

York Street Heritage Conservation District Plan

Draft Report

March 30, 2026

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York Street Heritage Conservation District Plan

Limitations and Sign-off

March 30, 2026

Limitations and Sign-off

The conclusions in the Report titled York Street Heritage Conservation District Plan are Stantec's professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

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**York Street Heritage Conservation District Plan
Limitations and Sign-off**

March 30, 2026

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Heritage Conservation District Plan Summary

The York Street Heritage Conservation District (HCD) is situated within the Town of Orangeville, southwest of its downtown core. The HCD includes portions of Bythia Street, York Street, John Street, and Little York Street between Broadway and Mill Creek and the former Orangeville Brampton Railway corridor. The HCD primarily contains a concentration of mid-19th century to early 20th century residences that are contextually distinct from the surrounding areas for their shared height, massing, setbacks, architectural styles, and building materials. The HCD contains a streetscape connected by mature trees and landscaped front yards.

For user accessibility, this HCD Plan is divided into three parts and appendices:

- **Part 1: Overview** – including an overview of an HCD Plan, the HCD boundary map, Statement of Cultural Heritage Value and Heritage Attributes, description of Contributing and Non-Contributing Properties, and the goals, objectives, and principles of the HCD Plan.
- **Part 2: District Policies and Guidelines** – including policies and guidelines for alterations (for Contributing and Non-Contributing Properties), additions, new construction and development, demolition, streetscape and landscape for public and private realm, accessibility, sustainability, Part IV Designations, and properties adjacent to the HCD.
- **Part 3: Implementation** – including how the HCD Plan may be implemented and a summary of the HCD Plan heritage permit process, a list of activities where heritage permits are not required, and a concluding statement for the HCD Plan.
- Appendices: (A) References, (B) Glossary, (C) Architectural Terminology, (D) List of Contributing and Non-Contributing Properties, (E) Resources for Property Ownership and Community Members.



York Street Heritage Conservation District Plan
Heritage Conservation District Plan Summary
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To implement the York Street HCD Plan, the Town will adopt a by-law designating the area as an HCD. Once the by-law is adopted, it is registered on title with all property owners. The purpose of an HCD Plan is to conserve a community's heritage resources by creating policies and guidelines to manage change when alterations, additions, landscaping, streetscaping or new development occur over time. Changes in the HCD are managed through a system of heritage permits and the guidance of this HCD Plan.

This HCD Summary highlights key points from the report only; for complete information and findings the reader should examine the complete report.



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York Street Heritage Conservation District Plan

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March 30, 2026

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Acronyms / Abbreviations

ARU	Additional Residential Unit
CAHP	Canadian Association of Heritage Professionals
CHER	Cultural Heritage Evaluation Report
CHVI	Cultural Heritage Value or Interest
HCD	Heritage Conservation District
HIA	Heritage Impact Assessment
ISA	International Society for Arboriculture
OBR	Orangeville Brampton Railway
PPS	Provincial Planning Statement
TPZ	Tree Protection Zone



Part 1 Purpose and Overview



1 Introduction

1.1 Acknowledgements

During the preparation of the York Street Heritage Conservation District (HCD) Plan, many individuals, groups, and organizations provided valuable information on the community's rich history and their goals for the future of its heritage. The project team wishes to acknowledge the following for their assistance and input during the project:

- The Town of Orangeville (the Town)
- Heritage Orangeville
- Members of the Town of Orangeville Council (Council)
- Property owners, residents and community members who attended public meetings and/or provided input into the project process and reports

1.2 Purpose and Overview of the Heritage Conservation District Plan

The York Street HCD area was initially included within the Merchants and Prince of Wales HCD Study prepared in 2017 by Lynda Addy, Diana Tracey and the Town of Orangeville (Addy and Tracey 2017). The York Street HCD area was also included in the 2018 HCD Plan, which was not adopted by Council at the time. Residents of York Street and Bythia Street requested of Council that the York Street portion of the proposed Merchants and Prince of Wales HCD be studied separately to determine if this area meets prescribed HCD criteria and to recommend a preferred approach for designation.



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In response to this request from residents, Stantec was retained in 2024 to review the York Street portion of the 2016-2018 Merchants and Prince of Wales HCD. Staff and Stantec brought forward a report to Council on December 16, 2024, indicating that much of the previous research undertaken for the area could be used as a basis for pursuing an HCD. Staff and Stantec were directed to continue with the York Street HCD process, with Council direction to expand the study area to include Bythia Street and John Street. Stantec completed the York Street HCD Study in October 2025. The HCD Study was prepared based upon the 2017 HCD Study, with additional research to supplement and contextualize the HCD Study Area and evaluate it in accordance with amendments made to the *Ontario Heritage Act* in 2023. The completed York Street HCD Study determined that the entire Study Area met two or more criteria of *Ontario Regulation (O. Reg.) 9/06* under the *Ontario Heritage Act* and recommended that the Town proceed with the preparation of an HCD Plan for the entire Study Area.

1.3 Format of the Heritage Conservation District Plan

As per Section 4.1 (5) of the *Ontario Heritage Act*, HCD Plans are required to contain the following content:

- a) a statement of 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



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- e) a description of the alterations or classes of alterations that are minor in nature and that the owner of the 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.

(Government of Ontario 1990)

This HCD Plan has been divided into three parts and appendices:

- Part 1: Overview – including an overview of the HCD Plan, the HCD’s boundary, Statement of Cultural Heritage Value or Interest and Heritage Attributes, description of Contributing and Non-Contributing Properties, and the goals, objectives, and principles of the HCD Plan.
- Part 2: District Policies and Guidelines – including policies and guidelines for alterations (for Contributing and Non-Contributing Properties), additions, new construction and development, demolition, streetscape and landscape for public and private realm, accessibility, sustainability, Part IV Designations, and properties adjacent to the HCD.
- Part 3: Implementation – including how the HCD Plan may be implemented and a summary of the HCD Plan heritage permit process, a list of activities where heritage permits are not required, and a concluding statement for the HCD Plan.
- Appendices: (A) References, (B) Glossary, (C) Architectural Terminology, (D) Lists of Contributing and Non-Contributing Properties, (E) Resources for Property Ownership and Community Members.

1.4 How to Use the Heritage Conservation District Plan

Owners of property within the HCD (Figure 1) and the Town are expected to consult the HCD Plan when considering alterations, additions, or demolitions to property within the HCD boundary. New development must also follow the policies of the HCD Plan. The *Ontario Heritage Act* requires that a district plan include a statement of policies that reflect its objectives. These policies are contained in Part 2 of this HCD Plan.



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Properties within the HCD are classified as either contributing properties, or non-contributing properties (see Section 2.5 for definitions of contributing and non-contributing properties). The HCD Plan contains policies and guidelines for both contributing and non-contributing properties, as these property types play a different role in the HCD and must be managed accordingly. Where policies and guideline are specific to contributing or non-contributing properties, the property status is identified in the policy or guideline and bolded for ease of reference. Where not explicitly defined, the policy or guideline is applicable to both categories.

The HCD Plan applies to both municipally owned property and private property. When the Town is planning changes on municipal property within the HCD boundary, municipal Council must review the proposed plans and approve changes that meet the objectives of the HCD. Town staff, Council, and the Heritage Orangeville are all expected to review and follow guidance in the HCD Plan.

Property owners and developers of property adjacent to the HCD are not subject to the policies and guidelines of the HCD Plan. However, in accordance with the *Provincial Planning Statement* (PPS), planning authorities should not permit development on lands adjacent to protected heritage properties unless the heritage attributes of the protected property are conserved. Adjacent development should follow the process outlined in Part 2, Chapter 16.

The HCD Plan refers to “sympathetic” changes as those that acknowledge and maintain the identified heritage character of the HCD. Such changes include those that consider historic materials, heights, massing, and design elements present within the HCD. The terms sympathetic, complementary, and compatible are used interchangeably in the policies and guidelines when describing modifications related to the heritage character of the HCD.



