



Heritage Conservation District Plan

Merchants and Prince of Wales

Contents

1. Merchants and Prince of Wales HCD	5
1.1 Introduction.....	5
1.2 Policy Provisions.....	5
1.2.1 Benefits of heritage conservation district designation	6
1.3 Intent of this Document	7
1.4 Legislative Status of the Plan	7
1.5 Statement of Objectives	8
1.6 Statement of Cultural Heritage Value.....	9
1.6.1 Description	9
1.6.2 Cultural Heritage Value or Interest.....	10
1.6.3 Description of Heritage Attributes	10
1.7 District Boundary.....	14
1.8 Heritage Evaluation	15
1.9 Architectural Styles.....	15
2. District Policies and Guidelines	27
2.1 District Policy Statements.....	27
2.2 Introduction to the District Guidelines	28
2.2.1 Categories	28
2.2.2 Applicant Assistance	29
2.2.3 Limitations of the Guidelines	29
2.2.4 Buildings Designated under Part IV of the Ontario Heritage Act	29
2.3 Principles for the Conservation of Historic Buildings	30
3. Residential Guidelines	31
3.1 Introduction.....	31
3.2 Landscaping	31
3.2.1 Parking, Walkways and Driveways.....	31
3.2.2 Garages and Secondary Structures.....	32
3.2.3 Fences	33
3.2.4 Trees & Landscaping.....	33
3.3 Repairs & Alterations.....	34
3.3.1 Cladding.....	34
3.3.2 Foundations.....	35
3.3.3 Roofs & Rooflines.....	35
3.3.4 Porches, Verandahs and Porticoes.....	36
3.3.5 Architectural Detailing.....	38
3.3.6 Windows & Doors	38
3.3.7 Energy Efficiency and Conservation	40
3.3.8 Accessibility.....	41
3.4 Additions	41
3.5 New Residential Buildings	43
4. Commercial and Institutional Guidelines	44
4.1 Introduction.....	44
4.2 Conversions (Residential to Commercial Adaptive Re-use)	44
4.3 New Commercial Buildings	45

4.4 New House form Commercial Buildings	45
4.5 Institutional/Churches and Municipal Buildings.....	46
5. Public Realm Guidelines	47
5.1 Introduction.....	47
5.2 Streetscape	47
5.2.1 General Character	47
5.2.2 Street Furniture and Public Space Art	48
5.2.3 Signage.....	48
5.2.4 Lighting.....	49
5.2.5 Sidewalks	49
5.2.6 Parking	50
5.2.7 Trees & Plantings	50
5.3 Parks and Open Areas	51
5.4 Viewsapes.....	52
6. Demolition Guidelines	55
6.1 Category A and B (contributing and somewhat contributing) Buildings	55
6.2 Category C (non-contributing) Buildings	55
7. Heritage Permit Review	56
7.1 Introduction.....	56
7.2 What is a Heritage Permit?	56
7.3 When is a Heritage Permit Required?	56
7.4 Consistency with Heritage Conservation District Plan	57
7.5 The Heritage Process	57
7.5.1 The Administration of Heritage Permits	57
7.5.2 Pre-Application Advice	58
7.5.3 Heritage Permit Types	58
7.5.4 Heritage Permit Application Submission Requirements	59
7.5.5 Approvals and Appealing a Decision	59
7.6 Development Applications	59
7.6.1 Heritage Impact Assessments.....	60
7.6.2 Adjacent Lands and Development	60
8. Financial Incentives	60
9. Education and Promotion.....	61
9.1 Promotion	61
9.2 HCD Plan Monitoring	62
9.3 Heritage Conservation Information & Resources	62
10. Sources	64

1. Merchants and Prince of Wales HCD

1.1 Introduction

A heritage conservation district (HCD) is an area with “a concentration of heritage resources with special character or historical association that distinguishes it from its surroundings.”¹ In May of 2017, Council endorsed the Merchants and Prince of Wales Heritage Conservation District Study, which concluded that sufficient cultural heritage value exists in the Study Areas to warrant designation as an HCD. This Plan has been developed to accompany the designation of the Merchants and Prince of Wales Heritage Conservation District.

1.2 Policy Provisions

Under Part V of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, municipalities may designate defined areas as HCDs. The processes and procedures of this Plan have been developed in accordance with Part V of the Ontario Heritage Act and the provisions of the Dufferin County Official Plan (2015) and the Town of Orangeville Official Plan (Office consolidation May 2015).

The Plan also takes into account the Provincial Policy Statement (2014), the Town of Orangeville Strategic Plan (2003), Town of Orangeville Economic Development Strategy (2007), Tourism Development and Marketing Plan (2010), Orangeville’s Cultural Advantage: Municipal Cultural Plan (2014), Town of Orangeville Parks Master Plan (2015) as well as provincial and national standards for the conservation of historic places.



Section 41.1 (5) of the Ontario Heritage Act states:

A heritage conservation district plan shall include:

- (a) a statement of the objectives to be achieved in designating the area as a heritage conservation district;
- (b) a statement explaining the cultural heritage value or interest of the heritage conservation district;
- (c) a description of the heritage attributes of the heritage conservation district and of properties in the district;
- (d) policy statements, guidelines and procedures for achieving the stated objectives and managing change in the heritage conservation district; and
- (e) a description of the alterations or classes of alterations that are minor in nature and that the owner of property in the heritage conservation district may carry out or permit to be carried out on any part of the property, other than the interior of any structure or building on the property, without obtaining a permit under section 42. 2005, c. 6, s. 31.4

1.2.1 Benefits of heritage conservation district designation

Heritage conservation districts (HCDs) protect the investments of owners and residents of historic properties. Insensitive or poorly planned development can make an area less attractive to investors and home buyers, and thus undermine property values. In contrast, heritage conservation district designation encourages people to buy and rehabilitate properties because they know their investment is protected over time.

Properties within HCDs appreciate at rates greater than the local market overall as well as faster than similar, non-designated neighbourhoods. Findings on this point are consistent across the country. Moreover, recent analysis shows that historic districts are also less vulnerable to market volatility from interest rate fluctuations and economic downturns.



HCDs encourage better quality design. In this case, better design equals a greater sense of cohesiveness, more innovative use of materials, and greater public appeal – all of which are shown to occur more often within designated districts than non-designated ones.

HCDs help the environment. Historic districts encourage communities to retain and use their existing resources in established neighbourhoods. This reduces the need for cars, cuts back on pollution and congestion, and eliminates landfill waste.

HCDs are a vehicle for education. They are a tangible link to the past and a way to bring meaning to history and to people's lives. They preserve the original character of buildings and streets, while welcoming growth and innovation within those spaces. They are a living, active record of communities and their residents.

HCDs can positively impact the local economy through tourism. An aesthetically cohesive and well-promoted district can be a community's most important attraction. Increasingly, the majority of leisure travellers are cultural and/or heritage travellers.

Protecting HCDs can enhance business recruitment potential. Vibrant commercial cores and historic neighbourhoods with character attract new business and quality industry. Companies continually relocate to communities that offer their workers a higher quality of life which successful preservation programs and stable districts enhance.

HCDs provide social and psychological benefits. People living in historic districts enjoy the comfort of a human-scale environment (a mix of aesthetics and functionality that fit the average person's dimensions and capabilities); the opportunity to live and work in attractive surroundings; and a unique and walkable neighbourhood.

HCDs give communities a voice in their future. By participating in the designation process, citizens can help direct their communities' path. Making these decisions together in a structured way – rather than behind closed doors or without public comment – gives everyone involved a sense of empowerment and confidence.

1.3 Intent of this Document

This document is intended for the use of residents, business owners, property owners, tenants, Town of Orangeville staff, the Municipal Heritage Committee (Heritage Orangeville), Council and other external agencies. It will provide residents and business/property owners with a resource when making decisions regarding appropriate conservation, alteration and new construction activities that will enhance individual properties and the district as a whole. It will also assist Town staff and Council in reviewing and making decisions on heritage permit and development applications within the HCD.

1.4 Legislative Status of the Plan

The Merchants and Prince of Wales HCD Plan is implemented through a By-law approved by Council. HCD Studies and Plans may include recommendations regarding amendments to Official Plans and Zoning Bylaws in order to ensure their alignment with the objectives of an HCD. However, in accordance with Section 41.2 (2) of the Ontario Heritage Act, in the event of a conflict with any other municipal bylaw, the provisions of an HCD Plan prevail, but only to the extent that the conflict exists.

1.5 Statement of Objectives

The overall objective of an HCD Plan is to provide policies and guidelines that will assist in the protection and enhancement of the cultural heritage values of the District as well as the community's goals for the future. The Statement of Objectives outlines what the HCD Plan strives to accomplish in the Merchants and Prince of Wales Heritage Conservation District. Flowing from the objectives are policy statements that set a framework for achieving the objectives. The policy statements are translated into guidelines for stakeholders in the District. The guidelines help stakeholders make informed decisions when evaluating proposed changes within the District.

Together the objectives, policy statements and guidelines provide a framework for protecting the District's cultural heritage value while allowing a natural evolution to occur. The District evolved over a long period of time influenced by economic and social factors in the history of Orangeville. The physical form and cultural heritage attributes of the District document a continuum of development from the past to the present and will continue to do so as it continues to evolve to meet the needs of the present and future communities. The objectives have been organized into three categories: Protect, Change and Monitor. Under these categories, the following lists the objectives for designating the Merchants and Prince of Wales Heritage Conservation District:

Protect

- To conserve contributing buildings and landscapes from inappropriate alteration and demolition;
- To conserve the cultural heritage attributes as described in the Statement of Cultural Heritage Value and the Description of Heritage Attributes;
- To conserve the historic pattern of development based on the mid-19th century survey plans of subdivision created by some of the Town's prominent early settlers and developers;
- To conserve the established patterns of the built form which include building height, massing, setbacks and siting represented by a range of architectural style;
- To protect the viewsapes identified in the Statement of Cultural Heritage Value from new development which would block the views;
- To manage and enhance the cultural heritage landscape of Mill Creek found in Kay Cee Gardens;
- To maintain the rail corridor adjacent to Kay Cee Gardens

Change

- To ensure new buildings and additions to existing buildings maintain the tradition of high quality architecture in the District and reinforce the character of the District;
- To facilitate the appropriate maintenance and conservation of original heritage attributes on buildings through the use of documentation and best practices in conservation;
- To encourage the correction of unsympathetic alterations to contributing buildings;
- To permit alterations, new construction and demolitions that support the objectives, policies and guidelines of the HCD Plan; and
- To maintain and enhance the 19th century small town ambience by promoting improvements to the public realm and pedestrian experience (e.g. street furniture, sidewalks, urban forest, etc).

