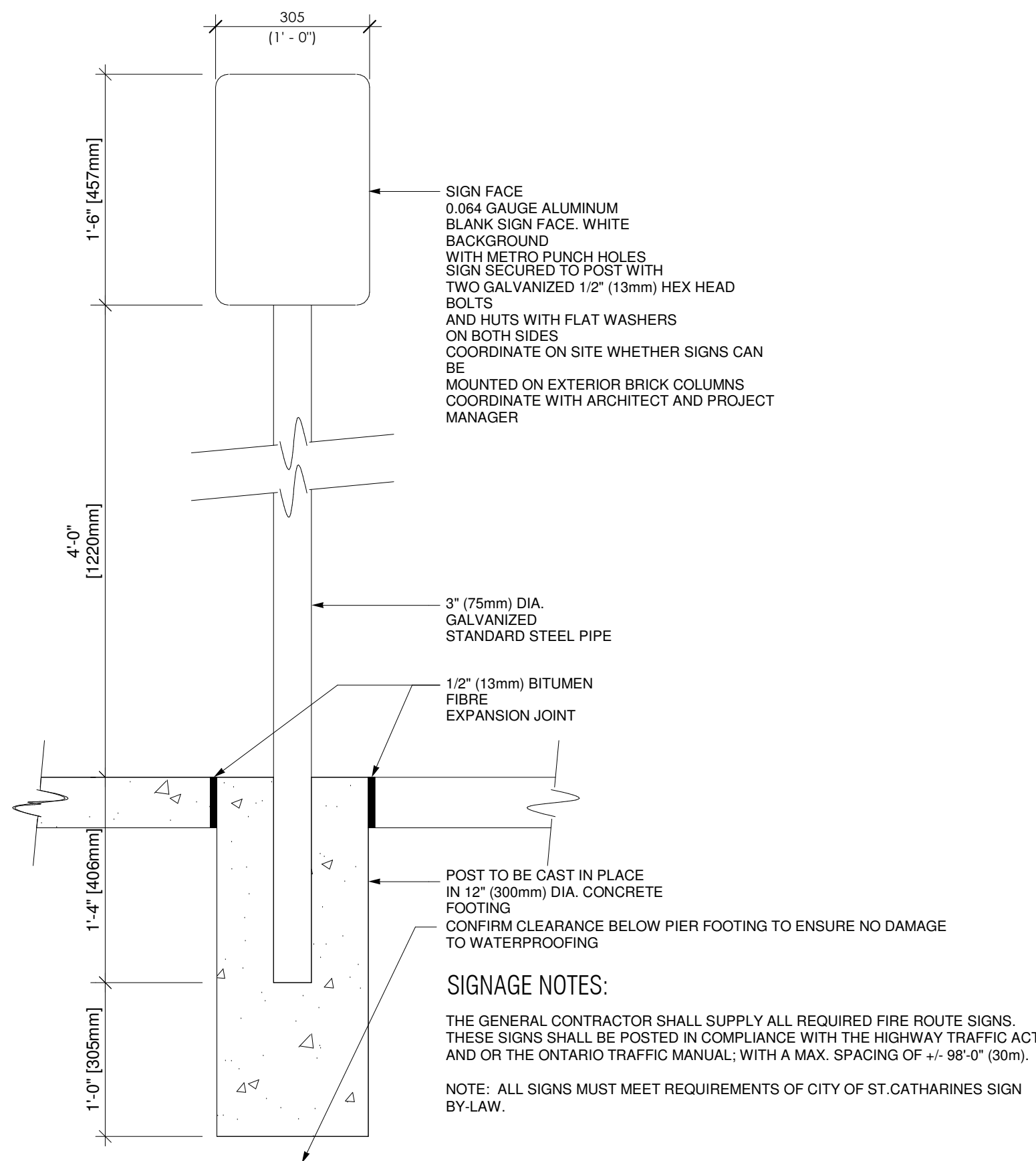
RAMP SIGHTLINE DETAIL
1:75



WALL MOUNTED STOP SIGN
4 SP1a SCALE: 1:10



WALL MOUNTED CAUTION SIGN WITH BEACON
5 SP1a SCALE: 1:10



TYP. SIGNAGE DETAIL
3 SP1a SCALE: 1:10

GENERAL NOTES

OWNER'S NAME	
SIGNATURE	
THE CORPORATION OF THE CITY OF ST. CATHARINES	
CLERK	MAYOR
DATE:	20

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06	SEPT. 25 2020	SPA COMMENTS	CH

COMMISSION:

CARLISLE SQUARE -
MIXED USE
DEVELOPEMNT

57 CARLISLE STREET, ST.CATHARINES, ON



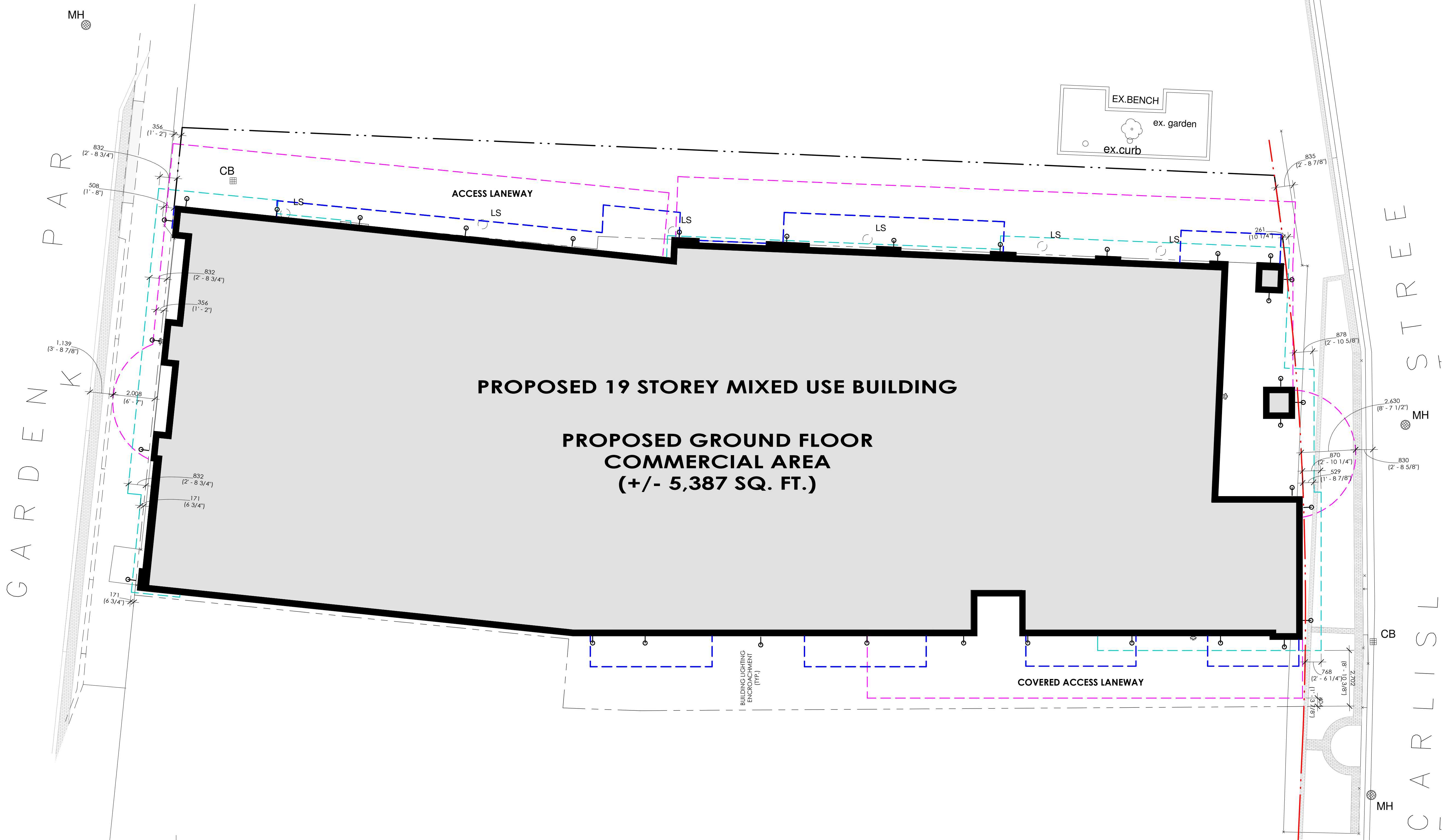
SHEET TITLE:

SITE PLAN DETAILS

Issued for Re-Zoning	
Issued for Site Plan Agreement:	
Issued for Permit:	
Issued for Tender:	
Issued for Construction:	
DRAWN BY: CH / JV / B.L.	DWG. No.
CHECKED BY: MDA	.SP1a
DATE: OCT/28/2019	
SCALE: AS SHOWN	
PROJECT No.: 2015-207	

ENCROACHMENT PLAN

1:100



LEGEND

- EXISTING PROPERTY LINE
- - - DENOTES NEW PROPERTY LINE / ROAD WIDENING
- - - DENOTES ROOF ENCHROACHMENT
- - - DENOTES MOULDING ENCHROACHMENT
- - - DENOTES CANOPY ENCHROACHMENT
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CLERK
MAYOR
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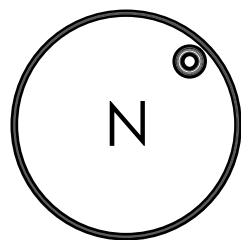
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COMMISSION:

CARLISLE SQUARE - MIXED USE DEVELOPMENT

57 CARLISLE STREET, ST.CATHARINES, ON



ACK architects
www.ackarchitects.com

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architectural office: 1822 Dufferin Avenue 7.410.402.2385
F.955.884.5542 F.955.884.5542
st. catharines, ontario toronto, ontario
(2.33) mdk 318

SHEET TITLE:

ENCROACHMENT PLAN

Issued for Re-Zoning

Issued for Site Plan Agreement:

Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY: CH / JV / B.L.

CHECKED BY: MDA

DATE: OCT/28/2019

SCALE: AS SHOWN

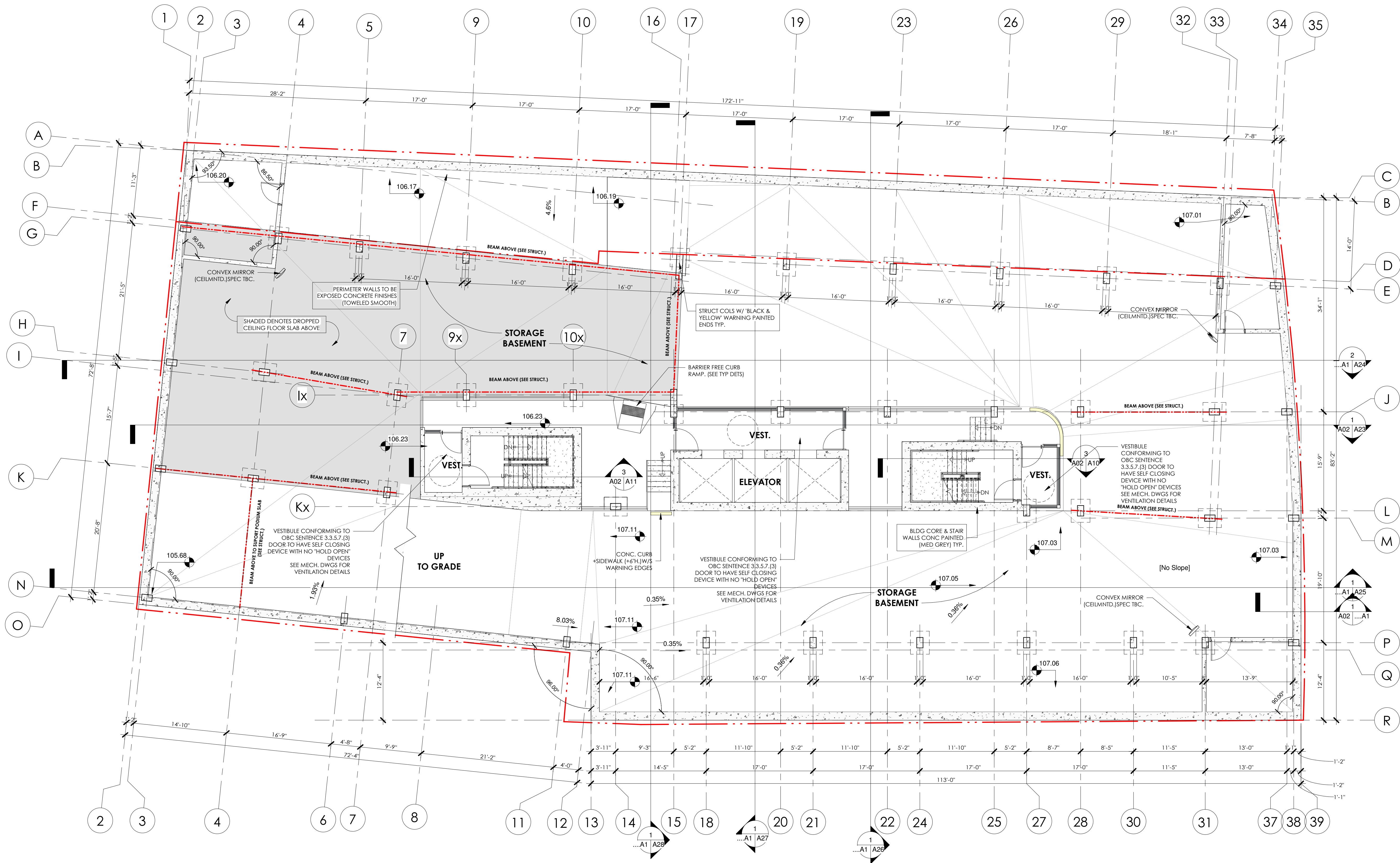
PROJECT No.: 2015-207

DWG. No.

.SP1b



AGENDA ITEM 2.3



02 - UNDERGROUND PARKING LEVEL 1
1/8" = 1'-0"
14,377.70 SF

GENERAL NOTES

OWNER'S NAME _____
SIGNATURE _____
THE CORPORATION OF THE CITY OF ST. CATHARINES
CLERK _____ MAYOR _____
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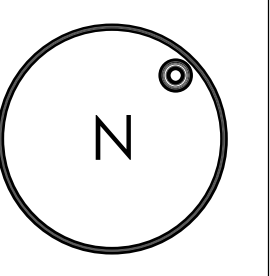
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MIXED USE
DEVELOPMENT**

57 CARLISLE STREET, ST. CATHARINES, ON



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1822 Dufferin Avenue
Toronto, Ontario
M6H 3H8
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F 905.884.5542
m: 905.884.5542

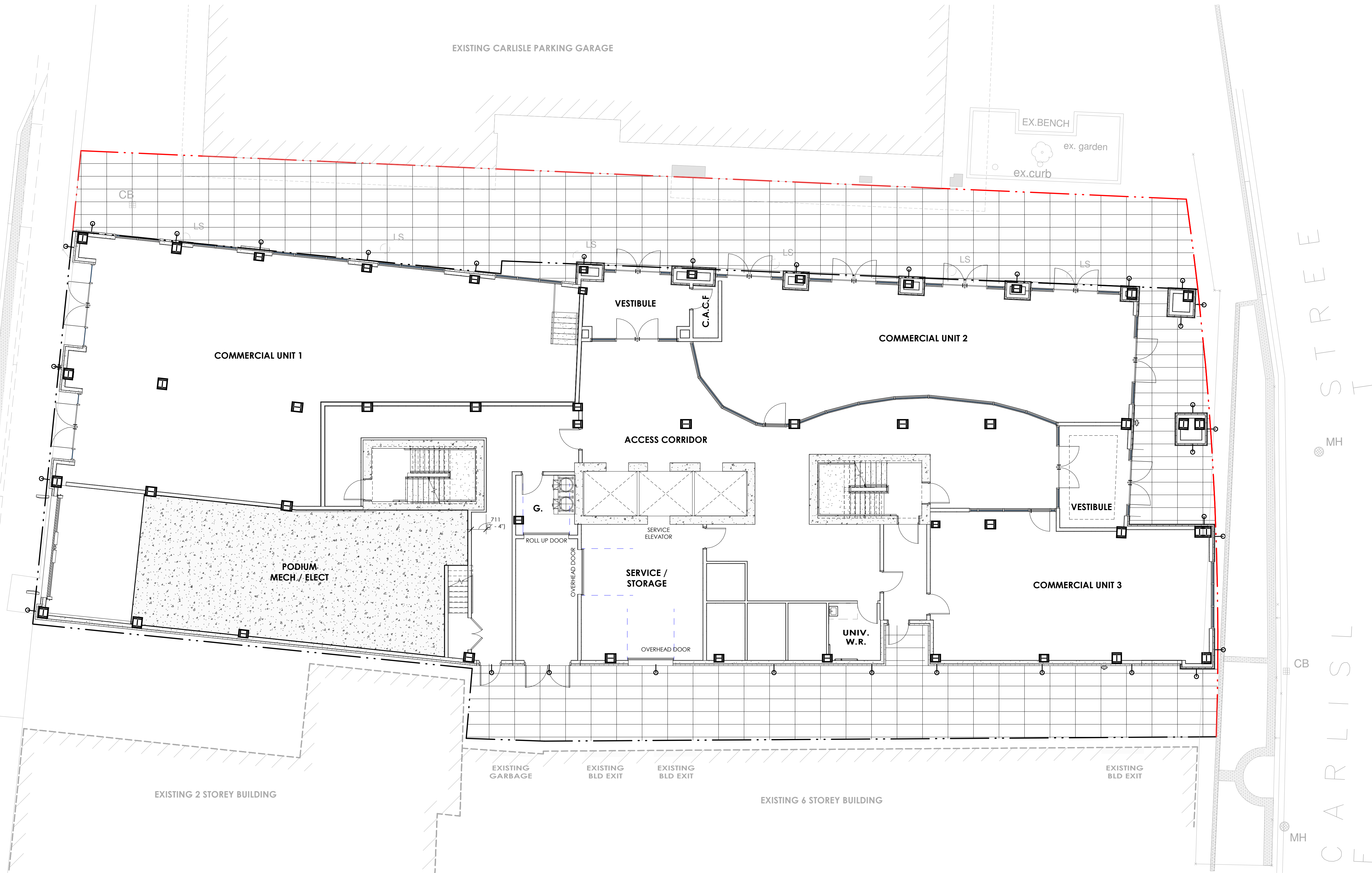
SHEET TITLE:

**UNDERGROUND
PARKING LEVEL 1**

Issued for Re-Zoning	
Issued for Site Plan Agreement:	
Issued for Permit:	
Issued for Tender:	
Issued for Construction:	
DRAWN BY: CH / JV / B.L.	DWG. No.
CHECKED BY: MDA	A02
DATE: OCT/28/2019	
SCALE: AS SHOWN	
PROJECT No.: 2015-207	

FIRST FLOOR PLAN

1/8" = 1'-0"



GENERAL NOTES

OWNER'S NAME _____
SIGNATURE _____
THE CORPORATION OF THE CITY OF ST. CATHARINES
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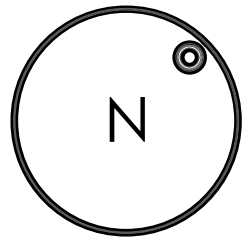
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CARLISLE SQUARE -
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DEVELOPEMNT

57 CARLISLE STREET, ST.CATHARINES, ON



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l2s 3g9

architectural office:
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F 905.884.5542
toronto, ontario
m5c 3l8

SHEET TITLE:

FIRST FLOOR PLAN

Issued for Re-Zoning

Issued for Site Plan Agreement:

Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY: CH / JV / B.L.

CHECKED BY: MDA

DATE: OCT/28/2019

SCALE: AS SHOWN

PROJECT No.: 2015-207

DWG. No.

A03



SECOND FLOOR PLAN

1/8" = 1'-0"

GENERAL NOTES

OWNER'S NAME

SIGNATURE

THE CORPORATION OF THE CITY OF ST. CATHARINES
CLERK
MAYOR
DATE: _____ 20____

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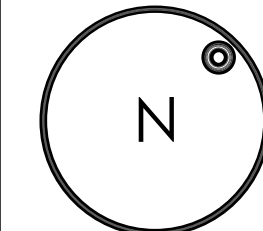
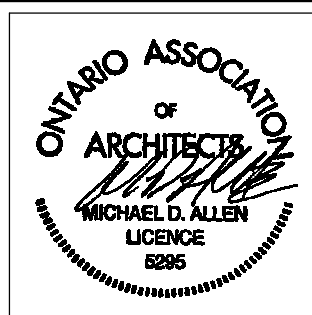
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COMMISSION:

CARLISLE SQUARE - MIXED USE DEVELOPMENT

57 CARLISLE STREET, ST. CATHARINES, ON



SHEET TITLE:

SECOND FLOOR PLAN

Issued for Re-Zoning

Issued for Site Plan Agreement:

Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY: CH / JV / B.L.

CHECKED BY: MDA

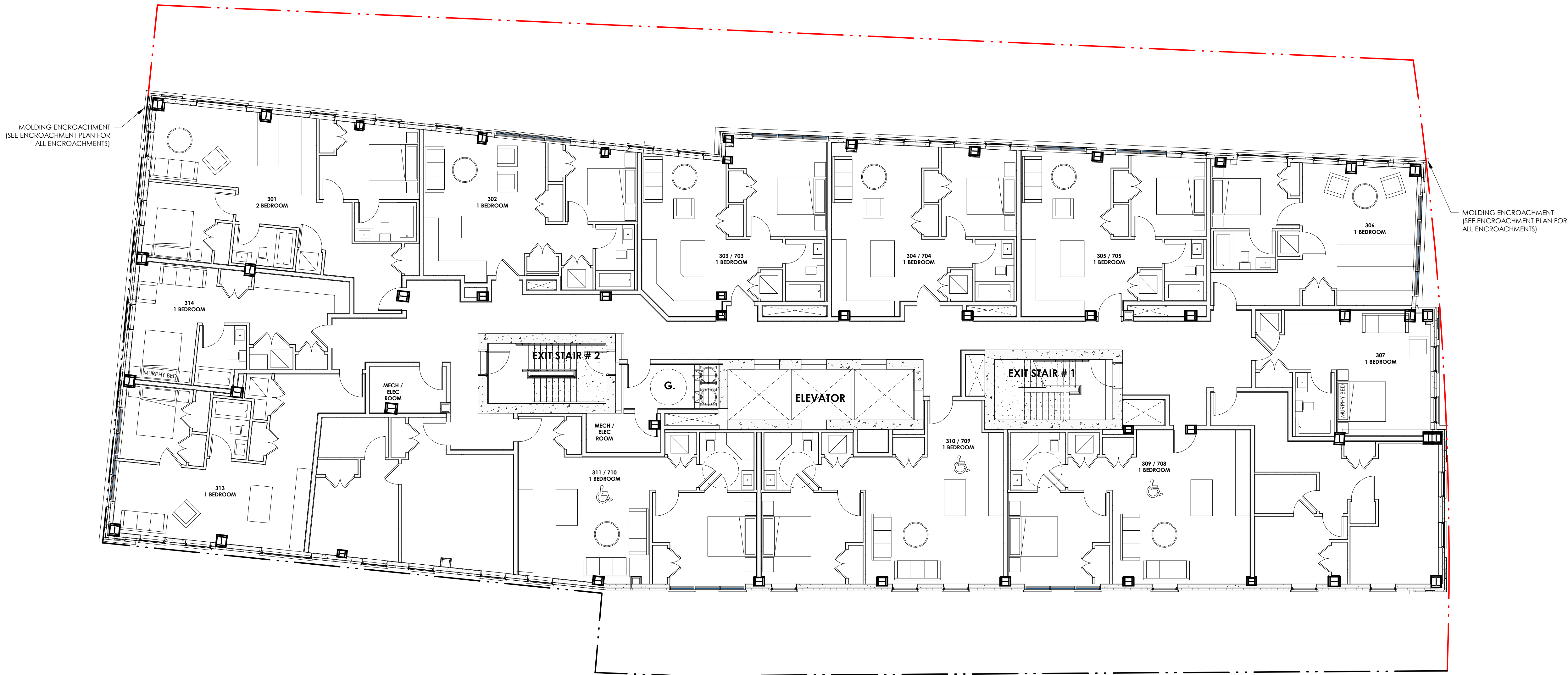
DATE: OCT/28/2019

SCALE: AS SHOWN

PROJECT No.: 2015-207

DWG. No.

A04



T/O 3rd FLR SLAB (3rd - 6th)

1 : 100

GENERAL NOTES

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SIGNATURE _____
THE CORPORATION OF THE CITY OF ST. CATHARINES
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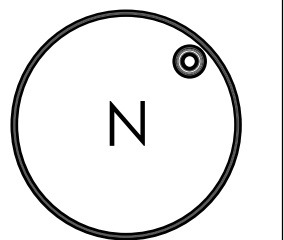
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COMMISSION:

**CARLISLE SQUARE -
MIXED USE
DEVELOPEMNT**

57 CARLISLE STREET, ST.CATHARINES, ON



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architectural office: 1822 Dufferin Avenue 7.410.402.2395
F.905.884.5542 F.905.884.5542
St. Catharines, Ontario Toronto, Ontario
mck 318

SHEET TITLE:

**THIRD - SIXTH FLOOR
PLAN**

Issued for Re-Zoning

Issued for Site Plan Agreement:

Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY: CH / JV / B.L.

CHECKED BY: MDA

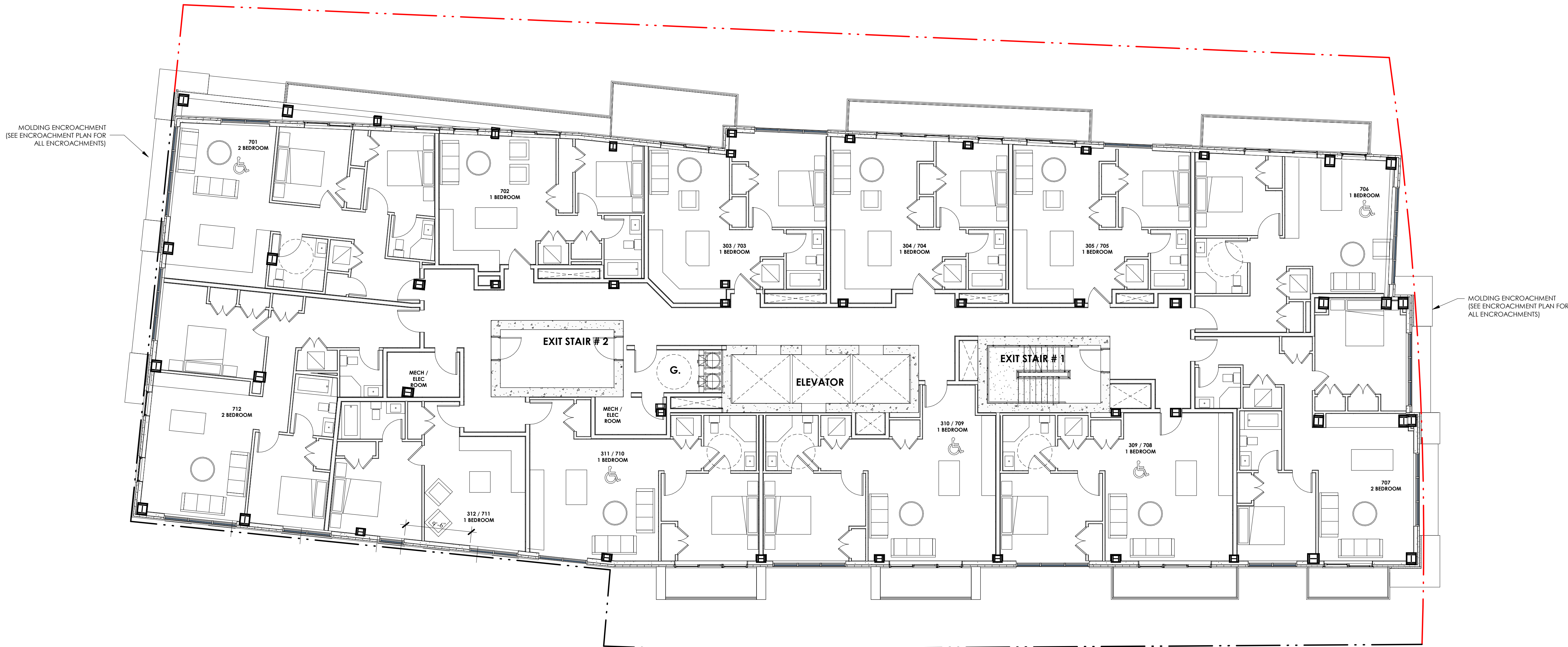
DATE: OCT/28/2019

SCALE: AS SHOWN

PROJECT No.: 2015-207

DWG. No.