1.5 Intent of the Heritage Conservation District Plan

Policies and guidelines of the HCD Plan apply to all properties, public and private, within the designated area. HCD Plans are intended to benefit the Town and community as a long-term strategic planning tool that help manage change in an area by conserving and celebrating local heritage. When implemented diligently, HCD Plans can conserve heritage for future generations, maintain a defined sense of place, and have lasting benefits in a community.

HCD Plans are intended to:

- Create a planning process that respects a community's history and identity
- Manage change through a heritage permit process for certain types of renovation, restoration, and new construction
- Foster an appreciation of a community's heritage resources
- Protect the integrity of buildings, streetscapes, structures, landforms, and natural features
- Promote cultural tourism

HCD Plans are not intended to:

- Prohibit new construction or redevelopment
- Cause owners to lose all property rights
- Require that all new construction replicate a specific historical style
- Make owners require a heritage permit for minor alterations or maintenance

Above all, it is property owners within an HCD who will be responsible for following policies and guidelines when altering their property or planning new construction. New construction, demolition, and some alterations will require approval of a heritage permit from Town staff or Council. Minor alterations, such as those outlined in Part 3, Chapter 18.3, of this HCD Plan do not require a heritage permit.



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Implementing an HCD Plan does not require property owners to automatically “revert” their properties back to a specific time period, or to undo renovations that have already occurred. The purpose of the Plan is to manage changes going forward in the HCD so that future alterations, additions, and new development are compatible to and support the area’s heritage character.

It is also crucial to recognize that the HCD is expected to continue to evolve over time. Not all policies within the HCD Plan will be a perfect fit for every situation, and some alterations, proposals or changes not considered in this plan may need to be considered on a case-by-case basis as technologies and materials continue to evolve. Flexibility will be required depending on the nature of the application. It is the responsibility of Town staff, property owners, Heritage Orangeville, and Council to apply these policies and guidelines in a consistent, careful, and considered manner, in accordance with the objectives of the HCD Plan. The overall goal is to conserve and enhance the “look and feel” of the HCD character that is experienced in the public realm by supporting change that is compatible with the HCD. There may be many ways to achieve this, using a variety of design approaches, construction methods, and materials.

Archaeology is outside the scope of the HCD Plan and is managed under Part VI of the *Ontario Heritage Act*.



2 Statement of Cultural Heritage Value or Interest

2.1 Heritage Conservation District Boundary

The boundary for the York Street HCD is depicted on Figure 1. The HCD includes Bythia Street from Broadway to Hillside Drive, York Street between Bythia Street and John Street, John Street from Broadway to Church Street, and the southeast corner of Little York Street. The HCD is bounded to the south by Mill Creek and the former Orangeville Brampton Railway (OBR) corridor.

2.2 Description of Historic Place

The York Street HCD is located in the Town of Orangeville, County of Dufferin. The HCD is primarily residential and has been since the mid-19th century. It also contains one commercial building, one institutional building, one civic property, and one place of worship. Its streetscapes have a concentration of mid-19th century to early 20th century heritage resources that are contextually distinct for their shared height, massing, setback, architectural style, and materials.

2.3 Heritage Value

The York Street HCD demonstrates design value for its representative collection of mid-19th to early 20th century properties. Styles included within the HCD include Gothic Revival, Italianate, Edwardian, Georgian, and Ontario vernacular. With the exception of the Tweedsmuir Memorial Presbyterian Church, these representative properties are residential.



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2 Statement of Cultural Heritage Value or Interest

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The York Street HCD contains properties with historical and associative value. Three properties are directly associated with prominent early families in the Town, including the Jull family and McKay families. More broadly, the York Street HCD is historically associated with the rapid growth of Orangeville following the arrival of rail service in the 1870s. Approximately a third of the structures within the HCD were built during Orangeville's boom period between the 1870s and 1890s. Located just south of Orangeville's main commercial area, many of the residences within the HCD were built for the community's burgeoning merchant class who owned businesses in the surrounding area.

The York Street HCD demonstrates contextual value for its representative collection of residential properties that form a defined area that shares a common character through setback, massing, height, materials, and architectural style. These properties are visually and physically distinguished from surrounding areas by the change in land-use and street type on Broadway along the north; Mill Creek, Kay Cee Gardens, and the OBR corridor along the south, and more mixed land uses to the east and west of the HCD. Kay Cee Gardens, located near the south boundary of the HCD, contains contextual value for its physical and historical links to Mill Creek, which was formerly used for waterpower of nearby mills.



2.4 Heritage Attributes

The following heritage attributes have been identified as reflective of the cultural heritage value or interest (CHVI) of the York Street HCD:

- Concentration of mid-19th to early 20th century residential structures, including:
 - Representative residential structures on York Street, Bythia Street, John Street, and Little York Street, comprising predominantly of:
 - Detached structures one to two storeys in height predominantly with gable and hip roofs
 - Architectural styles including Gothic Revival, Edwardian, Georgian, Italianate, and Ontario vernacular
 - Similar setbacks along York Street and Bythia Street
 - Prevalence of structures with red brick cladding
 - Landscaped front yards
 - Mature trees in front and rear yards
 - Representative residential structures along York Street, Bythia Street, John Street, and Little York Street which contextually support the mid-19th to early 20th century residential character of the area
- Kay Cee Gardens (29 Bythia Street)
 - Contextual role in defining the southern boundary of the York Street HCD
 - Historical and physical links to Mill Creek, an important source of waterpower during the 19th century
- Orangeville Brampton Railway Corridor
 - Contextual role in defining the southern boundary of the York Street HCD
- Landscaping of the public realm, including:
 - Mature street trees
 - Boulevards with lawns and street trees along York Street



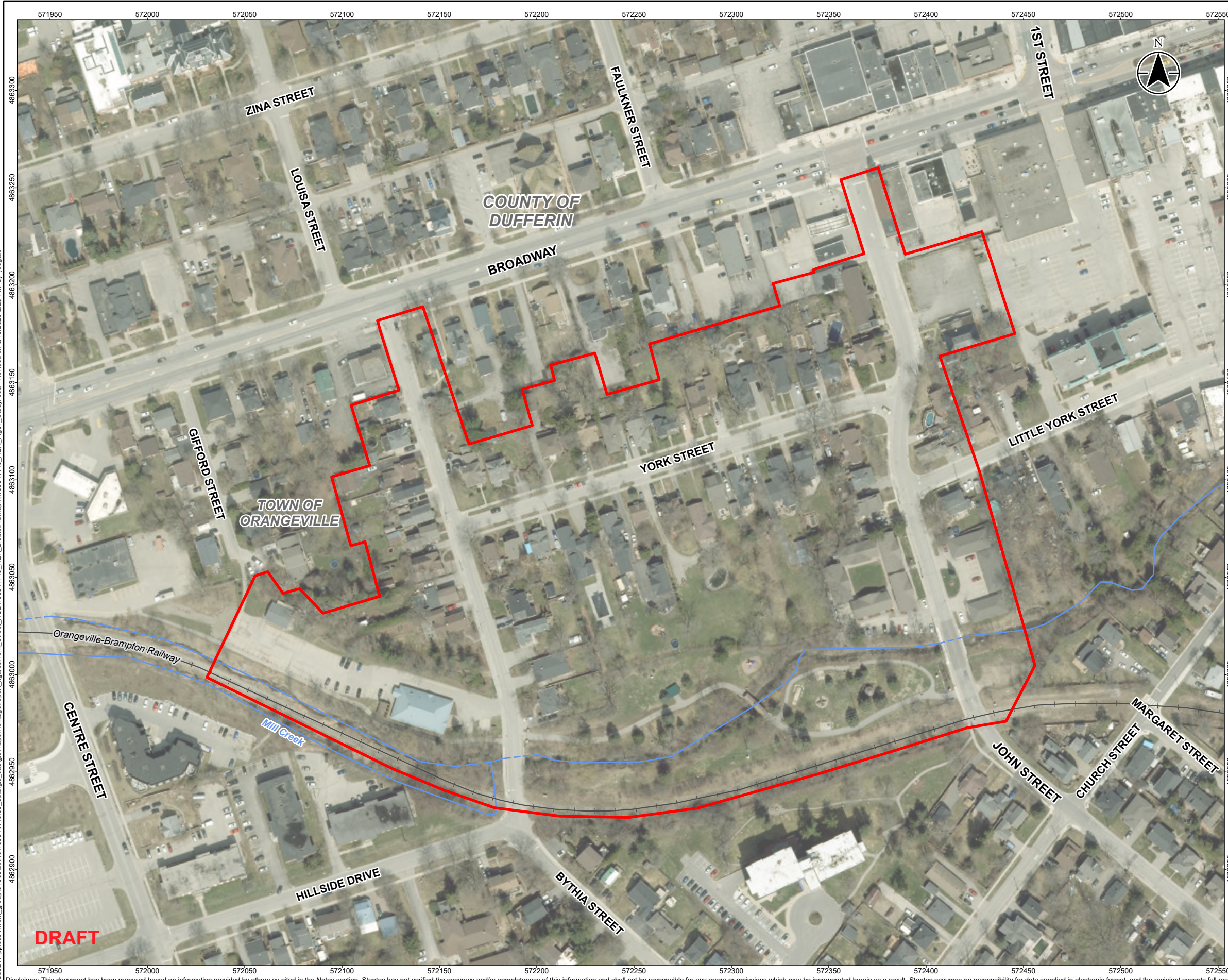
2.5 Contributing and Non-Contributing Properties