Monitor

- To review Town by-laws relating to the District to ensure they are consistent with the Statement of Cultural Heritage Value and the objectives of the HCD Plan;
- To ensure that Public Works projects within the District are consistent with the Statement of Cultural Heritage Value and the HCD Plan;
- To monitor the effectiveness and efficiency of the permit approval process to ensure that the objectives of the Plan are being met and equitably applied; and
- To foster community appreciation and pride in the buildings, landscapes and character of the District, and to engender support for the ongoing conservation of these heritage resources for future generations.

All proposals for change in the District will be measured in terms of their consistency with, and support for, these objectives.

1.6 Statement of Cultural Heritage Value

1.6.1 Description

The Town of Orangeville is a community at the headwaters of the Credit River in southern Ontario. It was established as a small mill settlement in the 1830s and evolved into a prosperous town because of the mills on Mill Creek and the arrival of the railway in 1871. The creation of Dufferin County in 1881 with Orangeville as the County Town further solidified Orangeville's position as the commercial, industrial, social and cultural hub for the surrounding community – a position the Town continues to hold. Orangeville is an important part of the Hill of Headwaters Tourism Association initiative attracting many visitors to the area for its cultural and community events.

The Merchants and Prince of Wales Heritage Conservation District encompasses the residential area adjacent to the Downtown Heritage Conservation District. It includes all properties on both sides of York Street; the east side of Bythia Street from Broadway to the Mill Creek bridge and the west side to 22 Bythia (Lot 5, Plan 170) both sides of Broadway from John Street to the Centre/Clara Street intersection then the north side only to just west of Ada Street; both sides of Zina Street from First Street to just west of Clara Street; both sides of First Street from 3/5 First Street (Lot 16, Plan 159, Block 1) to beyond Fourth Avenue; both sides of First Avenue to Second Street; Kay Cee Gardens in its entirety and the rail bed adjacent to Kay Cee Gardens

A Statement of Cultural Heritage Value briefly explains what the historic place is and why it is important.

It includes a physical description, an explanation of why the place is of value to the community and a list of heritage attributes.

Heritage attributes are the key features that must be conserved in order for the place to maintain its cultural heritage value.

1.6.2 Cultural Heritage Value or Interest

Orangeville is an example of a 19th century mill village in early Ontario. Its origins are directly linked to the waterway known as Mill Creek and the construction of the first mill in 1837 by James Griggs. Other water-powered industries followed, stimulating the early growth of the village and leading to its incorporation in 1863. The arrival of the railway in 1871 and the creation in 1881 of Dufferin County with Orangeville as the County Town, reinforced a prosperity that encouraged residential development in areas adjacent to the downtown commercial core.

The cultural heritage value or interest of the Merchants and Prince of Wales HCD is found in the historic significance and continuing existence of the historic residential neighbourhoods adjacent to the downtown; the Mill Creek corridor as a public access park; and the historic rail bed. The area sustains and supports the village character of Orangeville. It has a strong sense of place and ambience that is easily distinguished from contemporary Orangeville and is appreciated by residents and visitors.

The layout of the Merchants and Prince of Wales HCD area is based primarily on mid-19th century survey plans of subdivision created by some of the Town's prominent early settlers and developers. The area is distinguished by streetscapes of largely 19th century, high quality, residential buildings, with some 20th century infill, and associated cultural heritage landscape features. Overall, it represents the successive periods of economic development of the Town, manifesting in the need for housing.

Evidence of the early mills, water-powered industries and late 19th and early 20th century industries has largely disappeared, but the growth that these initiated, reinforced by the arrival of the railway and selection as the County Town, is evident in the built form and landscape elements within the HCD. The traditional relationship of Mill Creek to the Town is preserved as a 2.7 acre green space, known as Kay Cee Gardens, that follows the path of Mill Creek between Bythia and John Streets. The historic rail bed is adjacent to the park. Within the HCD, this corridor is at the heart of the community and used as public recreational space.

1.6.3 Description of Heritage Attributes

The following describes the categories of heritage attributes important to the cultural heritage value or interest of the Merchants and Prince of Wales Heritage HCD:

- The unique collection of residential architecture from the 1850s to the 1920s, with some mid-20th century infill, that overall exhibits a high quality of period styles, design, traditional building materials, detailing, and workmanship;
- The decorative woodwork; porches, stoops or enclosed vestibules; and balconies, creating variety and articulation along the streetscape;
- Landmark institutional buildings which exemplify a high degree of 19th and early 20th century design and craftsmanship;
- The predominant one to two storey height, detached form and massing of the residential architecture;
- The traditional system of laneways dividing the blocks of settlement on the north side of Broadway, specifically between Zina Street and Broadway, First Avenue and Broadway, First Avenue and Second Avenue, and laneways running parallel to First Street on both the east and west sides, and the impact lane-only access has on the character of these streetscapes.

- The evidence of 19th century street plans and layouts, which follow the first formal plans of subdivision developed in the 1850s by Orangeville's founder Orange Lawrence for the area south of Broadway (Garafraxa Plan), and by Jesse Ketchum III, nephew of early settler Jesse Ketchum, for the lands north of Broadway (Ketchum Plan);
- The historical association of some stylish residential buildings with prominent merchants and professionals, many of whom served the community as local leaders and in other capacities and warrant commemoration;
- The important public green space provided by Kay Cee Gardens, and public access to Mill Creek, Mill Creek being central to the settlement and historic growth of Orangeville. The lands of Kay Cee Gardens were traditionally undeveloped as community founder Orange Lawrence held the water rights to Mill Creek and protected this water source for mills farther east;



- Evidence of the rail line that parallels the path of Mill Creek through the town and provided Orangeville with its second economic boost as the mills declined in economic importance;



- The existence of boulevard trees of mostly sugar maples, initially planted from the early 1900s to the 1930s, and those subsequently planted, all providing a green canopy over Zina Street, First Street, York Street, First Avenue and Broadway;
- Mature soft landscaping including mature and other trees in front, side and rear yards throughout the area;
- Grassed boulevards between sidewalks and the roadway curbing, providing important green space while buffering pedestrians from traffic and enhancing the livability of the streets;
- The generous spacing between houses allowing for additional vegetation and view corridors between the buildings, creating a sense of openness within the residential neighbourhoods;
- The relationship of the residential neighbourhoods to the historic downtown core, together forming a cohesive townscape of commercial/industrial development in the Downtown HCD and the surrounding residential and institutional components in the Merchants and Prince of Wales Heritage HCD.
- The distinctive streetscapes of Zina Street, First Street, First Avenue, Broadway, York Street and Bythia Street characterized by a variety of architectural forms, styles, materials, and craftsmanship that relate to specific periods of Orangeville's development from the 1850s through the 1920s as well as building styles from the 1930s to the 1960s representing the final period of infill within the original plans of subdivision;
- Full curbing and sidewalks creating a small-town urban feel and a pedestrian friendly environment;

- First Street and Broadway as visual and functional gateways to the Downtown HCD; where green space and mature trees in front yards and on boulevards along these streets gives way to the openness of the commercial core;
- Unobstructed and traditional view corridors descending west to east along Broadway into the downtown commercial core and the slopes of the east side of the Credit River valley beyond;
- Unobstructed and traditional view corridors toward the downtown core moving north to south along First Street;
- Unobstructed and traditional views of the large landmark buildings rising above the tree canopy which punctuate the streetscapes.



1.8 Heritage Evaluation

All properties within the District are designated under Part V of the Ontario Heritage Act (please refer to page 120) for an explanation of the difference between Part IV and Part V designations). However, to assist with decision-making regarding alterations and development, properties are categorized as either Category A (contributing), Category B (somewhat contributing), or Category C (non-contributing) according to their contribution to the cultural heritage value of the District. Regulation 9/06 Criteria for Determining Cultural Heritage Value or Interest and the Statement of Cultural Heritage Value for the District were both used as evaluation tools.

“Contributing” properties have design, historical and/or contextual value that contributes to the District. Buildings identified as “somewhat contributing” have some historic or contextual value but may have lost original materials. Buildings identified as “non-contributing” are generally modern buildings or heavily altered historic buildings that no longer contribute to the historic character of the area.

As the character of the District continues to evolve, these evaluations should be reviewed on a regular basis to ensure that an accurate representation of contributing, somewhat contributing and non-contributing buildings is maintained. For further information on the age of buildings, styles, heritage evaluation etc., please refer to the Property Inventory.

1.9 Architectural Styles

The buildings located within the District represent a wide variety of architectural styles that reflect Orangeville’s development and growth. The architectural styles identified in the Merchants and Prince of Wales HCD Study have been included and augmented with annotated photographs in this Plan that identify defining features of that style as found in Orangeville. The date ranges associated with each style generally reflect the Orangeville context. The following architectural styles exist within the District:

- Georgian, pre-1860
- Regency Cottage, 1830-1860
- Gothic Revival, 1840-1890
- Romanesque Revival, 1840-1900
- Italianate, 1850-1900
- Queen Anne, 1885-1900
- Edwardian, 1900-1930
- Art Moderne, 1930-1945
- Arts and Crafts/ American Craftsman-inspired Bungalows, 1930s
- Post-war bungalows/Mid-century Modern/ Suburban, 1950s to 2000
- Other Styles

Georgian, pre-1860



260-262 Broadway

Following an architectural tradition which began with the King Georges of Britain from 1750 to 1820, these buildings are distinguished by balanced facades around a central door, medium-pitched end gable or hipped roofs, and rectangular multi-paned windows. These buildings are best described as simple, solid and symmetrical. They were often clad in stucco (rough cast) or brick with minimal ornamentation.