A05



T/O 7th FLR SLAB (7th - 18th)

1 : 100

GENERAL NOTES

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SIGNATURE _____
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CLERK _____ MAYOR _____
DATE: _____ 20____

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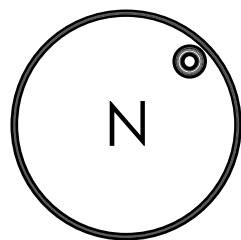
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COMMISSION:

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F 905.884.5542
st. catharines, ontario
l2s 3g3

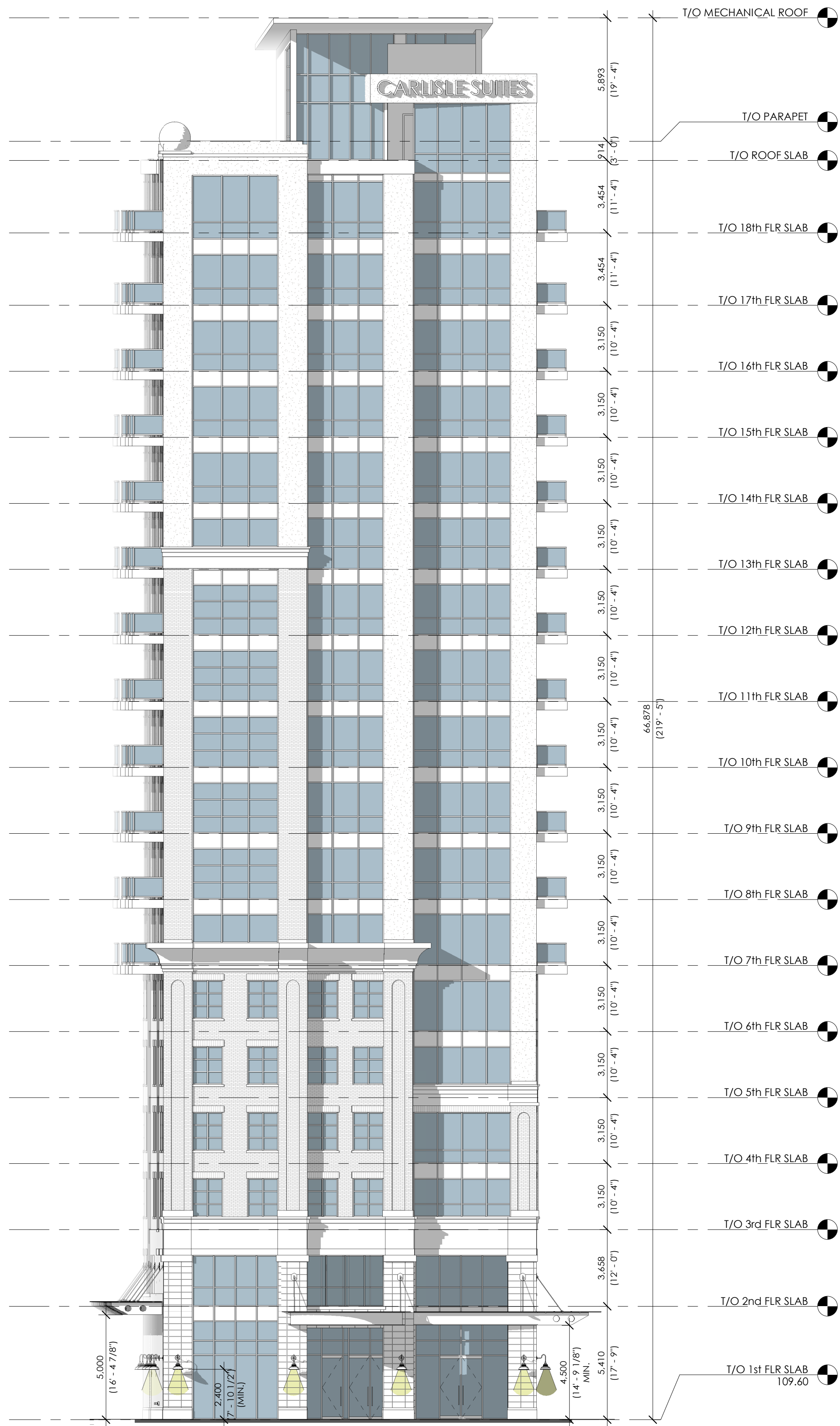
architectural office:
1822 Danforth Avenue
T 416.462.2385
F 905.884.5542
toronto, ontario
m4c 3l8

SHEET TITLE:

SEVENTH -
EIGHTEENTH FLOOR
PLAN

Issued for Re-Zoning _____
Issued for Site Plan Agreement: _____
Issued for Permit: _____
Issued for Tender: _____
Issued for Construction: _____

DRAWN BY:	CH / JV / B.L.	DWG. No.
CHECKED BY:	MDA	A06
DATE:	OCT/28/2019	
SCALE:	AS SHOWN	
PROJECT No.:	2015-207	



FRONT (CARLISLE STREET) ELEVATION

1:150



3D FRONT PERSPECTIVE

GENERAL NOTES

MATERIAL LEGEND

- PROPOSED COLOURS SHOWN

		BRICK VENEER
		STUCCO
		LIMESTONE VENEER
		GLASS - TRIM TO MATCH WINDOWS
		SPANDREL PANEL
		BALCONIES / CANOPIES

NOISE MITIGATION MEASURES:

- A) BUILDING CONSTRUCTION MEASURES TO MEET INDOOR NOISE CRITERIA, SUCH AS BRICK VENEER OR EQUIVALENT;
B) DOUBLE PANE EXTERIOR WINDOWS AND DOORS WITH SUITABLE PANE AND AIR GAP THICKNESS TO MEET AN AIF/STC RATING= 38/36 3MM (100M) 3MM;
C) VENTILATION MEASURES CONSISTING OF CENTRAL AIR CONDITIONING INSTALLED BY THE BUILDER;

OWNER'S NAME _____
SIGNATURE _____
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COMMISSION:

CARLISLE SQUARE -
MIXED USE
CONDOMINIUM
PROPOSAL

57 CARLISLE STREET, ST.CATHARINES, ON



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St. Catharines, Ontario Toronto, Ontario
G2S 2S3 mdk 318

SHEET TITLE:

FRONT ELEVATION

Issued for Re-Zoning

Issued for Site Plan Agreement:

Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY:	CH / JV / B.L.	DWG. No.
CHECKED BY:	MDA	
DATE:	OCT/28/2019	
SCALE:	AS SHOWN	
PROJECT No.:	2015-207	

A17

NOTES

A. Design Parameters:

Soils:
γ = 21 kN/m³
Ka = 0.33 For Soil
0.5 Next to Adjacent Buildings
Kp = 2.0
q = 12 kPa

1. Shoring design is based on drained conditions (i.e. No hydrostatic forces).
2. Shoring designs are intended to be temporary and have a limited design life. Design assumes the permanent structure be constructed within 6 months upon completion of excavation.
3. Any proposed supernormal loads such as crane outriggers or excavators applied to the top of the shoring, other than indicated on these drawings, must be provided for review and acceptance by RWH prior to placement.
4. Design is based on the assumption that the existing structure foundation configurations, elevations and loads (if specified) as indicated on the shoring drawings are correct. Should any of these assumptions change a redesign of the shoring may be required.
5. Anchor design adhesion = 30 kN/m for post grouted soil anchors and 40kPa for shotcrete soil anchors. Post-grouted as required to achieve design adhesion. To be verified by testing. Testing program to be prepared by RWH.
6. Design is in accordance with the structural requirements of the Ontario Building Code and the Canadian Highway Bridge Design Code.
7. All work is to be carried out in accordance with the Occupational Health and Safety Act.
- B. Materials:
8. Structural steel design, connections, fabrication and erection is to conform to requirements of CSA S16.1, S136, the Canadian Institute of Steel Construction (CISC) "Code of Standard Practice for Buildings".
9. Structural steel to be new or sound material and conform to CSA CAN3-G40.21, Grade 350W for wide flanges, channel and hollow structural sections and Grade 300W minimum for plates, angles and all other shapes.
10. Alternative sections or grades of equivalent strength may be substituted subject to approval by RWH.
11. Welding to conform to CSA W59 and be performed by certified welders.
12. Concrete strengths to be as follows unless noted:

<u>Piles and Lagging:</u>	
Pile Toes	20.0 MPa;
Fill Above Pile Toes	0.4 MPa;
Underpinning Panels	30.0 MPa;
Shotcrete Paneling	30.0 MPa;
Anchorages	30.0 MPa.

Note: Both anchorage grout and shotcrete are to reach 50% of the final strength at three days.

13. Concrete materials, mixing, handling, design, formwork, rebar, placement, cutting and finishing to comply with CSA CAN3-A23.1, 2 & 3, unless modified in writing by RWH.
14. Anchors shall be fabricated from the following materials: ASTM A722 B30/1035MPa (designated by diameter in mm i.e. 36mm Threadbar) or ASTM A615 517/640MPa (designated by # i.e. #11 Threadbar) or ASTM A615 500MPa (designated by R#) or ASTM A416 F418/64 MPa, A=140mm² per strand (designated as Strand). Exact sizes as shown in sections or when not shown to be chosen later for loads shown in the schedule.
15. Welded wire mesh to be 102 x 102 MM II.I x MM II.I (4 x 4 9/9) W/N to C.S.A G30.18, 400 Grade, continuous across the face of the shotcrete. Rebar to be 400 Grade to C.S.A G30.18.
16. Shotcrete materials and installation to conform to ACI 506.2-95 "Specifications for Materials, Proportioning and Application of Shotcrete" and ACI 306 "Cold Weather Concreting" unless noted. Shotcrete strengths to be 30MPa at 28 days, 14MPa at 3 days and 7MPa at 1 day. Shotcrete thickness to be as shown on the drawings. Apply shotcrete to achieve a solid, voidless mass with a smooth surface.
17. Lagging to be 75mm timber lagging unless noted otherwise.
- C. Piles and Lagging and Construction Procedures:
18. Drill holes to sizes and depths indicated employing liners, mud drilling and/or other methods as required to avoid the ingress of soil or groundwater. Install piles plumb and to line. Fill holes with concrete strength as specified above.
19. Pile to be installed within 75mm tolerance from plan location and pile to be plumb within 0.5% of the excavated height in all directions.
20. Excavate in stages to suit shoring work.
21. Excavate installing lagging in maximum 1500mm lifts or as specified by RWH. Should caving or raveling occur, reduce lift height. Leave a 1:1 berm above the excavation elevation. Leave no excavation open overnight. In the case of caisson wall trim face as required.
22. Where timber lagging is used, fill all voids behind lagging with excavated or imported granular material rammed in place or use lean mix.
23. Do not excavate more than 600mm maximum below support level. Install tiebacks, walers, rakers, raker pads and/or struts as specified on the drawings. Walers to be installed prior to raker and strut installation.
24. Tieback drilling method to be selected to prevent ground loss.
25. When grouting tiebacks, if grout takes are observed to be higher than the theoretical volume RWH to be notified prior to continuing with installation.
26. In advance allow for anchor performance load test to 200% of the design load. Perform one load test along each shoring wall or as directed by the shoring engineer. Allow for additional strand/bar capacity as required to facilitate testing. Production tieback lengths may require modification based on testing results. RWH to be present during performance testing.
27. Proof test all anchors to 133% of the design load shown in section or schedule not less than 72 hours after installation. Anchor must hold load for 10 minutes with less than 2mm creep. Lock off anchor at 105% of the design load. RWH to be present during anchor stressing.

28. Maintain tieback strands/bars in good order to allow for re-stressing if necessary.
29. Tiebacks, braces and/or rakers are to be installed without delay to minimize shoring movements.
30. Do not continue excavation until support installation is complete and/or design load locked off in the case of tiebacks or preloaded (if required) in the case of rakers and braces.
31. Continue to final excavation level following the same procedure as outlined above.
32. Construct the basement structures and ground floor slab. Properly backfill the completed structures to grade.
33. In the case of piles and lagging, in wet ground provide spacers to create 10mm gaps between individual lagging boards, place filter material behind lagging to allow passage of water without loss of soil fines.
- D. Shotcrete Underpinning Construction Procedures - Sequenced Panels*:
*Note: Excavation and shoring procedures may be modified at any time by RWH should conditions require or allow.
34. Excavate for first lift and provide a 300mm bench and then a 1:1 berm in front of panel. See elevations on drawings for depth of first and subsequent panels. No berming required in rock.
35. Install verticals if required as specified on the section and/or details.
36. Drill and install anchors through soil berm to lengths as shown on drawings. When installing hollow bars anchors, continuously flush hole with lean grout while drilling and allow lean grout to permeate into surrounding soil. Once final depth is reached flush hole with enriched grout. When installing solid bar anchors employ casing as required to maintain hole stability, tremie fill hole with grout upon completion of drilling and plunge bar into hole. Ensure the free zone if shown on the drawing is sheathed for all anchors.
37. Install and stress panels in a stepped process.
38. Excavate for A panels leaving adjacent panels unexcavated. Remove soils carefully ensuring face stability is maintained.
39. Install wire mesh and rebar (as required). Put one layer of welded wire mesh in all shotcrete panelling w/n. Reinforcing mesh to be continuous across shotcrete panel. Minimum overlap of mesh to be two squares.
40. Shotcrete exposed soil face to minimum thicknesses shown on the drawings the same day as the panel cut. Shotcrete to be applied in such a way that voids do not occur behind the reinforcing steel and the rebar is encompassed in concrete.
41. Install bearing plates against the wet concrete face and hand tighten nut.
42. Preload A panel anchors to 50% of the design load not less than 24 hours after installation and prior to installing B panels.
43. Excavate for B panels not less than 24 hours after completing previous panel following the same procedure as noted above.
44. Preload B panel anchors to 50% of the design load not less than 24 hours after installation.
45. Proof test all A panel anchors to 133% of the design load shown in section or schedule not less than 72 hours after installation. Anchor must hold load for 10 minutes with less than 2mm creep. Lock off anchor at 105% of the design load.
46. Complete the remaining panels of the sequence following the same procedure as noted above. Continue until panel sequencing is completed.
47. Prior to continuing to the subsequent lift ensure all anchors are proof tested to 133% of the design load shown in section or schedule not less than 72 hours after installation. Anchor must hold load for 10 minutes with less than 2mm creep. Lock off anchor at 105% of the design load. Anchor stressing results to be provided to RWH upon completion.
48. Complete the remaining lifts following the same procedure as outlined above.
49. In wet ground install weep holes and 300mm minimum strips of drainage board the entire depth of excavation. Weep holes are intended to provide drainage for relief of hydrostatic pressure behind the shotcrete face. Minimum 50mm dia. holes at 3000 c/c each way or as directed by RWH. Weep holes to be installed at the time of shotcreting in such a way that water flows freely from behind the shotcrete face but soil is not transported, or drilled in through hardened shotcrete.

E. General Contractor:

50. Complete a pre-construction condition survey of all adjacent structures within the influence of the excavation.
51. Verify the existing foundation configurations and elevations of all adjacent structures during the demolition phase of the work. Report any discrepancies to RWH prior to the start of the shoring installation.
52. Secure appropriate encroachment agreements and permits where shoring components extend beyond the project property limits.
53. Elevation of site grades and underside of footings to be coordinated with structural and architectural drawings by the General Contractor prior to the beginning of shoring installation.
54. Locate and identify all existing underground and/or overhead services and structures within the influence of the shoring. General Contractor to confirm location of services as shown on the drawings in both plan and elevation. All services to be checked against service drawings and site locates provided by One Call Locates. Inverts of services must be checked on site at manholes and other available locations.
55. Confirm in writing that no discrepancies exist from the information presented on the drawings. Report any discrepancies and/or additional services discovered and advise of any potential interferences with shoring components to RWH prior to the beginning of shoring works. General Contractor to protect, relocate or replace services as required.
56. Excavate in advance to remove any underground obstructions that will interfere with shoring installation, backfill and compact voids.
57. Reduce grade to top of shoring. Provide and maintain a level working surface adequate for shoring equipment and build up working platforms as required.
58. Provide layout information such that shoring elements can be located and constructed in all three dimensions. Layout shoring including all pile locations and check all dimensions. General location of shoring and building layout to be done from architectural drawings. Do not use shoring drawings alone to lay out piles. Report any discrepancies or inconsistencies to RWH prior to proceeding with shoring installation.

59. Excavation must be kept dry at all times, where necessary dewater in advance to lower the water table to a minimum of 1m below the lowest excavation level to eliminate negative impact on shoring operations. Shoring is not designed to accommodate a water table above the bottom of excavation or to retain water unless specified otherwise.
60. Protect shoring and/or soil face from erosion as required. Redirect water away from the top of the shoring as required to prevent material washout behind the shoring wall.
61. Protect shoring and/or soil face from the effects of freezing as required. Minimum R2 frost blankets must be available on site should use be necessary. Heating may be required to combat frost effects.
- F. Excavation:
62. General Contractor to flag installed shoring system below grade prior to excavation. Excavator to dig in lifts and follow procedures as outlined in the shoring construction procedures and the configurations of typical excavation berming details when shown on the drawings. Do not over-excavate beyond the design or Shoring Contractors requirements.
63. General Contractor to supervise Excavators trim line at shoring face. Do not excavate within 3000mm of shoring face unless Shoring Contractor is present.
64. Excavator to exercise care when digging near stressed anchors and rakers.
65. Excavator to report any wall breaches or shoring damage immediately. Backfill and berm material at any such locations and report to the Shoring Contractor, General Contractor and RWH. Do not continue with further excavation in the area.
- G. Monitoring (By General Contractor):
66. Provide complete vertical and horizontal movement precision monitoring of the shoring. Monitoring shall include but is not limited to the following:
- a. Unless otherwise noted provide targets at the top of all piles or on the top row of every second panel in the case of shotcrete shoring. Installation of inclinometers at the discretion of RWH.
- (On shoring wall install one inclinometer in the middle of the wall. Inclinometer depth to be to the base of the pile toe.)
- b. Take target readings with an accuracy of ± 2mm for vertical and horizontal movement. Readings to be taken weekly during active excavation activities or as otherwise specified by RWH. At the discretion of RWH, and if felt necessary for the safety of the project, readings be taken more frequently and/or at critical stages of the excavation. Monitoring frequency throughout construction to be stepped down as directed by RWH.
- c. Express the readings clearly in spreadsheet and graphical form and in mm only. Positive movements are into the excavation and down. For each weekly reading the spreadsheet should show the location change of each target from the last reading and from the first reading. The spreadsheet should also show the reading history.
- d. Provide pre-construction survey of all adjacent structures that are in the influence of the excavation and/or may be affected by shoring operations. Provide target monitoring of all buildings to detect damage or settlement for the duration of shoring operations. Readings to be taken weekly during active excavation activities or as otherwise specified by RWH. Monitoring frequency throughout construction to be stepped down at the discretion of RWH.
- e. If targets are found to be obstructed or damaged at a reading, reestablish before next reading and report to RWH.
- f. All monitoring reports to be distributed promptly to RWH and Shoring Contractor.
- H. References:
67. Geotechnical Report:
As produced by HEP Canada Inc dated March 2016 Project Number:161-01441-00.
68. Structural:
Drawing S1, S10-S12 dated July. 27, 2020 by Hallex Engineering Ltd.
69. Architectural and Civil:
Drawings SPl, A6, A23 to A29 dated August. 10, 2020 by ACK Architects.
- Drawing C1 dated Nov. 28, 2019 by Hallex Engineering Inc.

Structural, Architectural and Geotechnical Consultants to check that documents noted above have not significantly changed.

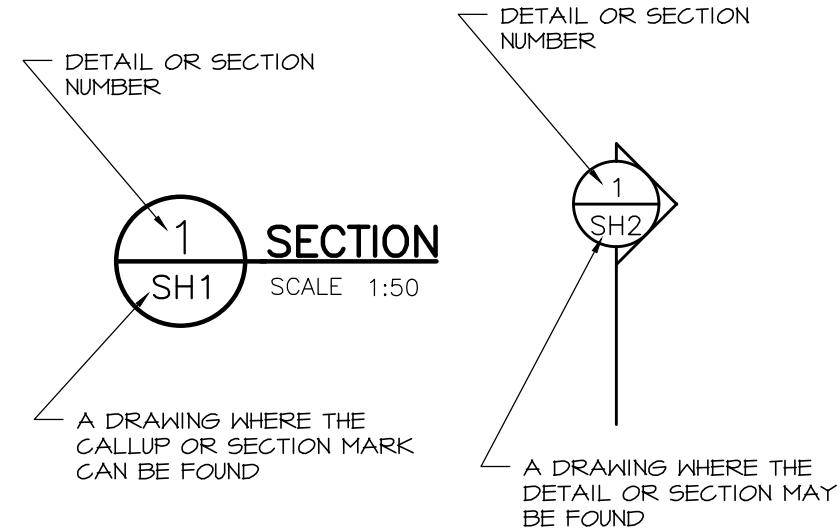
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TYPICAL SHOTCRETE UNDERPINNING SEQUENCE

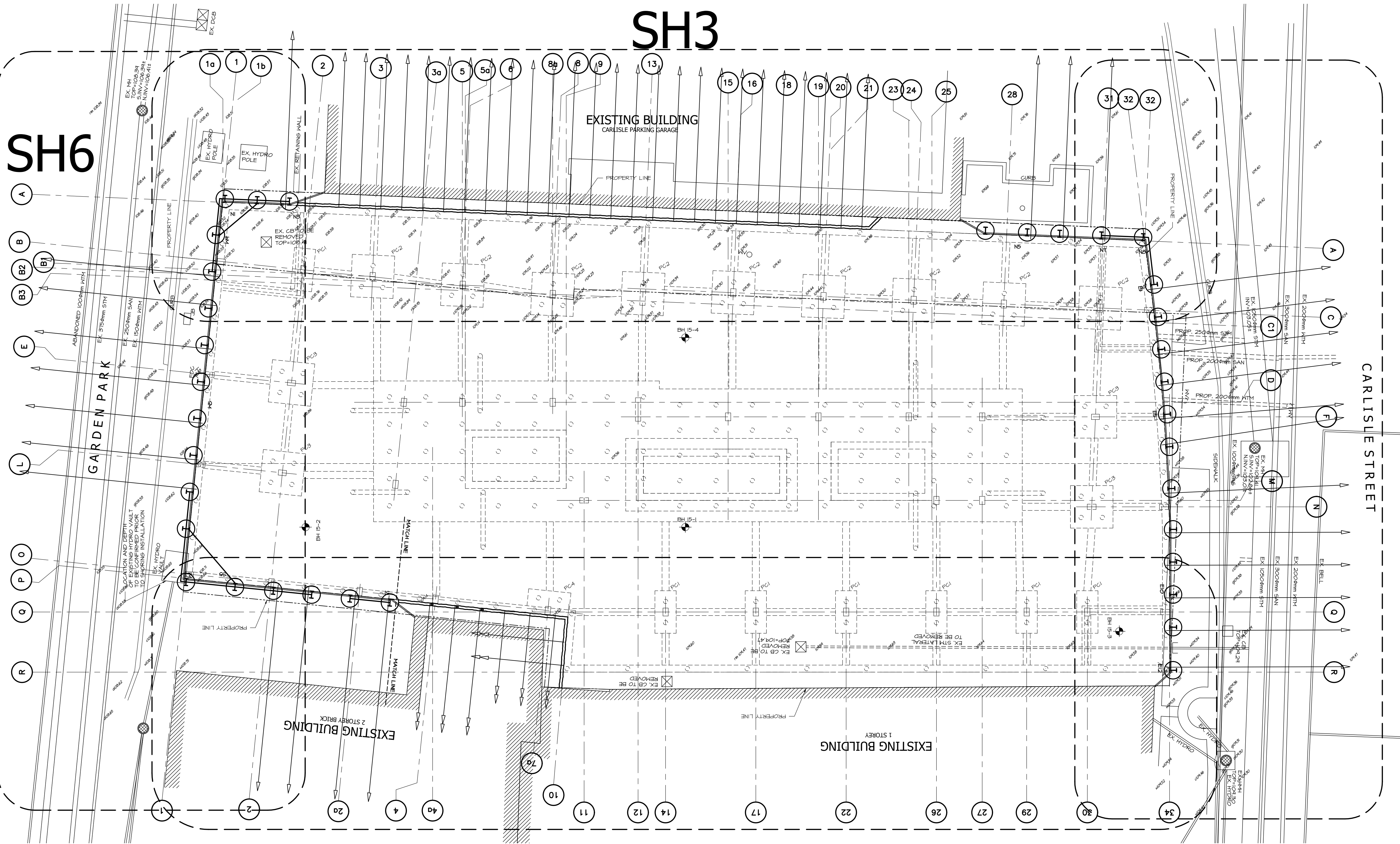


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CROSSREFERENCING CONVENTION



4.	ISSUED FOR PERMIT	20/09/28
3.	ISSUED FOR PERMIT	20/09/14
2.	ISSUED FOR PERMIT	20/09/02
1.	ISSUED FOR PERMIT	20/03/10
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No.	Description	Date
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Client NICKEL DEVELOPMENTS LTD.		
Consultant 126 Earl Thompson Road, Ayr, ON N0B1E0 Telephone (416) 457-8313, Fax (519) 740-7091		
Project CARLISLE SQUARE DEVELOPMENT		
ST. CATHARINES ONTARIO		
Drawing Title NOTES AND SCHEDULE		
Drawn:	O.K.	Scale AS NOTED
Checked:	K.D.	Date DEC. 2019
Project No.	M19-085	Drawing No. SH1



1. ELEVATION AND LOCATION OF ALL EXISTING SERVICES AND ELEVATION OF SITE GRADES MUST BE CONFIRMED BY GENERAL CONTRACTOR PRIOR TO THE START OF ANY SHORING WORK.
2. UNDERSIDE OF FOOTING ELEVATIONS TO BE COORDINATED WITH STRUCTURAL AND ARCHITECTURAL DRAWINGS BY THE CONTRACTOR, PRIOR TO PROCEEDING WITH SHORING INSTALLATION.
3. GENERAL LOCATION OF PILES AND BUILDING LAYOUT TO BE DONE FROM ARCHITECTURAL DRAWINGS. DO NOT USE SHORING DRAWINGS ALONE TO LAY OUT PILES AND SHORING. REPORT ANY DISCREPANCIES TO THE SHORING ENGINEER.

1 KEY PLAN
SH2 SCALE N.T.S.

4. ISSUED FOR PERMIT		20/09/28
3. ISSUED FOR PERMIT		20/09/14
2. ISSUED FOR PERMIT		20/09/02
1. ISSUED FOR PERMIT		20/03/10
0. ISSUED FOR PERMIT		20/01/20
No.	Description	Date

REVISION

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PROFESSIONAL ENGINEER
K. DENABER
100188929
PROVINCE OF ONTARIO

Client

NICKEL DEVELOPMENTS LTD.