Properties within the HCD are classified as either contributing properties, or non-contributing properties. Contributing properties contain buildings or landscape elements that directly support the Statement of CHVI and Heritage Attributes of the York Street HCD. These properties meet at least two or more of the prescribed criteria under *Ontario Regulation 9/06*. Contributing properties typically contain buildings that were constructed from the mid-19th century until the early 20th century and retain historic building fabric or heritage features that distinguish them as older buildings of a particular era, type, or place. Generally, these buildings demonstrate a variety of architectural styles, including Gothic Revival, Edwardian, Georgian, Italianate, and Ontario vernacular, and are single-detached and of a low-rise height between one and two storeys in height. Contributing properties may also contain buildings that are local landmarks, or in the absence of buildings, have historical or contextual values like Kay Cee gardens and the OBR corridor.

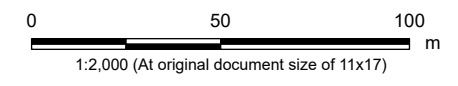
Non-contributing properties generally still support the HCD through their low-rise character, brick cladding, gable or hip roofs, and through their setbacks in the streetscape and landscaping. Generally, these buildings are a mixture of mid to late 20th century architecture including 20th Century Modern, Ranch, Minimal Traditional, and Ontario vernacular.

Figure 2 shows the contributing and non-contributing properties in the HCD.

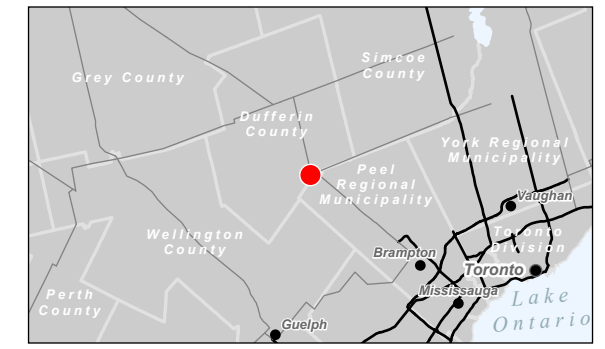




- Legend**
- Project Location
 - Railway
 - Watercourse (Intermittent)
 - Watercourse (Permanent)



- Notes**
1. Coordinate System: NAD 1983 UTM Zone 17N
 2. Contains information licensed under the Open Government Licence – Ontario, and the Open Government Licence - Canada, accessed 2026.
 3. Orthomagery provided by Dufferin County, Town of Orangeville, Microsoft, Vantor.



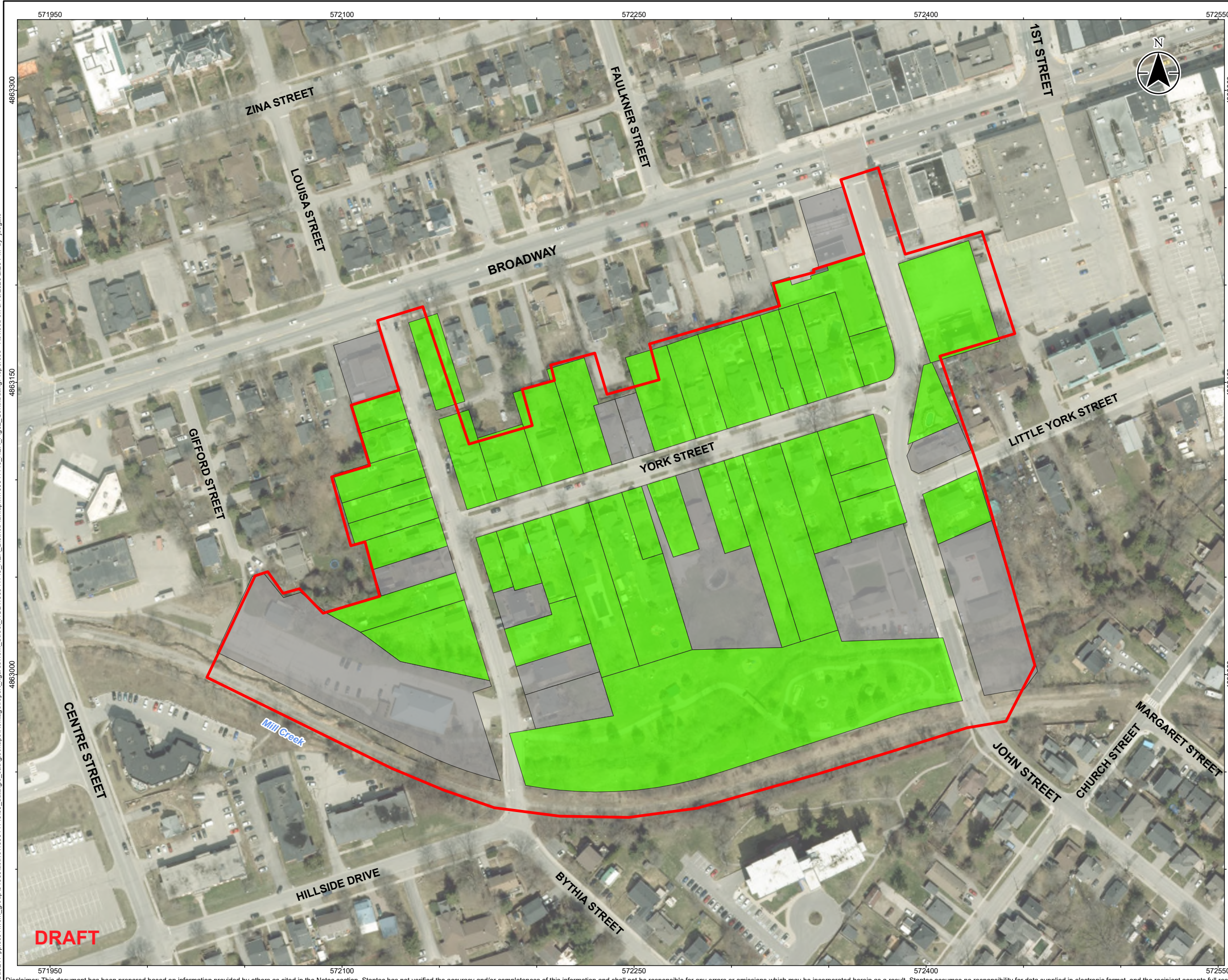
Project Location: Orangeville, ON
 Prepared by: jsegato on 2026-03-10
 Technical Review by: AW on 2025-05-09