Regency Cottage, 1830-1860



11 First Street

This style originated in England during George IV's regency as the Prince of Wales, 1811-1820. The Regency Cottage style in Orangeville is generally a modest one-storey house topped with a low-pitched hip roof with wide eaves often adorned with decorative wall cornice moulding and brackets. Roofs have inset flanking chimneys. They feature a symmetrical 3 or 5 bay front facade with a centre door and large windows. The central door may have a transom and sidelights and a decorative surround. Elsewhere in Ontario, verandahs running the length of the front facade are common, but these are not seen in the many modest interpretations of the Regency Cottage in Orangeville.

Gothic Revival, 1840-1890



67 Zina Street

Throughout the District, the Gothic Revival is seen in both houses and churches. These decorative buildings are distinguished by details found in English Gothic and medieval architecture: sharply-pitched gables with highly detailed vergeboards, tall and narrow sash windows with pointed or shallow arched openings, porches and dichromatic brickwork. The small centre-gable Gothic Revival cottage known as the Ontario Gothic cottage, one of the most popular house styles in Ontario, is found in the Study Area as is the larger L-shaped house.

Romanesque Revival, 1840-1900



2 York Street

The Romanesque Revival style harkens back to medieval architecture of the 11th and 12th centuries. It is characterized by a heavy appearance, blocky towers and rounded-headed windows and arches. Smooth red brick walls with rough-faced stone accents is often seen on buildings with Romanesque influences.

Italianate, 1850-1900



293 Broadway

This building style became popular in Ontario during the 1860's and became one of the most common architectural types in Orangeville and the rest of Ontario from the mid to late 1800s. Notable design elements are a square footprint, low-pitched hip roof with wide eaves and heavy cornice brackets. Other Italianate features are belvederes, wrap-around verandahs and paired windows. Many interpretations of the Italianate style are found in Orangeville.

Queen Anne, 1885-1900



239 Broadway

This style is distinguished by an irregular outline often featuring a combination of an offset tower, broad gables, projecting two-story bays, verandahs, multi-sloped roofs, and tall, decorative chimneys. More than one kind of sheathing, such as brick and wood shingles, is also common. Windows often have one large single-paned bottom sash and small panes in the upper sash.

Edwardian, 1900-1930



34 First Street

This style bridges the ornate and elaborate styles of the Victorian era and the simplified styles of the 20th century. Edwardian Classicism houses are often two or two-and-a-half storeys with a front gable roof is distinguished by balanced facades. Large front porches running across the front facade with shed roofs supported by brick piers or by half columns (colonnets) on low brick piers are common as are an off-centre doorway. They feature smooth brick surfaces with wood shingles often found in the front gable. Classical details are sometimes seen, but are used sparingly.

Art Moderne, 1930-1945



19 First Street

The Art Moderne style originated in the United States and emphasizes the streamlined as evidenced by strong horizontal elements, rounded corners, smooth walls, and flat roofs. Glass block and large expanses of glass were used even wrapping around corners.

Arts and Crafts/ American Craftsman-inspired Bungalows, 1930s



9 York Street

The Arts and Crafts style found its way to Orangeville and during the 1930s some homes were built in this style. It is distinguishable by a steeply pitched gable roof usually with a side gable and that extends over a verandah. Large dormers are common. The verandah dominates the front facade and has heavy brick piers. The verandahs were often enclosed with large multi-paned windows.

Post-war bungalows/Mid-century Modern/ Suburban, 1950s to 2000.



76 Zina Street



74 Zina Street

From the 1950s onward, the modern bungalow appeared in Orangeville. Small bungalows as well as more expansive Ranch styles are seen as infill dwellings within the District. These houses have a low profile, wide eaves and large picture windows. Some have a garage integrated into the house design reflective of the growing importance of the automobile.

Other Styles

Single examples of other styles such as Dutch Colonial and Period Revivals like the English vernacular cottage are found throughout the Study Areas.

English Vernacular Cottage – 14 York Street



Dutch Colonial Revival – 25 York Street



2. District Policies and Guidelines

2.1 District Policy Statements

The District policy statements outline the way the objectives of the HCD Plan will be implemented.. They provide the Town of Orangeville with functional items that will help to conserve the cultural heritage attributes of the District and evaluate proposed changes within the area. The following policy statements are organized using the same categories as the objectives: Protect, Change, Monitor.

Protect

- The unique heritage character of the District as described in the Statement of Cultural Heritage Value and Description of Heritage Attributes shall be maintained and enhanced in both public and private spaces through the use of Design Guidelines and a heritage permit process;
- An inventory of Category A (contributing) and Category B (somewhat contributing) properties shall be maintained and be available to the public;
- Generally, demolition of properties will not be permitted;
- The existing pattern of lots and lot sizes which reflects the early plans of subdivision shall be conserved, and lot severances will generally be discouraged;
- The Town will develop and implement a tree maintenance and replacement plan for the District; and
- The Town will implement a management strategy for Kay Cee Gardens which conserves the Mill Creek landscape and the rail right of way.

Change

- All proposed changes including replacement of original elements, alterations, additions, and new construction shall reflect the Guidelines outlined in the HCD Plan;
- Proposals that do not strictly adhere to the Guidelines shall be evaluated by how closely they adhere to the intent of the HCD Plan and best practices in heritage conservation, and whether they mitigate previous unsympathetic alterations to a Category A (contributing) or Category B (somewhat contributing) building;
- The Town will make use of the existing Town permit and approvals processes along with a heritage permit approval process to promote high quality new architecture for additions to existing buildings and for new construction in the District;
- Heritage Impact Assessments will be required for large projects within and adjacent to the District which may negatively impact the cultural heritage value of the District and the properties within it as well as negative impacts on identified viewsapes; and
- All public works projects within the District and those adjacent to the District which may have an impact within it shall comply with this HCD Plan.

Monitor

- Future planning documents and Town by-laws will be evaluated to ensure they are consistent with the HCD Plan;
- An inventory of heritage permit applications, heritage work notifications and public works projects should be maintained to keep a record of alterations within the District. This inventory will be used to evaluate the effectiveness of the HCD Plan in meeting the stated objectives;
- Using the inventory described above, the District Plan should be reviewed regularly to ensure that the stated objectives are reflected in the outcomes, and to ensure that the Plan is useful for property owners. Amendments to the Plan should be made as needed to better meet the needs of owners and to allow the District to continue to evolve;
- The Town should continue to provide information to the public and property owners to promote awareness and pride in the conservation of the cultural heritage value found in the District. This may take the form of walking tours, brochures, community heritage awards, newspaper articles, etc.

2.2 Introduction to the District Guidelines

The District Guidelines are intended to help conserve the heritage attributes and cultural heritage value of the 19th century residential neighbourhoods, while allowing them to evolve and accommodate modern uses and public realm amenities in ways that will enhance their special character. The District Guidelines were developed through discussions with the property and business owners at community meetings and property owners workshops. Although there were differences of opinions regarding the level of control for design and architecture, the guidelines reflect as far as possible the community's choices and desires.

The District Guidelines provide guidance to property owners, residents, Town staff, and Town councillors involved in managing change within the District. By focusing on architectural styles and detail as well as streetscape elements that together create the unique character of the area, they can be used to assess proposed alterations to properties. The guidelines also emphasize the importance of blending new development with the existing buildings and streetscape.

While the Guidelines provide a baseline for what is generally acceptable in the District, it is recognized that there may be multiple design solutions for specific projects making an exhaustive set of design guidelines impractical. Applicants are expected to conform to the guidelines, but where conformance is not reasonably achievable, a rationale to explain the reason for the discrepancy will be considered as long as the intent of the HCD Plan is met. It is expected that this flexibility will engender creativity and innovation where needed.

2.2.1 Categories

The District Guidelines are divided into three areas - residential, commercial and public realm. The residential guidelines are for residential property owners and the public realm guidelines are for the Town of Orangeville, other agencies and property owners within the District. There are a small number of properties with institutional zoning in the District. Any proposals for change or alterations to these buildings should generally be assessed against the corresponding Design Guidelines identified. It is important to note that under exceptional circumstances more than one set of guidelines may apply to a property. In general, the District Guidelines apply to the parts of buildings or properties that can be seen from the street. In order to

provide appropriate consideration of all proposed changes within the District, the Guidelines apply to all buildings regardless of their evaluation as contributing, somewhat contributing or non-contributing.

Demolition guidelines are found in Section 6.

2.2.2 Applicant Assistance

The District Guidelines are intended to be used in conjunction with Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada (the Standards and Guidelines). The Standards and Guidelines contain a set of pan-Canadian standards as well as detailed conservation guidance. The Guidelines complement the conservation advice provided in the Standards and Guidelines and property owners are encouraged to consult both. The latter is accessible online at www.historicplaces.ca. For ease of reference, Standards 1-14 are included in this Plan as [Appendix X](#).

The District Guidelines should also be read and applied in conjunction with the County of Dufferin and Town of Orangeville Official Plan policies.

Town staff are also available to provide assistance in interpreting the guidelines if an applicant so desires.

2.2.3 Limitations of the Guidelines

The guidelines do not obligate property owners to undertake any repairs or alterations to their properties. They also do not apply to any interior work or alterations that have no affect on the exterior. They are also not intended to promote modern replicas of historic buildings or otherwise create a false sense of history.

2.2.4 Buildings Designated under Part IV of the Ontario Heritage Act

Buildings in the District designated under Part IV of the OHA should be evaluated and conserved based on the heritage attributes identified in the criteria for designation included as part of the designating by-law.

2.3 Principles for the Conservation of Historic Buildings

The following guiding principles, prepared by the Ontario Ministry of Tourism, Culture and Sport, are based on international charters on heritage conservation which have been developed over the last century. These principles provide the basis for decisions concerning best practices in the conservation of built heritage resources. They explain the reasoning behind sound conservation activities and are to be applied to the conservation of contributing and somewhat contributing buildings in the District.