Consultant

RWH
ENGINEERING INC.
126 Earl Thompson Road, Ayr, ON N0B1E0
Telephone (416) 457-8313, Fax (519) 740-7091

Project

CARLISLE SQUARE DEVELOPMENT

ST. CATHARINES ONTARIO

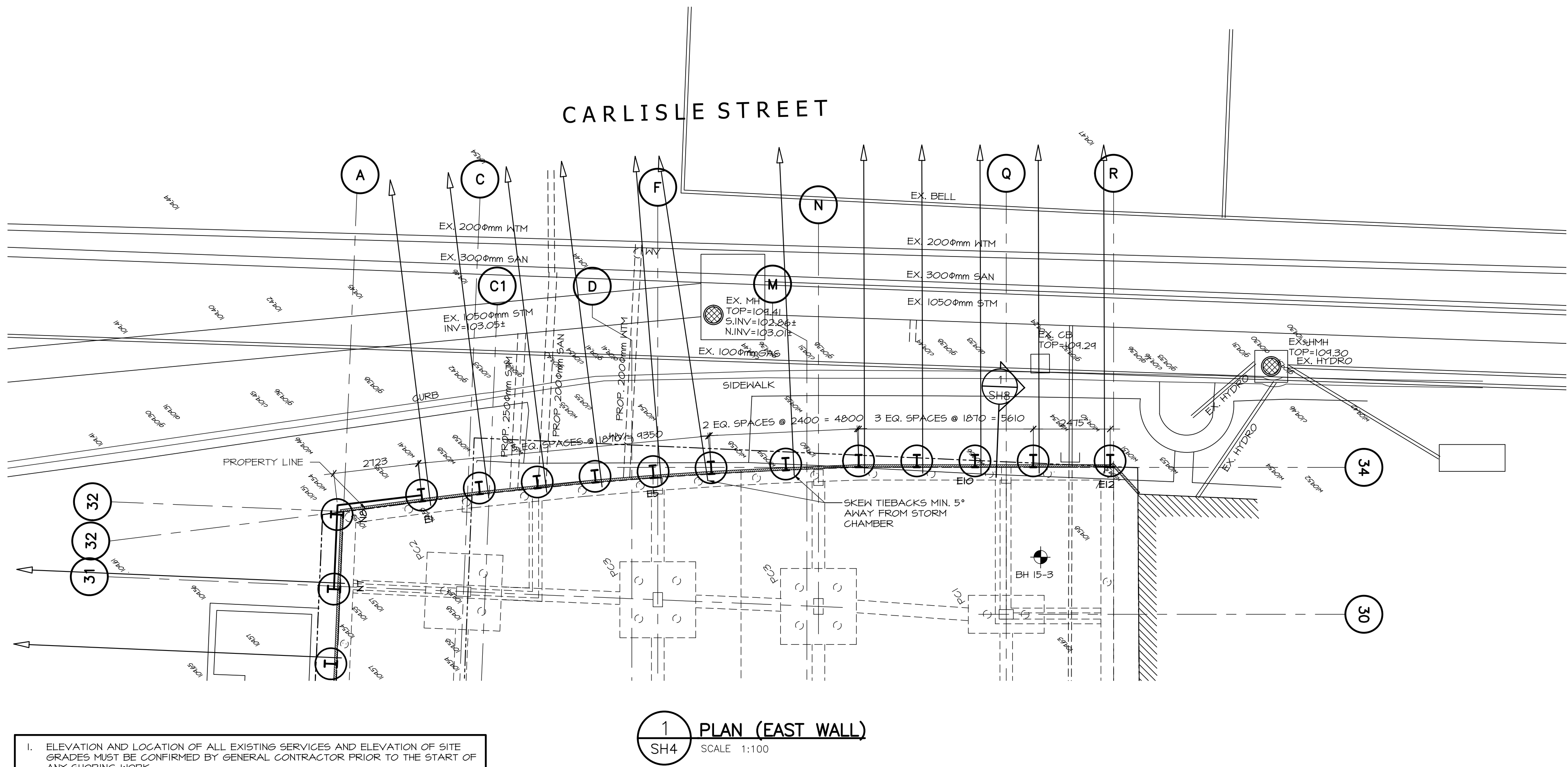
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KEY PLAN

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Project No.	M19-085	Drawing No.	SH2



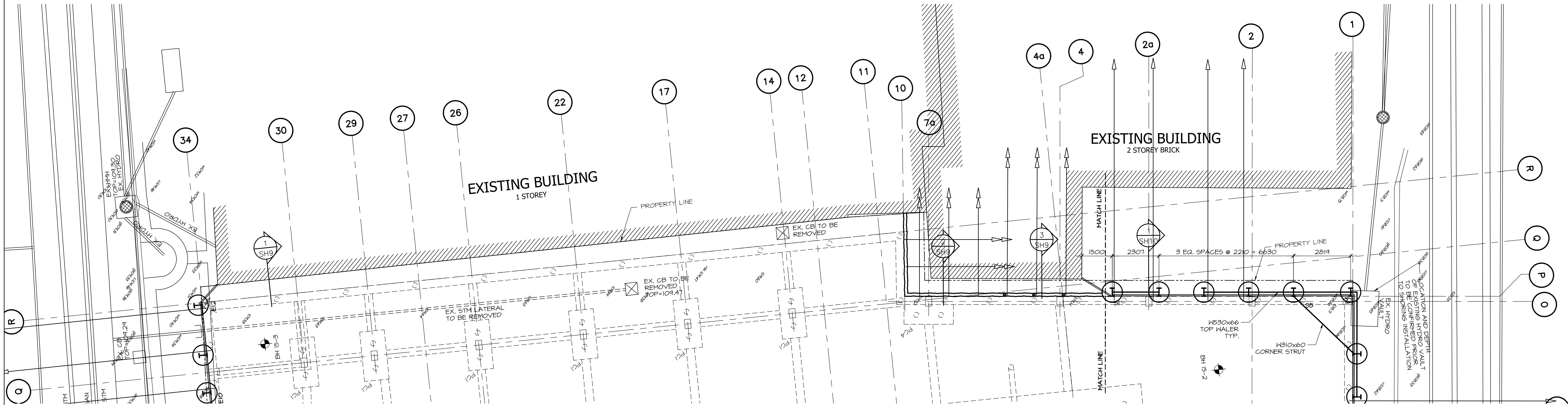
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1. ELEVATION AND LOCATION OF ALL EXISTING SERVICES AND ELEVATION OF SITE GRADES MUST BE CONFIRMED BY GENERAL CONTRACTOR PRIOR TO THE START OF ANY SHORING WORK.
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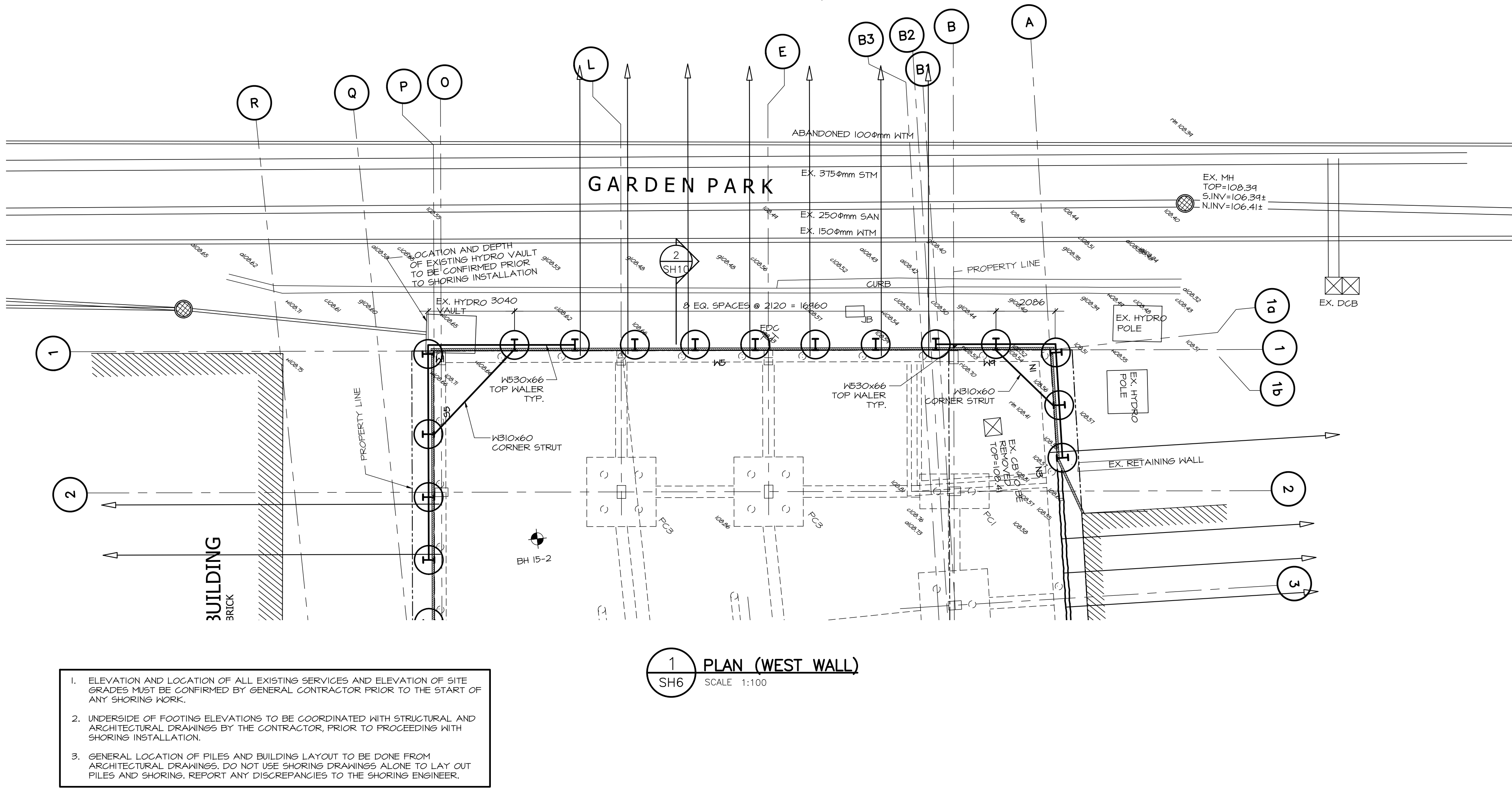
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No.	Description	Date
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Consultant 126 Earl Thompson Road, Ayr, ON N0B1E0 Telephone (416) 457-8313, Fax (519) 740-7091		
Project CARLISLE SQUARE DEVELOPMENT		
ST. CATHARINES ONTARIO		
Drawing Title PLAN (EAST WALL)		
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Checked:	K.D.	Date DEC. 2019
Project No.	M19-085	Drawing No. SH4



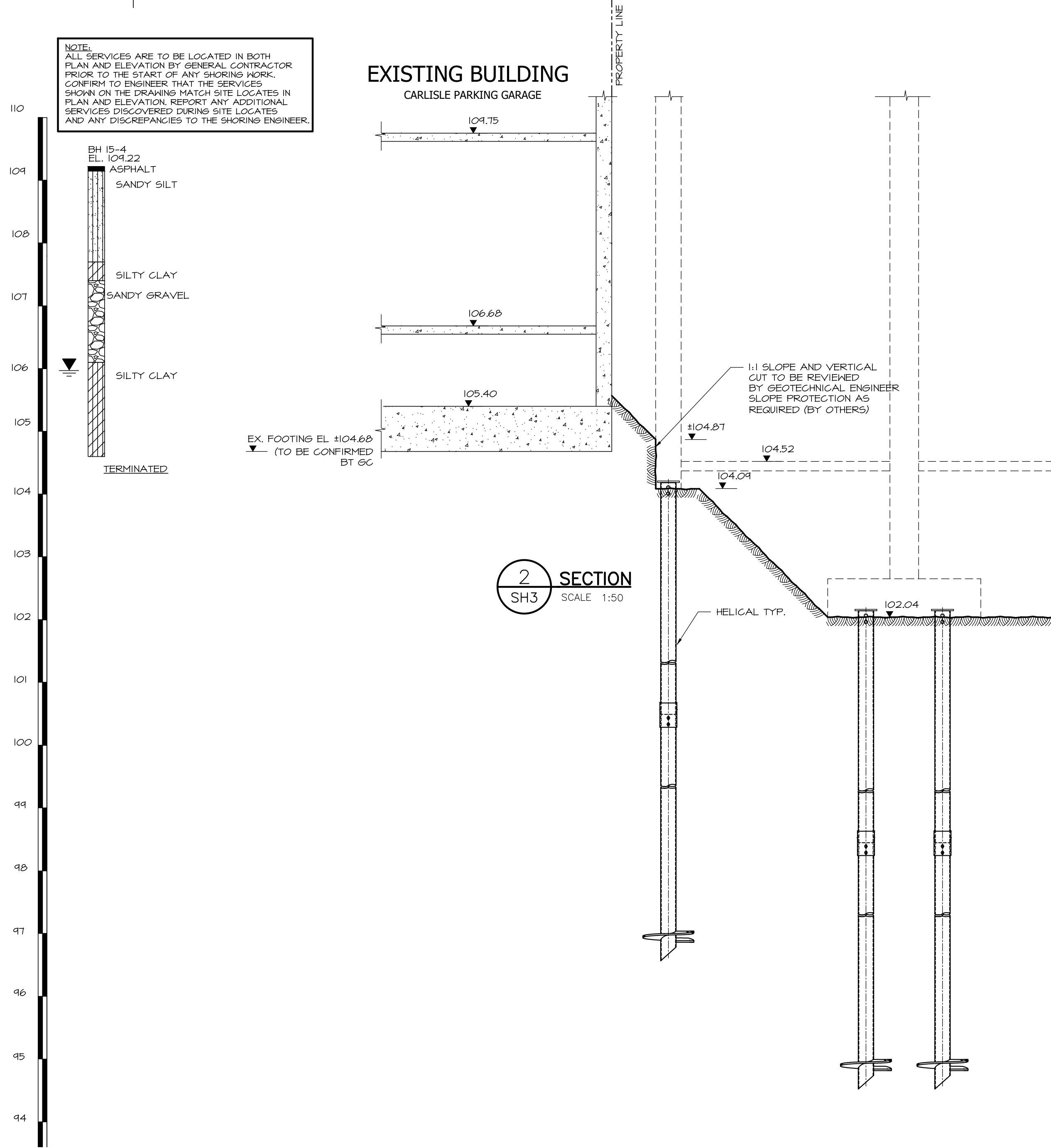
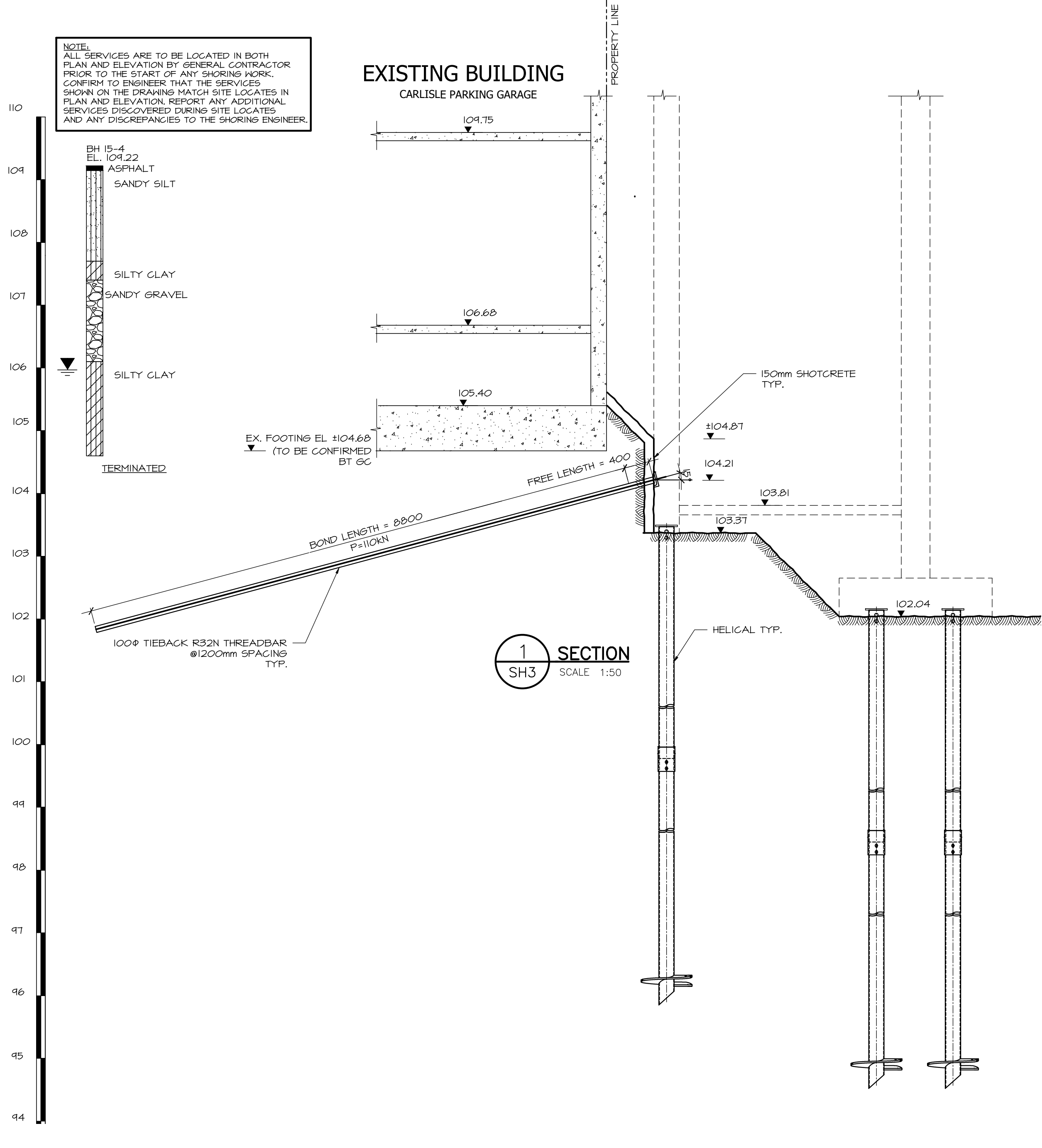
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1 PLAN (SOUTH WALL)
SH5 SCALE 1:100

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Project		
CARLISLE SQUARE DEVELOPMENT		
ST. CATHARINES ONTARIO		
Drawing Title		
PLAN (SOUTH WALL)		
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Project No. M19-085		Drawing No. SH5



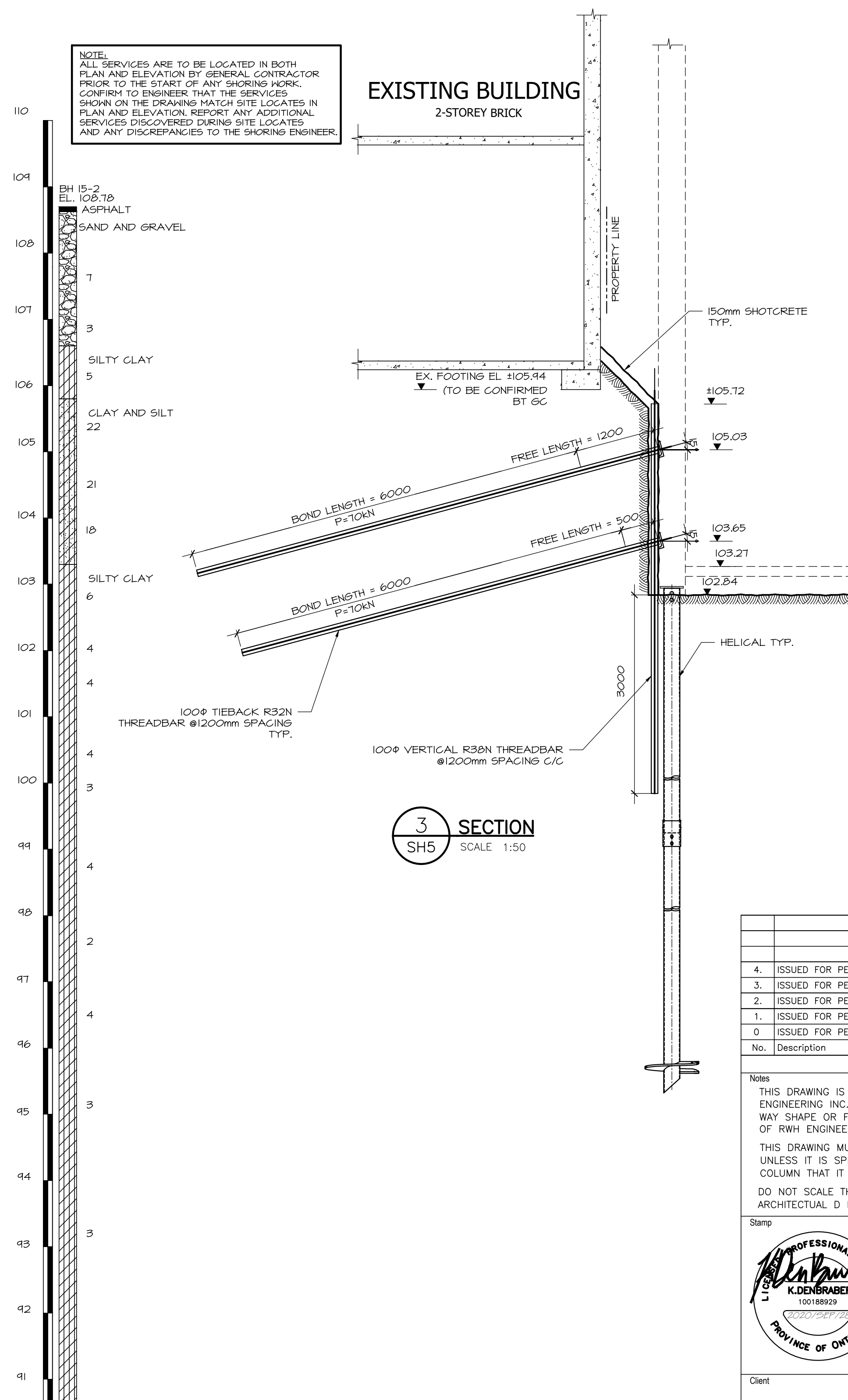
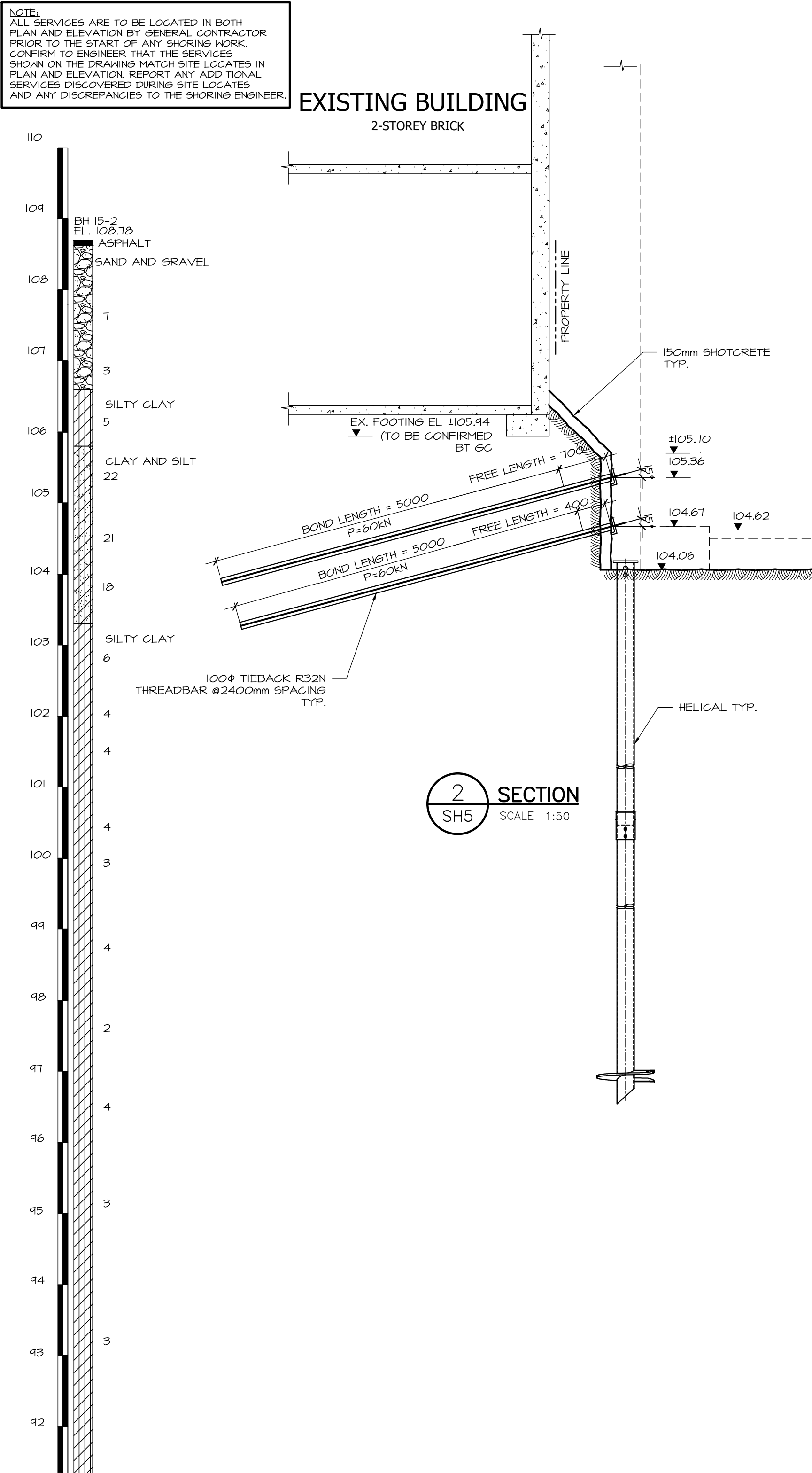
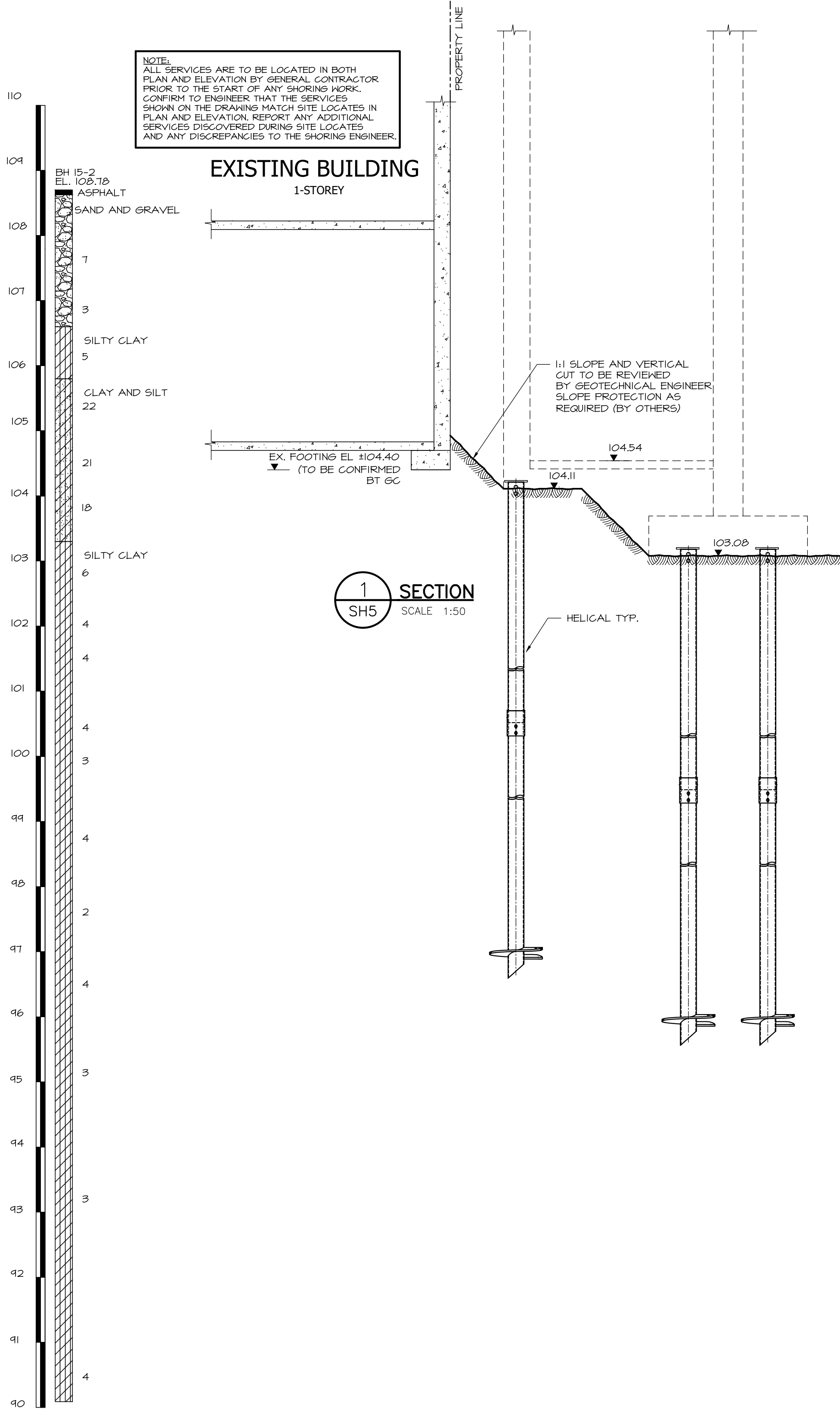
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NICKEL DEVELOPMENTS LTD.		
Consultant		
Project		
CARLISLE SQUARE DEVELOPMENT		
ST. CATHARINES ONTARIO		
Drawing Title		
PLAN (WEST WALL)		
Drawn:	O.K.	Scale AS NOTED
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Project No.	M19-085	Drawing No. SH6



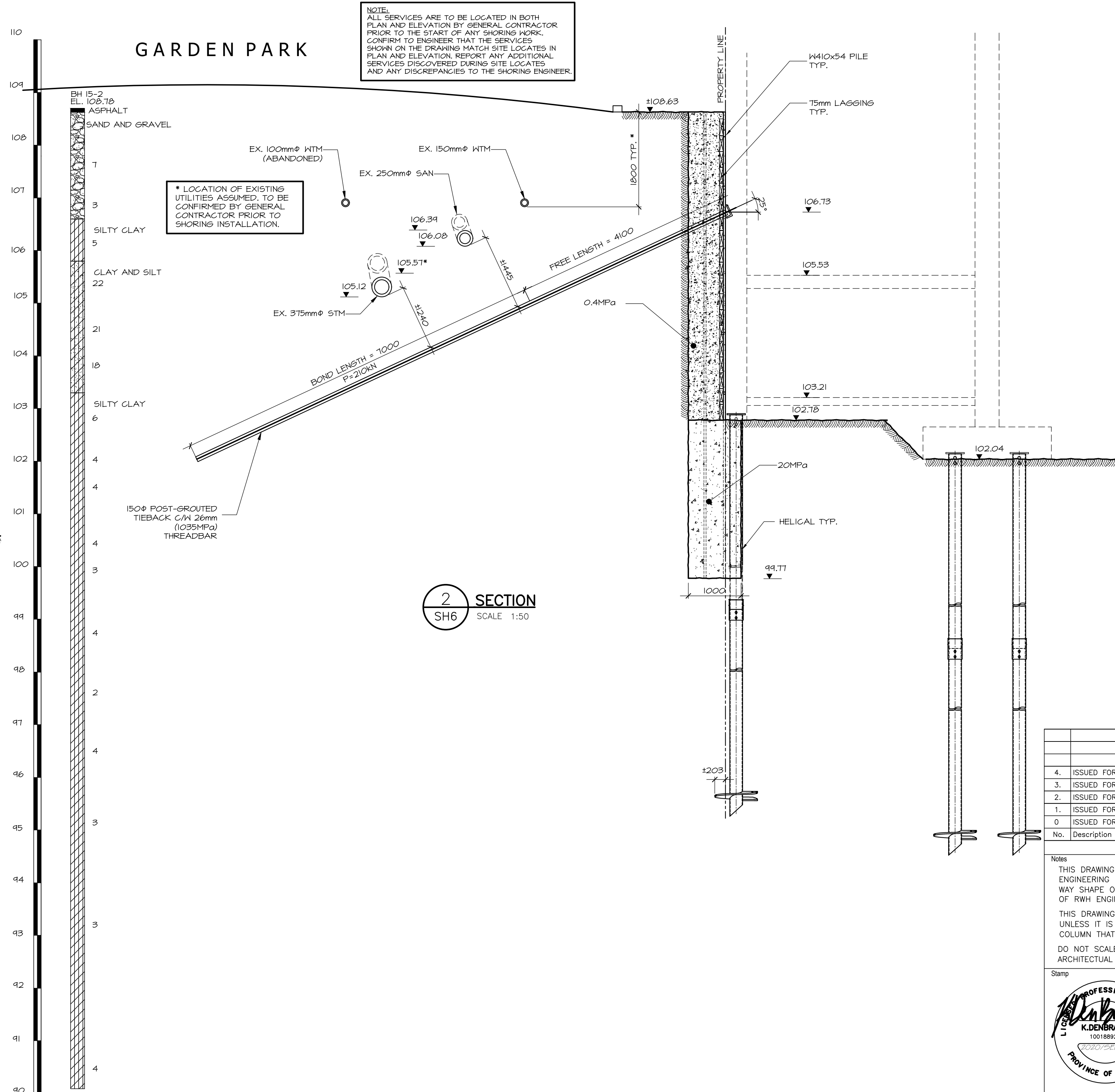
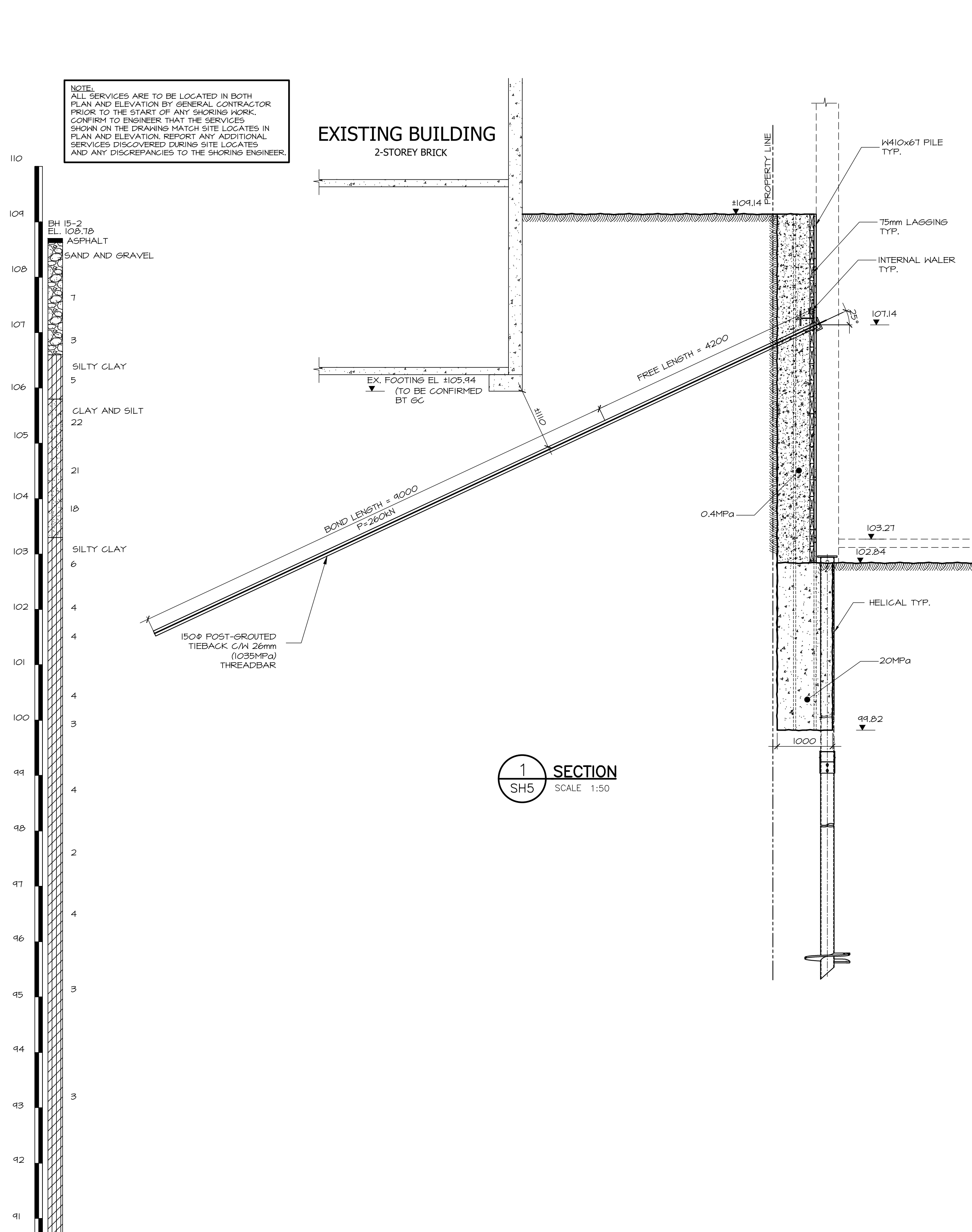
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Project		
CARLISLE SQUARE DEVELOPMENT		
ST. CATHARINES ONTARIO		
Drawing Title		
SECTIONS		
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Project No.	M19-085	Drawing No. SH7