Client/Project:
TOWN OF ORANGEVILLE
YORK STREET HERITAGE CONSERVATION
DISTRICT PLAN

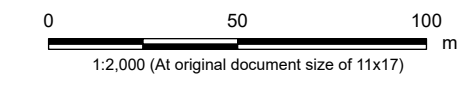
Figure No. **1**
 Title **Study Area**

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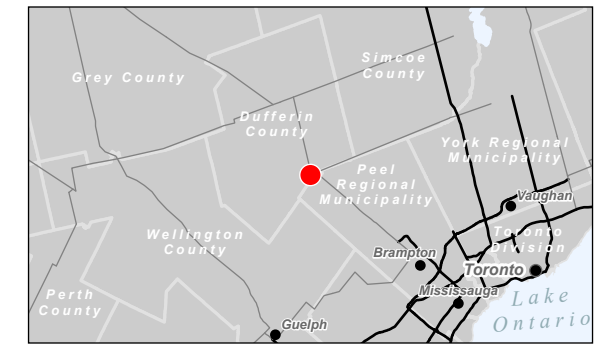
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- Legend
- Project Location
- Overall Heritage Contribution**
- No
 - Yes



- Notes**
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 2. Contains information licensed under the Open Government Licence – Ontario, and the Open Government Licence - Canada, accessed 2026.
 3. Orthomagery provided by Dufferin County, Town of Orangeville, Microsoft, Vantor.



Project Location: Orangeville, ON
 Prepared by: jseगतo on 2026-03-10
 Technical Review by: AW on 2025-05-09

Client/Project:
TOWN OF ORANGEVILLE
YORK STREET HERITAGE CONSERVATION
DISTRICT PLAN

Figure No. **2**
 Title **Contributing Properties**

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3 Heritage Conservation District Goals, Objectives, and Principles

3.1 Goals and Objectives

The goals of the HCD Plan are to provide a framework for decision-making in the HCD and to manage change in a way that is compatible with the heritage character of the area. To achieve these goals, all Council decisions related to alterations, additions, new construction, and demolition in the HCD should align with the following objectives:

Objectives for Built Heritage

- Maintain and enhance the historic residential character of the HCD containing contributing properties from the mid 19th to early 20th century
- Maintain and enhance the historic streetscapes consisting predominantly of low-rise, single-detached residential properties fronting the street
- Maintain the characteristic residential lot development consisting of a single-detached building fronting the streetscape, with garages, outbuildings, or other development located to the side or rear of the main building
- Preserve the existing historical architectural styles including Gothic Revival, Edwardian, Georgian, Italianate, and Ontario vernacular
- Support the use or adaptive re-use of contributing properties within the HCD to avoid vacant buildings, mothballed (closed-up for conservation) structures, or demolition by neglect
- Retain heritage building fabric, building profiles, traditional façade arrangements when considering adaptive re-use
- When changes are proposed, replace unsympathetic additions or alterations to contributing properties with compatible replacements in accordance with the policies and guidelines of the HCD Plan



Objectives for Landscape and Streetscape

- Maintain and enhance mature trees in the HCD on private and public property, including the implementation of succession planting
- Maintain and enhance the boulevards along York Street with street trees
- Maintain and enhance the open spaces and parklands including Kay Cee Gardens and the OBR corridor
- Encourage connectivity from within the HCD to the public parks and trails, and other community assets and heritage areas, including future recreational uses for the OBR corridor

New Development

- Allow redevelopment or new development only when it is compatible and complementary to the HCD
- Avoid the loss or demolition of contributing buildings, heritage attributes, or heritage fabric within the HCD
- Follow a unified, sympathetic streetscaping approach in the public right-of-way for the HCD on Town-owned lands and those subject to redevelopment proposals that supports and enhances the character of the HCD

Community Support

- Promote the history and local community pride in the HCD through compatible public art, commemorative/interpretative devices, or local tours
- Collaborate with property owners and business owners to encourage and provide incentives for the conservation, restoration, and appropriate maintenance of heritage buildings
- Encourage the maintenance and enhancement of the public realm and municipally owned properties within the HCD in a manner compatible with the district character



3.2 Principles

The principles of an HCD Plan are drawn from heritage best practices established at the provincial, federal, and international levels through guiding documents and charters.

The principles outlined in this report are derived from the 1964 Venice Charter (International Council on Monuments and Sites 1964), the 2025 *Eight Guiding Principles in the Conservation of Built Heritage Properties* (Government of Ontario 2025a), and the 2010 *Standards and Guidelines for the Conservation of Historic Places* (Parks Canada 2010). The following principles form the basis of the HCD Plan policies and guidelines:

- **Preserve the historic context:** A heritage building represents the individuals and periods from history with which it is associated. The building records the original designer's and builder's intentions as well as the historic forces that were at play when it was constructed. Subsequent alterations to the building also record the historic context at the time of the alterations and should be considered when planning restorations, alterations, or redevelopment.
- **Maintain and repair:** All buildings require some continuous methods of conservation as they are exposed to the constant deteriorating effects of weather and wear from use. Owners are encouraged to undertake appropriate repair and maintenance activities for heritage properties.
- **Find a viable social or economic use:** Buildings that are vacant or underutilized come to be perceived as undeserving of care and maintenance regardless of architectural or historic merit. Council and staff should actively encourage and support appropriate forms of adaptive reuse when necessary to preserve heritage properties.



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- **Preserve traditional setting:** A building is intimately connected to its site and to the surrounding streetscape. Land, gardens, trees, outbuildings, and fences form a setting that should be considered during plans for restoration or change. When buildings need to change, a supportive setting should be maintained.
- **Preserve original or historic decoration and fittings:** Each building within the HCD that is linked to the history of the York Street area contains elements and details of an intimate and smaller scale that define this association. Resist the urge to remove or update these features or to replace them with poor reproductions of the originals. Their form and materials are an inextricable part of the original design and should enjoy the same respect as the whole building. Where practical, fittings and equipment should be preserved or re-used.
- **Restore to authentic limits:** Do not include embellishment to a restoration by adding details/decorations that would not have been part of the building's history or relevant to its historic architectural style.
- **Employ traditional repair methods:** Deteriorated elements and materials that cannot be salvaged should be repaired or replaced with the same materials and inserted or installed in a traditional manner. In some cases, some modern technologies result in better and longer lasting repairs than traditional methods and should be employed if demonstrated to be an improvement.
- **Respect historic accumulations:** A building is both a permanent and a changeable record of history. The alterations that have been made since the original construction also tell part of the history of the place and the building. Some of those alterations may have been poorly conceived and executed and research may determine that they can be removed. Other alterations and additions may have merits that warrant incorporating them into the permanent history of the building. In many cases, it is unnecessary to select a specific date in history as the target date for restoration. It may be more appropriate to aim for a significant period in the history of the building and be flexible in accommodating



more recent interventions that are sympathetic and have improved the historical or functional nature of the building.

- **Make major new replacements distinguishable:** The construction eras and historical progression of a building should be self-evident. Although new additions or construction should be sympathetic to the original, it should not attempt to appear as if built as part of the original.
- **Understand the value of a historic place:** Refer to the heritage value and character defining elements to understand the significance of the HCD and to guide appropriate change.
- **Respect documentary evidence:** When repairing, restoring, or rehabilitating historic buildings or features, rely on documentary evidence such as historic photographs, drawings, or physical evidence where available. Avoid restoring based on conjecture.
- **Design alterations with reversibility in mind:** When making additions or alterations that may cover, obscure, or remove original materials, consider methods that could be reversed in the future to retain the original features, materials, and/or character, when possible.



Part 2

District Policies and Guidelines



4 Introduction

The policies in Part 2 reflect the HCD's Plan objectives to maintain and enhance the character of the York Street HCD. Policies explain what changes are appropriate and are intended to directly support the goals and objectives of the HCD Plan. It is the responsibility of the Town and Council to make decisions that are consistent with the HCD Plan policies. Policies provide direct instructions for actions that property owners and the Town should do or not do.