Respect for Documentary Evidence: Do not base restoration on conjecture. Conservation work should be based on historic documentation, such as historic photographs, drawings and physical evidence. (The Dufferin County Museum and Archives has excellent collections of resources, including local historic photographs).

Respect for original location: Do not move buildings unless there is no other means to save them. Site is an integral component of a building or structure. Change in site diminishes heritage value considerably.

Respect for historic material: Repair/conserve - rather than replace building material and finishes, unless where absolutely necessary. Minimal intervention maintains the heritage content of the built resource.

Respect for original fabric: Repair with like materials. Repair to return the resource to its prior condition, without altering its integrity.

Respect for the building's history: Do not restore to one period at the expense of another period. Do not destroy later additions to a building or structure solely to restore to one single time period.

Reversibility: Alterations should be able to be returned to original conditions. This conserves an earlier building design and technique (e.g. when a new door opening is put into a stone wall, the original stones are numbered, removed and stored, allowing for future restoration).

Legibility: New work should be distinguishable from old. Buildings or structures should be recognized as products of their own time, and new additions should not blur the distinction between old and new.

Maintenance: With continuous care, future restoration will not be necessary. With regular upkeep, major conservation projects and their high costs can be avoided.

Definitions

Conservation: all actions or processes aimed at safeguarding the character-defining elements of an historic place so as to retain its heritage value and extend its physical life. This may involve preservation, rehabilitation, restoration, or a combination of these actions or processes.

Preservation: the action or process of protecting, maintaining, and/or stabilizing the existing materials, form, and integrity of an historic place, or of an individual component, which protects its heritage value.

Rehabilitation: the action or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component, while protecting its heritage value.

Restoration: the action or process of accurately revealing, recovering or representing the state of an historic place, or of an individual component, as it appeared at a particular period in its history.

- Standards and Guidelines for the Conservation of Historic Places, Parks Canada

3. Residential Guidelines

3.1 Introduction

The preservation of the District's residential streetscapes in combination with sensitive intensification is key to supporting the historic commercial core, designated in 2002 as the Downtown Heritage Conservation District, and ensuring the ongoing health of the Town. The intent of the Residential Design Guidelines is to help current and future property owners make sensitive repairs and alterations to existing properties and to encourage compatible new construction that adds a new layer of high quality architecture to the continuing development of Orangeville.

3.2 Landscaping

In several areas, rear lane-only vehicular access to the properties has a significant impact on the streetscape by providing an uninterrupted flow of green space from property to property.

3.2.1 Parking, Walkways and Driveways

1. Maintain the system of lanes with rear yard garages and vehicle access from the lanes in those areas where historic lanes remain.
2. Maintain the existing pattern of vehicle parking, driveways and garages located to the side and rear of residential properties in those areas with direct vehicular access to the property from the street.
3. Maintain soft landscaping in front, side and rear yards. Conversion of front yards to hard parking surfaces is discouraged as it negatively impacts the cultural heritage value of the District.
4. Maintain pedestrian walkways from the street to the front entrance as the primary access to conserve the pedestrian friendly appearance of the area. Driveways may provide secondary access to the house.



3.2.2 Garages and Secondary Structures

Garages are not a prominent visual feature of properties in the District. Many historic properties have garages in the rear off a lane or have no garage. Newer 20th century infill buildings may have a garage.

1. Provide new detached garages to the side or rear of residential buildings. Where space does not allow for a detached garage, attached garages should be set back from the front façade.
2. Design new garages to be complementary to the style of the principal building considering roof form and pitch, garage doors, and use of complementary materials. Small barns to the rear of properties were commonplace at one time and the barn style may be considered in design decisions.
3. Design new secondary structures that will be clearly visible from the street to be visually subordinate in size and massing to the principal building and set back from the front facade. Consider screening such as vegetation to reduce the visual impact of the structure.



76 Zina Street

3.2.3 Fences

With very few exceptions, fences that follow the front property line are not currently found in the District which adds to the visual flow and openness of the streetscape. Installation of front yard fencing is strongly discouraged. If front yard fencing is being considered, the following guidelines are given.

1. Provide new front yard fences with an open appearance that do not obstruct views of front gardens or views along the houses.
2. Provide new front yard fences that do not exceed 1 meter in height. Traditional fencing materials such as wood or wrought iron are more appropriate. Chain link, brick, solid boarding and stone fences are generally not appropriate in the District.

3.2.4 Trees & Landscaping

Mature landscaping including trees and shrubs in front yards is a distinctive feature throughout the District.

1. Maintain and enhance the mature tree canopy on private property which contributes to the District's character and green space.
2. Any construction work on private property that may impact the roots, trunks, or crowns of mature boulevard trees should be undertaken after consultation with a certified arborist or registered forester to provide tree preservation and protection measures.
3. Maintain the prevalence of soft landscaping in front and side yards, which contributes to the small town character of the District.
4. Avoid large areas of hard surface paving in the front yards.



35/37 First Street

3.3 Repairs & Alterations

3.3.1 Cladding

Traditional wall materials are often key characteristics of historic buildings and the exterior walls may also include distinct architectural details that are important in defining the character of historic buildings. Proper maintenance ensures that exterior walls remain resistant to weathering and damage.

The use of locally-produced red brick as an exterior building material is the predominant cladding found within the District. Buff brick is often used for detailing. Some wood siding and a few examples of stucco are seen as well.

Replacing original exterior wall materials should be considered only after other options for repair or replacement have been ruled out.

1. Conserve, maintain and repair original cladding, where it exists.
2. When completing repairs or restoration work, use appropriate materials in kind with the original cladding and employ recognized conservation methods.



Masonry repair and repointing

3. Do not conceal or cover existing original brickwork, stucco or wood cladding under new cladding. Covering original cladding whether brick, stucco or wood with new cladding may alter the character of the building and may be structurally damaging.
4. Where original cladding does not exist or is beyond reasonable repair, provide new cladding that matches the material and profile of the original cladding or select a new cladding that is compatible with the style of the existing building.
5. Removal of newer cladding material that were applied over historic features is encouraged except where the original features have been damaged beyond repair, or where the new material has become a character-defining element in its own right.

3.3.2 Foundations

Exposed foundations may be a character-defining element of a historic building. They demonstrate historic building methods and the use of locally-sourced materials of their time.

1. Maintain historic foundations exposed above grade especially if they are visually part of the building facade.



2. Avoid parging over historic foundations above grade.
3. Direct water away from foundation walls with appropriate eavestroughs, downspouts and grading.

3.3.3 Roofs & Rooflines

Roofs are a vital part of any building providing protection from the elements and structural support. In addition, rooflines are a distinctive feature of the architectural styles found in the District. As such, major changes to the roof forms are strongly discouraged as they may significantly alter the appearance of the building.

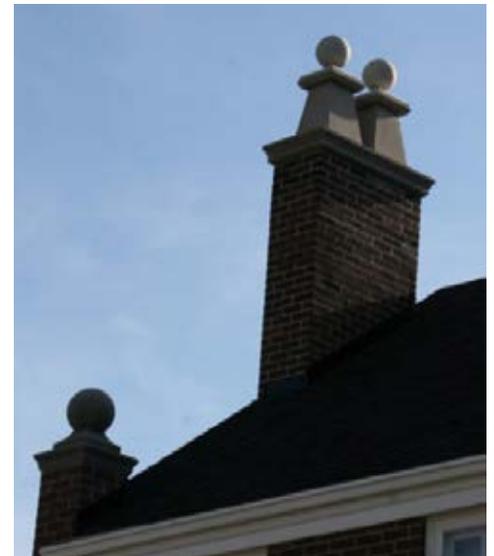
1. Conserve the original roof form and rooflines of contributing and partially contributing buildings in the District.
2. Ensure that any alteration to the roof form or roofline of an existing building visible from the public realm is compatible with, and complements, the design of the building and existing roofline.
3. Ensure that new roofing materials visible from the public realm complement the building's style.
4. Locate new roof features such as skylights, vent stacks, HVAC and air-conditioning units away from the front façade where feasible. Avoid the use of bubble skylights if visible from the public realm.

Dormers

1. Avoid raising the roof to accommodate upper storey additions; consider dormers instead if appropriate to the style of the building.
2. Conserve historic dormers, including their location, shape and size.
3. Avoid adding dormers on the principal façades where they did not originally exist, where possible.
4. Coordinate the placement, size, scale, style and materials of new dormers with original dormers, where they exist.
5. Design new dormers to be consistent with the main roof form, particularly where original dormers do not exist.

Chimneys

1. Conserve and maintain the location, style and materials of historic or original chimneys that contribute to the architectural style and design of existing buildings.
2. If visible from the public realm, ensure that the design and materials of new chimneys respect the historic architectural style of the building or are not visible from the public realm.



3.3.4 Porches, Verandahs and Porticoes

Porches, stoops, enclosed vestibules, and balconies are distinctive features in the District. They provide a transitional space between the exterior and the interior while also contributing to the streetscape. Historically, porches, verandas and porticos provided functional outdoor living space while also embellishing the style of a building with a concentration of detailed architectural features: entablatures, decorative woodwork, columns, posts, brackets, balustrades, steps, ceilings, roof forms and roof-top balconies, etc. The guidelines below are intended to support the maintenance and conservation of these important features and to provide guidance for alterations.