AGENDA ITEM 2.3



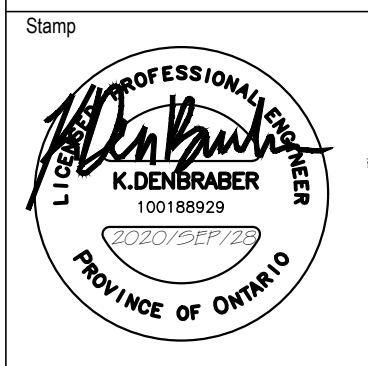
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Consultant	
RWH ENGINEERING INC. 138 Earl Thompson Road, Ayr, ON N0B1E0 Telephone (416) 457-8313, Fax (519) 740-7091	
Project	
CARLISLE SQUARE DEVELOPMENT	
ST. CATHARINES ONTARIO	
Drawing Title	
SECTIONS	
Drawn:	O.K.
Scale:	AS NOTED
Checked:	K.D.
Date:	DEC. 2019
Project No.	M19-085
Drawing No.	SH9



No.	Description	Date
4.	ISSUED FOR PERMIT	20/09/28
3.	ISSUED FOR PERMIT	20/09/14
2.	ISSUED FOR PERMIT	20/09/02
1.	ISSUED FOR PERMIT	20/03/10
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Project
CARLISLE SQUARE DEVELOPMENT

ST. CATHARINES ONTARIO

Drawing Title
SECTIONS

Drawn:	O.K.	Scale:	AS NOTED
Checked:	K.D.	Date:	DEC. 2019
Project No:	M19-085	Drawing No:	SH10

Apartment/Commercial Site			
# Dwelling Units:	228		
Parking Stalls Provided:	0 On Street 0 Below Grade		
Loading Spaces Provided:	1		
Lot Area	m ² 1,167.11	ft ² 12,562.70	% 100%
Ground Floor Building Coverage	981.99	10,570.00	84.14%
Above Grade Building Coverage	1,111.40	11,963.00	95.23%
Below Grade Building Coverage	1,141.05	12,282.20	97.77%
Landscaped Paving Coverage	185.13	1,992.70	15.86%

+ 1,724 SF AIR RIGHT ENCROACHMENT OVER ACCESS LANEWAY

+ 2,095.5 SF BELOW GRADE RIGHTS UNDER ACCESS LANEWAY

LEGEND

- EXISTING PROPERTY LINE
- - - - DENOTES NEW PROPERTY LINE / ROAD WIDENING
- - - - DENOTES ROOF ENCHROACHMENT
- - - - DENOTES MOULDING ENCHROACHMENT
- - - - DENOTES CANOPY ENCHROACHMENT
- - - - DENOTES SUBGRADE PARKING DECK FOOTPRINT
- - - - DENOTES BALCONY EXTENT
- - - - DENOTES EXTENT OF SHORING HELICAL / PILE

GENERAL NOTES

SURVEY & BACKGROUND INFORMATION BASED OFF OF DRAWINGS PROVIDED BY 'KIRKUP + MASCOE + URE SURVEYING LTD.' DRAWINGS DATED 'MARCH 29, 2016', UPDATED 'JULY 11, 2018'.

GARBAGE / RECYCLING TO BE STORED INSIDE BUILDING

REFER TO ENCROACHMENT PLAN FOR EXTENT OF ENCROACHMENTS

OWNER'S NAME
SIGNATURE

THE CORPORATION OF THE CITY OF ST. CATHARINES
CLERK
MAYOR
DATE: 20

NOTE: THE DIMENSIONS, AREAS AND LOCATIONS SHOWN ON THIS PLAN ARE APPROXIMATE AND MAY BE SLIGHTLY ALTERED IN THE FINAL DESIGN, PROVIDING THE INTENT AND PURPOSE OF THE ORIGINAL PLAN IS MAINTAINED AND ALL RELEVANT ZONING PROVISIONS COMPLIED WITH. FURTHER, AND NOTWITHSTANDING ANYTHING SHOWN ON THIS PLAN TO THE CONTRARY, ALL SITE SURVEYING, GRADING AND DRAINAGE SHALL BE IN ACCORDANCE WITH PLANS APPROVED BY THE ENGINEER.

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NO.	DATE:	REVISION:	BY:
01	OCT. 02 2018	SITE PLAN APPLICATION	CH
02	OCT. 16 2018	SHADOW STUDIES	CH
03	DEC. 13 2018	SPA COMMENTS	CH
04	DEC. 16 2019	SPA COMMENTS	CH
05	AUG. 10 2020	SPA COMMENTS	CH
06	SEPT. 25 2020	SPA COMMENTS	CH
07	OCT. 02 2020	SPA COMMENTS	CH
08	OCT. 16 2020	SPA COMMENTS	CH/JV

COMMISSION:

CARLISLE SQUARE - MIXED USE DEVELOPMENT

57 CARLISLE STREET, ST. CATHARINES, ON



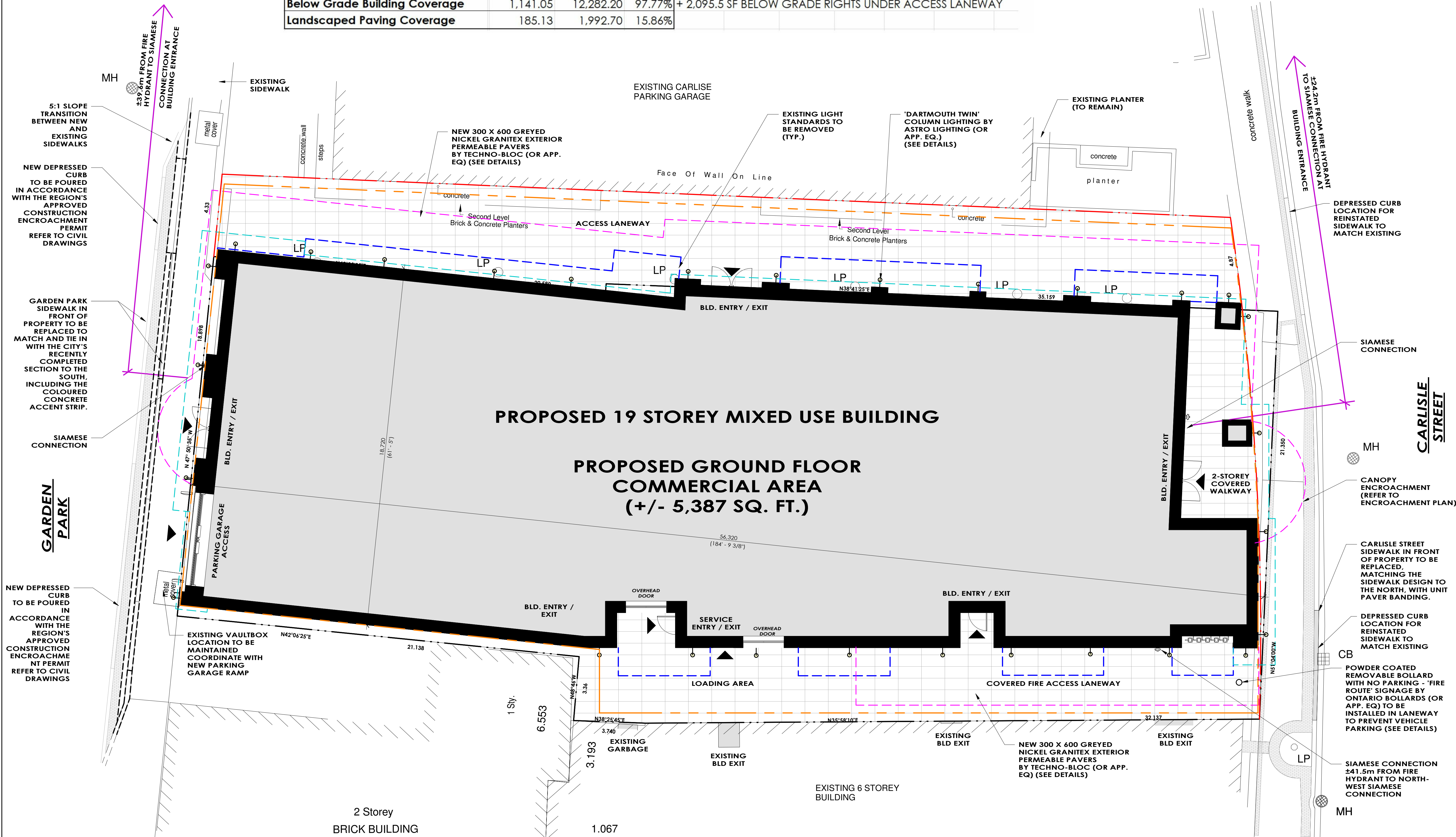
SHEET TITLE:

SITE PLAN

Issued for Re-Zoning
Issued for Site Plan Agreement
Issued for Permit
Issued for Tender
Issued for Construction:

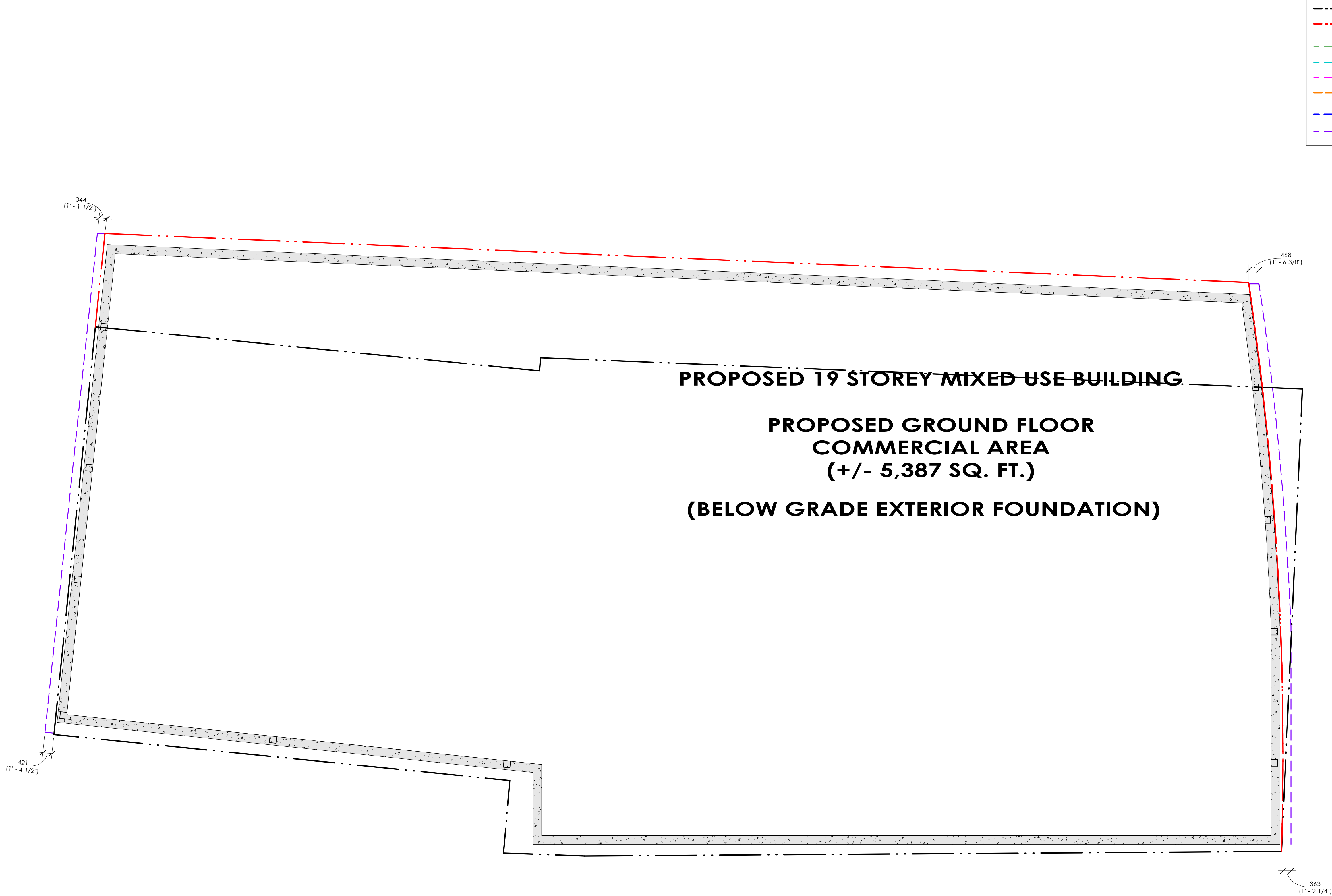
DRAWN BY: CH / JV / BL
CHECKED BY: MDA
DATE: OCT/28/2019
SCALE: AS SHOWN
PROJECT No.: 2015-207

DWG. No.
.SP1



SITE PLAN

1:100



FOUNDATION (SHORING ENCROACHMENT)

1:100

LEGEND

- EXISTING PROPERTY LINE
- - - - DENOTES NEW PROPERTY LINE / ROAD WIDENING
- - - - DENOTES ROOF ENCROACHMENT
- - - - DENOTES MOULDING ENCROACHMENT
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GENERAL NOTES

SURVEY & BACKGROUND INFORMATION
BASED OFF OF DRAWINGS PROVIDED BY:
'KIRKUP + MASCIO + URE SURVEYING LTD.'
DRAWINGS DATED 'MARCH 29, 2016',
UPDATED 'JULY 11, 2018'.

GARBAGE / RECYCLING TO BE STORED INSIDE BUILDING

REFER TO ENCROACHMENT PLAN FOR EXTENT OF ENCROACHMENTS

OWNER'S NAME _____
SIGNATURE _____
THE CORPORATION OF THE CITY OF ST. CATHARINES
CLERK _____ MAYOR _____
DATE: _____ 20____

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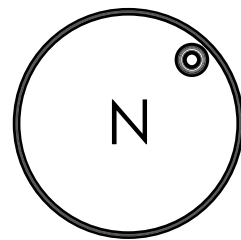
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08	OCT. 16 2020	SPA COMMENTS	CH/JV

COMMISSION:

CARLISLE SQUARE - MIXED USE DEVELOPMENT

57 CARLISLE STREET, ST. CATHARINES, ON



A | C | K
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studio office: 250 Glenora Ave. T. 905.884.0545 F. 905.884.0542 M. carlisle@ackarchitects.com
architectural office: 1822 Dufferin Avenue T. 416.462.2089 F. 905.884.0542 M. carlisle@ackarchitects.com

SHEET TITLE:

ENCROACHMENT PLAN (BELOW GRADE SHORING)

Issued for Re-Zoning

Issued for Site Plan Agreement:

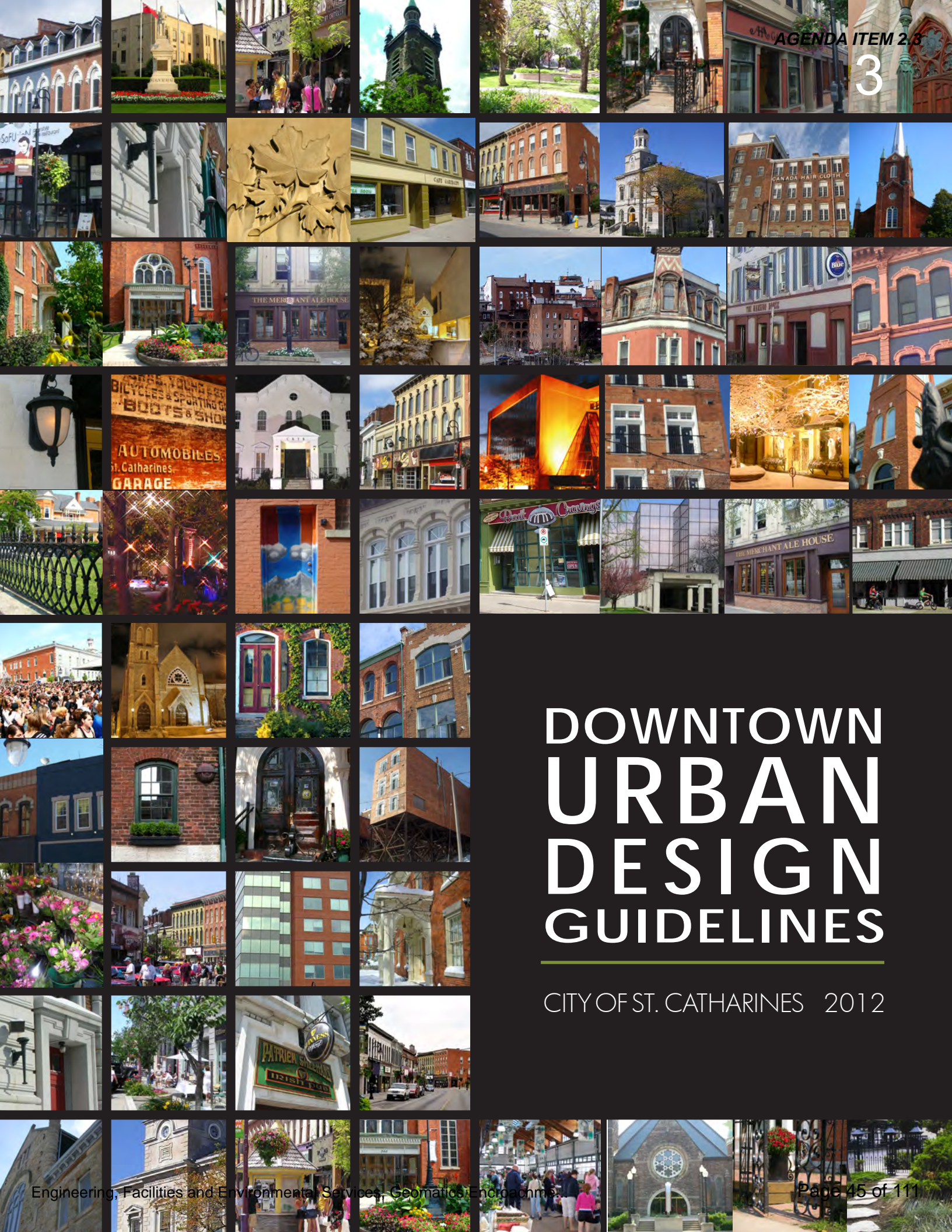
Issued for Permit:

Issued for Tender:

Issued for Construction:

DRAWN BY:	CH / JV / B.L.	DWG. No.
CHECKED BY:	MDA	
DATE:	OCT/28/2019	
SCALE:	AS SHOWN	
PROJECT No.:	2015-207	

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DOWNTOWN URBAN DESIGN GUIDELINES

CITY OF ST. CATHARINES 2012

ABOUT THE GUIDELINES

The Downtown Urban Design Guidelines establish site, building and streetscape design expectations for both private and public sector development within the Downtown St. Catharines. The guidelines detail expectations for the arrangement, shape and appearance of new development to help manage the Downtown's evolving built environment and to direct these changes in a positive, sensitive manner.

These guidelines have been prepared in consultation with community stakeholder groups and are reflective of the Downtown design objectives described in both the Garden City Plan and the Creative Cluster Master Plan.

These Urban Design Guidelines are not intended to substantially restrict the creativity of designers in responding to the challenges of a given site. Rather they provide a framework for helping to ensure that design solutions are compatible with the character of Downtown St. Catharines and support revitalization objectives. These guidelines are intended to be flexible enough in intent, interpretation, and application to allow for and encourage creative solutions.

DESIGN PRINCIPLES

The Downtown Urban Design Guidelines have generally been developed to help implement the following key design and development objectives:

1. Create a beautiful, comfortable, accessible, and safe pedestrian environment that promotes walking as the principal means of transportation.
2. Create a desirable built environment to live, work and do business by improving livability and enhancing investments.
3. Support Downtown's role as a dominant retail centre and as the civic and cultural heart of the City.
4. Preserve and build upon Downtown's significant human-scaled built and cultural heritage resources.
5. Maximize the use of the public realm as a venue for civic life by creating a more attractive, vibrant and diverse environment.
6. Promote lush and interesting greening opportunities which support the Garden City image.

Application of the Design Guidelines

The Downtown Urban Design Guidelines will be utilized as follows:

Review of Development Applications

The guidelines will outline minimum site layout and building design expectations for all developments which require planning approvals. This includes new building construction, major additions and new parking lots (via site plan control), as well as applications for minor variances. Development projects will be required to implement the guidelines prior to or as conditions of approval.

Major development projects may be required to submit an Urban Design Brief which outlines how the development proposal reflects the provisions on these guidelines and provides justification for any proposed deviations.

Review of CIP Grant Applications

Through the Community Improvement Plan program, City may provide façade improvement grant funding. These guidelines outline façade design requirements and will be used to review the merits of these, or similar, CIP applications.

Applications for facade improvement grants will be reviewed relative to the design principles described in Part 1 of these guidelines.

Design and Approval of Municipal Works

The guidelines provide direction for the design and management of the public realm, including streets, sidewalks and public spaces, with a focus on creating a comfortable, beautiful, and pedestrian-oriented environment. These guidelines will be considered in the design and management of future public works within Downtown St. Catharines.

Interpretation

Area-Specific Guidelines

The guidelines document contains both general provisions that apply across the Downtown, as well as additional targeted provisions for key clusters and distinctive character areas. When dealing with sites located in one of these “character areas”, the applicant should implement both the general and the site specific guideline requirements. If there are any conflicts between the general and the area-specific guidelines, the area-specific guidelines should prevail.

By-law Conflict

Where there is a conflict between any of the design guidelines and the provisions of the zoning by-law, the zoning by-law shall prevail. The same applies to the sign by-law, or other relevant municipal by-law. These guidelines may however be used to help justify a minor variance application if required.

Weight of Provisions

The text of each guideline provision will generally include one of three weighted qualifiers. These qualifiers indicate priority and level of flexibility as follows:

Shall: The “shall” guidelines are mandatory and generally reflect policies taken directly from the Garden City Plan or that will be included in the zoning by-law. These guidelines are the least flexible and will require justification from the applicant to vary. As these provisions are generally tied to zoning requirements, approval from the Committee of Adjustment or Council would be required to deviate.

e.g. “Building **shall** have a minimum height of two stories at the street edge”

Should: The “should” guidelines represent expected outcomes, but some flexibility and trade-offs may be appropriate on a case-by-case basis where a superior design may result. The “should” guidelines represent required elements for approval, unless good cause can be demonstrated to deviate.

e.g. “The height of a retail storefront **should** be at least 4.0 metres, but not greater than 5.5 metres”

Encouraged: The “encouraged” guidelines do not need to be satisfied to obtain development approvals. These guidelines describe desirable outcomes which will be supported, but may not be appropriate or feasible on all sites.

e.g. “The installation of awnings or canopies is **encouraged** to provide shelter and create more vibrant streetscapes”

Study Area

The area subject to the Downtown Urban Design Guidelines is identified on Figure 1. This area is limited to the core-area of the Downtown bound by St. Paul Street, Ontario Street, Church Street, and Geneva Street, as well and the lands which frame these edges.

The Downtown district as described in the Garden City Plan is much larger, extending northward to the Welland Avenue and eastward to Tasker Street. The Yates and Queen Street heritage conservation districts have been excluded as they already feature strict design controls. Remaining lands outside the study area such as along Welland Avenue and Queenston Street, which reflect a different function and character, will be addressed through future urban design guidelines for Mixed Use Corridors.

Figure 1
Lands subject to the Downtown
Urban Design Guidelines



PART 1 BUILDING DESIGN

Part 1 Design Themes:

1.1 Form Guidelines

- Building Height
- Street Wall
- Building Massing
- Corner Buildings
- Adverse Building Impacts

1.2 Detailing & Character Guidelines

- Architectural Detailing & Character
- Storefront Design
- Windows & Doors
- Exterior Finishes
- Colour Usage
- Balconies
- Rooflines and Rooftops
- Built Heritage Resources

SECTION 1.1 BUILDING FORM

Buildings within the Downtown will contribute to the district's urban character through appropriate scale and massing.

The size and shape of buildings are key factors in creating a community that functions as a dynamic, pedestrian-oriented downtown. The style of buildings and their relationship to the street must work harmoniously with the public realm to create an attractive, liveable environment. Development should be human-scaled, with buildings framing and orientated towards the street and public spaces. Buildings will also be used to frame key intersections and gateways to the community.

Development in close proximity to neighbouring residential areas will need to provide an appropriate transition into these low-rise forms and more intensive development within the central core should communicate this location's prominence within the community.

The following policies deal directly with built form and how the thoughtful siting and massing of new structures will complement existing buildings and the public realm.



PART 1 building design

BUILDING HEIGHT

1.1.1 Minimum Height

Buildings shall have a minimum height of two storeys at the street front to help ensure the creation of cohesive streetscapes and a consistent minimum level of street enclosure. The second floor will be finished, usable floor space. The use of false upper storeys with or without faux windows is not acceptable.

1.1.2 Height at Street Edge

To maintain a comfortable pedestrian scale buildings will generally be two to six storeys in height along the street edge, with taller elements stepping back into the property.

1.1.3 Angular Plane Height Limit

Additional building height may be provided where upper floors are setback and terraced so as to fall within a 1:1 (45 degree) angular plane, to be measured from the opposite street line.

1.1.4 Height Transitions

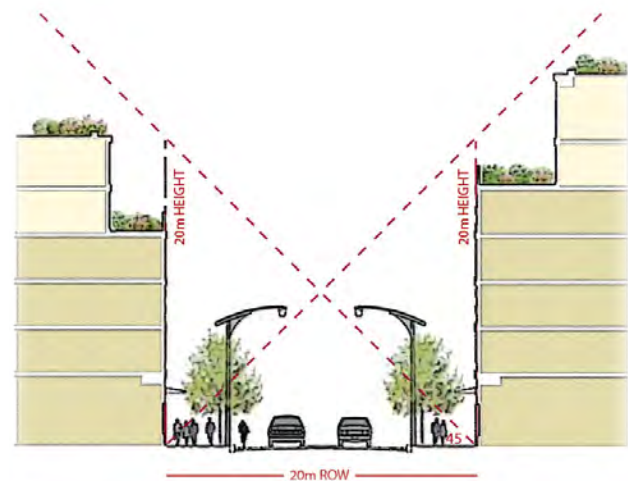
Provide transitions in building heights between shorter and taller buildings through appropriate massing and avoid abrupt significant height changes.

Taller buildings should transition downwards where they abut low-rise development through the use of terracing or stepped building heights.