Guidelines are based on heritage best practices and are intended to provide encouragement, considerations, and varied approaches for changes in keeping with the HCD's character and objectives. They support the policies and the decision-making process for changes in the HCD. The provision of guidelines allows the Town and Council to be flexible in their approaches to heritage permits and decisions in the HCD, where appropriate. Guidelines can be applied on a case-by-case basis.

The following policies and guidelines are arranged by type of action (alteration, addition, new development). Alterations contain policies and guidelines for both contributing and non-contributing properties, as these property types play a different role in the HCD and must be managed accordingly. Where policies and guideline are specific to contributing or non-contributing properties, the property status is identified in the policy or guideline. Where not explicitly defined, the policy or guideline is applicable to both categories. Policies and guidelines are also provided for landscaping and streetscaping on public and private property, parks, and open spaces. Additional considerations have been provided for signage, lighting, accessibility and sustainability, as well as Part IV designations within the HCD and properties adjacent to the HCD.



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The policies and guidelines are supplemented by a pictorial glossary in Appendix C and Plate 1, to assist the user with an understanding of architectural terminology. The following illustration provides an overview of frequently used terms in this HCD Plan, and their location on a sample historic residential building.

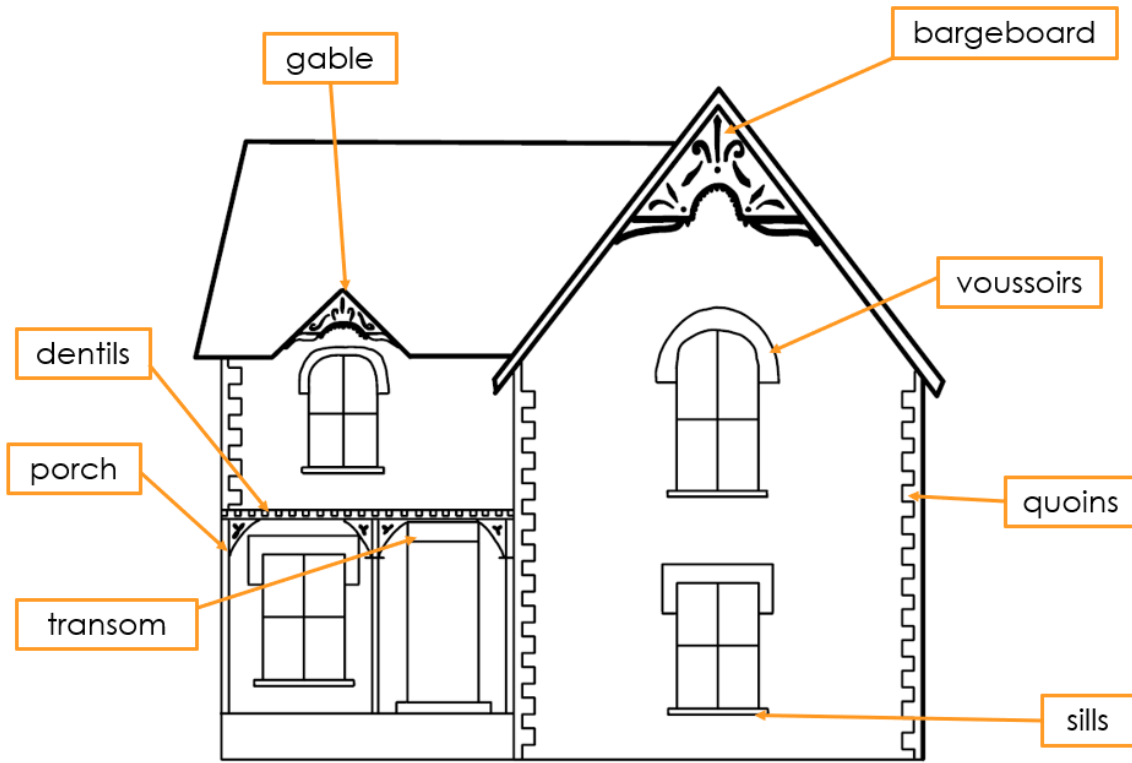


Plate 1

Common architectural components found in the York Street HCD



5 Alterations

5.1 Maintenance

Maintenance is crucial to the preservation of buildings in the HCD. Guidelines for the preservation and restoration are based on the *Standards and Guidelines for the Conservation of Historic Places* (Parks Canada 2010). General Maintenance guidelines can be found in Appendix E. Demolition by neglect (the act of allowing a building to slowly decay through lack of maintenance or vacancy, leading towards a request or requirement for demolition) is strongly discouraged.

Policy

- Buildings shall be maintained to the property maintenance standards of the Town's Property Standards By-law and any successors there to as it applies to all properties within the municipality.

Guidelines

- Undertake regular maintenance and upkeep of the building exterior as the appearance of these buildings and their visible exterior condition can greatly benefit and impact the overall character. Regular maintenance and repairs of historic features and materials can enhance their longevity and avoid costly replacements in the future.
- Conduct regular maintenance on the building(s) as needed, including side elevations where visible from the public right-of-way.



5.2 Roofs

The rooflines of the streetscape in York Street HCD are not uniform but properties are of similar heights between one and two storeys. Roof types in the HCD include gable, hip, and gambrel, ranging from low to high pitched (Photo 1 and Photo 2). The roof is an important character-defining element of a historic building and they are most important when visible from street level. Original roofing may have been wood shingles, slates, or sheet metal roofing. Very few of the original roof materials remain and asphalt shingles are the dominant roof materials in the York Street HCD. Character-defining elements of roof assemblies in the HCD include chimneys, gables, eaves, and dormers (Photo 4). Roofs are particularly exposed to the elements more than any other part of the building and their maintenance is critical.

Policies

- Alterations to buildings shall maintain the original roof shape of the building (e.g. gabled, hipped, or gambrel) and maintain the original pitch (low pitch, medium pitch, high pitch).
- Alterations to **contributing properties** shall conserve, maintain, and restore character-defining roof features (e.g. chimneys, eaves, dormers, etc.) and original historic roofing materials, where possible.
- Replace roofing materials on an as-need basis. Contemporary materials (asphalt shingles, metal, or composite roofing) are appropriate.
- New rooftop elements such as mechanical equipment, penthouses, solar panels, and other rooftop elements shall be set back from the façade line so that the new features are not visible from street level. See Part 2, Chapter 14 for new sustainable rooftop elements.
- Protect and maintain rooftop features by ensuring that water is properly drained through gutters, downspouts, and roof drains.
- New dormers should not become a dominant feature on a roof. The design of new dormers should consider the style, proportions, window openings, and materials of historic dormers in the HCD, or be compatible with the architectural style of the building.



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Guidelines

- Consider neutral roofing material colours (grey, black, brown) for roof pitches visible from the street.
- Consider colours for gutters, downspouts, and roof drains in neutral tones or colours that complement the colour of the structure and its existing elements.
- Consider the use of dormers on **contributing properties**, if appropriate to the style of the building, instead of raising the roofline to accommodate additions.
- Dormers may be added to a roofline, if their scale, composition, and materials are compatible with the roofline and the architectural style of the building, as well as the character of the HCD.



Photo 1 Low, medium, to high pitch roof examples on contributing properties, including hip (left) and gable roof (centre and right) types



Photo 2 Example of low-pitched gable (left) and hip roof (centre and right) types on non-contributing properties in the HCD



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Photo 3 Examples of character-defining roof features in the HCD from top left to bottom right including stone chimney, gable, wide eaves with brackets, and dormer (See Appendix C for Architectural Terminology)

5.3 Façade Pattern

Façade patterns are the vertical and horizontal patterns created by architectural elements in the main or key elevations of the properties, such as windows, doors, massing, form, and heights. Façade patterns within the HCD include cohesive use of materials, setback, heights, and massing that together capture a visual representation of the historical development of the York Street HCD from the mid-19th to early 20th centuries (Photo 4). The original façade pattern of non-contributing properties supports the character of the HCD.