1. Conserve, where possible, original or historic porches, porticoes and stairs and their defining features.



2. Use recognized conservation methods when repairing deteriorated original decorative or structural elements of porches.
3. Consider reconstructing original porches where sufficient physical or documentary evidence exists. This may include the removal of unsympathetic alterations or enclosures of original porches.
4. Where appropriate, ensure that new porches, porticoes and stairs are compatible with, and complement, the existing building in style, scale, materials, design and detailing. Where available, use historical documentation to guide the design. The addition of porches and porticoes is not compatible with the design and architectural style of every building in the District.
5. The enclosing of open porches, verandahs and porticoes is generally incompatible with the architectural design of most contributing buildings in the District and is discouraged. However, where porch enclosures are proposed, their design should preserve defining features and seek to minimize negative impacts to the building and streetscape by:

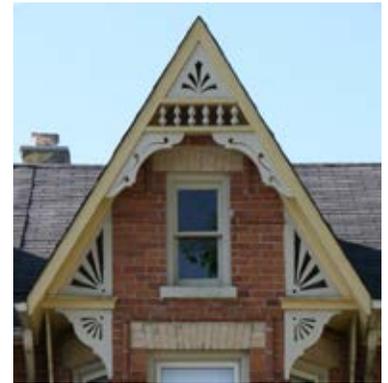


- a) being complementary to the architectural style of the existing building;
- b) maintaining the current horizontal and vertical rhythms of the existing porch; and
- c) incorporating reversible enclosures that retain architectural porch elements, such as the roof and columns. For example, install screens or glass inserts between original vertical elements like columns.

3.3.5 Architectural Detailing

The high quality architectural detailing found in woodwork is an important feature of the District.

1. Conserve, maintain and repair existing decorative architectural features.
2. Alterations should not conceal or obscure existing decorative architectural features on the front façades of buildings.
3. Where oral, written, archival or photographic evidence exists, consider reinstating missing decorative architectural features with new features whose forms, materials and detailing are based on the documentary evidence.



3.3.6 Windows & Doors

Windows are one of the key elements of a building. They provide natural lighting and ventilation to the interior, and while doing so offer weather protection, some insulation, and security. The position, size and orientation of windows define the proportions of the main façades and have a large impact on how a building appears within a streetscape. Windows and their surrounding elements are commonly key character-defining elements of the building's architectural style.

Doors and entrances are essential to a building's use and are one of the most conspicuous features of a building. Doors and their surrounds are often defining elements of the architectural design of a building. Due to continual daily use they often show signs of wear, so are often considered for replacement.

The following guidelines strive to balance the functional requirements of doors and windows while conserving the unique character of the building.

Each window is an integrated system composed of a number of elements. Conserving traditional window systems in heritage buildings protects not only the appearance of the building, but also respects original functions, such as air circulation and lighting.

Historic window systems can have a service life of many decades because individual components can be refurbished, repaired or replaced. In contrast, the materials and manufacture of contemporary window units mean that they must be replaced in their entirety when they are no longer serviceable. The lifespan of a new vinyl window unit is generally 20 to 25 years.

1. Conserve the form, patterning, proportions and rhythm of original or historic windows and doors and their openings.



Original two-over-two sash windows



**Original half
lite door**

2. If original or historic windows or doors are beyond reasonable repair, make best efforts to procure replacement windows and doors that either match the originals in design, materials, size, proportion, glazing pattern and detailing, or, if appropriate, reference the historic form and proportions with modern materials.



**Replacement sash windows:
2-over-2 with arched panes (left)
1-over-1 without panes (right)**



**Replacement half lite doors:
wood (left) and steel (right)**

A modern window replacement is less visually appealing for one window in a group of historic windows.

3. Conserve and maintain original or historic elements of windows and door openings (e.g. sills, lintels, architraves, transoms, sidelights, etc.)



4. When introducing new window or door openings, ensure that the size and proportions of the openings are compatible with the architectural style of the building and generally locate them away from the front façade.
5. Conserve original shutters. If introducing new shutters, ensure that they are appropriately proportioned for the window opening so as to be operable or to give the impression that they are operable.

3.3.7 Energy Efficiency and Conservation

New buildings that meet modern energy efficiency standards typically consume less energy for heating and cooling than older buildings without energy saving retrofits. Evaluating older buildings solely on this approach ignores the fact that the materials in new buildings require a tremendous amount of energy to produce, transport and assemble and most cannot be reused or recycled. The energy and environmental performance of existing heritage houses and buildings can be competitive to new construction when the full cycle assessment (LCA) of all building materials is factored into the equation. LCAs examine the total amount of energy to produce and maintain a building over its complete life cycle.

Although old buildings may be less efficient to heat and cool than newer ones, retrofits can be done to make heritage buildings more efficient. Retaining existing elements of old buildings and seeking to improve their energy performance is a heritage conservation principle that makes sound environmental and economic sense. Although care must be taken, there are many improvements and retrofits that can work well in older heritage houses and commercial buildings.

Physical features of heritage buildings that are not character-defining may be excellent candidates for energy use improvement. Retrofitting should be limited to measures that provide reasonable energy savings, at reasonable costs, with the least intrusion or impact on the character of the building. Overzealous retrofitting, which introduces damage to historic building materials, should not be done. For example, heritage buildings are designed to allow interior moisture to move out of the building. Undertaking work which does not allow for adequate ventilation can cause serious damage to masonry and promote mould growth.

The following list includes the most common retrofitting measures for historic buildings;

- Sealing windows, and doors and repairing cracks in the building envelope against air infiltration;
- Attic insulation;
- Storm windows and doors;
- Basement and crawl space insulation;
- Duct and pipe insulation;
- Interior wall insulation; and
- Upgrades to heating, ventilation and air conditioning (HVAC) systems.

In the future, moving individual buildings, whether old or new, towards a net zero energy use may be necessary to address the global issue of climate change due to the build up of greenhouse gases. Net zero energy refers to the total amount of energy used by the building on an annual basis being roughly equal to the amount of renewable energy created on the site or elsewhere. Installation of roof mounted solar panels, where possible, shall not be prohibited by provisions of the HCD Plan as long as major alterations of a character-defining roofline are not necessary. Ground mounted solar panels in rear or side yards shall not be prohibited by this plan.

3.3.8 Accessibility

The need to have barrier-free access to their house or building is an essential requirement for some individuals. The guidelines in the HCD Plan are not intended to prevent any required alterations to allow individuals access to their property. If such alterations are required, the following considerations are suggested:

1. Locate and design barrier-free interventions so as to conserve heritage attributes as much as possible while still providing the access required.
2. Use materials that complement the historic building.

3.4 Additions

Buildings evolve over time. New additions to historic buildings can help historic buildings address changing patterns of use while conserving their cultural heritage value and heritage attributes. Additions to historic buildings that conserve characteristic-defining attributes and the unique streetscape while still accommodating modern uses protect properties from destructive redevelopment.

New additions should be complementary to the historic architecture while adding another layer of high quality architecture and reflecting contemporary uses. An addition that significantly alters the building's appearance may not be appropriate. However, considering the design of the historic building and its siting, original materials, and building form can identify the possibilities for new construction. The following guidelines are intended to support this evaluation process.

Additions to Category A (Contributing) and B (Somewhat contributing) buildings are permitted in the HCD. It should be noted that additions visible from the public realm (located to the front or side) will have a greater impact on the cultural heritage value and character of the building and the District than rear

additions, and will therefore require greater design consideration. A wider spectrum of interventions and additions will be considered for Category C (Non-contributing) buildings.

1. Locate additions to the rear or on the side of the building.
2. Set side additions back from the front façade of the building.



3. Additions which involve raising the roof to accommodate an upper storey addition are not permitted.
4. Design new additions that:
 - a) are complementary in massing, size, scale, style and materials with the existing building;
 - b) do not visually compete with or overwhelm the original building in size, scale or design;
 - c) are compatible or complementary to the horizontal and vertical rhythms on the existing building such as proportions and alignment of windows and doors, rooflines, cornice lines, etc.;
 - d) coordinate the roof shape, slope and style with the original building;
 - e) are clearly distinguishable from the existing building while still being compatible e.g. by using a different but complementary cladding material;
 - f) do not conceal, obscure or destroy character-defining decorative architectural features on the existing building;
 - g) the style, proportion, orientation and patterns of windows and doors on the new additions correspond with those on the original building; and
 - h) do not use stone as a principal cladding material.

3.5 New Residential Buildings

A variety of architectural styles is found in the District and includes contemporary structures that also contribute to the architectural character of the District. For new construction, the proposed front façades and elements that are visible from the public realm will be evaluated on how they conserve and contribute to the overall streetscape while adding to the architectural variety found in the District. Greater flexibility will be permitted in the evaluation of portions that are not visible from the public realm.

When designing new residential buildings avoid directly imitating historic architectural styles, but instead aim to add a new layer of architectural history to the Town and add to the existing variety and character of the surrounding streetscape. For example, new buildings may have a traditional form that is similar to neighbouring buildings, but include high quality contemporary materials. Alternatively, new buildings may have a contemporary design but incorporate traditional materials and proportions.

1. Design new residential buildings that complement and are compatible with neighbouring buildings and that take into consideration:
 - a) the existing pattern of building setbacks on the surrounding streetscape;
 - b) the massing, scale and height of neighbouring contributing buildings;
 - c) the height of the ground floor level on neighbouring buildings;
 - d) the roof profiles of neighbouring contributing buildings;
 - e) the horizontal and vertical rhythms on adjacent contributing buildings such as building widths, rooflines, cornice lines, proportions and alignment of windows and doors etc.; and f) the external materials and cladding on neighbouring contributing buildings.
2. Orient new buildings parallel to the street and with a front facade facing the street.



First Street



Zina Street

3. Traditional cladding materials such as brick and wood are encouraged. With the exception of the wall of the original 1881 jail, stone and stone veneer were not used as cladding materials for historic houses in the District. The use of them as a principal cladding material is discouraged.
4. Locate parking spaces and/or garages to the side or rear of new residential buildings.
5. Set both attached and detached garages back from the front façade.
6. The construction of new medium and high-density residential developments is discouraged. (The sense of openness created by the generous spacing between buildings which allows for vegetation and view corridors between them is a feature of the District).

7. Where the subdivision of an existing lot is proposed, it must be demonstrated that the proposed change to lot size and shape is compatible with, and will not negatively impact, the heritage attributes and cultural heritage values of the District.

The subdivision of lots may be considered when:

- a) corner lots with substantial lot widths would allow for the subdivision of lots along the secondary street;
- b) substantial lot depths would allow for the rear subdivision of lots; and
- c) a substantial lot width would allow for the creation of two lots, whose sizes are compatible with the average lot width on the streetscape.