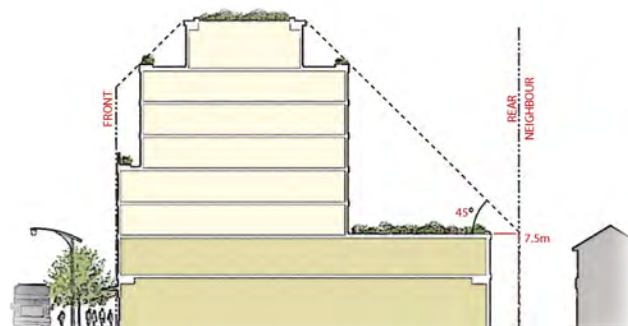
Where a development site abuts lands outside of the Downtown Urban Design Guidelines area, the maximum building height shall fall within a 45 degree angular plane, to be established at a height of 7.5 metres above the abutting side or rear yard.



Buildings should be two to six storeys in height at the street edge, with taller elements setback.



Building mass should be contained within 1:1 (45 degree) angular plane height limit.



Provide height transitions between Downtown and adjacent residential neighbourhoods.

PART 1 building design

STREET WALL

1.1.5 Building Orientation

Buildings shall be aligned parallel to the street edge with main entrances facing and directly connected to the public sidewalk.

1.1.6 Building Frontage

Buildings will be used to fully frame the street edge and to create cohesive, enclosed, street corridors. New buildings should be placed along the maximum extent of both the front and flankage property lines. Gaps between buildings should be avoided, except those used for laneways, walkways, and/or public space.

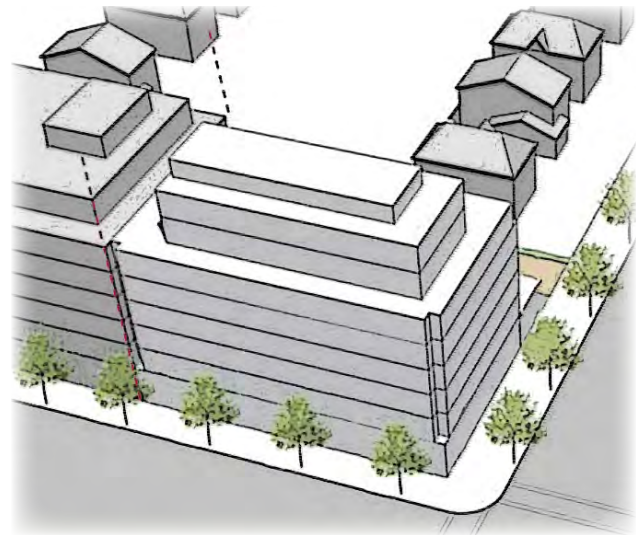
1.1.7 Building Setbacks

Buildings will generally be located close to the street, reflecting the setbacks of adjacent buildings.

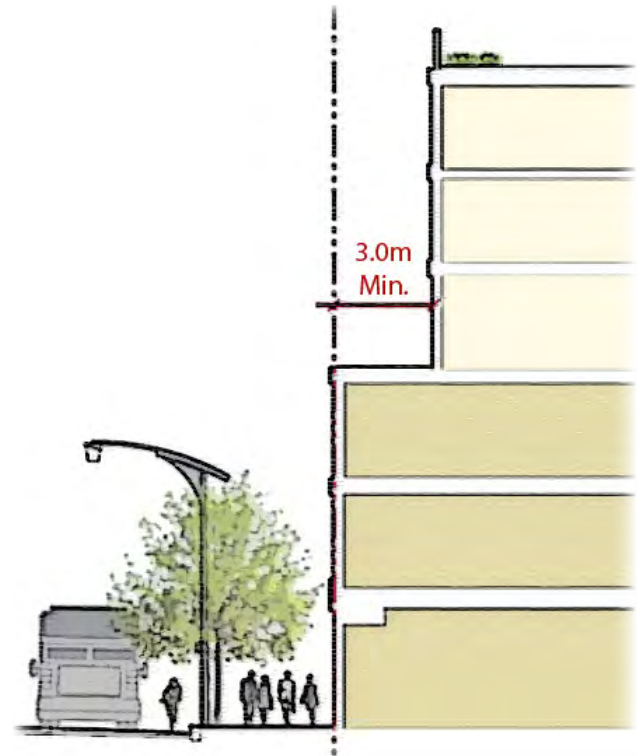
Buildings setbacks may vary slightly from neighbouring properties but should fall within a limited range in order to create a visually cohesive streetscape. Deeper setbacks may be permitted for increased pedestrian access or active outdoor use, such as a courtyard at-grade or patio space.

1.1.8 Building Podium

Buildings taller than six storeys should include a well-defined podium section along the street frontage. Floors above the podium should be setback at least 3.0 metres from the front edge of the podium.



Buildings should be positioned to fully line the street, with minimal gaps in the streetwall and generally consistent buildings heights and setbacks.



Floors that project above the traditional street wall should be setback at least 3.0 metres from the front building edge.

BUILDING MASSING

1.1.9 Building Components

Buildings will be visually divided into smaller, identifiable parts to reflect a more human scale and the traditional development pattern. Each building should contain distinctive base, middle and top sections. The construction of large flat walls will be avoided through appropriate vertical and horizontal articulation. This principle applies to both small and large structures.

1.1.10 Vertical Articulation

- a. **BASE SECTION:** The base building section will establish scale and character at street level. The base section should be visually distinguishable from upper floors through the use of appropriate detailing (refer to 1.2.7).

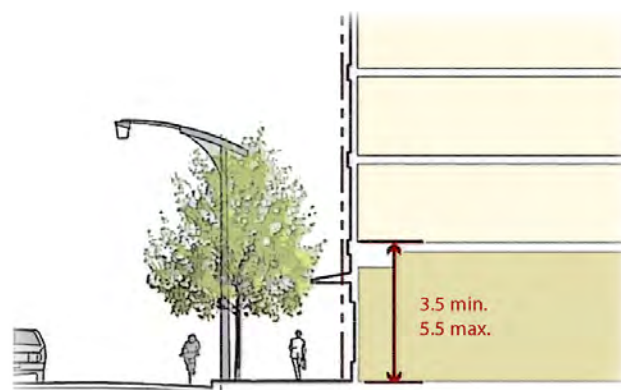
Active uses should be located within the base section to enhance the building's relationship to the public realm. Active uses include, but are not limited to storefronts, cafes/restaurants, lobbies and community uses.

Larger residential or office buildings may have taller base sections that form a building podium, with sections of its own.

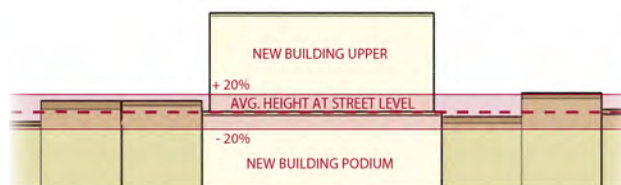
- b. **MIDDLE SECTION:** The middle building section typically houses the upper residential or office uses which are only accessed internally via a street-level lobby or gallery.
- c. **TOP SECTION:** The top building section is typically the smallest and includes the building's top cornice and roof structure and/or architectural cap. This section may also include penthouse space and/or tower elements.
- d. **GROUND FLOOR:** Provide higher ground floor heights for flexibility to accommodate a range of uses. The ceiling height on the ground floor should be at least 3.5 metres, but should not exceed 5.5 metres.
- e. **PODIUM HEIGHT:** Building height at the street edge should generally be within 20% of the average height of neighbouring buildings on the block.



Each building should include a distinct base (storefront), middle (apartments or offices) and top (roof and penthouse) section.



Provide higher ground floor heights (3.5 to 5.5m) to provide consistent scale and to allow usage flexibility.



Provide building heights along the street edge that reflect those of other existing or planned buildings on the block.

PART 1 building design

1.1.11 Horizontal Articulation

- a. **BUILDING WIDTHS:** New buildings should reflect the pattern and rhythm of traditional narrow Downtown lot widths. Wider buildings should be visually broken into smaller building modules. The maximum width of a building module should not exceed 10.0 metres.
- b. **BUILDING MODULES:** Appropriate techniques to divide larger buildings into smaller, pedestrian-scaled modules include but may not be limited to:
 - i. Using vertical architectural elements such as pilasters or columns to break up the building frontage into smaller sections;
 - ii. Varying the height of building modules, including cornices and roof lines;
 - iii. Varying building materials and/or colours between modules;
 - iv. Slightly varying building setbacks; and/or
 - v. Incorporating multiple storefronts at grade.

1.1.12 Façade Relief

Variation in three-dimensional building elements such as thick mouldings, cornices, recessed windows, balconies, bay windows, porches, prominent entrances, and other elements should be used to provide depth and variation to the building mass. Large, flat street-facing walls should be avoided.

1.1.13 Bulkiness

Where taller buildings are proposed (generally those greater than six stories), the floor plate above the podium (mid and top sections) should be restricted to reduce bulkiness. Slender towers are preferred over large block buildings of similar floor area. Slender buildings will reduce shadow impacts and support the creation of a more vibrant skyline.



Vertical Articulation: Use cornices, window designs, materials, colours, sign bands, or other techniques to divide the building into base, middle and top sections.



Horizontal Articulation: Use pilasters, columns, storefronts, varied heights, or other techniques to break-up wide buildings into smaller modules.



Example of one long building which has been visually broken down into smaller components through facade articulation, relief, and multiple storefronts.

CORNER BUILDINGS

1.1.15 Corner Massing

On corner properties, the building mass should be positioned close to the intersection. This positioning will help to frame and anchor the corner. Massing and articulation principles described in Section 1.1.10 shall apply to all street frontages on corner lots.

1.1.16 Corner Elements

The use of prominent vertical architectural features such as tower elements is particularly encouraged at corner lot locations in order to better frame the intersection and serve as visual landmarks. These building elements should be placed close to the intersection. Beveled or recessed building corners may also be appropriate as a means to create small public spaces.



Wrap corner buildings around both street frontages with consistent massing, openings, and detailing.

ADVERSE BUILDING IMPACTS

1.1.17 Sun Access

The design and orientation of buildings to maximize opportunity for attractive views and passive solar gain is encouraged, however buildings should first be designed to support the character of their surroundings.

1.1.18 Shadow Impacts

Buildings should be sculpted to minimize adverse shadow impacts on adjacent buildings, streets and parks through sensitive massing techniques.

Building should be designed so as not to cast shadows on any one public space or private amenity space for more than four consecutive hours in the spring, summer or fall months.

1.1.19 Wind Impacts

Tall buildings should be designed to minimize adverse wind impacts on the public realm. Wind studies may be required for specific projects to identify potential wind impacts and appropriate mitigation techniques.



Sculpt and align buildings to permit substantial sun access to streets and public spaces.

SECTION 1.2

BUILDING DETAILING & DESIGN CHARACTER

Place character is best expressed through the public realm and the buildings that frame it. This section of the design guidelines focuses on the later.

Downtown St. Catharines' rich history is reflected through its evolved built form and should be reflected in new development patterns as well. New construction should have an identifiable character that is distinguishable from the historic buildings, but that embraces the area's traditional patterns.

Smaller clusters within the Downtown should also be visually distinguishable from one another, but should contribute to the creation of a harmonious Downtown identity. A strong place character will be supported through the design policies outlined in this section.



ARCHITECTURAL DETAILING & BUILDING CHARACTER

1.2.1 Building Character

Building facades should be designed to support a strong sense of place by utilizing architectural patterns, colours, textures, and materials that create interest and a sense of identity.

Buildings should invite pedestrian activity, portray an image of permanence, and support the traditional character and function of the area.

Downtown is an evolving landscape and will include a mix of both traditional and modern architectural styles. Buildings will be distinct, but should relate to one another in terms of scale and relationship to the street. Use the past to help inform approaches to design, reinterpreting the local vernacular in a contemporary way.

1.2.2 Façade Components

Detailing and variation will be used to visually break-up walls that are visible from the street, public spaces or other buildings.

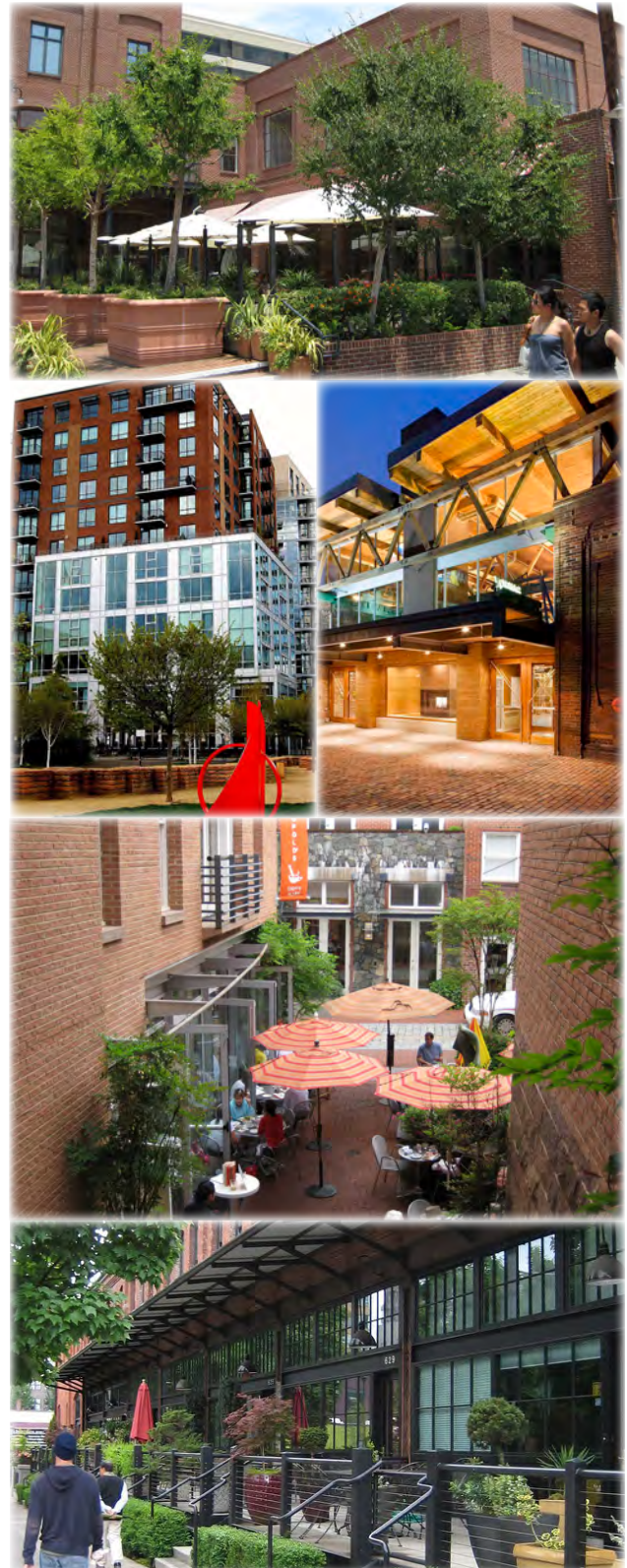
- a) **BASE SECTION:** The base section should feature storefronts, lobbies or reception areas, with prominent building entrances that face the street.

The base section should be capped with ornate sculpted banding (cornice) and should feature a substantial bulkhead or base panel along the foot of the building, below the storefront windows. This will visually anchor the building to the street.

The use of front porches or stoops is encouraged for private ground-oriented residential uses such as rowhouses.

- b) **MIDDLE SECTION:** The middle section will generally constitute the bulk of the building and include residential or office space. The middle façade section should include numerous windows that are typically grouped with a symmetrical rhythm relating to the major ground floor openings below.

- c) **TOP SECTION:** The top building section is where the front building wall meets the roof. The top section should be articulated with a substantial cornice or other appropriate technique fashioned of a different but complimentary material and/or colour as the main façade.



Mix traditional and modern architectural elements/styles in creative ways that build upon Downtown's existing character and promotes sense of place.

STOREFRONT DESIGN

1.2.3 Storefront Locations

Storefronts will line the traditional main streets within the Downtown and will also be integrated into the ground floor of larger commercial and residential structures throughout the core to maintain an active and interesting streetscape.

1.2.4 Storefront Entrances

Storefronts should include a barrier-free entrance at or near grade which is either recessed or covered by a cantilevered roof or awning. Each retail use should have independent street-level entrances.

Storefronts should be recessed no greater than 3.0 metres from the front building wall, except where this space is used for patio seating or outdoor merchandise display.

1.2.5 Storefront Height

The height of a retail storefront should be at least 3.5 metres, but not greater than 5.5 metres. This will help to facilitate a long term range of uses, while maintaining pedestrian scale.

1.2.6 Storefront Openings

Each storefront unit shall consist of no less than 60% openings (windows and doors) along the street frontage. This does not include opaque or reflective glazing.

1.2.7 Vacant Storefronts

Turnover, vacancy or renovation may result in the boarding-up of some storefronts. This practice is discouraged, but often inevitable. Creative methods of "dressing-up" these storefronts is encouraged which could include temporary display space for public art.



Example Downtown storefronts with large clear display windows, recessed entrances, cornice, sign band, and base panels.

WINDOWS AND DOORS

1.2.8 Building Entrances

Buildings should feature a prominent transitional space between the public realm and the front door. This can be achieved through raised and/or recessed entrances. The principal door should face and be visible from the street. Buildings located on the street line should include recessed entries.

The provision of barrier-free building entrances will be provided in accordance with applicable Provincial regulations and are encouraged for all uses.

1.2.9 Window Patterns

Windows should generally be largest on the ground floor. Ground level facades for all non-retail commercial uses should include at least 60% clear glazing that opens views from the street into active uses. The use of reflective glazing and window coverings (including window signs) is discouraged on the ground floor.

Upper floors will typically feature smaller windows, arranged in a consistent, often symmetrical pattern, with vertical orientation.

1.2.10 Window Types

The use of multi-paned window types on upper floors is encouraged, as is the use of arched windows.

The use of large single glass plates on upper floors should generally be avoided (except for curtain walls). Large glass sheets should be divided into smaller panes to better reflect established window patterns.

Window obstructions including air conditioner units and satellite dishes should be avoided.

1.2.11 Window Trim

Architectural treatments should be provided which may include but is not limited to the use of prominent sills, mouldings, flower boxes, soldier courses, key stones, recessing and/or shutters.

1.2.12 Planting Boxes

The use of projecting window flower boxes and/or planters along the storefront base panel (below the storefront windows) is encouraged. These elements provide both facade depth and greening.



Upper floor windows should have a vertical orientation, with smaller panes. They should be arranged symmetrically and reflect the location of ground floor openings.



Use mouldings, brickwork, sills and other details to add depth and character to windows.

EXTERIOR FINISHES & MATERIALS

1.2.13 Exterior Finish

Use quality, long lasting building materials and detailing for building faces.

For taller buildings, the podium section should be primarily constructed of “heavy” materials such as brick, stone, or metal, while the upper floors or tower portion should be primarily “lighter” materials such as glazing. This approach will help to visually anchor the building and support a more coherent streetscape.

1.2.14 Existing Buildings

Existing traditional building materials such as brick or stone should be cleaned and/or restored rather than covered over with paint or stucco where possible.

1.2.15 Materials to be Avoided

The following façade materials do not contribute to Downtown’s established place character and are generally discouraged:

- Cast concrete (except as accent or base)
- Concrete or similar masonry units
- Vertical or horizontal siding
- EIFS panels (limited use, above the podium, may be appropriate for residential projects)
- Board and baton

COLOUR USE

1.2.16 Colour Tones

Building colours should be selected that contribute to and enhance place character.

The strategic use of bold and lively colour accents is generally encouraged to support an image of vibrancy and to create visual interest.

1.2.17 Accent Colours

Buildings should utilize at least one contrasting accent colour or material for architectural features such as window frames, door frames, shutters, cornice and other mouldings, as appropriate.



The use of light colours and/or materials on the upper floors of tall buildings can help to reduce their visual impact.



The use of colour is encouraged as a means of promoting an image of vibrancy and creating sense of place.

PART 1 building design

BALCONIES

1.2.18 Balcony Styles

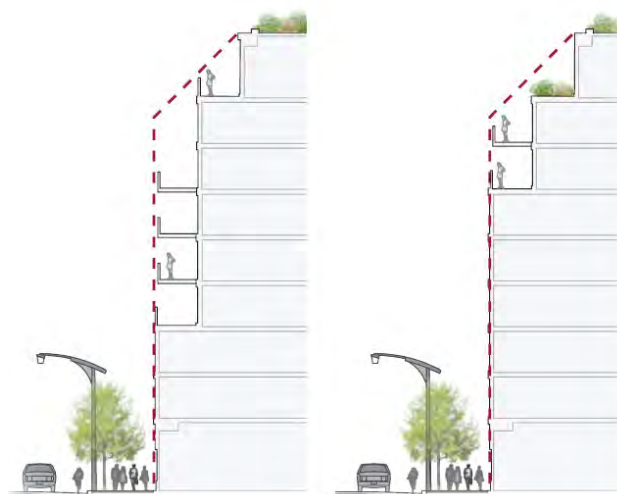
Within the podium section of any building, balconies should be integrated within the building façade through recessing or terraces.

Above the podium, balconies may project from the building wall. Any projecting balconies should however be contained within the angular planes described in section 1.1.

Where balconies are used on abutting tall buildings, balconies should be placed on opposite building orientations to improve privacy.

1.2.19 Balcony Materials

Where balconies project from an exterior building wall, they should be designed to minimize visual impact through the use of predominantly clear glazing. Shallow wrought iron or “juliette” balconies may also be appropriate on low rise buildings or sections.



Balconies should be contained within the 1:1 angular plane height limit described in sections 1.3 and 1.4.

ROOFLINES & ROOFTOPS

1.2.20 Roofing Design

Avoid the creation of large expanses of flat rooftops and create architecturally distinctive rooflines that contribute to place character.

For tall buildings, the use of varied and prominent roof designs is encouraged to contribute to the creation of a distinctive skyline.

1.2.21 Rooftop Equipment

Rooftop mechanical and communications equipment should be hidden from view at street level through screening or strategic positioning. The same approach should be taken with respect to any wind or solar collectors. Rooftop mechanical equipment should also be contained within any applicable angular plane.

1.2.22 Rooftop Uses

The use of rooftops for landscaping, amenity space, or urban agriculture is encouraged. This may include greenroofs, gardens and greenhouses.



Balconies should be recessed/integrated into the facade of low-rise buildings. Projecting balconies should use clear glazing.



Create distinctive and varied rooflines which also serve to screen views of any rooftop mechanical equipment.

BUILT HERITAGE RESOURCES

1.2.23 Traditional Character

The Downtown contains a number of historic buildings that express the area's development traditions and support sense of place. Historic buildings should be conserved and should remain visually distinguishable from new construction. The use of existing building stock may evolve, but these heritage resources will continue to define the Downtown's special character and the cultural identity of the City.

Traditional building forms rather than traditional materials and finishes can be used as an effective mechanism to balance new with old. Colours and materials should be selected that enhance or harmonize with the historic buildings.

1.2.24 Alterations

The distinctive qualities of existing building stock should be retained wherever possible. This includes architectural details such as windows, doors, bulkheads, cornices, parapets, mouldings, decorative masonry, and various other façade accessories. The removal of steps may however be appropriate as a means of improving accessibility.

Historic facade materials, particularly brick and stone, should also be preserved and exposed where possible.

1.2.25 Additions

New construction adjacent to or atop heritage buildings should be visually distinguishable from and subordinate to the heritage resource. The heritage building should be identifiable as a landmark, with new construction forming the background.

Modifications or additions to historic buildings should not diminish the building's cultural value.

1.2.26 Demolition & Salvage

Where demolition occurs, the use of salvaged building materials for use in landscaping, public art and/or new building construction is encouraged, where appropriate.

1.2.27 Designated Buildings

Where a building located with the Downtown is designated under the Ontario Heritage Act, the provisions of the Act and any associated reasons for designation shall prevail over any contrary provisions within this guideline document.



Find creative new uses for distinctive or significant old buildings.



Additions or significant alterations to historic building should be visually distinguishable from the original structure.

PART 2 SITE DESIGN

Part 2 Design Themes:

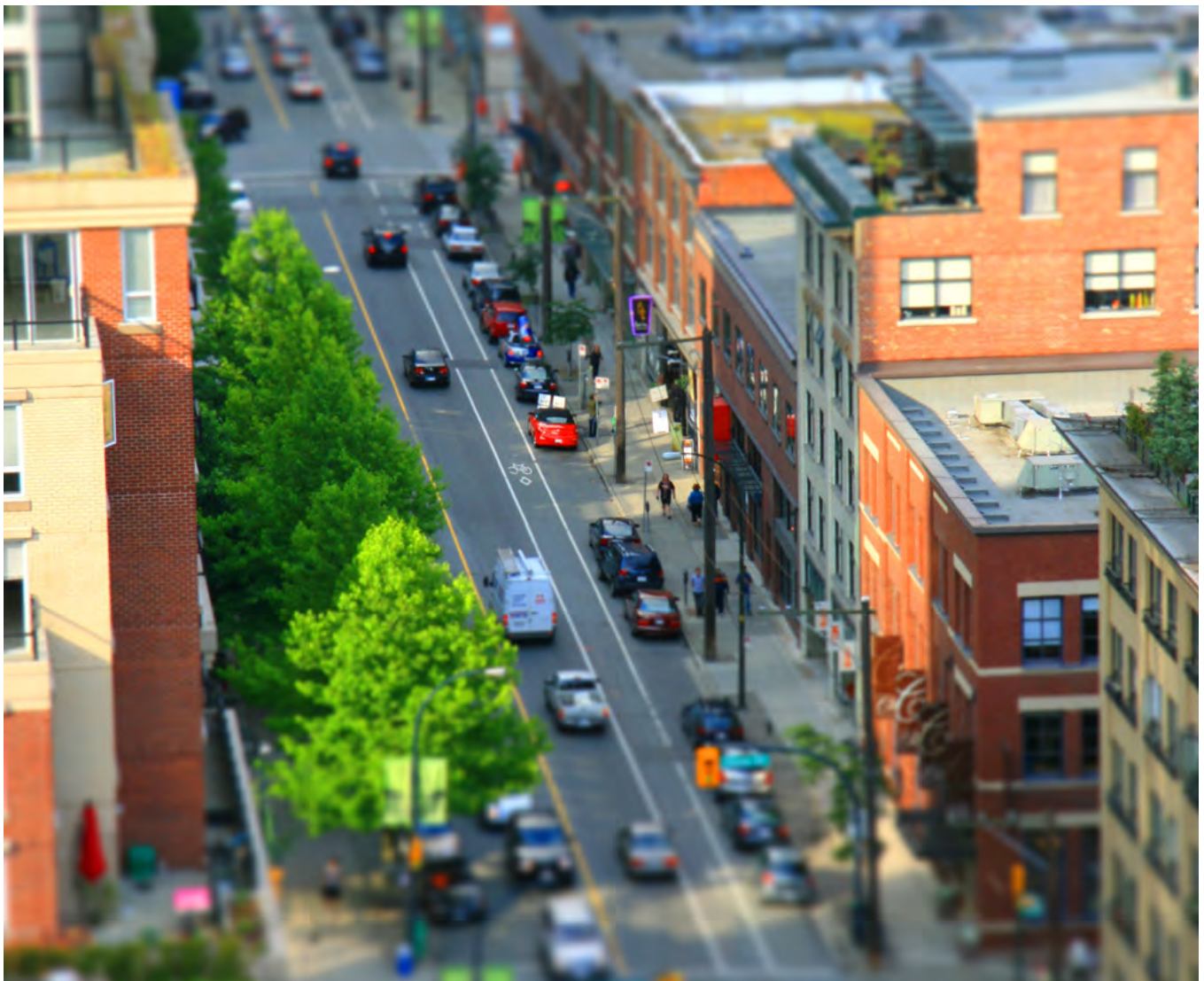
- Building Frontage & Setbacks
- Pedestrian Access & Walkways
- Amenity Space
- Bicycle Facilities
- Parking & Driveway Locations
- Parking Lot Screening
- Refuse & Utility Areas
- Fencing & Noise Walls
- Sustainable Development Practices

SITE DESIGN

The following provisions address the arrangement and functionality of building elements and supporting infrastructure on individual sites.

This includes how the building is placed on the site, its relationship to the street and neighbouring structures, the provision of greening and other surface elements, and appropriate locations for parking, driveways and services.

The thoughtful arrangement of buildings, parking and amenity spaces on each property is a critical aspect of supporting the Downtown's character and function.



BUILDING FRONTAGE & SETBACKS

2.1 Minimum Frontage

To establish consistent street wall and sense of enclosure for the public realm, buildings should be positioned close to the street and occupy a significant proportion of the property frontage.

To minimize gaps in the streetwall, buildings should occupy at least 80% of their respective lot frontage and 60% of the exterior side yard (flank) frontage on corner lots

2.2 Building Setbacks

Front yard setbacks for new buildings should generally reflect abutting properties; however minor variations or staggering may be desirable.

Buildings should be setback no greater than 5.0 metres, from the street line, except where the front yard is used as public space.

2.3 Side Yards

While side yard setbacks are not generally required for low buildings/sections (under six storeys), taller buildings should be setback at least 6.0 metres from the interior side yard. Where no side facing windows exist on the abutting or the new building, this setback may be reduced to 3.0 metres.

Large side yards should be avoided as they can create undesirable gaps in the streetscape.



Minimize building setbacks and gaps between buildings to create a consistent, enclosed, comfortable streetscape.

PEDESTRIAN ACCESS & AMENITIES

2.4 Pedestrian Access

Direct pedestrian access shall be provided between the building entrance and the public sidewalk. This connection will most commonly be provided via recessed entry, stoop, porch, or plaza. These entrances should be made barrier-free.

2.5 Walkways

Where buildings are set back from the street line, a pedestrian connection shall be provided via a concrete or pavestone walkway at least 2.0 metres in width. These walkways will provide an unobstructed path of travel and provide curb ramps at grade changes, with minimal cross-slope.

2.6 Open Space

For developments larger than 0.25 hectares in size, a portion of the property should be utilized as a public square, plaza, forecourt, courtyard, or other formal pedestrian space which is both visually and physically accessible from the sidewalk.