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Policies

- Maintain traditional façade patterns and rhythms of **contributing properties** in the HCD. For example, if a façade has a symmetrical arrangement, maintain the symmetry as the dominant arrangement. Where facades have asymmetrical arrangements, maintain the balance that is consistent with the architectural style.
- Alterations shall maintain and restore existing architectural elements that divide and break up the façade into smaller sections: Retaining the original form of one to two storey residences is critical to the HCD's heritage character.
- The original size and location of historic windows on **contributing properties** shall be maintained. If interior room configurations are changed, avoid visual changes that affect the exterior façade.
- Do not replace windows or doors on **non-contributing properties** with units that are radically different than the existing in proportion, colour, functionality, and configuration, unless the existing window or door is of a type that is inconsistent with the historic character of the HCD.
- Do not cover up or build in existing openings that could result in "blank walls" with no window and door openings.
- Preserve and restore historic porch configurations wherever possible. Should there be a part of the building that is beyond repair and cannot be restored, use materials and forms that restore by existing evidence or replace in kind or with sympathetic materials.

Guidelines

- Support the character of the HCD when making changes in the façade composition of buildings on **non-contributing properties**, by choosing complementary or compatible window and door openings, materials and proportions to the architectural style of the building.
- Attempt to avoid making imitations based on conjecture rather than evidence in documents or existing building elements.



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Photo 4 Examples of retained historic façade patterns including a three-bay front façade with central entrance (left), and two-bay front façades with off-set entrances (centre and right)

5.4 Brick and Masonry

Most buildings in the York Street HCD are constructed or clad with red brick, and some have buff brick detailing (Photo 5 and Photo 6). Some buildings in the HCD display a combination of brick and stone materials, through the use of lintels, sills, chimneys, quoins, and secondary cladding (Photo 7). The HCD contains one stone structure, the Tweedsmuir Memorial Presbyterian Church. The prevalence of brick construction is associated with common building techniques of the late 19th and early 20th century, with brick being the most common construction material. It was used for structural construction, cladding/veneer, and decoration. As a heritage attribute of the HCD, brick plays an important visual role in contributing to the district's sense of time and place. The use of brick on non-contributing properties supports the character of the HCD.

Policies

- Do not cover brick or masonry construction, cladding, or decorative elements on **contributing properties** with over-cladding (such as vinyl or aluminum siding, stucco, or External Insulation Finishing Systems).
- Unpainted brick and masonry surfaces on **contributing properties** shall not be painted with acrylic paints as they create a non-permeable coating that does not allow for moisture to dry through the brick and can cause damage over time.



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Brick that has previously been painted may be repainted, or paint may be removed with gentle stripping methods.

- Abrasive cleaning methods to masonry on **contributing properties**, such as sandblasting, sanding disks, and grinders, shall not be used as they clean by removing a small portion of the brick surface and permanently damage the material. Cleaning methods recommended for brick are water cleaning (the gentlest cleaning method) and chemical cleaning. Examples of cleaning with water are low pressure water cleaning and using mild detergents.
- Alterations to **contributing properties** shall maintain and restore brick masonry by using appropriate techniques for repointing and using compatible mortar. Older buildings use high lime content mortar, which has a different strength than contemporary Portland cement mortar. Using appropriate mortar can avoid further deterioration. For more information on mortar type and mortar strength refer to Appendix E.
- Appropriate mortar shall be selected when repointing historic masonry on **contributing properties**. Mortar strength should be appropriate to the brick so that all the thermal expansion happens at the appropriate rate. For more information on mortar type and mortar strength refer to Appendix E.
- Alterations on **contributing properties** shall use materials that are similar in kind, colour, strength, and durability when using mortars and masonry units to replace existing deteriorated units. Using materials that are incompatible can cause more damage in the long term.
- Do not use power tools to remove old mortar on **contributing properties**. They can damage the weather-resistant skin of the brick and cause future deterioration of the wall.

Guidelines

- Clean masonry with gentle techniques where original brick or stone has been heavily soiled, has graffiti, or paint that is damaging to the masonry. Masonry cleaning can be damaging to the material, so it is recommended that cleaning is done only when necessary.
- Consider identifying underlying structural issues before repointing, where applicable. Structural cracks may be letting in the moisture that is eroding the mortar.
- Encourage repointing early in the year to allow mortar to dry and cure before cold weather sets in.



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- When cleaning masonry with water keep in mind freezing temperatures and time needed for brick to dry. Moisture is masonry's biggest challenge. The freezing of water under the surface of the brick may cause spalling.
- Refer to Chapter 4.5.3 of the Standards and Guidelines for the Conservation of Historic Places, available online, for in depth information about masonry restoration (Parks Canada 2010).



Photo 5 Examples of historic masonry in the HCD including red brick (left), autumnal brick (centre), and stone (right)



Photo 6 Examples of red brick and stone exteriors on non-contributing properties in the HCD



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Photo 7 **Examples of decorative brick and stone in the HCD including voussoirs, quoins, horizontal banding, arches (See Appendix C for Architectural Terminology)**

5.5 Cladding

Aside from the predominantly brick exteriors in the HCD, there are also structures that have been clad with stucco, wood, and contemporary materials (i.e. vinyl, aluminum) (Photo 8). In some cases, cladding has been added covering original or historic materials with contemporary materials. Over-cladding may have been done with the purpose of creating a more modern look to the façade but can result in mismatching materials that are not in harmony with the surrounding buildings.

Over-cladding is not an appropriate substitute for maintenance. Covering up deteriorated façades does not solve the problem of regular maintenance and may inadvertently create more serious problems such as rotting, rusting, cracking, and spalling of brick and deterioration of mortar joints, which can cause serious structural issues. To properly maintain a historic building, over-cladding should be avoided.



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Policies

- Do not over-clad historic or complementary cladding materials such as brick, stone, or wood.
- Do not cover up historic elevations and elements with materials that do not complement the HCD, drastically change the look of the building, damage the historic materials, and/or create “blank walls.”
- Removal of over-cladding (such as vinyl or aluminum siding installed over historic brick or wood cladding) is permitted. Care should be taken during removal to identify the presence of historic materials beneath that may change the course of a heritage permit.
- New or replacement cladding shall be visually and physically compatible with the character of the HCD and the style of the building through use of compatible materials such as brick, stone, stucco, or wood cladding, particularly on the front (street-facing) façade of the building. Materials such as “hardie board” siding, aluminum, and vinyl siding may be permitted on a case-by-case basis where consistent with the building’s type, age, style, and other materials. Exterior Insulation Finishing Systems is prohibited on front and street facing façades, as it is not sympathetic to the HCD character.

Guidelines

- Select materials that are complementary to the character of the HCD when renovating exteriors. It is recommended to use materials already commonly found in the HCD such as brick as a dominant material.
- Consider removing existing over-cladding to reveal, repair, restore, or appropriately replace historical elements underneath.
- Remove over-cladding in sections such that if removal of all over-cladding is not possible, keep remaining over-cladding in place with the intention of removing it in future.
- Complement the character of the HCD on side elevations visible from the public realm regarding material type, and proportion of material (e.g., brick/masonry or siding sizes compatible with surrounding buildings), and colour.
- Choose a cladding colour or paint scheme that complement the existing colours of buildings in the HCD or use neutral shades. Overly bright or neon colours should not be used.



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- Discourage the planting of vines and wall-clinging vegetation directly on historic masonry, as the plants can trap moisture and cause damage over time and can be difficult to remove. Consider the use of trellises so that vines do not directly adhere to exterior walls.



Photo 8 **Examples of wood shingles (left), stucco (centre), and vinyl siding (right) in the HCD**

5.6 Paint

Traditional oil-based paint such as linseed oil paint was used historically. When applied properly, oil-based paints are long-lasting as they are absorbed into surfaces, thus allowing them to penetrate and the materials to breathe. Contemporary oil-based and hybrid oil-based paints that function similarly and are available from various companies.

Mineral based paints are appropriate for surfaces such as brick, stucco, metal, etc. Mineral based paints work like a stain rather than paint. They are long lasting, allow surfaces to breathe, but do not create an impermeable layer which keeps moisture from drying out.