Ensure that any construction on private land that could impact the root zones of the existing mature street trees is executed under the supervision of the Parks and Recreation Department, or outside consultants, such as certified arborists or registered foresters. Town staff will review engineering plans to ensure they provide tree preservation/protection measures.

4. Commercial and Institutional Guidelines

4.1 Introduction

The Orangeville Zoning Bylaw allows for both residential and commercial uses on portions of west Broadway, First Street, and First Avenue which are zoned as C5. This zoning area allows commercial uses while directing commercial conversions that maintain the residential character of the area.

The guidelines are intended to guide conversions of residential buildings to commercial uses in ways that protect and enhance the residential character of west Broadway, First Street and First Avenue. Encouraging the repair and enhancement of the few existing historic commercial buildings is also encouraged. Finally, guiding the development of compatible new commercial buildings in the District along with the redevelopment of non-contributing 20th century commercial buildings will help the area and the adjacent Downtown HCD to continue as a service centre for the local community and the wider area.

For historic commercial buildings within the HCD, the Downtown HCD Guidelines are informative.

4.2 Conversions (Residential to Commercial Adaptive Re-use)

Parts of Broadway, First Street and First Avenue within the District are identified as “C5 commercial”. These streets are largely comprised of historic residential buildings, some of which already house commercial uses. Due to their residential architecture and larger front and side yard setbacks, these streets are distinctly different from the commercial streetwall on Broadway in the Downtown HCD.

The residential guidelines also apply to residential buildings that have been converted to commercial use. In addition, the following principles are to be considered:

1. Retain original features (windows, doors, porches, etc.) as much as possible to reflect the residential history and architecture of the building;
2. Provide signage that is compatible with the residential character of the street and scale of the building.

Large and inappropriately proportioned signs can obscure architectural features and compete for visual dominance with the host building.

3. Ground signs are the most appropriate and should not obscure architectural details. Signs affixed to the building are not permitted.
4. The type of illumination used for signage should be carefully considered. External illumination is mandated and internally illuminated signs must be avoided.
5. Avoid the clustering of multiple signs on a single property.
6. If additional parking is required, locate it to the rear or side of the building and screen with appropriate landscaping.

4.3 New Commercial Buildings

There may be areas where new commercial development is possible, including redevelopment of existing commercial properties that have 20th century commercial buildings which detract from the cultural heritage value of the District. Such redevelopment provides the opportunity for more compatible buildings in the District purpose built for commercial use.

1. When designing new commercial buildings, avoid directly imitating historic architectural styles, but instead aim to add a new layer of architectural history to the District and add to the existing variety and character of the surrounding streetscape.
2. Design new commercial buildings that complement and are compatible with neighbouring buildings. Design new buildings that take into consideration:
 - The existing pattern of building setbacks on the surrounding streetscape;
 - The massing, scale and height of neighbouring contributing buildings;
 - The floor-to-floor heights on the façades of neighbouring contributing buildings;
 - The external materials and cladding on neighbouring contributing buildings. Traditional materials such as brick and wood are encouraged. Stone and stone veneer are not appropriate materials to use in the District.
3. In the redevelopment of any post-war retail building with forecourt parking, place the new building to reflect the front and side setbacks of historic neighbouring properties with parking to the side or rear of the new building and screened with fencing and/or landscaping.

4.4 New House form Commercial Buildings

When designing new commercial buildings within residential blocks, the residential character of the surrounding streetscape should be reflected in the design of the new construction. Important considerations for the design of new buildings in areas of largely residential buildings include:

- A commercial streetwall building is generally not appropriate in these locations;
- The design should reflect the residential form of adjacent buildings (e.g. pitched roofs, front porches, proportions of windows, doors etc.) in the design of new buildings; and
- The design should provide sufficient open space for the planting and maintenance of trees and landscaping through front and side yard setbacks; and
- New parking associated with the redevelopment of a commercial property or new commercial building

should be located to the rear of the building and, where visible from the public realm, screened through the use of fencing, and/or landscaping.

4.5 Institutional/Churches and Municipal Buildings

Within the District are landmark buildings which exemplify a high degree of design and fine quality local craftsmanship. They include churches, the former Dufferin Area Hospital, and the Dufferin County Courthouse complex. The relationship of the residential neighbourhoods including institutional buildings to the historic downtown core make a cohesive Townscape that directly embodies the social, cultural and political life of the Town. Views of these large landmark buildings rising above the tree canopy are important features of the District streetscape.

The Residential Guidelines apply to the conservation, maintenance and any proposed alterations to the institutional buildings and properties or their character-defining features.



**Westminster United Church,
Broadway**



**Former Dufferin Area Hospital now the Lord Dufferin Centre,
First Street**

5. Public Realm Guidelines

5.1 Introduction

Orangeville’s sense of place and small town ambience largely arises from its unique 19th century downtown core surrounded by residential neighbourhoods. In addition, the community feels strongly that improvements to the Town’s public realm will serve to enhance the cultural heritage value and livability of the Town.

The Public Realm Guidelines address the public streetscape elements such as signage, furniture, lighting, the urban forest, boulevards, sidewalks and road patterns. The aim is to reinforce and, where possible, improve the unique character of the District and to enhance the pedestrian experience through public works projects. These design guidelines are largely intended for use by the Town of Orangeville Public Works Department due to public ownership and stewardship of the public realm in the District.

5.2 Streetscape

The term “streetscape” is used to describe the visual elements that compose a street, including the road, sidewalks, street furniture, trees and open spaces, etc. Together, these form the street’s character.

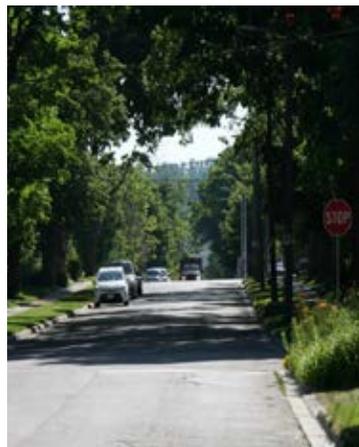
5.2.1 General Character

1. In all municipal streetscape improvement projects, maintain the distinctive and varied characters of individual streetscapes which together create the unique heritage character of the area.
2. In general, maintain overall existing proportions of the streets, boulevards and sidewalks so that the historic relationship between the buildings and the street is conserved.
3. Maintain and reinforce West Broadway and First Street’s role as gateways to the Town core and as transitional areas connecting the commercial core to the adjacent residential neighbourhoods.
4. Maintain and reinforce the character of the residential streetscapes that results from the early plans of subdivision of land for residential development including generous lot sizes and setbacks.

Streetscapes



Bythia Street south of Broadway



Zina Street looking east

5.2.2 Street Furniture and Public Space Art

1. Provide street furniture, including benches, waste/recycling receptacles, bicycle racks, planters, etc. that is compatible with the historic character of the Town.
2. Street furniture should be made of traditional materials such as painted metal or wood and avoid the use of plastics.
3. As and when additional or new street furniture or art is proposed within the District, collaboration between the Town and local artists is encouraged to develop street furniture and art designs that reflect local history (e.g. Mill Creek and early industry, the railway).



5.2.3 Signage

1. Identify gateways to the District with distinctive signage that indicates and promotes the presence of the District and complements its heritage character.
2. Continue the co-ordinated approach to all municipal signage (e.g. street signs, walking/biking trail signs, wayfinding signs etc.) already found within the District that complements the heritage character of the area and improves way finding.



3. Limit the amount of signage in residential areas of the District to reduce visual clutter which detracts from the streetscape.
4. Maintain existing the heritage interpretive plaque program and develop and install new ones wherever possible in cooperation with Heritage Orangeville and local property owners.



5.2.4 Lighting

1. Ensure that any public infrastructure lighting installations are sensitive to the heritage character of the District both in terms of the light standard as well as the quality of light emitted from the luminaire. Softer, warm down lighting is most appropriate. Maintain a uniform design for light standards throughout the District.

5.2.5 Sidewalks

1. Maintain the pattern of sidewalks on both sides of the street in all areas except Bythia Street, Louisa Street and Clara Street.



Bythia Street



First Avenue



Zina Street



Broadway

5.2.6 Parking

1. Require a landscape strip between the municipal right of way and private or municipal parking areas incorporating trees, shrubs and plantings to soften and screen the parking areas.



2. Continue the tradition of on-street parking: on one side of the street on Zina Street, York Street, and First Avenue; no on-street parking on Bythia Street and First Street and the west end of Broadway; and parking on both sides of Broadway from Bythia Street west into the Downtown.

5.2.7 Trees & Plantings

The District's boulevard tree canopy is largely deciduous consisting mainly of century old sugar maples. Its seasonal changes in colour contribute to the dramatic character of the streetscapes throughout the year. The maintenance and planting of trees should be used to reinforce the atmosphere of a long-settled small town.

1. Every effort should be made by the Town and property owners to maintain and enhance the mature tree canopy on public property, which is a significant heritage attribute of the District.
2. Maintain the historic pattern of boulevard tree plantings, such as a single row of trees planted on the front property line on the inside of sidewalks on Zina Street and a double row of boulevard trees on both sides of the sidewalk on west Broadway.



First Avenue



Broadway



Zina Street

3. New public works projects should preserve and enhance the mature tree canopy as much as possible.
4. The Town should continue to work with Heritage Orangeville and the community to identify heritage trees and to preserve them wherever possible.
5. The Town of Orangeville Urban Forestry Policy (2012) should be used as a reference for replacement tree species and planting recommendations.
6. The composition of the tree canopy should continue to be primarily native deciduous species.
7. Replace any tree on public property that has been removed due to poor health, public safety, infrastructure works or any other unavoidable circumstance with an appropriate species that contributes to the visual character of the streetscape. In the case of an infill to a grouping of trees, the existing form of the canopy should be replicated to retain the consistency and pattern of the canopy e.g. infill with a large stature tree in a row of other large stature trees.
8. Bury utilities where possible to allow growth of trees and to eliminate unsightly pruning of boulevard trees.
9. Take into consideration the location of overhead power lines in any future tree planting to reduce the need for unsightly pruning.
10. In areas with high foot traffic, install tree grates around existing street trees and with new tree plantings to protect roots from soil compaction and de-icing salts.