The depth of this public space should be no less than 4.0 metres. Large sites may utilize a single, large scale public space or of network of smaller spaces.

2.7 Private Amenity Areas

Within the Downtown, the public realm which includes the parks, plazas and streetscape will form the principal venue for outdoor activity and amenity space for Downtown residents, employees and users. The provision of substantial private yard space is generally not anticipated within the Downtown.

Private amenity space will generally be provided above grade (ie. balconies). The creative use of rooftops and building terraces as amenity space is encouraged. This may or may not include permanent landscaping.



If buildings/entrances are setback from the sidewalk, provide wide, barrier-free walkway links.

PARKING & DRIVEWAYS

2.8 Surface Parking Location

Surface parking lots represent an inefficient and unattractive land use and are discouraged within the Downtown.

Where surface parking is provided, it should be located to the rear of the building. Parking shall not be provided in the yards between the building and any street (except for laneways).

Residential buildings should utilize communal parking facilities (at grade and/or structured). Individual garages and driveways are discouraged, except where accessed via a laneway.

2.9 Driveway Locations

Driveway access should be limited to laneways or side streets where possible. Driveway access to arterial roads and primary pedestrian corridors within the Downtown should be avoided wherever possible to minimize interruptions to continual sidewalks and the streetscape.

No driveways, including drop-offs and drive-through aisles, shall be located between the building and any street (except for laneways).

2.10 Parking Lot Screening

Landscape buffers and/or screening shall be provided between any parking lot and the sidewalk, as well as adjacent sensitive uses.

Screening along the street edge should be decorative and support the street's character. This screening may be provided via dense landscaping, a low decorative wall, raised planting beds, and/or other technique, as appropriate.

2.11 Structured Parking Access

Access to parking garages should be provided via side streets or laneways where possible.

2.12 Structured Parking Ground Level

The street-facing façade of above-grade parking garages should contain active ground floor uses. The building design will incorporate architectural design elements and articulation that breaks up the mass of the structure and reflects the character of the surrounding streetscape including colour and materials.



Screen surface parking lots along the street edge through dense landscaping, decorative fencing, or low walls.



The ground floor of parking structures should contain active uses along the street edge.

2.13 Alternative Parking Facilities

The inclusion of a proportion of small or micro-car parking stalls with preferential placement is encouraged. This will aid in the more efficient use of Downtown land.

Preferential placement for car-pool vehicles and/or car share organizations is also encouraged.

2.14 Loading Docks

Locate loading areas to the rear of buildings and screened from public view. Where possible, loading areas should be accessed via rear laneways.

REFUSE & UTILITIES

2.15 Waste & Recycling Bins

Garbage and recycling should be stored internally wherever possible. Any outdoor garbage or recycling bins shall be fully contained within a garbage enclosure.

Garbage enclosures should be located exclusively to the rear of buildings and screened from public view.

2.16 Utilities

Servicing elements including hydro transformers, utility meters, HVAC equipment, and satellite dishes should be located inside the building or in inconspicuous locations that do not detract from the aesthetic appeal of the streetscape. Appropriate locations may include rear yards or rooftops.

Where utilities must be located in a front or flank yard, these elements should be screened with landscaping and/or ornate fencing, where feasible.



Locate loading areas to the rear of buildings, to be accessed via laneways. Loading docks should be screened from the street.

ON-SITE BICYCLE FACILITIES

2.17 Bike Racks

On-site bike racks should be provided on-site for larger developments. These racks should be placed in a highly visible location, close the main building entrance. Smaller retail and office uses can typically rely on the City's shared on-street bike racks.

Bike rack designs should be selected which reflect the character of the associated building/landscaping.

The provision of bicycle lockers is also encouraged where they can be placed so as not to obstruct pedestrian movements.

2.18 Indoor Bicycle Storage

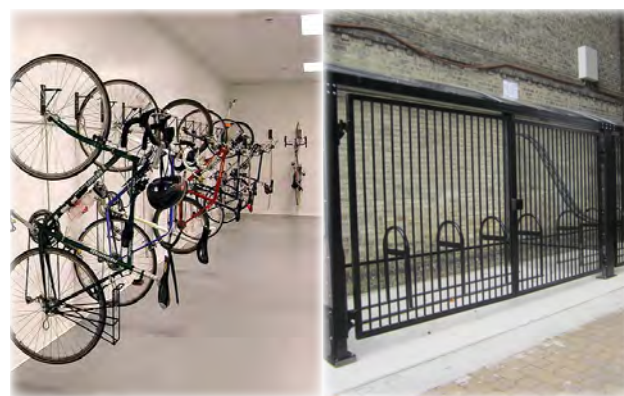
Buildings are encouraged to incorporate indoor secure bicycle storage rooms to serve residents or employees.

FENCING

2.19 Fencing

Fencing construction of all types should generally be avoided within the Downtown. Exceptions include low ornate fencing that may be used to screen parking lots and utility equipment, or to enclose patios or landscaped areas.

Where fencing is required for public safety, such as along Highway 406, these fences should be designed to fit within the adjacent streetscape or park design. Noise walls should be avoided where possible or hidden with dense plantings.



The provision of bike lockers and/or secure indoor bike storage facilities is encouraged.

SUSTAINABLE DEVELOPMENT PRACTICES

Sustainability is a broad concept that encompasses environmental, economic and social objectives. Downtown St. Catharines, by virtue of its compact, walkable development pattern and diverse range of land uses and transportation choices already exhibits many of the underlying principles of sustainable development. Sustainability within the Downtown can and should however be improved through building and site design practices which contribute to the creation of more healthy communities.

2.20 Green Building Practices

The adoption of 'green' building technologies and construction materials is encouraged. Individual new buildings are encouraged to achieve LEED certification or similar standard. Any larger (multiple building) redevelopment plans should endeavour to achieve LEED Neighbourhood Development certification or reflect these design principles.

Choose quality buildings materials that are durable and selected for their high levels of energy conservation. The selection of low toxicity, locally-sourced, and/or recycled materials is as encouraged.

2.21 Renewable Energy Systems

The introduction of alternative energy sources is encouraged including solar and wind collectors. Any such technologies should be sensitively incorporated into building and community design and without unreasonable adverse impact on neighbouring uses or the public realm.

2.22 Sun Exposure

Where appropriate, buildings should be oriented to maximize opportunity for passive solar gain.

The use of reflective roof surface materials with high solar and thermal reflectivity is encouraged to help reduce "heat island" effects.

2.23 Surface and Roof Greening

Maximize the use landscaped areas such as gardens, living walls, and/or green roofs on buildings and structures. These soft surface areas improve local environmental conditions including reducing the urban heat-island effect, improving air quality, moderating sun and wind, and improving ground water infiltration. They may also provide habitat for urban wildlife.

2.24 Urban Agriculture

The incorporation of food production opportunities is encouraged throughout the Downtown. This includes but is not limited to community gardens, private gardens, greenhouses, roof-top gardens and edible landscaping programs. The infusion of urban agriculture throughout the community not only improves sustainability and aesthetics, but can also help build community.

2.25 Stormwater Management

The adoption of innovative and more sustainable stormwater management solutions for streets, roofs and parking areas should be investigated. Stormwater management strategies should be selected which provide an appropriate balance of performance, greening, and space efficiency.



Stormwater management techniques such as boulevard infiltration trenches can also provide greening.



Green roofs can also provide attractive outdoor amenity space.



Urban agriculture can provide substantial greening and build community.

PART 3 STREETSCAPE DESIGN

Part 3 Design Themes:

- Mobility in the Downtown
- Walkability & Pedestrian Priority
- Sidewalks and Crosswalks
- Barrier-Free Accessibility
- Street Trees and Landscaping
- Street Furniture & Lighting
- Overhead Wires and Utility Equipment
- Urban Parks & Open Spaces
- Street Retailing & Patios
- Awnings & Canopies
- Public Art
- Business Signage

STREETSCAPE DESIGN

Streets and the park/open space network form the two key components of the public realm which is the primary venue for outdoor amenity and public life in the Downtown. The streetscape can be most generally defined as the space between buildings. This includes elements such as sidewalks, lighting, furniture, signage, the road surface and trees.

While streets will continue to accommodate various levels of vehicular traffic, design priority should be on the pedestrian experience and should seek to create inviting, human-scaled environments that function as community living spaces rather than simply transportation corridors.

Trees, wide sidewalks, bike lanes, barrier-free pedestrian accessibility, and high quality of paving materials and street furniture all contribute to the creation of great streets.

The fine-grained street network will be a unifying element within the community. The public realm should be managed in a coordinated manner, and designed to complement and unify the built form as a cohesive space. The key objective of these guidelines is the creation of a beautiful, liveable urban environment.



MOBILITY IN THE DOWNTOWN

The approach to mobility and transportation planning in the Downtown should be based on creating and maintaining a network of context-sensitive streets that respond to and create a positive environment for pedestrians. While many users will arrive downtown via car, at some point they will each become pedestrians and will need to move safely and comfortably to their destination.

Conventional wide streets and free-flowing roads can be uninviting for pedestrians and cyclists due to auto-oriented scale and design speeds. In contrast, narrower enclosed streets can offer a more comfortable, pedestrian-oriented experience.

By balancing the needs of all street users, enhancing the public realm, and creating a vibrant community experience on the street, the City can promote more inclusive street design.

3.1 Pedestrian Priority

The safety, comfort, experience and speed of movement should be prioritized as follows, with all users sharing the limited right-of-way:

- 1) Pedestrian movement
- 2) Cycling movement
- 3) Transit movement
- 4) Car movement
- 5) Goods Movement

3.2 Vehicle Speeds

Speeds within Downtown and particularly along St Paul Street are encouraged to be kept low through both posted limits and calming techniques, as appropriate. Low average vehicle speeds help to create a non-threatening environment for both cyclist and pedestrians.

Providing a safe and comfortable environment for cyclists on the street, should also aid in deterring cycling on the sidewalk.

3.3 On-Street Parking

On-street parking should be promoted throughout the Downtown. On-street parking is considered an integral component of the Downtown's function and character.

Strategic gaps in on-street parking areas should be provided, as warranted, to facilitate loading zones, transit stops, pedestrian crossings, and/or traffic calming measures.



Hierarchy of transportation priorities in the Downtown, with pedestrian mobility, safety and comfort as the primary concern.

PART 3 streetscape design

3.4 Movement Conflicts

Minimize the frequency and size of driveway crossings to reduce conflicts between pedestrians and vehicles. Street widths and turning radii should also be kept minimal to reduce vehicle speeds and crossing distance.

3.5 Sidewalks

Sidewalks should be provided throughout the downtown which maintain a wide, clear pedestrian path. Sidewalks will generally be constructed of concrete, however the use of pavers to add character and delineate edges is encouraged.

All sidewalks and associated street crossings should be made barrier-free through the use of appropriate curb ramps, tactile elements, and slope.

Where sidewalk repairs are required, care should be taken to select and install matching pavers/materials. The use of asphalt is discouraged on sidewalks, except where required as a temporary measure to address public safety.

3.6 Crosswalks

Enhanced pedestrian street crossings and traffic calming are encouraged as appropriate. These street crossings should be barrier-free and incorporate curb ramps and appropriate tactile and demarcation features. The extension of sidewalk surface materials and paving bands through intersections is encouraged.

3.7 Accessibility

The streetscape and all public buildings should be accessible as described in the City's Facility Accessibility Design Standards (FADS) manual. All other uses are also encouraged to incorporate accessible design principles such as the provision of mechanical personal door operators.

The strategic use of mid-block curb-cuts is also encouraged to provide improved barrier-free paths of travel to on-street parking spaces.

When improving accessibility of existing historic buildings, innovative/alternative design solutions should be considered which retain prominent architectural features and respect the character of the building. Building ramps should generally not encroach onto the sidewalk.

3.8 Transit Facilities

Transit facilities should be integrated within the design of sidewalks and/or abutting public spaces through the incorporation of shelters, canopies, seating such as benches or planter ledges, bike racks, and refuse containers.



Provide wide sidewalks, lined with active uses, shade trees and pedestrian amenities such as seating.



Varied surface treatments, including crosswalks, can suggest pedestrian movement priority.

STREETSCAPE DESIGN

3.9 Character and Sense of Place

Pavements, landscaping, street furniture and other means should be used to establish distinctive and memorable streetscapes. Through the creative and coordinated use of colour, materials, signage and streetscape elements, the City should support an image of vibrancy throughout the Downtown with a focus on the pedestrian experience.

Streetscape design solutions and landscaping programs should also support the branding initiatives of the Niagara Wine route.

3.10 Street Width

Travelled portions of roads within the downtown should be kept lean, utilizing minimum practical pavement widths for each thoroughfare. The maximum practical proportion of roadway width should be assigned to wide sidewalks and associated landscaping.

These guidelines support the adoption of alternative, non-standard, design solutions for managing traffic in the Downtown. Low vehicular speeds within the Downtown support the sharing of lanes among cars, cyclists and buses.

3.11 Landscape Design

Landscape design for any individual property or portion of street should not be considered in isolation from its surroundings.

Landscape design should be undertaken in a comprehensive manner to ensure the coordination of character-defining elements such as street trees, sidewalks, street furniture and boulevard treatments.

Where provided, front yard landscaping should complement surrounding landscaping patterns to help establish a sense of continuity and significant green presence. Intensive landscaping, sculpted hardscapes, and alternatives to sod are encouraged.

3.12 Public Art

Public art should be deployed throughout the Downtown streetscape to add vibrancy, interest, and contrast. This should include a variety of works in the form of sculpture, frieze, mural, canopy, surface treatment, or other means, which reinforce urban design objectives for the area.

Public art installations should reflect and build upon the area's built and cultural environment and sense of place. Interactive and accessible works are encouraged, as is the use of light, water and colour.

The commissioning of artists to create street furnishings should also be considered.



The combination of streetscape elements including pavements, lighting, furnishings, trees and signage all contribute significantly to creating a distinct sense of place.



Public art should be deployed strategically throughout the Downtown. Public art adds vibrancy, promotes identity, and fosters further creativity.

PART 3 streetscape design

3.13 Street Trees

- a) **CANOPY & SHADE:** Provide street trees with close regular spacing to create a continuous tree canopy. Large gaps in the street tree canopy should be avoided where possible.
- b) **PLANTING TECHNIQUES:** Use planting techniques that mitigate the effects of soil compaction and road salt. Provide adequate soil space for root growth to maximize long-term tree health.
- c) **TREE PLACEMENT:** Street trees should be placed between the sidewalk and the travelled road to serve as both a visual and physical buffer for pedestrians and to provide a greater sense of street enclosure. The use of "bump-outs" for tree plantings and landscaping is also encouraged.

Tree locations and planting techniques should be selected which will not obstruct barrier-free pedestrian travel on the sidewalk.
- d) **TREE RETENTION:** Where possible, healthy existing trees should be retained and be integrated as part of any reconstructed streetscape.
- e) **TREE SPECIES:** Utilize native, high-branching deciduous tree species where feasible. Utilize a variety of species that create visual harmony, while avoiding monocultures.

3.14 Street Furniture

Street furniture plays a significant role in establishing place character and should be both visually interesting, functional and durable.

When selecting new street furniture, priority should be given to choosing distinctive works that reflect the Downtown's character and vibrancy. The commissioning of works that combine street furnishing and public art objectives is encouraged. This may include elements such as custom bike racks, bus shelters or benches.

3.15 Cycling Facilities

- a) **BICYCLE RACKS:** Bike racks are encouraged in public spaces and in front of commercial businesses. These racks should be positioned in highly visible areas, preferably close to the principle building entrance.

To minimize sidewalk clutter, bike rack functions can be combined with other streetscape elements such as parking metres or bollards.
- b) **BICYCLE STORAGE:** Large buildings are encouraged to provide both outdoor bike racks for short-term use, as well as secure indoor bicycle storage facilities for employees/residents.
- c) **BICYCLE PATHS:** Off-street bike paths should be hard-surfaced and provide linkages to the broader trails system where feasible.



Plant street trees with close regular spacing to maximize canopy and shade, with adequate room for root growth.



Street furniture, including bike racks, should be coordinated to promote place identity. These elements can also be a venue for public art.

PART 3 streetscape design

3.16 Lighting

- a) **STREET LIGHTS:** Provide attractive, coordinated lighting fixtures that deliver safe and comfortable lighting levels. Street lights should be of a pedestrian scale and should generally not exceed 6.0 metres in height, with close regular spacing.
- b) **ACCENT LIGHTS:** The provision of accent lighting such as illuminated bollards or the illumination of landmark buildings as appropriate is also encouraged.

Decorative accent/seasonal lighting on trees and/or street lamps is also encouraged along retail streets such as St Paul and James, and gateways to the Downtown.

- c) **LIGHT POLLUTION:** Provide sufficient lighting to illuminate the public realm and ensure public safety, without causing excessive glare nuisance on abutting lands and buildings. Utilize shielding and full cut-offs to minimize the effects of sky-glow.
- d) **EFFICIENCY:** The use of energy-efficient lighting solutions is encouraged.
- e) **COLOUR:** The colour/tone output of street light bulbs should be coordinated on a street-by-street basis. Colour changes mid-block should be avoided.

3.17 Overhead Wires & Utility Boxes

- a) **CABLES & WIRES:** Cable and wire utilities should be buried wherever feasible. Overhead wires crowd the streetscape and can limit opportunities for street tree canopy.
- b) **UTILITY EQUIPMENT:** Where utility equipment must be provided above ground, they should be positioned to the rear or side of buildings. If utility equipment must be placed within the right-of way, these utilities should be grouped to minimize clutter and screened with landscaping.

Utility providers are encouraged to choose innovative methods of containing utility services on or within streetscape features such as gateways, lamp posts, transit shelters, etc, when selecting locations for utility equipment and utility cluster sites.

- c) **HYDRO METRES:** Hydro metres should be placed only on rear or side building walls. These metres should not be visible from the street.



Street lights should be decorative and of a pedestrian scale. Lights should include mounts for hanging baskets or banners.



Accent lighting can be used to illuminate distinct buildings and create a more attractive evening environment.



Surface utility equipment can be screened with dense landscaping or decorative casings.

PART 3 streetscape design

URBAN PARKS & OPEN SPACE DESIGN

3.18 Open Spaces Types

Create public and semi-public (on private land) small outdoor amenity spaces throughout the Downtown such as pocket parks, courtyards, atriums, outdoor cafés, and seating clusters. These spaces will serve as the communal venues for public life within the Downtown.

The provision of winter outdoor recreational uses is also encouraged such as skating rinks.

The creation of public spaces is specifically encouraged around gateway locations, prominent intersections and major landmarks.

3.19 Open Space Uses

The design of small urban spaces should generally favour passive uses such as seating and conversation.

The establishment of larger urban spaces such as squares and plazas is also encouraged; however the design of these spaces should also accommodate larger gatherings and special events such as festivals and performances.

3.20 Coverings and Shelter

Open spaces should strategically integrate coverings such as shade trees, awnings, umbrellas, trellis, or other elements, which provide shelter from inclement weather and maximize pedestrian comfort.

3.21 Landscaping

Open spaces of all scales will be primarily hard-surfaced though the use of concrete or pavers, but should also integrate “soft” landscaping elements including shade trees, planters, ornamental gardens, hanging plants or other methods of greening.

The selection and maintenance of lush and colourful seasonal landscaping programs is encouraged. This will help to support the Garden City image.

The use of movable planters or similar flexible streetscape elements is specifically encouraged. These elements can provide substantial greening, support place character, buffer traffic, and can be used to temporarily block street or demarcate special areas.

3.22 Alleys

Alleys should be designed and managed as multi-purpose zones that serve as parking and loading areas for downtown business, but also as integral pedestrian connections.

The transformation of alleyways into active elements of the public realm should be supported by the introduction of landscaping, active land uses, and pedestrian-scaled lighting.

Laneways should function as shared space zones for all forms of transportation, with a focus on pedestrian comfort and accessibility.

3.23 Walkway Connections

Pedestrian circulation within the Downtown will primarily occur via streets and laneways. Separated walkways should however be provided which transect wide blocks and/or to provide direct connections between the Lower Level Valley and St. Paul Street.

These off-street walkways should be hard-surfaced and have a minimum width of 2.0 metres. The walkways should be lined with shade trees and/or other landscaping elements, as well as pedestrian-scaled lighting. The inclusion of pedestrian amenities such as benches, water fountains, and works of public art is also encouraged.



Urban public spaces are the venues for city's civic and social life. These spaces can take the form of pocket parks, plazas, squares, walkways and street closures.

PART 3 streetscape design

ENCROACHMENTS & STREET USES

3.24 Encroachment Agreements

These guidelines support the issuance of encroachment agreements or permits within the Downtown for the installation of dynamic, pedestrian-friendly building elements such as awnings, sidewalk cafés, small projecting signs, and street retailing.

3.25 Retailing & Commercial Patios

The use of sidewalks for street-related retailing including sidewalk sales and displays, outdoor seating areas, and food vendors is encouraged as a means to enliven and animate the public realm

- a) **MINIMUM AISLE:** Where a portion of the street is used for sales or seating, a minimum 2.0 metre clear aisle should be retained at all times to allow unobstructed pedestrian movement across the storefront.
- b) **LOCATIONS:** Provide areas adjacent to storefronts for outdoor patios or special merchant displays. Wider sidewalks may be required in areas with high pedestrian volumes to minimize bottlenecks.
- c) **FURNISHINGS:** Outdoor furnishings including tables, chairs, shelving, signage and heaters shall be portable and will not be affixed or mounted to the sidewalk. Furnishings, especially tables and chairs should be easily movable to provide layout flexibility.
- d) **PERMITS:** Merchants shall acquire necessary permissions to utilize the public sidewalk and comply with any associated design, layout and operation conditions.
- e) **MOBILE VENDORS:** Mobile vending units such as push carts and food trucks help to enliven the public realm and support animated streetscapes. Mobile vendors may also represent desirable interim uses (where permitted) for vacant lands or surface parking lots. When located on parking lots, vendors should be positioned along the front perimeter of the lot to both animate the sidewalk and screen parking areas.
- f) **PATIO FENCING:** Fencing around commercial patios is generally discouraged, except where required for the purpose of liquor licensing. Where fencing is provided, it should be decorative open-type construction or glass panels (does not include chain link). Signage should not be affixed to the fence.

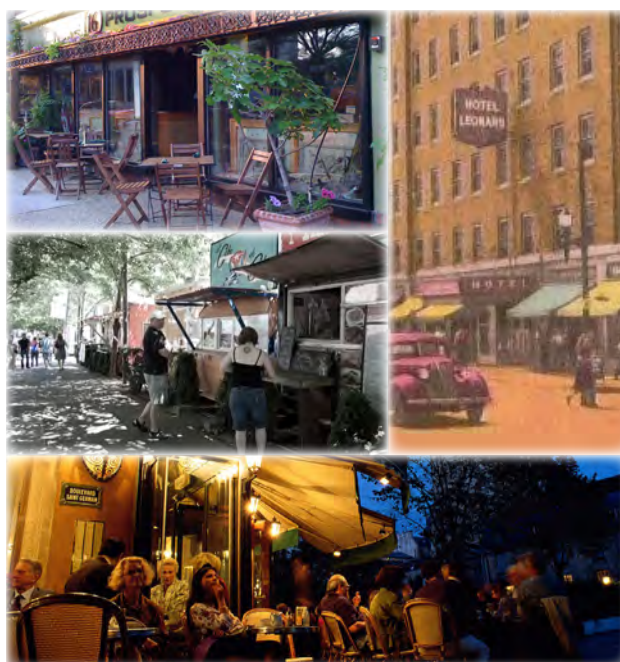
3.26 Awnings/Canopies

The installation of awnings or canopies is encouraged to provide shelter and create more vibrant streetscapes. These elements may project over the sidewalk subject to approval from the City.

- a) **CLEARANCE:** Canopies should provide safe clearance and not obstruct pedestrians.
- b) **LOCATION:** Awnings and canopies should cover storefronts and related openings. Awnings on upper floors are discouraged but may be appropriate for smaller residential-type buildings.
- c) **ENCROACHMENT:** Agreements may be required where an awning extends over a right-of-way. Awnings should provide adequate clearance light posts and street tree.
- d) **AWNING TYPE:** Retractable awnings are encouraged as they provide greater sun/shadow control for business and to allow awnings to be retracted in major storm events or heavy snow falls.

Where canopies require ground supports (ie. verandah-style), these supports will be positioned so as not to impede pedestrian flow.

- e) **DRAINAGE:** Canopies should be designed to avoid rainwater dropping directly on the travelled portion of the sidewalk. This also helps to prevent icicle accumulation in winter months.



Building encroachments including awnings, canopies and projecting sign have long been part of Downtown's character and are encouraged. On-street commercial activity including patios, cafes, and sidewalk displays are also encouraged.

PART 3 streetscape design

BUSINESS SIGNAGE

3.27 Commercial Signage

Buildings should be designed to include dedicated spaces to accommodate signage which respects building scale, architectural features and established streetscape design objectives. Signage should complement, not clutter the streetscape and should be sympathetic to the heritage character of the Downtown.

- a) **RETAIL SIGN BANDS:** Storefront signage should generally be accommodated within a signage band located between the top of the storefront windows or awnings and the storefront cornice. This area is also known as the entablature.
- b) **AWNING SIGNS:** Awning or canopy signs may be used where permitted; however marketing messages should be limited to text or small graphics printed on the side or front edge of the awning.

- c) **WALL SIGNS:** Wall signs are permitted but should not cover more than 15% of the surface area of the wall to which the sign is attached.

Painted signs may exceed this maximum coverage where located on a side or rear wall.

- d) **ARCHITECTURE:** Signs placed on a building shall not cover any window or door openings, or any prominent architectural features/detailing.
- e) **ILLUMINATED SIGNS:** The use of internally lit sign boxes is discouraged. External sign illumination is generally preferred, however the use of other illumination techniques such as back-lighting may also be appropriate.
- f) **PORTABLE SIGNS:** The use of portable signs (ie. sandwich boards or menu boards) may be appropriate. These signs should not exceed 1.2 square metres in size and will be located to maintain a minimum 2.0 metre clear walkway path.
- g) **WINDOW SIGNS:** The use of ground floor window signs, including posters, is discouraged. These signs block views between the street and active interior uses. Limited use of window lettering may be appropriate where it doesn't substantially block views of the interior. In no instance should a window sign cover more than 25% of any ground floor window. This also applies to glass doors.

- h) **PROJECTING & HANGING SIGNS:** Projecting and hanging signs are encouraged where permitted. These signs should be placed at right angles to the building from either the first or second floor. The sign should feature only plain text or iconic imagery. Both the sign and the mounting arm will be designed to complement the character of the storefront.

- i) **SIGN TYPES TO AVOID:** The following sign types are generally considered inappropriate within the Downtown setting and should be avoided. Limited use of small ground signs may be appropriate through sensitive context-appropriate design.

- i. Pole signs
- ii. Ground signs
- iii. Third party signage including billboards
- iv. Wrap-around signs
- v. Inflatable signs
- vi. Trailer/mobile signs



Retail Sign Band



Awning Sign



Wall Sign



Painted Sign



Window Sign



Projecting Sign

PART 4 AREA-SPECIFIC GUIDELINES

	4.1 The Traditional Main Street
	4.2 The Urban Village
	4.3 The Civic Cluster
	4.4 The Lower Level Valley
	4.5 Gateways



Figure 2
Locations subject to
additional area-specific
design guidelines.

SECTION 4.1 THE TRADITIONAL MAIN STREET

The Traditional Main Street cluster stretches along St. Paul Street, from Ontario to Carlisle Streets, and extends up James Street to King. The cluster is defined by a mix of boutique retail stores, restaurants, and night clubs, with offices and apartments on the upper floors.

A number of prominent historical buildings contribute to the “main street” feel of the area which features narrow storefronts with large window displays, integrated signage, durable building materials such as a brick and stone, and recessed entrances. Buildings are located on the property line and provide a comfortable and consistent sense of street enclosure. The bend in St. Paul Street creates varied view experiences as one travels along the street and supports this area’s distinctive identity.



Figure 3: Lands subject to the Traditional Main Street guideline provisions

PART 4 area-specific design

Design guidelines for development along the Traditional Main Streets:

4.1.1 Building Height

Buildings will generally be between two and four storeys in height along the street edge. Additional height may be appropriate where upper floors are setback and terraced (see section 1.1.3).

Buildings taller than three storeys should include a well-defined podium or base section along the street frontage, with upper floors set back at least 3.0 metres.

4.1.2 Building Frontage

Gaps in the street wall should be avoided. Buildings should be positioned along their entire frontage and placed close to the street.

4.1.3 Materials

New buildings should be finished in durable traditional materials such as brick or stone. Wood and concrete may also be used for detailing and accents. The strategic use of modern materials including steel and glazing may be appropriate for upper levels, entrances, or for strategic visual contrast.

The use of siding, metal cladding, cement board, masonry units or similar products should be avoided.

4.1.4 Colour

The use of colours that visually harmonize with traditional warm brick tones is encouraged. Colours should be used as a key tool in promoting vibrancy and sense of place.

The use of black, grey and beige paint tones as the primary facade colour is generally discouraged,

4.1.5 Storefront Design

Buildings should have an identifiable storefront at grade which extends along the majority of the frontage. The storefront should include large clear display windows.

4.1.6 Storefront Width

Storefronts will be narrow, generally ranging in width from 6.0 to 10.0 metres. Each storefront width should be within 20% of the width of neighbouring storefronts. Where wider building/uses are proposed, the façade shall be visually broken-up into smaller storefront sections through appropriate horizontal articulation (see section 1.1.11).

4.1.7 Storefront Glazing

No less than 75% of the ground floor surface area should be dedicated to window and door openings.

Storefront windows should be transparent. Reflective glass, spandrel glazing, large window signs, or any other device/treatment which blocks views from the street into the ground floor use should be avoided.

4.1.8 Upper Floor Delineation

Buildings should generally include a prominent band or cornice line which visually separates the open and active ground level commercial uses from the upper floors.