Acrylic based paints are readily available and used prominently today and have improved in quality since their introduction. Keep in mind that acrylic paint may create a film on top of the surface it is painted on, sealing it and making the material unable to dissipate moisture. This can create rot, mold, or other environmental concerns if not applied or maintained properly.



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Policies

- Brick or masonry surfaces on **contributing properties** shall not be painted as it prevents the proper drying of the brick and ultimately damages the masonry. Paint may only be applied where deterioration of the masonry leaves no other choice. Paint must be vapour-permeable (breathing-type) to prevent deterioration.

Guidelines

- Select a paint scheme that complements the existing colours of the HCD or neutral shades that complement the historic character.
- Painting with colours that do not complement the character of the HCD, such as overly bright or neon colours, should be avoided. Consider cohesive color schemes. Paint can have a dramatic effect on the building, highlighting different elements such as windows, trim, sculptural detail, etc.
- Consider identifying original paint colours, if desired. For owners who would like to determine the original colour of their building and have the financial means, a paint analysis can be conducted. For owners who are on a budget and want to find a close match to the original paint colour, it is advisable to peel off a small area of paint in an inconspicuous area of the building for matching.
- Consider consulting a heritage masonry specialist for exterior brick surfaces that have been already painted to determine whether to repaint peeling paint or remove paint completely (see Appendix E for further information regarding heritage professionals).
- Consider consulting a professional painter or paint company representative to determine what type of paint (oil, mineral, acrylic) is the best fit for your project, depending on the material, its location, and physical properties.

5.7 Woodwork

Woodwork is seen throughout the HCD in bargeboard, shingles, brackets, porches, dentils, windows, and doors (Photo 9 and Photo 10). Woodwork plays an important visual role in contributing to the district's sense of time and place.



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Policies

- Alterations on **contributing properties** shall retain sound and repairable wood that contributes to the character of the building or HCD. Decorative woodwork should be repaired rather than replaced.
- Replace woodwork on **contributing properties** in kind or with sympathetic materials when repair is not feasible. The rationale for selecting in-kind replacement or sympathetic materials may require consideration on a case-by-case basis, depending on the availability of original materials, their quality, and site-specific considerations.

Guidelines

- Apply coatings which are compatible and only after proper surface preparation, such as cleaning with tri-sodium phosphate.
- Inspect existing paint. Blisters or peeling paint can mean water is getting into the wood, and the source of water should be corrected.
- Do not use chemical strippers or torches to remove paint.
- Stabilize deteriorated wood by providing reinforcement and weather protection.
- Replace decayed or damaged wood and find cause of deterioration where possible to avoid future damage.
- Prevent water penetration and weathering by providing proper drainage.
- Refer to Chapter 4.5.2 of the Standards and Guidelines for the Conservation of Historic Places for a more detailed list of recommendations for wood maintenance and preservation (Parks Canada 2010).



Photo 9 Examples of woodwork in the HCD including bargeboard (left and centre), window surrounds (left), and porch detailing (right)



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Photo 10 Examples of decorative shingling in the HCD including in a gable peak (left) and on a shed dormer (right)

5.8 Foundations

Some properties within the HCD have exposed foundations that demonstrate historic building methods and the use of locally sourced materials of their time (Photo 11).

Policies

- Alterations to **contributing properties** shall maintain and restore historic foundations exposed above grade, wherever possible. Where foundation repairs are necessary to maintain the structural stability of the building, they will be permitted.
- Basement waterproofing (interior or exterior) is permitted.
- Avoid parging over historic foundations above grade on **contributing properties**, unless it is required to prevent water entry that may affect the overall structural integrity of the building or its longevity.
- Alterations to **contributing properties** shall use materials that are similar in kind, colour, strength, and durability when using mortars and masonry units to replace existing deteriorated units. Using materials that are incompatible can cause more damage in the long term.
- Repoint on **contributing properties** only in areas where mortar is loosened or crumbling. Do not remove sound mortar.
- Structural damage shall be repaired before repointing. Structural cracks may be letting in the moisture that is eroding the mortar.



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- Direct water away from foundation walls with appropriate eavestroughs, downspouts, and grading.

Guidelines

- Remove roots and other vegetation near or beneath foundations.

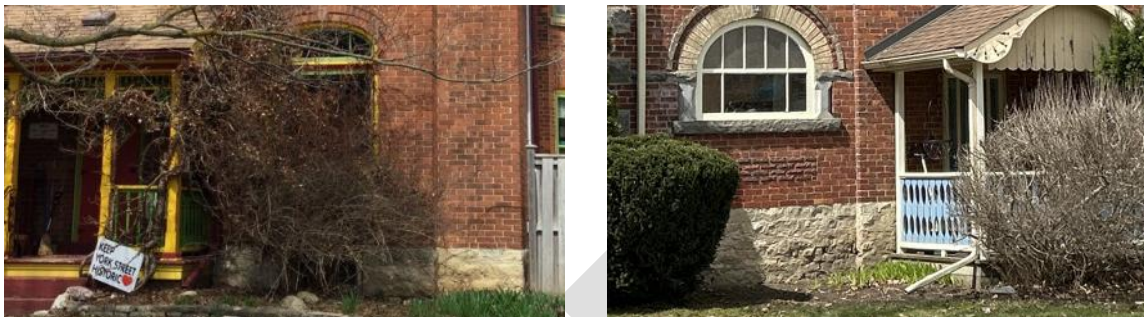


Photo 11 Examples of exposed stone foundations in the HCD

5.9 Windows

Windows in the HCD are important elements that contribute to the vertical and horizontal patterns of the district. The position, size, and orientation of windows define the proportions of the main façade and side elevations from the public realm. Conserving traditional window patterns in historic buildings protects not only the appearance of the building, but also respects original functions, such as air circulation and lighting (Photo 12 and Photo 13).

Policies

- Do not fill in or alter the shape and size of existing historic window openings on **contributing properties**. Historic window openings on street-facing façades shall not be filled in with unglazed materials. If interior changes no longer require a window in its historic location, it may be altered from the interior but must retain the window as a 'blind' window on the exterior.



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- Do not replace windows on buildings with units that are radically different than the existing in proportion, colour, functionality, and configuration, unless the replacement is of a type that is inconsistent with the historic character of the HCD (Plate 2 and Plate 3). Alterations will allow for replacement of contemporary windows with other contemporary windows. Maintain the original shape and opening of the window on **contributing properties**.
- Historic dormer shapes, profiles, and proportions on **contributing properties** shall be retained. Window shapes within the dormer should be compatible with the dormer shape and the architectural style of the building.
- Alterations will allow for awnings where they are physically and visually compatible with the style of the building. They should span the full width of the window and be installed in a manner that does not damage the historic cladding materials of a building on **contributing properties**. Many contemporary awnings can be considered reversible alterations that could be removed in the future, if installed appropriately. On some buildings, awnings may help prevent water damage to sills, window frames, or surrounding materials by protecting them from rain, snow, and ice.

Guidelines

- Retain and maintain operable or historic wood shutters where they exist on **contributing properties**. Missing louvers and hardware may be replaced to match the original shutters. Contemporary equivalent materials may be used when replacing shutters or adding decorative shutters.
- Replace windows that have already been updated with contemporary units with historically accurate windows based on documentary evidence or existing windows.
- Consider contacting a knowledgeable and experienced practitioner when undertaking restoration of leaded or stained glass.
- Refer to Chapter 4.5.6 of the Standards and Guidelines for the Conservation of Historic Places for a more detailed list of recommendations for glass and glass products maintenance and preservation (Parks Canada 2010).