5.3 Parks and Open Areas

Kay Cee Gardens

Kay Cee Gardens is an important green space and the largest area in Town where the public can have a close association with Mill Creek which was integral to the settlement of Orangeville. The Mill Creek Rehabilitation project completed through Kay Cee Gardens in 2016 has created a more natural creek bed and stabilized banks. The park is well-treed and features paths and a covered bridge where the path crosses the creek.

1. Maintain the creek bed and banks of Mill Creek.
2. Monitor Mill Creek for damage which may be caused by extreme storm events and stabilize or repair damage as necessary.
3. Maintain and improve the tree plantings in Kay Cee Gardens.
4. Continue to work with community groups to provide programming for the public in the park.
5. Install interpretive signage to inform visitors of the significance of Mill Creek in the settlement of Orangeville.



**Mill Creek east of
Bythia Street**

Rail Line

The rail line is a potent reminder of the economic growth of Orangeville from the 1870s to 1900 which directly influenced the historic built form of Orangeville.

1. Maintain the open space currently occupied by the rail line adjacent to Kay Cee Gardens.



5.4 Viewscapes

Carefully consider and protect the key viewscapes identified in the Statement of Cultural Heritage Value when evaluating any major redevelopment or new construction projects within or adjacent to the District. It is the applicant's responsibility to demonstrate that key viewscapes will be conserved.

Views and viewscapes within the District that serve to reinforce its heritage character as a small urban settlement are:

- First Street and Broadway as visual and functional gateways to the Downtown HCD; where green space and mature trees in front yards and on boulevards along these streets gives way to the openness of the commercial core;



**First Street looking north
from Third Avenue**

- Unobstructed and traditional view corridors descending west to east along Broadway into the downtown commercial core and the slopes of the east side of the Credit River valley beyond;



**Broadway looking east
from Bythia Street**

- Unobstructed and traditional view corridors toward the downtown core moving north to south along First Street;



**Broadway looking east
from Bythia Street**

- Unobstructed and traditional views of the large landmark buildings rising above the tree canopy which punctuate the streetscapes.



Westminster United Church, Broadway



St Mark's Anglican Church, First Avenue



Former Dufferin Area Hospital, First Street



Dufferin County Courthouse, Zina Street



Former Primitive Methodist Church, First Street at Zina Street

6. Demolition Guidelines

6.1 Category A and B (contributing and somewhat contributing) Buildings

Category A and B buildings will not be demolished and will remain in their original context in the streetscape. It is recognized that there will be circumstances such as natural disasters or other catastrophes where the structural stability of a building may be severely compromised. Demolition may be considered in these instances subject to the following considerations.

1. Heritage Permit applications to demolish Category A and B buildings will not be considered, except in extraordinary circumstances, such as structural instability or damage resulting from a catastrophic event, or where the building has been assessed by qualified professionals and has been deemed to be beyond reasonable repair and/or is not in a livable condition.
2. Following a catastrophic event, the property owner shall complete and submit a report to the Town which includes:
 - a) a thorough assessment of the building's condition by qualified professional(s) (e.g. architect, heritage professional, engineer etc.). Heritage professionals should be members of the Canadian Association of Heritage Professionals.
 - b) a demonstration that all alternative retention options have been analyzed (preservation, rehabilitation, restoration, reinvestment, retro-fitting, re-use, mothballing etc.) and none are feasible for the long-term use of the building.
3. The Town may ask for a peer review of any of the above professional reports or opinions.
4. A Heritage Permit application to demolish a Category A or B building will not be issued until the design of the replacement building or alterations to the partially demolished building has been reviewed and it has been determined that the design is compatible with the cultural heritage value of the District and complies with the Plan's policies and Design Guidelines.
5. Prior to the demolition permit being granted, Heritage Orangeville will be consulted and given the opportunity to document the building and its key features both interior and exterior using written and/or photographic means.
6. Reclamation of salvageable architectural components for future re-use is strongly recommended either by the property owner or by groups with an interest in the building.
7. Incompatible additions to Category A or B buildings that are proven to be non-historic may be considered for demolition if such demolition will expose or restore original building features of cultural heritage value.

6.2 Category C (non-contributing) Buildings

1. Heritage Permit applications for demolition of Category C buildings will generally be accepted as long as the design of the replacement building is compatible with the cultural heritage value of the District and complies with the Plan's Design Guidelines.
2. Heritage Permit applications for demolition of Category C buildings will only be approved once the design of the replacement building has been approved by Council.

7. Heritage Permit Review

7.1 Introduction

The cumulative impact of many, seemingly minor but inappropriate changes can diminish the cultural heritage value and appearance of an area. The purpose of the Heritage Permit process is to ensure that all alteration and development proposals are considered in terms of their impact on the District's cultural heritage value and character. Proposals will be measured against the Statement of Objectives, Statement of Cultural Heritage Value or Interest, the Architectural Styles and District Design Guidelines in this Plan.

7.2 What is a Heritage Permit?

A heritage permit is a certificate issued by the Town of Orangeville for exterior alterations to any part of a building or structure on a designated property, or for additions, construction or demolition of part or all of a structure on a designated property.

7.3 When is a Heritage Permit Required?

The Ontario Heritage Act defines when a heritage permit required:

42. (1) No owner of property situated in a heritage conservation district that has been designated by a municipality under this Part shall do any of the following, unless the owner obtains a permit from the municipality to do so:

1. Alter, or permit the alteration of, any part of the property, other than the interior of any structure or building on the property.
2. Erect, demolish or remove any building or structure on the property or permit the erection, demolition or removal of such a building or structure. 2005, c. 6, s. 32 (1).

The Ontario Heritage Act provides exceptions to the requirements described above.

42. (2) Despite subsection (1), the owner of a property situated in a designated heritage conservation district may, without obtaining a permit from the municipality, carry out such minor alterations or classes of alterations as are described in the heritage conservation district plan in accordance with clause 41.1 (5) (e) to any part of the property in respect of which a permit would otherwise be required under subsection (1). 2005, c. 6, s. 32 (1).

To summarize, a heritage permit is required under the Ontario Heritage Act for all alterations to the exterior of all properties located within the boundaries of a heritage conservation district, except those identified as "minor alterations" in the HCD Plan. Generally speaking, when work is being considered on a designated property that also requires permits or approvals from the Town, other agencies or levels of government, a heritage permit is also be required. When evaluating projects requiring a heritage permit, the primary focus will be on work that is visible from the public realm.

Under this HCD Plan, owners would also be required to notify the Town prior to work commencing on some smaller scale projects considered minor in nature: replacing a front door, window replacement, replacement of decorative features. The purpose of the notification is to ensure that the project would have minimal impact on existing heritage attributes and features, and that the guidelines are being met.

7.4 Consistency with Heritage Conservation District Plan

Sub-sections 41.2(1) and 41.2(2) of the Ontario Heritage Act require that municipal by-laws and public works be consistent with the Heritage Conservation District Plan. The Act states the following:

41.2(1) [I]f a heritage conservation district plan is in effect in a municipality, the council of the municipality shall not,

- (a) carry out any public work in the district that is contrary to the objectives set out in the plan; or
- (b) pass a by-law for any purpose that is contrary to the objectives set out in the plan.

41.2(2) In the event of a conflict between a heritage conservation district plan and a municipal by-law that affects the designated district, the plan prevails to the extent of the conflict, but in all other respects the by-law remains in full force.

The provisions of the HCD Plan are integrated into the land use planning framework of the Town of Orangeville. Although public bodies are not required to obtain Heritage Permits, they are expected to comply with the intent of the Plan and the Design Guidelines when carrying out:

- Works to public property and infrastructure;
- Replacement of street lighting and street signs;
- Installing and maintaining street furniture, including benches, waste/recycling receptacles, bicycle racks, planters and other similar items;
- Alterations, reconstruction or removal of grassed boulevards;
- Removal and planting of trees on public property such as on boulevards or in parks;
- Changes to sidewalks or roadway pavement widths; and/or
- Significant changes or improvements to public park and open space features.

Any potential conflicts or inconsistencies within the Towns' planning framework should be revised to comply with the Plan.

7.5 The Heritage Process

The heritage permit process enables the Town to: monitor the conservation of the District, manage changes within the District, and help ensure that new work conserves the District's cultural heritage value and attributes and supports the objectives of the District Plan.

7.5.1 The Administration of Heritage Permits

The Heritage Permit process harmonizes with the current Town of Orangeville Development Application and Building Permit, Public Works and Planning processes. **There is no fee charged for a Heritage Permit.**

7.5.2 Pre-Application Advice

Heritage Permit applicants are encouraged to review the contents of the HCD Plan. Meeting with Town staff and when necessary Heritage Orangeville regarding proposed work prior to finalizing plans and submitting applications is also recommended. These meetings will help to determine whether a Heritage Permit is required and to allow for an open dialogue to ensure that the best possible design is achieved.

The Town of Orangeville is committed to making all reasonable efforts to assist with the preparation, approval and implementation of a Heritage Permit process that conforms to the intent of the HCD Plan policies and District Design Guidelines. Any issues arising through the process can most often be resolved through discussion, site visits, and if required, the guidance of a qualified heritage consultant.

7.5.3 Heritage Permit Types

There are three routes that a proposed project/work may take:

No Heritage Permit is required because the proposed work constitutes maintenance or repairs that are minor in nature and will not affect the cultural heritage value of the building or the District.

The following is a list of minor alterations to properties in the District that do not require a Heritage Permit:

- Interior renovation work;
- Installation of utilities, including gas, water and electrical meters and any associated piping or conduit;
- Installation or replacement of eavestroughs and downspouts;
- General maintenance and repairs to exterior building elements with the same materials and in the same style, size, shape and detailing (e.g. cladding, weather stripping, roofing, and chimneys).
- All types of exterior re-painting of wood, stucco, metal or previously painted brick finishes;
- The construction of residential rear patios or decks;
- Gardening and soft landscaping;
- Paving or re-paving of an existing driveway; and
- Construction of small (under 10 2 m) rear yard outbuildings or accessory buildings.