4.1.9 Upper Floor Access

Access doors to upper floor uses should be recessed and visually subordinate to the building's commercial entrances.

4.1.10 Upper Floor Windows

Upper floor windows should generally be smaller and arranged symmetrically, with equal spacing and a vertical orientation. The use of multi-paned windows is encouraged on upper floors over large single sheets.

Windows should be detailed with arches, prominent sills, flower boxes, soldier courses, key stones, decorative mouldings, recessing, or other details. Alternatives may be appropriate which suit the character of the building and the streetscape.

4.1.11 Business Signage

Signage should be accommodated within a sign banner that sits between the storefront windows and cornice. Projecting signs and awning signs are also appropriate. Awnings will generally be affixed below the sign band. In no instance shall any signage cover architectural features or details including windows, mouldings or decorative stonework.

4.1.12 Rooflines

Buildings should be capped with parapets, prominent cornices, mansard roofs, dormers, and/or other elements that reflect the traditional character of the streetscape.



SECTION 4.2 THE URBAN VILLAGE

The Urban Village cluster stretches along St. Paul Street, from Carlisle to Geneva Street. The cluster is similar in function and character to the traditional main street, but is lower-scaled and features a broader range of uses, with angled on-street parking. The cluster includes a variety of retail stores and restaurants, as well as office and community uses including the Silver Spire Church and old theatres.

Buildings are located close to the street, with varied storefront design and architectural styling. Buildings are generally two storeys in height with few exceptions. New development and alterations with the Urban Village cluster should be designed to support the eclectic, mixed-use nature of these blocks.

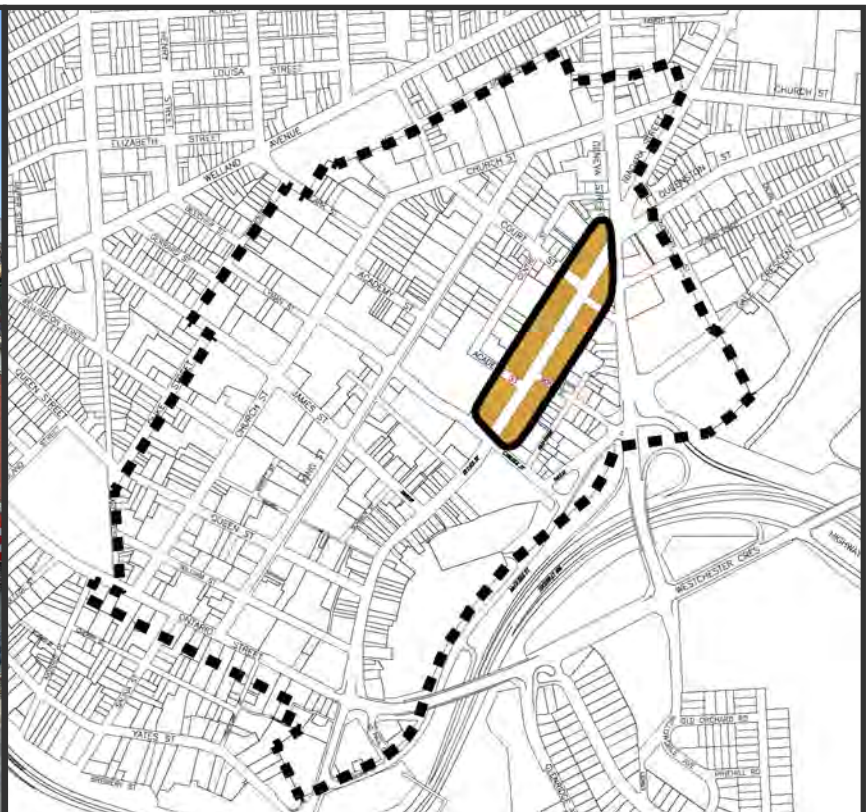
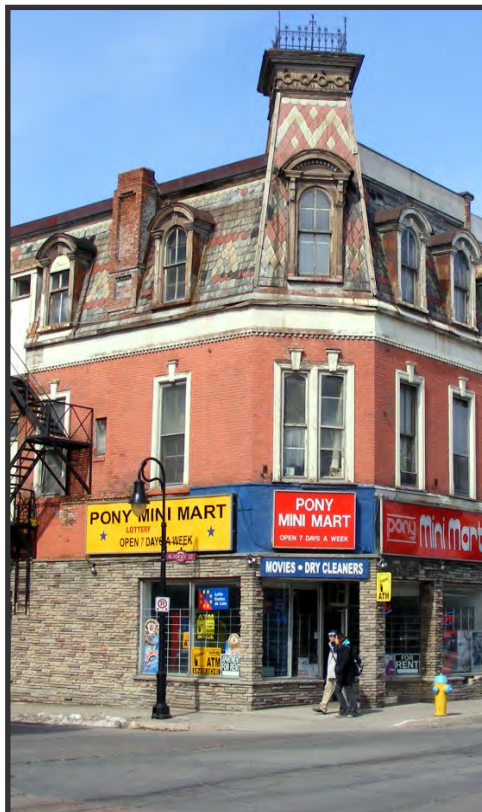


Figure 4: Lands subject to the Urban Village guideline provisions

PART 4 area-specific design

Design guidelines for development in the Urban Village cluster:

4.2.1 Building Height

Buildings should be between two and three storeys in height along the street edge. Additional height may be appropriate where upper floors are setback and terraced (see section 1.1.3).

Buildings taller than three storeys should include a well-defined podium or base section along the street frontage, with upper floors set back at least 3.0 metres.

4.2.2 Building Frontage

Gaps in the street wall should be avoided. Buildings should be positioned along their entire frontage and placed close to the street.

4.2.3 Storefront Width

Storefronts should generally be narrow, ranging in width from 5.0 to 10.0 metres. Where wider building/uses are proposed, the façade should be visually broken-up into smaller storefront sections through appropriate horizontal articulation (see section 1.1.11).

4.2.4 Materials

Building facades will be primarily finished in quality materials including stucco/plaster and brick. The use of siding should be avoided.

4.2.5 Colours

The strategic use of bold façade and accent colours is encouraged throughout the urban village cluster to reflect the eclectic nature of these blocks and support an image of vibrancy.

The use of black, grey and beige paint tones as the primary facade colour is generally discouraged.

4.2.6 Storefront Design

Buildings should have an identifiable storefront, lobby and/or reception area at grade which extends along the majority of the frontage. No less than 60% of the ground floor surface area should be dedicated to windows and doors.

Reflective glass, spandrel glazing, large window signs, or any other devise/treatment which blocks views from the street into the ground floor use should be avoided.

4.2.7 Upper Floor Windows

Upper floor windows should generally be smaller and arranged symmetrically, with equal spacing and a vertical orientation. The use of multi-paned windows is encouraged on upper floors over large single sheets.

Windows should be detailed with arches, prominent sills, flower boxes, soldier courses, key stones, decorative mouldings, recessing, or other details. Alternatives may be appropriate which suit the character of the building and the streetscape.

4.2.8 Business Signage

Signage should be accommodated within a sign banner that sits between the storefront windows and cornice. Projecting signs and awning signs are also appropriate. Awnings will generally be affixed below the sign band. In no instance shall any signage cover architectural features or details including windows, mouldings or decorative stonework.

4.2.9 Rooflines

Buildings should be capped with parapets, prominent cornices, mansard roofs, dormers, and/or other elements that add character and interest the streetscape.



SECTION 4.3 THE CIVIC CLUSTER

The Civic Cluster is focused around the intersection of James and Church Streets and includes prominent institutions such as City Hall, the library, the old courthouse, and Market Square. The cluster also contains a number of historic churches and small public gathering spaces.

Buildings within the Civic Cluster stand apart from one another as individual distinct landmarks. These buildings typically feature landscaped foregrounds and tend to be more monumental in both scale and character.

This cluster is the centre for government offices and community facilities in the City and should be designed and managed to support a more formal, landscaped setting. The Civic Cluster will feature a contrasting mix of both traditional and modern architectural forms.



Figure 5: Lands subject to the Civic Cluster guideline provisions

Design guidelines for development in the Civic Cluster:

4.3.1 Building Heights

Buildings should generally be between two and six storeys in height along the street edge to maintain a pedestrian scale. Additional height may be appropriate where upper floors are setback and terraced (see section 1.1.3).

4.3.2 Building Entrances

Buildings will generally feature prominent raised and/or covered entrances that are oriented towards the street and connected to the public sidewalk such as a grand stair case.

Barrier-free means of access should also be provided in a manner that is sympathetic to these iconic buildings.

4.3.3 Building Materials

New buildings should be finished in durable modern materials such as metal, concrete or glazing. The strategic use traditional materials including brick and stone may also be appropriate.

The use of vinyl siding, metal cladding, masonry units, stucco, EIFS or similar products should be avoided.

4.3.4 Signage

Signage within the Civic Cluster should be kept minimal. Where wall signs are proposed they should cover no more than 10% of the façade.

4.3.5 Public Spaces

Sites should be designed to support the creation of a connected network of outdoor gathering places. These gathering places should include ornate plantings, seating, and pedestrian-scaled lighting.

All large sites should incorporate an urban square or other formal pedestrian space.

Public spaces surrounding institutions can also serve as desirable locations for public art installations or monuments.

4.3.6 Landscaping

Landscaped boulevards with consistent shade tree plantings should be provided along both James and Church Streets. Strategic gaps in street tree plantings may be appropriate to frame views of significant landmarks.

Front yards should feature ornamental landscaping, as well as pedestrian amenities such as benches or fountains.



SECTION 4.4 THE LOWER LEVEL VALLEY

The valley lands located between St Paul Street and Highway 406 form the southern edge of the Downtown. The second Welland Canal once flowed through this valley which was later filled. The Lower Level Valley serves as the foreground over which the Downtown is viewed by passers-by both along Highway 406 and Westchester Crescent.

The Lower Level Valley is framed by the rear facades of buildings along St Paul Street, many of which feature an eclectic mix of materials and additions with cantilevered sections jutting out into the valley and supported by a network of steel trusses. A number of modest staircases provide pedestrian connections up to the commercial core.

Brock University's Marilyn I. Walker School of Fine and Performing Arts will occupy the former Canada Haircloth building at the northern end of the Lower Level. Further redevelopment is anticipated for the balance of the lands which will include public realm improvements.



Figure 6: Lands subject to the Lower Level Valley guideline provisions

PART 4 area-specific design

Design guidelines for development in the Lower Level:

4.4.1 Massing & Architectural Patterns

New buildings are encouraged to reflect traditional building patterns in the lower level through modern interpretation. This can include the thoughtful manipulation of building mass and architectural treatments to represent distinguishing lower level attributes such as distinct additions, contrasting materials, staggered or cantilevered building sections, tunnel walkways, and/or the use of pier/truss support systems.

4.4.2 Building Materials

New buildings should utilize a combination of building materials and/or colours to compartmentalize and visually break-up any large walls. The primary façade materials within the Lower Level Valley should be a combination of brick, stone and glazing.

4.4.3 Rear Facades

The rear facades of buildings along St. Paul Street which overlook the Lower Level should be improved through appropriate combinations of the following techniques:

- a) **MATERIALS:** Unveil and restore historic building materials. Natural exposed brick and stone is preferred.
- b) **CLADDING:** Where historic materials have significantly deteriorated and restoration is not feasible, stucco or plaster may be used for exterior refinishing. The use of siding, cladding, cement board, masonry units or similar products should be avoided.
- c) **COLOUR:** Where stucco/plaster products are employed, the use of colours tones that visually harmonize with traditional warm brick tones is encouraged. The strategic use of bold, vibrant colours is also encouraged to support the Downtown's role as a vibrant creative cluster. Murals may also be appropriate.
- d) **OPENINGS:** Window and door openings should be reinstated and/or introduced to open-up and activate the rear facades.
- e) **AMENITIES:** The addition of balconies, terraces, rooftop gardens and other forms of outdoor amenity spaces is encouraged.
- f) **WALL SIGNS:** Wall signs are generally discouraged; however limited use of small, pedestrian-scaled business signage may be appropriate.

- g) **MURALS:** The use of blank wall sections for traditional painted signs or mural art works is generally encouraged.

4.4.4 Pedestrian Corridor

A continuous pedestrian corridor along the back side of St. Paul Street should be established, with connections from new walkways within the Lower Level. This could include improved connections to the Twelve Mile Creek and Centennial Park trail networks.

Vertical pedestrian connections up to St. Paul Street should also be enhanced through landscaping, pedestrian-scaled lighting, public art and pedestrian amenities. Opportunities for mechanical lift access between the Lower Level and St. Paul street are also encouraged.

4.4.5 Views

Buildings and trees should be arranged to strategically frame views of landmarks including the performing arts centre and the former Canada Haircloth building, as well as views from St Paul Street out across the valley.

4.4.6 Water Feature

The incorporation of water features into public realm design is encouraged to recognize/celebrate the location of the former Welland Canal and the former industrial mill race.

4.4.7 Noise Attenuation

The use of noise walls along Highway 406 through the Downtown should be avoided where possible. The use of landscaping, berms or other "soft" mitigation measures is encouraged if/where noise attenuation is required.



SECTION 4.5 GATEWAYS

Primary gateways anchor the easterly and westerly approaches to the commercial core. These gateways signal arrival to the Downtown district and announce a change of urban form. The westerly gateway is located around the intersection of Ontario and St. Paul streets, while the easterly gateway is located around the intersection of St. Paul and Geneva streets.

Secondary, less prominent gateways are located at James and Church streets (northerly approach and centre of Civic Cluster); Race Street (southerly gateway from Highway 406); and at Church and Geneva Streets (secondary easterly access to the Downtown).

These gateways define the limits of the Downtown streetscape and serve to inform both first and last impressions for visitors. Increased design expectations around these key intersections are warranted due to their high visibility and character-defining role.

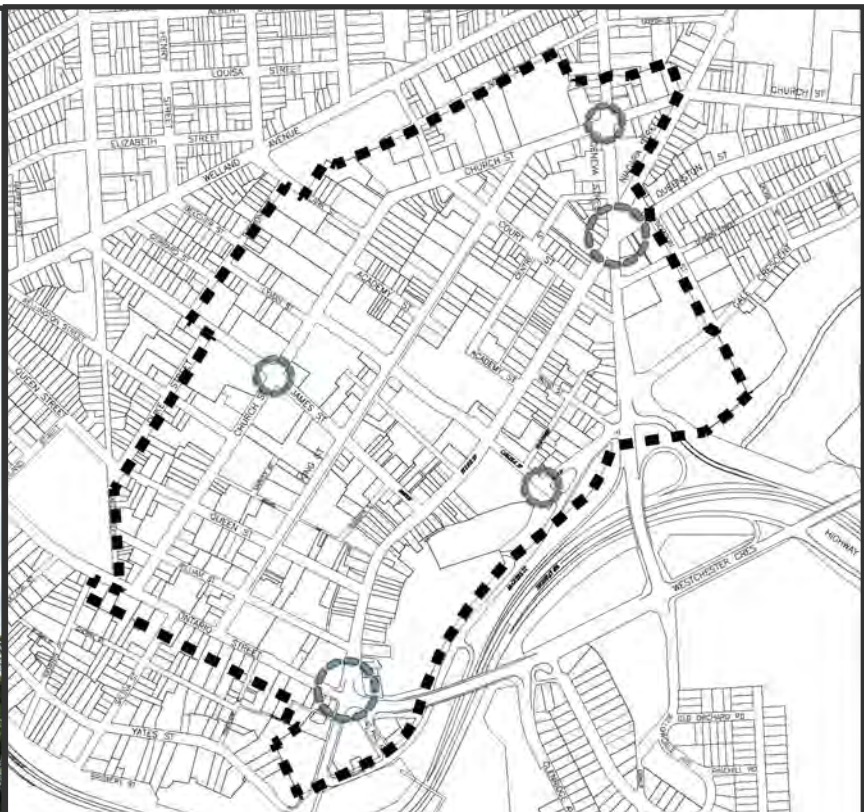


Figure 7: Lands subject to the Gateway guideline provisions

Buildings and site design guidelines for development in Gateway locations:

4.5.1 Building Height

Taller buildings are encouraged on properties surrounding gateway intersections which serve to frame and visually anchor the corner. These gateway buildings may be exempt from the terracing/setback requirements described elsewhere in this document, where appropriate.

4.5.2 Façade Articulation

Gateway buildings should feature highly articulated building facades along all street frontages with a high proportion of clear glazing on lower floors.

4.5.3 Corner Architectural Treatments

The incorporation of vertical building elements to accentuate the corner location is encouraged. This could include but is not limited to turret features, towers or bevelled corners.

4.5.4 Public Realm

Activate the building's foreground through the creation public gathering places such as a plaza and/or outdoor seating/dining areas in front of the building.

4.5.5 Public Art

The incorporation of public art installations within the design of buildings and streetscapes is encouraged at gateway locations due to the high visibility of these sites and the potential for public art to serve as landmarks.

4.5.6 Enhanced Pedestrian Crossings

The introduction of enhanced pedestrian crossings at gateway intersections is encouraged through the use of alternative pavements, landscaping, and/or road profiles. The street design should signal to motorists that they are entering a zone of lower speeds and pedestrian priority.

4.5.7 Gateway Features

At Primary Gateway locations, the installation of physical gateway markers/features on public lands is encouraged. Such a feature could come in the form of an arch, a trellis, a distinctive intersection treatment, or other element or combination of elements. The gateway should establish a sense of arrival to the Downtown, better define the area's limits, and could support branding initiatives. These elements may be illuminated.

Secondary Gateways will be enhanced primarily through architecture and landscaping design.



Example Gateway treatments.



Corporate Report City Council

Report from: Legal and Clerks Services, Office of the City Clerk

Report Date: October 23, 2020 **Meeting Date:** November 2, 2020

Report Number: LCS-147-2020 **File:** 10.12.1

Subject: Council Correspondence

Strategic Pillar:

Recommendation

That Council receive and file the items listed within the report; and

That Council appoint the individuals, as outlined in the confidential letter from the Executive Director of the St. Catharines Downtown Association, to the St. Catharines Downtown Association Board of Management; and

That Council appoint the individual, as outlined in the confidential letter from the Deputy City Clerk dated October 23, 2020, to the Public Art Advisory Committee; and

Further, that Council receive and file additional correspondence distributed for the meeting held November 2, 2020, which is available upon request. FORTHWITH

Report

The Office of the City Clerk is submitting, for the approval of Council, correspondence received during the period of October 9, 2020 to October 22, 2020.

The information regarding appointments to the St. Catharines Downtown Association is being provided through a confidential letter as discussion of the merits of individual applicants could be considered a personal matter about an identifiable individual. The appointments approved by Council will be published in the meeting minutes.

Resolutions

1. Township of Blandford-Blenheim re. Unlicensed and Unmonitored Cannabis Grow Operations
2. Wollaston Township - re. Request to Review Municipal Election Act
3. Loyalist Township - re. Funding for Community Groups and Service Clubs Affected by Pandemic

4. Township of Oro-Medonte - re. Request for Support to Declare Snow Sports Essential in Stage 2

Correspondence

5. Letter from Start me Up Niagara – re. Public Washroom Facilities in the Downtown Core
6. AMO Watchfile – October 22, 2020

Reports Requested by Council

7. Outstanding Reports List – updated October 22, 2020

Confidential Items of Correspondence (see November 2, 2020 SugarSync folder)

- Confidential Letter from Tisha Polocko, Executive Director, St. Catharines Downtown Association - re. Board of Management Director Nominations
- Confidential Memorandum from Kristen Sullivan, Deputy City Clerk - re. Citizen Appointment for Vacancy on the Public Art Advisory Committee

Prepared by

Evan McGinty, Council and Committee Coordinator

Submitted and Approved by

Bonnie Nistico-Dunk, City Clerk



Township of Blandford-Blenheim

47 Wilmot Street South
Drumbo, Ontario N0J 1G0

Phone: 519-463-5347
Fax: 519-463-5881
Web: www.blandfordblenheim.ca

October 13, 2020

Emailed to the Federal Minister of Health, Federal Minister of Justice and Attorney General, Federal Minister of Public Safety and Emergency Preparedness, Oxford MP, Oxford MPP, the Association of Municipalities of Ontario and all municipalities in Ontario.

Re: Unlicensed and unmonitored cannabis grow operations

Please be advised that at the Regular Meeting of Council on October 7th, 2020, the Council of the Township of Blandford-Blenheim passed the following resolution:

Resolution Number: 2020-14

Moved by: Councillor Nancy Demarest

Seconded by: Councill Bruce Banbury

“That Whereas unlicensed and unmonitored cannabis grow operations have increasingly become a problem in communities in Ontario as well as across the Country; and,

Whereas these operations are allowed to establish with little or no consultation with the local community and municipalities are often only made aware of their existence after conflicts arise with neighboring land owners; and,

Whereas loopholes in existing Federal legislation allow these large scale grow op’s to establish and operate without any of the regulations or protocols that licensed and monitored operations need to adhere to,

BE IT RESOLVED that the Council of the Township of Blandford-Blenheim urges the Federal Government to amend the legislation under which these facilities operate to ensure the safety and rights of the local communities in which they are situated are respected; and,

That this resolution be forwarded to the Federal Minister of Health, Federal Minister of Justice and Attorney General, Federal Minister of Public Safety and Emergency Preparedness, Oxford MP, Oxford MPP, the Association of Municipalities of Ontario and all municipalities in Ontario.”

Regards,

Sarah Matheson
Deputy Clerk
Township of Blandford-Blenheim

90 Wollaston Lake Road
COE HILL, ON K0L 1P0
clerk@wollaston.ca
www.wollaston.ca



MAYOR: BARBARA SHAW
CLERK: BERNICE CROCKER
613-337-5731 (Phone)
613-337-5789 (Facsimile)

September 16, 2020

**MINISTRY OF MUNICIPAL
AFFAIRS AND HOUSING**
17th Floor, 777 Bay street
TORONTO, ON
M7A 2J3

ATTN: THE HON. STEVE CLARK

Dear Minister Clark:

At a special meeting of council held on August 24, 2020, members discussed concerns regarding the 2018 municipal election.

In the last six weeks of the 2018 municipal election in Wollaston Township, seasonal property owners presented signed leases with family members for sleeping cabins, bunkies and sheds. The \$100.00 leases added a significant number of new non-resident electors to the voters' list.

Although concerns were raised regarding the Township's Comprehensive Zoning By-law and non-use of the standard lease form, the leases were used as eligibility, allowing the children of seasonal property owners access to a Township election for the first time.

Because this gave the appearance of a pay to play campaign, and because the leases were with family members, and because no people actually lived in these structures that lacked hydro, running water and washroom facilities, this was reported to the OPP, who have a duty to enforce the rules and regulations of the *Municipal Elections Act*.

The OPP did not proceed with charges because they said there was no case law.

The following Motion was adopted:

MOTION NO.: 03
MOVED BY: TIM CONLIN
SECONDED BY: DARLENE COLTON

MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING
THE HON. STEVE CLARK
September 16, 2020
Page 2

BE IT RESOLVED, that the Council of Wollaston Township ask Minister of Municipal Affairs and Housing, the Hon, Steve Clark, to review the *Municipal Elections Act* and provide amendments to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections so that \$100.00 leases do not turn into ballots for garden sheds.

AND BE IT FURTHER RESOLVED, that the County of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to review the Municipal Elections Act and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list.

AND BE IT FURTHER RESOLVED, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that there is a clear and accessible way to report election fraud.

AND BE IT FURTHER RESOLVED, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that the rules described in the Municipal Elections Act are actually enforceable even if there is not current case law.

AND BE IT FURTHER RESOLVED, that support for this resolution be sent to Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, all Ontario Municipalities and the Association of Municipalities of Ontario.

CARRIED

Should you have any questions or concerns regarding the above, do not hesitate to contact me.

Sincerely,



BERNICE CROCKER
Clerk/Administrator

cc. Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, AMO and all Ontario Municipalities.

October 9, 2020

The Right Honourable Justin Trudeau
Prime Minister of Canada
Email: justin.trudeau@parl.gc.ca

The Honourable Doug Ford
Premier of Ontario
Email: premier@ontario.ca

Re: Funding for community groups and service clubs affected by pandemic

Please be advised that at the Regular Meeting of Council on September 28, 2020, the Council of Loyalist Township passed the following resolution:

Resolution No. 2020.35.16

Moved by: Deputy Mayor Hegadorn

Seconded by: Councillor Porter

"Whereas, the world health organization characterized covid-19 as a pandemic on March 11, 2020

And whereas, travel restrictions were put in place March 21st, 2020 with emergency orders being established under the quarantine act

And whereas, the province of Ontario entered a state of emergency on March 17, 2020

And whereas Loyalist Township declared a state of emergency on March 26, 2020

And whereas the Kingston, Frontenac, Lennox and Addington Public Health Unit have enacted orders under Section 22 of the Ontario Health Protection and Promotion Act, 1990

And whereas the above noted state of emergencies and orders restricted the ability for charities, community groups and service clubs to raise or acquire funds through conventional methods

And whereas these charities, community groups and service clubs provide vital resources and support critical to community members

And whereas these charities, community groups and service clubs' partner with municipal governments reducing the financial pressures on the government while enhancing the lives of residents

Therefore be it resolved that Loyalist Township council requests confirmation from the governments of Ontario and Canada that funding will be available for these local smaller charities, community groups and service clubs.

AND FURTHER THAT a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Derek Sloan, Hastings - Lennox and Addington ; the Honourable Daryl Kramp, MPP Hasting-Lennox and Addington; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario".

Regards,

A handwritten signature in cursive script that reads "B Teeple".

Brandi Teeple
Deputy Clerk
Loyalist Township

cc. MP Derek Sloan- Hastings-Lennox and Addington
MPP Daryl Kramp- Hastings- Lennox and Addington
Association of Municipalities Ontario
Rural Ontario Municipalities Association
All Ontario Municipalities



October 21, 2020

Via email: george.cornell@simcoe.ca

Warden George Cornell
1110 Highway 26
Midhurst ON L9X 1N6

Dear Warden Cornell and County Councillors:

Re: Request for Support from Mount St. Louis Moonstone/Skyline Horseshoe Resort and Hardwood Ski & Bike for their efforts to Declare Snowsports, Skiing and Snowboarding, Alpine and Nordic Deemed Essential in Stage 2.

The Council of the Township of Oro-Medonte, at its October 14th Council meeting, passed the following motion with respect to the above-noted matter:

Be it resolved:

that the correspondence dated October 9, 2020 from Sarah Huter, Assistant General Manager, Mount St. Louis Moonstone Ski Resort re: Request for Support from Mount St. Louis Moonstone/Skyline Horseshoe Resort and Hardwood Ski & Bike for their efforts to Declare Snowsports, Skiing and Snowboarding, Alpine and Nordic Deemed Essential in Stage 2 be received.

And whereas on March 11, 2020 the World Health Organization declared COVID-19 a global pandemic;

And whereas the Government of Ontario, County of Simcoe and Township of Oro-Medonte remain in declared state of emergency in response to the COVID-19 pandemic;

And whereas all levels of Government are effectively working collaboratively in response to the evolving COVID-19 situation;

And whereas the Government of Ontario has developed a comprehensive *Framework for Reopening our Province*;

And whereas many low risk outdoor activities were permitted to re-open in Stage 1 and 2 of the *Provincial re-opening framework*;

And whereas the timing of the release of *Stage 3 framework* and Ontario Regulation 364/20 made under *Reopening Ontario(A Flexible Response to COVID-19) Act, 2020* has not fully considered outdoor winter recreation and the operations of Ontario's ski industry;

And whereas Ontario's ski industry generates approximately \$420 million annually to the provincial economy and supports over 14,000 jobs;

And whereas nordic skiing, alpine skiing, snowboarding and snowshoeing provide low risk opportunities and outlets for participation in outdoor based activities that improve physical and mental health and overall well-being;

And whereas the ski industry has developed comprehensive operating plans and established best practices through its *Ski Well, Be Well* program to ensure compliance with regulations and public health directives and reduce the risk of COVID 19 transmission;

And whereas the Township of Oro-Medonte is the proud home to three of Ontario's largest ski resorts, Hardwood Ski and Bike, Horseshoe Resort and Mount St Louis Moonstone which provide significant local, regional and provincial economic benefits.

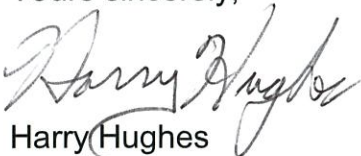
And whereas MPP Downey has advocated on behalf of these businesses.

Now therefore

On behalf of Hardwood Ski and Bike, Horseshoe Resort and Mount St. Louis Moonstone, the Council of the Township of Oro-Medonte hereby respectfully requests that the Government of Ontario consult with the ski industry through the Ontario Snow Resorts Association to review re-opening policy considerations currently impacting the industry.

And Further that a copy of this resolution be sent, under the Mayor's signature, to the County of Simcoe and Ontario municipalities for their consideration.

Yours sincerely,



Harry Hughes
Mayor

/vc

Cc: MPP Doug Downey

MPP Jill Dunlop

MP Doug Shipley

MPP Jim Wilson

Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries
Council

Shawn Binns, Director Operations & Community Services
Ontario Municipalities

Your Worship, Mayor Sendzik
50 Church Street,
St. Catharines, ON L2R 7C2
mayor@stcatharines.ca

October 19, 2020

Dear Mayor Sendzik and Members of City Council,

At its regular meeting on October 14, 2020, the Board of Directors of Start Me Up Niagara passed a resolution urging the St. Catharines City Council to address the critical absence of public washroom facilities in the downtown core.

Covid-19 has been a great challenge for everyone, but no one has felt its impact more severely than the people Start Me Up Niagara exists to serve. Every day we see the effects on those who are not able to access the most basic services due to closed public facilities.

We believe this situation is both dehumanizing to those it affects and an additional threat to public health.

Start Me Up is more than willing to be part of efforts to find a solution to this pressing problem, but we are looking to City Council and staff to provide much needed leadership and resources.

We urge you to give this matter your fullest attention.