A Heritage Work Notification is required prior to work being done when minor changes to a property are proposed that may have some impact on the cultural heritage value of the property. Work on the following cultural heritage attributes should conform to the intent of this Plan and comply with the Guidelines.

These include alterations to or replacement of these exterior building elements:

- windows;
- doors;
- decorative architectural features (i.e. cornices, brackets, vergeboard, window and door surrounds, etc.).

The notification may be submitted electronically or delivered by hand to the Planning Department in Town Hall. It should include details of the work being considered, specifications of proposed replacement material, and the proposed start date of the work.

A Heritage Permit is required when significant changes to a property are proposed that may have a major impact on the cultural heritage value of the District.

These include:

- Relocation of a building(s) or structure(s);
- Demolition or partial demolition of a building(s) or structure(s);
- Construction of a new principal building(s) or structure(s);
- Any additions to a building including new porches or verandahs, and accessibility ramps;
- Construction of large (over 10 m²) outbuildings or garages;
- Structural repairs that impact the exterior of the building or its structural integrity;
- New window or door openings, removal of a window or door opening, or alteration in the size of a window or door opening;
- Replacement of original cladding with new cladding, or the painting of previously unpainted masonry;
- Removal of exterior building elements such as chimneys and decorative architectural features; and
- New or widened driveways or parking areas.

7.5.4 Heritage Permit Application Submission Requirements

Applicants are reminded that any work listed above that requires a heritage permit also requires other Town permits and approvals. These may include building permits, demolition permits, site plan approvals, sign permits, minor variances or zoning amendments. The heritage permit process will be initiated within the Building, Planning or Public Works Departments when other permits are required. The heritage permit approval process will occur concurrently with the approval and issuance of these other permits or approvals.

Submitting a complete application form and providing all of the required information and documentation required by the Planning, Public Works, and or Building departments will expedite the approvals process. The official notice of receipt required under the Ontario Heritage Act will be issued when all of the documents and materials required by the Planning, Public Works, and or Building departments have been submitted and the application is deemed complete. The submission of electronic copies of drawings and photos, in addition to hard copies, is encouraged.

Depending on the scope of the work proposed, the application requirements may include drawings or plans, photographs, registered survey, site plans, building elevations, floor plans, material specifications, a report from a certified arborist, and/or a heritage impact assessment.

7.5.5 Approvals and Appealing a Decision

Heritage permit applications are reviewed and approved by the approval authority delegated by Council. If dissatisfied, property owners have the right to appeal a decision refusing the permit, or the conditions attached to the granting of a permit. The applicant can request that the application be reviewed by Council. If they are dissatisfied with Council's decision, they may appeal to the Ontario Municipal Board.

7.6 Development Applications

In keeping with the Official Plan, all development applications within the District will undergo heritage review in relation to the District Plan and the design guidelines. This review may require the completion of a Heritage Impact Assessment.

7.6.1 Heritage Impact Assessments

The Provincial Policy Statement (2014) identifies heritage impact assessments as a means of conserving cultural heritage resources. In the case of the District, affected cultural heritage resources may include individual buildings within the District, or the District as a whole. The Town may require a Heritage Impact Assessment, as identified in the Official Plan, as part of any application to demolish or re-locate a designated cultural heritage resource, or in support of any significant development or site alteration that is adjacent to a designated cultural heritage resource in the Town of Orangeville.

7.6.2 Adjacent Lands and Development

The cultural heritage and archaeological resource policies of the Provincial Policy Statement (2014) address the potential impact(s) of development on lands adjacent to protected heritage property. In the case of the HCD, any development proposals outside but adjacent to the District boundary must comply with Section 2.6.3 of the Provincial Policy Statement (2014) and consider the District Policies and design guidelines contained within this Plan.

8. Financial Incentives

It is strongly recommended that the Town consider participating in incentive programs arising from provincial legislation. These programs support property owners in the preservation, restoration and rehabilitation of their properties within the District by encouraging and facilitating the refurbishment and use of original materials when alterations or repairs to heritage buildings are undertaken.

Public consultation undertaken during the Heritage Conservation District Study process and during the development of the HCD Plan and Guidelines identified resident and property owner concerns that conservation or restoration works to properties may result in higher costs. Incentive programs address these concerns as well.

Enabling Legislation

There are incentive programs arising from provincial legislation that the Town may participate in which encourage and support property owners to preserve, restore and rehabilitate their properties within the District.

Subject to funding, they include:

- 1. Community Improvement Plan (Planning Act)**
- 2. Grant program (Ontario Heritage Act, Sections 39 and 45)**

The Ontario Heritage Act permits municipality to pass by-laws to provide grants or loans to the owners of properties designated under Part IV or Part V for the purpose of restoring or repairing heritage features of the property.

3. Property tax relief program (Municipal Government Act)

Municipalities can give tax relief to owners of eligible designated heritage properties by passing a by-law creating a heritage property tax relief program under the Municipal Act, 2001.

The province gives municipalities the flexibility they need to adapt their program to local circumstances. For instance, municipalities can set the amount of tax relief they wish to offer (between 10 per cent and 40 per cent) and develop eligibility criteria in addition to those prescribed in the legislation.

The province shares in the cost of the program by funding the education portion of the property tax relief.

Currently, the Town supports the improvement of properties in the Downtown HCD through a Facade Improvement Grant Program. The terms of this grant program could be extended to the Merchants and Prince of Wales HCD and revised to include the types of conservation and restoration work commonly undertaken on residential heritage properties.

9. Education and Promotion

9.1 Promotion

Promotion and education following the designation of the Merchants and Prince of Wales HCD will help to promote the benefits of an HCD among the property owners and residents. Additionally, providing ongoing educational material will assist property owners in their efforts to maintain and improve their properties. Engendering a supportive relationship among all stakeholders will serve to gain community support for future initiatives to preserve Orangeville's built heritage and heritage landscapes.

The following are recommendations regarding promotional and educational programs that may be implemented by the Town:

- Following adoption of the Orangeville Heritage Conservation District Plan, mailing a letter to all residents and property owners indicating that the Plan has been adopted and directing residents to where additional information can be obtained;
- Making copies of the HCD Study and Plan available at the Orangeville Public Library locations;
- Designating a member of staff at the Town as a part-time District coordinator;
- Creating and maintaining a dedicated HCD web page as a source of information for residents and for visitors to Orangeville. (Information contained on the web page should include digital copies of both the HCD Study and Plan, as well as information and updates);
- Providing seminars, workshops, educational material for property and business owners (e.g. conservation techniques, municipal, provincial and federal grant programs, etc.);
- Informing local realtors of the designation of the HCD and providing information on what designation means for prospective buyers;
- Provide signage to identify the location of the Merchants and Prince of Wales HCD for residents and visitors;
- Continue to provide information for self-guided heritage walking tours; and
- Promoting the HCD within the Town and in tourism-related literature and communications.

9.2 HCD Plan Monitoring

An HCD Plan monitoring program is recommended to assist in evaluating the long term impact and effectiveness of the designation on the community and on the Town. Both phases of the Heritage Districts Work study by the Heritage Resources Centre at the University of Waterloo recommend the continued monitoring and evaluation of districts. A monitoring program may provide valuable information regarding the heritage permit approvals process and associated time frames, as well as the ease of implementing the Design Guidelines and policies. It may also identify more effective ways to use staff resources.

The following factors should be considered as part of the monitoring program:

- Number and type of building permits granted;
- Number and type of heritage permits applied for and granted, and when not approved, the rationale;
- Time frame required for review and approval of heritage permits; and
- Qualitative/photographic record of alterations and redevelopment undertaken;
- Success /effectiveness of the implementation of policy recommendations.

The monitoring program should be carried out annually and a brief report prepared for Council.

9.3 Heritage Conservation Information & Resources

A list of sources providing heritage conservation advice follows that may be helpful to consult when undertaking maintenance work or planning a repair to a property within the HCD. These heritage conservation resources provide practical and useful guidance. It is recommended that the advice of a heritage professional be sought if large or complex projects are being considered.

Canada

Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada.
<http://www.historicplaces.ca/en/pages/standards-normes.aspx>

Ontario Heritage Tool Kit. http://www.mtc.gov.on.ca/en/heritage/heritage_toolkit.shtml

Ontario Architecture website: www.ontarioarchitecture.com

Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation:
<http://www.heritagetrust.on.ca/Resources-and-Learning/Free-publications/Well-Preserved.aspx>

Manitoba Culture, Heritage and Tourism, Historic Resources Branch, Heritage Publications: http://www.gov.mb.ca/chc/hrb/heritage_pubs.html

Alberta Culture, Heritage Notes: <http://culture.alberta.ca/heritage/resourcemanagement/historicplacesstewardship/adviceassistance/heritagenotes.aspx>

United States

Technical Preservation Services, National Park Service, U.S. Department of the Interior Preservation Briefs: <http://www.nps.gov/tps/how-to-preserve/briefs.htm>

Preservation Tech Notes: <http://www.nps.gov/tps/how-to-preserve/tech-notes.htm>

The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings: <http://www.nps.gov/tps/standards/rehabilitation/sustainability-guidelines.pdf>

National Trust for Historic Preservation, Preservation Green Lab: http://www.preservationnation.org/information-center/sustainable-communities/sustainability/green-lab/#.UUnaCl7vy_E

Downtown Research & Development Centre, Downtown Guideline Exchange: http://www.downtowndevelopment.com/guideline_exchange.php

Downtown Research & Development Centre, Downtown Guideline Exchange: http://www.downtowndevelopment.com/guideline_exchange.php

United Kingdom

English Heritage - Maintenance and Repair: <http://www.english-heritage.org.uk/professional/advice/advice-by-topic/buildings/maintenance-and-repair/>

Historic Environment Local Management: <http://www.helm.org.uk/guidance-library/new-guidance-for-2012>

Managing Change in the Historic Environment Guidance Notes: <http://www.historic-scotland.gov.uk/index/heritage/policy/managingchange.htm>

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