Sincerely,



(Rev.) Dr. Paul Miller
Chair, Board of Directors
Start Me Up Niagara

cc. Board of Directors

Susan Venditti, ED



October 22, 2020

In This Issue

- Is flooding a local issue?
- Blue Box draft regulation posted - Webinar November 4.
- ROMA 2021 Virtual Conference registration open.
- There is still time to register for the October 28 Land Use Planning Workshop.
- Lighting retrofits are saving municipalities money!
- Introducing the new and improved EPT!
- Group Buying Program Webinars - Zamboni, Tech supplies.
- Investments 101 Training now available.
- Careers with Burlington, Cobourg, Kitchener and Toronto Transit Commission.

AMO Matters

The AMO discussion paper "[Come Hell or High Water: Flooding, Climate Change and Municipal Responses](#)" is now available. This paper explores how the global issue of climate change and changing weather patterns impact municipal policies and strategies as it relates to flooding, high water, and erosion. The document reflects AMO members' experiences with flooding and what solutions they would like to see advocated for.

Provincial Matters

The Province has [posted the draft Blue Box regulation](#) for consultation until December 3. AMO staff are hosting a webinar on November 4 from 10 am -12 pm to discuss our response and what this means for your municipality. [Register for the webinar](#).

Eye on Events

[Registration](#) is now open for *ROMA: Connecting Rural Ontario*, January 25-26, 2021. Do not miss this opportunity to connect with colleagues and the province, and learn from experts on important and timely rural issues.

Back by popular demand, Land Use Planning: Beyond the Basics is coming to you virtually. This training provides insight and tools to support your central role in implementing and managing the land use policy framework. [Registration details](#).

LAS

We've reached a milestone! Beside completing 65 LED retrofit projects, municipalities are collectively saving over \$1 million in annual energy/maintenance costs through the

LAS Facility Lighting Service. Contact Christian Tham to find out how your municipality can be part of the savings.

We're excited for the launch of our new and improved Energy Planning Tool! Over the summer we've rebuilt EPT from the ground up, adding lots of new features and making it more user friendly. Join us for a webinar on October 28 at 10 am to see this software in action and learn more.

The Municipal Group Buying Program helps municipalities save time and money on the products and services they use every day. Join our webinar series to hear about Zamboni on November 4 and CDW on November 18. For video archives of past events check out our Webinars/Presentations Page.

ONE Investment

Online Investments 101 Training is available now. To register click here. Learn about fundamentals of investing under the Legal List and Prudent Investor Standard.

Careers

Financial Analyst, Budgets & Policies - City of Burlington. Department: Finance. Employment Status: Contract (20 months). Job Number: FN-138-20. Posting Close Date: October 30, 2020. To apply, please visit Burlington Career Opportunities and click on "View Jobs". Please note that applications are only accepted online.

Manager, Parks - Town of Cobourg. Position status: Full-time Permanent. Interested applicants should forward their resume in confidence no later than November 6, 2020 at 4 pm to the attention of the Human Resources Department at careers@cobourg.ca. Please quote competition #20-25. NOTE: due to COVID-19 restrictions the interviews and the selection process may be delayed.

Assistant City Solicitor (Development & Planning) - City of Kitchener. Reports to the City Solicitor. To explore this opportunity further, please contact Kristen Manning at kristen.manning@odgersberndtson.com or submit your resume and letter of interest online to Odgers Berndtson Opportunities by November 16, 2020.

Inaugural Chief, Diversity & Culture - Toronto Transit Commission (TTC). The Chief, Diversity & Culture is a member of the senior executive team — at the decision-making table to help drive the TTC forward as a direct report to the CEO. Interested applicants can submit their resume to Odgers Berndtson Opportunities. Odgers Berndtson is partnering with BIPOC Executive Search to strengthen the diversity of the candidate pool. Applicants from the BIPOC community may wish to send their resume to Jason Murray at jmurray@bipocsearch.com.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

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[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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City Council Outstanding Reports List

Reports by Strategic Pillar

Cultural	1	Economic	5
Environmental	2	Social	14

Reports Related to Strategic Plan	22
Reports Unrelated to Strategic Plan	1

Updated: October 23, 2020

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Cultural	2019-44	2-Dec-19	Porter	That staff be directed to gather the appeal processes for all grant programs and report back to Council	CRCS	Q4 2020	From BSC minutes of October 28, 2019
Economic	2019-22	15-Jul-19	Townsend	Amend sign by-law to permit digital signage on City-owned properties and buildings, including the appropriateness and ability to include third-party advertising as part of digital signage on City-owned properties.	PBS / COMMS	November-2020	Appeal Information Report - Application for Sign By-law Variance; 142 St. Paul Street; Owner: 2400795 Ontario Inc. was deferred 8-12-19 until ORL #2019-22 is presented to Council. Requested return Q4 2019
Economic	2020-11	10-Aug-20	Porter	Support programs for musicians and live music venues, including but not limited to property tax relief or rebate programs for live performance venues	CRCS / FMS	Q4 2020	Scheduled for BSC meeting of September 21. Report will go to Council following BSC
Economic	2020-12	14-Sep-20	Siscoe	Lessons learned from this year's food and hospitality industry support programs. Include consultation with residents and businesses and recommendations for modifications to this programs for 2021	EDTS	Q1 2021	Requested return date of January 2021
Environmental	2019-39	4-Nov-19	Townsend	Single-use plastic bag ban	EFES / LCS / EDTS	Q4 2020	
Social	2019-03	11-Feb-19	Porter	Policy and funding methods for how the City could support requests for assistance for affordable housing endeavors in the future	PBS	Q4 2020	To be incorporated in CIP Review Process. Should be considered with 2021 Budget
Social	2019-41	2-Dec-19	Littleton	That staff report back regarding the Conversion of Grantham South to a one-way street heading north from Queenston Street to Eastchester Avenue	EFES	Q3 2020	
Social	2020-05	24-Feb-20	Littleton	Family Care and Accommodation Policy	LCS	Q4 2020	Develop family care and accommodation policy (including but not limited to barrier-free access to childcare, transportation, dependent care) to improve equitable access and reduce systemic barriers to public participation in all city-initiated public meetings, citizen advisory committees and statutory meetings. Report going to BSC prior to Council
Social	2019-29	09-Sep-19	Littleton	Report back on the existing street naming process with ways to include more public engagement, perhaps similar to the park naming process	PBS	Q2 2021	
Social	2019-43	2-Dec-19	Kushner / Phillips	That staff utilize the EngageSTC portal to gather public feedback and report back end of Q1 2020 regarding a national ban on handguns and the joining with other municipalities that are advocating for a national ban on handguns.			Return requested for Q1 2020
Social	2020-10	27-Jul-20	Porter	Strategy and options for the relocation of the Private Watson statue	CRCS	Q2 2021	See Council Minutes from July 27, 2020 for list of groups to be consulted for the report
Social	2020-13	19-Oct-20	Williamson	Actions being taken by other municipalities to mitigate noise pollution	LCS	Q2 2021	
Social	2020-14	19-Oct-20	Kushner	The approval of a Cannabis grow-op at the corner of St. Paul Street West and Vansickle Road			Include information on roll of Canada Health, zoning and notification of ward councillors
None	2019-47	16-Dec-19	Miller / Mayor Sendzik	That the request for funds to be used to record in-camera meetings be referred to 2020 for a report including the upgrading of screening services for all meetings (open and closed sessions).	LCS		

Follow Up Reports

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
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Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2020-03	15-Jul-19	Porter	Living Wage Employer Implementation Plan, including financial impacts to the City.	CSS	Q4 2020	Follow up report. Initial report (CAO-144-2019) approved July 15, 2019. Report will go to BSC prior to City Council.
Environmental	2020-08	03-Jun-20	Porter	That staff prepare a report and budget in advance of the 2021 budget deliberations regarding a cul-de-sac program	MW	Q1 2021	Follow up report. Initial report (FMS-085-2020, Sub-Item 10.2) approved June 3, 2020. See minutes of June 3, 2020 General Committee Meeting for additional information requested for inclusion in the report.
Social	2020-02	13-Jan-20	Townsend	E-Scooter report with results of consultation with stakeholder groups and risk management analysis	EDTS / EFES / MW		Follow up report. Initial report (EDTS/CRCS-006-2020) approved January 13, 2020
Social	2020-07	24-Feb-20	Porter	Revised Graffiti Program: Consult with the community, the relevant cultural committees and downtown stakeholder groups to modernize the graffiti program and by-law by 2021.	PBS	Q4 2020	Follow up report. Initial report (PBS-010-2020) approved February 10, 2020
Social	2019-49	16-Dec-19	Mayor Sendzik	That the needle pick-up team be a pilot project that includes tracking of the number of needles picked up, the cost of cleaning up spaces that have been subjected to abuse by people using needles and other drugs; and other issues around homelessness and addictions found in city parks and that the findings be reported back to Council by November 2020; and That data be used to secure future funding from Regional, provincial and federal governments to deal with this epidemic	MW	November-2020	Update report going to Council in November 2020
	2020-15	19-Oct-20	Siscoe	Defer adding 160, 168, 174, 176 St. Paul Street to the list of non-designated cultural heritage properties until correspondence from property owner(s) is shared with Council outlining the request for exclusion from the list	PBS		

Reports Affected by COVID-19

Relation to Strategic Plan	ORL #	Requested	Requested by	Request	Lead Dept.	Expected Return Date	Comments
Economic	2019-45	16-Dec-19	Porter	That staff be directed to consult with the public and report back to Council in Q2 with recommendations for how to use the telephone town hall money	FMS	2021	Due to COVID-19, Council approved deferring the proposed budget engagement plan until the 2022 budget cycle and that the Telephone Town Hall continue for the 2021 budget process.
Social	2019-12	15-Apr-19	Porter	Review of Citizen Appointments to Boards and Committees Policy	LCS	2021	Report was postponed due to COVID-19. Motion passed by Council requested draft policy for review by Council by Q1 2021.
Social	2019-23	15-Jul-19	Littleton	Opportunities and strategies for the City to support neighbourhood associations and neighbourhood-based community groups, including best practices and information gathered from the forum	CRCS	TBD	Staff report will come forward following the neighbourhood association forum. Forum was scheduled for March 28 but was postponed to a later date due to COVID-19
Social	2019-34	23-Sep-19	Mayor Sendzik	That additional staffing be considered for RZone in the 2021 budget deliberations and come back to Council with a report in Q3 2020	CRCS	Q3 2021	Given the financial implications of COVID-19, this report will be deferred to Q3 2021 for the 2022 budget deliberations.



Corporate Report City Council

Report from: Municipal Works, Operations

Report Date: October 2, 2020

Meeting Date: November 2, 2020

Report Number: MW-140-2020

File: 68.81.3

Subject: Winter Operations Service Level - Roads

Strategic Pillar:



Recommendation

That Council approve the Winter Response Service Level, attached as Appendix 1; and

That staff be directed to report back to Council in 2021 with respect to Winter Service Level Compliance. FORTHWITH

Summary

Since the current Level of Service for winter control was adopted in 2011 there have been several changes in the provincial Minimum Maintenance Standards, Ontario Regulation 239 / 02. Furthermore, climate change has altered the characteristics of winter weather, specifically the increased frequency and variability in winter storm conditions. This has placed an additional onus on municipal resources for winter response and compelled staff to initiate a review of our current level of service.

After reviewing past and current winter operations practices, staff is recommending the City adopt a more consistent and sustainable approach when responding to the impact of winter weather events on our roadways. The recommended approach is based on risk management. A comparison of the changes recommended to key winter control service parameters is shown on the next page.

Table A: Winter Maintenance Response Summary

City Road Classification	Current Targets			Proposed Targets 2020			
	Priority Patrol	Main & Designated Secondary	Secondary	Priority Patrol	Main & Designated Secondary	Secondary	
						Through Road	Dead End
MMS Road Classification¹	N/A	Class 2, 3 & 4	Class 5 & 6	Class 1 & 2	Class 3 & 4	Class 5	Class 6
Target for Ice Mitigation (hrs)	2 hrs	*4 hrs	*10 hrs	2 hrs	5 hrs	16 hrs	16 hrs
Target for Snow Removal (hrs)	*2 hrs	*8 hrs	*12- 24 hrs	4 hrs	8 hrs	24 hrs	36 hrs
Threshold for Snow Response (mm)	25 mm	25 mm	80 mm	25 mm	50 mm	80 mm	80 mm
Response Hours	24 hr	24 hr	24 hr	24 hr	04:00 - 20:00 hrs	07:00 - 20:00 hrs	07:00 - 20:00 hrs
# of Routes/Zones	3 Zones	19 Routes	22 Zones	5 Continuous Routes	19 Routes	20 Zones	

¹MMS = Provincial Minimum Maintenance Standards Regulation

* Indicates informal operations target circa 2011

Relationship to Strategic Plan

An underlying principal of this report is financial sustainability. This aligns with Economic Prosperity and the following Strategic Goal: “Support the City’s commitment to building and growing a diverse and resilient economy through fiscal responsibility, urban regeneration and collaborative partnerships.”

Background

The last major update to the City’s winter response service level was made in 2011 and minor revisions added in 2013. The premise of that service level was to align City snow and ice control response with or above, the Provincial Minimum Maintenance Standards Regulation (MMS) for all road classifications. The 2011 document is vague and does not contain any details with respect to resources and operating hours required to achieve this. Further, subsequent changes to the MMS has put additional service obligations on municipal resources.

Since 2011, one proposal was advanced by staff to modify winter operations. Specifically, in 2015 / 2016 staff advised that significant improvement in efficiency of snow removal operations could be realized by implementing temporary event-based on-

street parking restrictions in advance of anticipated flurries. This would improve both response time and reduce the frequency of reattendance required to service / clear a given street. The proposed restriction was considered by Council in 2016 but not endorsed. Council will again consider temporary event-based on-street parking restrictions as part of a public meeting on November 2, 2020

In the last decade, significant changes have occurred that hinder the City's ability to deliver effectual winter operations. These include direct factors such as: population growth and related expansion of both the road network and types of users on the roads; inflation in both internal and external costs (i.e. labour / collective agreement, material and contracted equipment costs); reduction to the City owned equipment complement; stricter Provincial regulatory limits on staff driving hours with, along with increased expectations in Provincial Minimum Maintenance Standards.

In addition, climate change has also had a profound impact on the types of winter storms municipalities across Canada are being challenged with. In this region, mid-winter rapid thaw-freeze cycles followed by snow flurries were once rare; however, this is no longer the case. An event of this nature is particularly resource intensive. Another effect of climate change is that there is often a significant variability in ground effects of a winter front, even within a relatively small geographic area. For example, the same storm front may initially produce snowfall at one location in the city and concurrently, freezing rain at another.

Unfortunately, lack of regular compliance reporting, variance in budget management practices and shifts in climate all make it difficult to precisely quantify the resource gap that has developed. For example, we can quantify the reduction in the available fleet that could be drawn upon for a winter response a decade ago; however, we cannot reconcile that against winter utilization. Similarly, the municipality once had a significant number of contracted service providers who were paid standby rates to ensure they could be utilized to augment City forces. As a budget control measure, this practice was discontinued some years ago and we cannot relate those expenditures to specific compliance targets.

However, it is evident that the sum of the climate, budget and legislative changes to winter control has resulted in a divergence between the City's current deployment capabilities relative to those contemplated when the 2011 service level was developed.

Report

Currently, the City's response to winter events can be described as reactive and inconsistent. This is because, in addition to the resource gap discussed above, the City response is prefaced on maximizing the initial response or utilizing all available staff and equipment resources at the onset of a winter event.

This approach is problematic for the City when it experiences even relatively moderate flurries that are concurrent. In these instances, our response is frequently not sustainable, as the City exhausts our available contingent of qualified operators, both

physically and in terms of legislated driver hour limits. There are both daily and bi-weekly legislated limits that apply to City drivers.

This approach is also expensive. Staff typically endeavor to mobilize the City's entire complement of plows regardless of the day of the week, time of day and related expenses stemming from shift premiums and other provisions in our current collective agreement.

Lastly, an incidental consequence of this approach is that the public frequently observes a significantly different response, even though the winter event may be similar. For example, two winter events that accumulate similar totals (in terms of snowfall) but occur on different days of the week can result in a different response, due to circumstances affecting staff availability. If a moderate snowfall event starts at 6:00 a.m. on a Sunday, the City issues a "callout" and is typically able to mobilize a strong response of 21 units. This is because the staff have likely had a day off to rest, driver hour limits reset, and a premium of double time is paid. However, if that same snowfall accumulation occurs late afternoon on a Thursday, the response to a "callout" is understandably not as robust. Staff have been working all week, allowable work hours are less, and the shift premium paid is less. This is just one scenario where the public perceives, and indeed receives, a differing level of service for similar winter events.

Nonetheless, the current gap between our broad service level standard and operational capabilities must be reconciled, for both the good of the public and liability. The alternative that staff is proposing is to adopt a new response protocol / service level founded on risk management principles. This response is detailed in Appendix 1.

The primary factors that staff is attempting to balance are:

- Type and severity of winter event;
- Class of road (location, volume and speed);
- Restrictions affecting availability of operators (i.e. CVOR driver limits, sick leave, vacations, other operational risk priorities such as watermain breaks);
- Existing equipment complement;
- Costs (material, Collective Agreement provisions and contractors).

With reference to Appendix 1, the proposed winter response is detailed in three interrelated sections. Each is summarized below:

Section 1 - Specifies the type of treatment a road will receive based on prevailing climate and road conditions. The only significant change from current practice is an increase to the allowable depth on main roads; however, this depth remains well above MMS requirements.

Section 2 - Specifies service target limits / response times. With regards to classifications, updates (based on current traffic information) have been made to clarify how the City's road classifications system corresponds to MMS regulatory standards. Each City classification is described in more detail as follows:

Primary Patrol Routes (PPR) have been revised to include: all MMS Class 2 City roads (i.e. highest traffic volume); Regional Roads (MMS Class 1); and identified steep hills and curves. This grouping has also been expanded to form a system five (5) that will be proactively maintained after regular hours. Staff believe this is a positive change from the previous practice of treating only isolated sections. The target response times for both ice mitigation and snow removal are the most stringent and remain above MMS.

Main Roads & Dedicated Secondary Roads (MDS) - These 19 Routes include: all MMS Class 3 & 4 City roads. Target response times for both ice mitigation and snow removal remain above MMS. To achieve compliance with target timeframes for these roads, a full deployment of the City's 21 primary units must be available.

Secondary Roads (SR) - These 20 zones include MMS class 5 & 6 City roads. These roads are primarily residential streets and while they are the lowest risk from a speed / accident perspective, this grouping represents the bulk of the road network.

For practical operational deployment, this classification is segregated as follows:

- Through Roads: Target response for both ice mitigation and snow removal has been aligned with the MMS;
- Cul-de-sacs: The MMS Regulation considers these roads to be very low risk and no minimum standards apply to these. In addition, the current City service level also lacks any firm service timeline or depth criteria. As such, service is very inconsistent across the city. To remedy this, staff are recommending that a uniform service level be established for this group and compliance with it tracked. For "cul-de-sacs" staff has harmonized ice mitigation response time with that of the higher class "through roads" since these can be sanded concurrent by City trucks. For snow removal, compliance timelines have been set to reflect that the City must clear "through roads" first and then bring in supplemental contracted equipment to effectually clear many cul-de-sacs.

Section 3 - Implementation Table. This outlines the deployment hours when winter response services are delivered by the City. This change will be evident to the public and does represent a significant departure from our current deployment practices.

Briefly summarized, this deployment schedule is based on recognizing our finite response capabilities and limits evening and overnight shifts to address conditions on higher risk PPR and MDS roads. Snow removal in SR zones will be addressed on day and afternoon shifts. This will reduce the likelihood of the City exhausting its available contingent of qualified operators / triggering legislated driver hour limits. With this schedule, if required, the PPR roads will be maintained continuously. Winter operations on the balance of the routes and / or zones will be limited to 13 hours a day or 8:00 p.m.

The above changes will provide a more consistent response. Although there will still be some variances, particularly on weekends, since the number of units deployed will remain dependent on voluntary response to an unscheduled callout.

Finally, the service levels and deployment schedules outlined in this report represent maximum response targets for regular events as noted in Section 1. These service levels do not preclude operations from responding quicker, in the case of a more limited or localized winter event. Similarly, extreme or hazardous weather, such as multi-day / large snow events or rapid thaw-freeze cycles, will need to be addressed on a case specific basis. For these, the City may need to declare a weather emergency in order to obtain relief from legislated driver hour restrictions.

Financial Implications

The premise of the proposed winter response standards is to deliver a consistent and reliable response to mitigate risk and liability on our roads. The trade-off is that convenience snow removal in our lower speed and lower volume roads will be accepted as being protracted during larger events and / or after regular work hours. If Council wishes to reliably provide an elevated response, the financial implications are considerable.

First, the current collective agreement does pose significant costs when the City (as recommended with PPR roads) finds it necessary to conduct operations beyond the standard weekday shifts. In addition, the City's current fleet / equipment compliment does not have adequate redundancy to allow expanded response beyond the 19 MDA routes.

Also, in the last two years, the City has experienced challenges securing contracted equipment (in both quantity and various types required) to effect snow removal in SR zones. Staff have been advised that private contractors conducting municipal snow removal have experienced significant increases in liability insurance. As such, staff expect to experience more challenges this coming season, both in terms of availability and rates. The City is already reliant on external contracted graders, backhoes and trucks for the removal of snow from the significant number of cul-de-sacs in the 20 SR zones. Elevating service levels in these lower accident risk roads would come with a significant cost.

Finally, failing to establish a realistic framework for winter response poses an unacceptable financial liability to the City, in the event it must defend its maintenance practices before the courts.

Environmental Sustainability Implications

This was discussed in a previous report to the Budget Standing Committee in Report [MW-B007-2020](#).

Conclusion

The City's current Winter Response Level of Service Standard is outdated and vague. As such, compliance cannot be reliably assessed. Given current regulatory restrictions,

climate conditions and budget / resource allocations, an updated Service Level has been proposed. This Service Level is based on risk management and provides the City with a consistent approach to winter response, including performance targets for compliance reporting and assessment.

Prepared by

John Kukalis, C.E.T., Manager of Operations

Approved by

Darrell Smith, P.Eng., Director of Municipal Works

Appendices

- Appendix 1 - Winter Response Service Level

Section 1 - Treatment of Winter Condition by Road Classification

Table I: Treatment Type for Winter Road Condition

	Predicted Ambient 24 hr. Temperature (Pavement)								
	+1 Deg C and above			0 deg. C to -10 C			Below – 10 deg C		
City Road Classification	Priority Patrol Routes	Main & Designated Secondary	Secondary	Priority Patrol Routes	Main & Designated Secondary	Secondary	Priority Patrol Routes	Main & Designated Secondary	Secondary
MMS Road Classification	Class 2 & Reg Roads	Class 3 & 4	Class 5 & 6	Class 2 & Reg Roads	Class 3 & 4	Class 5 & 6	Class 2 & Reg Roads	Class 3 & 4	Class 5 & 6
24-hour Precipitation Forecast:									
Winter Storm Imminent (4 hours lead)	Liquid Brine or Salt **	Salt	N/A	Salt	Salt	N/A	Salt	Salt	N/A
Active Freezing Rain	Salt	Salt	N/A	Salt	Salt	N/A			
General (nonevent based) Road Icing				Salt	Salt	Sand Mixture	Sand Mixture	Sand Mixture	Sand Mixture
Flurries – less than 25 mm has accumulated				Salt	Salt	N/A	Sand Mixture	Sand Mixture	N/A
Flurries – btwn. 25 mm and up to 80 mm has accumulated				Plow to achieve 25 mm or less then;	Plow to achieve less than 50 mm then;	Sand Mixture	Plow to achieve 25mm or less then;	Plow to achieve 50 mm or less then;	Sand Mixture
				apply Salt	apply Salt		apply Sand Mixture	apply Sand Mixture	
Extended Flurries – btwn. 80 mm and up to 150 mm has accumulated <u>and/or</u> forecast				Plow to achieve 25 mm or less then;	Plow to achieve 50 mm or less then;	Plow to achieve 80 mm or less then;	Plow to achieve 25 mm or less then;	Plow to achieve 50 mm or less then;	Plow to achieve 80 mm or less then;
				apply 2 nd treatment of Salt if/where needed	apply 2 nd treatment of Salt if/where needed	apply Sand Mixture	apply Sand Mixture if/where needed	apply Sand Mixture if/where needed	apply Sand Mixture
Extreme Weather Events	These include but are not limited to accumulations in excess of 150 mm; rapid thaw-refreeze cycles; ice storms; Response will be customized based on mitigating risks to public safety, available resources, staff safety. Mains & Designated Secondaries will be addressed as the priority.								
Designated Sidewalks and Cross Walks									
Accumulations in excess of 80 mm	Response will occur after Primary Roads have been addressed and enough resources are available to meet response targets for Secondary Roads								

Companion Notes for Table I:

- 1) In all cases, first response priority will be Main & Designated Secondary Routes. Operations will shift to Secondary Routes only after Mains and Designated Secondary Routes have been addressed
- 2) **Liquid Brine will only be applied to the subset of roads forming the 5 Primary Patrol Routes, when and if conditions allow
- 3) Salt Application Rate: 117 kg/lane km (prewetted on application)
- 4) Sand Application Rate: 550 kg/ lane km (mixture includes 5% salt by weight)
- 5) MMS – Minimum Maintenance Standard Regulation

(Cont'd) City of St. Catharines – Winter Response Service Level

Section 2 - Winter Response Service Targets

Table II: Response Targets by Classification

City Road Classification	Priority Patrol Routes (PPR)	Main & Designated Secondary (MDS)	Secondary Zones (SR)	
			Through Streets	Dead Ends
Highest MMS Class in Group	Class 1	Class 3	Class 5	Class 6
Ice Response:				
Target for Ice Mitigation (hrs.)	2 hrs.	5 hrs.	16 hrs.	16 hrs.
MMS Time Limit for Ice Mitigation (hrs.)	3 hrs.	8 hrs.	16 hrs.	No requirement
Snow Response:				
Threshold for Plowing (mm)	25 mm	50 mm	80 mm	80 mm
MMS depth Limit for Plowing (mm)	25 mm	80 mm	100 mm	No requirement
Target for Snow Removal (hrs.)	4 hrs.	8 hrs.	24 hrs.	36 hrs.**
MMS Limit for Snow Removal (hrs.)	4 hrs.	12 hrs.	24 hrs.	No requirement

MMS - Minimum Maintenance Standard Regulation
** Time is from the end of the snowfall event

Companion Notes for Table II:
1) In all cases, first response priority will be Main & Designated Secondary Routes. Operations will shift to Secondary Routes only after Mains and Designated Secondary Routes have been addressed

2) The Target Response Times listed in the Table are based on an available deployment of 21 Units. When less Units are available to deploy and/or Extreme Weather is experienced Response Times will be protracted.

3) City Road Classification:

Primary Patrol Routes (**PPR**):
A subset of MDS road sections forming **5 Routes** have been identified for assessing winter road conditions across the city. These routes will receive priority response on a 24 hr. / 7 day a week basis. These Routes include

- Regional Roads,
- Class 2 City Roads and
- Identified steep hills and acute curves.

Main Roads & Dedicated Secondary Roads (**MDS**):
19 Routes have been identified in this category based on speed and traffic volumes. This group includes core city through streets, and this is reflected in the Target Response Times.
Designated Secondary Roads include: Transit Routes; School Zones; Hospital Zones

Secondary Roads (**SR**):
20 Zones have been included in this category. These are primarily the lower volume roads and include the bulk of the city residential streets. These are further tiered for response as follows: SR - Through Roads & SR - Dead End/Cul-de-sac

(Cont'd) City of St. Catharines – Winter Response Service Level

Section 3 - Winter Deployment Practice for Regular Events

Table III: Hours of Operation & Resources

Time of Day		Day of Week	Deployment Method	Oper./Units Required	Class of Roads Serviced
Modified Day:	4:00 a.m. - 7:00 a.m.^^^	Weekday	Callout	Varies up to 16 max.	MDS
		Weekend and Holidays			
Regular:	7:00 a.m. - 3:00 p.m.	Weekday	Scheduled	21	PPR/MDS/SR
		Weekend and Holidays	Callout	Varies from 5 Min to 21 Max	
Afternoon:	3:00 p.m. – 8:00 p.m. ***	Weekday	Callout	Varies from 5 Min to 21 Max	PPR/MDS/SR
		Weekend and Holidays			
Evening:	8:00 p.m. – 11:00 p.m.	Weekday	Callout	5	PPR
		Weekend and Holidays			
Overnight:	11:00 p.m. – 7:00 a.m.	Weekday	Scheduled	5	PPR
		Weekend and Holidays			

^^^ Supervisor is authorized to make a callout for an early shift, for MDS Class Roads if response criteria warrants
*** Supervisor is authorized to extend this shift by 1 hour if in their opinion, significant progress can be made and the Operator CVOR limits allow.

Companion Notes for Table II:

- 1) In all cases, first response priority will be Main & Designated Secondary Routes.
- 2) Winter Operations on Main, Designated Secondary Routes and Secondary Zones may occur beyond 3:00 p.m., but no later than 8:00 pm.
- 3) Winter Operations beyond 8:00 p.m. shall be limited to servicing the road sections comprising the 5 Primary Patrol Routes
- 4) If required to meet the Target Response Time, Supplementary Contractor Services may be deployed, as available, at the discretion of the Director. In general, Contracted forces will be used in the following situations:
 - when special equipment is needed
 - for plowing on Secondary Routes
 - for snow removal
 - when sufficient City personnel do not respond to a Callout
 - when utilizing City personnel will result in a CVOR exceedance
- 5) Unless an Extreme Winter Event (SWE) has been declared, city personnel cannot be utilized beyond 13 hours in a 24 hr period. In a SWE, city personnel may be permitted to work up to 16 hours in a 24-hr. period.
- 6) The Supervisor will redirect the nearest plow immediately when requested to assist Fire Service, Paramedic, Ambulance and/or Police Services