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Photo 12 Examples of historic wood windows in the HCD with original placement and openings



Photo 13 Examples of appropriate replacement windows in the HCD including the retention of existing openings and architectural elements



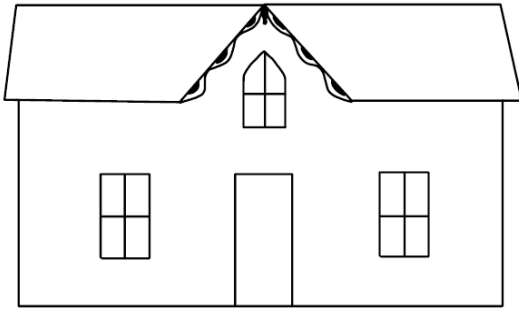


Plate 2 Example of maintained appropriate window profile and proportion

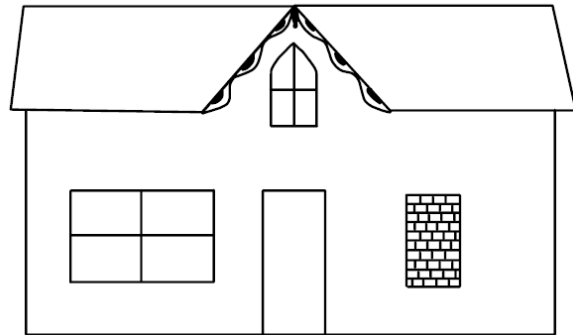


Plate 3 Example of an inappropriate window alteration

5.10 Doors and Entrances

Entrances in heritage buildings are usually provided with some elaboration. The proportional scheme of the building governed the design, so that even ornate entrances did not overwhelm the building. The contributing properties in the HCD primarily have simple entrances with a single wood door and transom, sometimes with a brick voussoir or stone lintel (Photo 14).

Policies

- Alterations to **contributing properties** shall conserve, repair and maintain all important character-defining elements to doors and entrances including mouldings and sidelights rather than remove.
- If removal of historic doors or entrance elements is required on **contributing properties**, replace in-kind or with compatible materials. The rationale for selecting in-kind replacement or compatible materials may require consideration on a case-by-case basis, depending on the availability of original materials, their quality, and site-specific considerations.
- Do not block or alter the shape and size of existing historic door openings on **contributing properties**.



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- Do not replace historic or original doors on **contributing properties** with units that are radically different than original in proportion, colour, functionality, and configuration (Photo 15).

Guidelines

- Screen doors and glass storm doors may be installed on residential entrances.

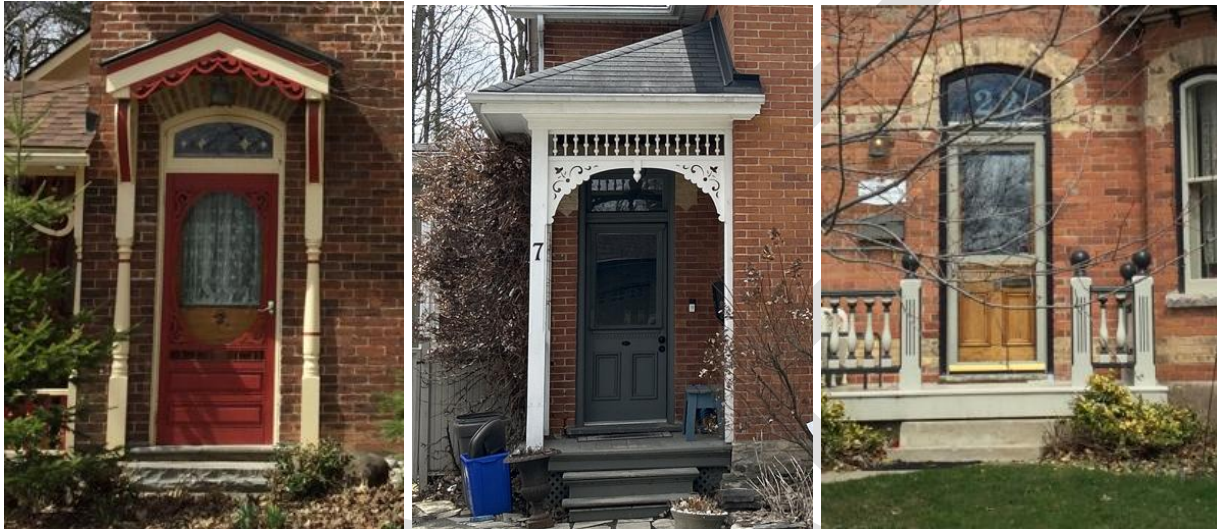


Photo 14 Examples of historic entrances in the HCD with single wood half-glass doors and transoms



Photo 15 Examples of appropriate replacement doors in the HCD with retained original openings and architectural features



5.11 Porches and Entrance Structures

Porches and entrance structures are located on the main floor of buildings and provide the formal access to the outdoor sitting area or main entrance of the building. They provide a transitional space between the exterior and interior, while also contributing to the streetscape. The York Street HCD contains a mixture of partial-width porches and enclosed porches (Photo 16).

Policies

- Alterations shall preserve and restore historic and/or original porch materials on **contributing properties** wherever possible. Should there be a part of the building that is beyond repair and cannot be restored, use materials and forms that restore by existing evidence or replace in kind or with sympathetic materials.
- Alterations shall conserve, maintain and restore features on **contributing properties** such as wood posts, beams, cornices, corner posts and the materials they are made from, wherever possible; typical materials include wood and metal.
- Do not alter the geometry of the porches on **contributing properties**, such as location of posts, openings for access, steps and decking, railings (posts and spandrels).
- Replace in kind or in a manner compatible to the character of the HCD where conservation and restoration of historic porch materials on **contributing properties** is not possible.
- Do not enclose existing open front porches on **contributing properties** with screens or other enclosures. If enclosure is considered, make changes reversible and do not damage or remove historic trim or detailing. Open porches are encouraged over closed/screened porches.
- New porches on **contributing properties** will be designed to be single storey to maintain consistency with the HCD character.
- Create new porches on **contributing properties** so that the form and integrity of the original materials will not be impaired if the new work is removed in the future. Reversible interventions are those that can be removed later without damaging the heritage attributes.



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Guidelines

- Non-historic porches may be removed, provided there are no structural implications to their removal.
- If porches on **contributing properties** have already been updated with contemporary features, they may be replaced with historically accurate or historically appropriate porches based on documentary evidence or consideration of the typical features of the residence's architectural style or influence.
- Porches are permitted on **non-contributing properties**. If new porches are proposed, they should be a single storey to be consistent with the majority of the HCD character.
- Open porches are encouraged over enclosed porches.



Photo 16 Examples of historic porches in the HCD

5.12 Outbuildings and Garages

Outbuildings and garages in the HCD are primarily set to the side or rear of a building and are not visually prominent in the streetscape. A few properties within the HCD contain historic brick garages and wood frame outbuildings (Photo 17). Historic and contemporary outbuildings or garages can support the character of the HCD based on how they interact with nearby buildings and the overall streetscape.



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5 Alterations

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Policies

- Alterations shall maintain and restore historic frame and brick outbuildings and garages on **contributing properties** that are visible from the street. When repairs or alterations are required, they should be conducted in a manner that is sympathetic with the form and style of the original building.
- New outbuildings (sheds, detached garages) will be compatibly designed with the HCD character. New outbuildings should be set back from the front façade of the building and follow guidelines for new construction (see Part 2, Chapter 7.11) that is sympathetic to the character of the HCD.

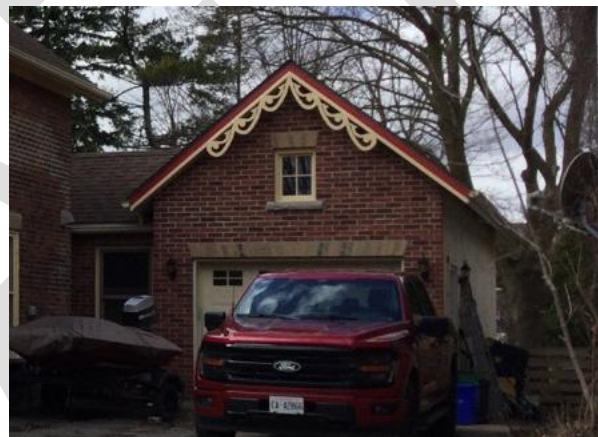


Photo 17 Examples of historic brick garages in the HCD



6 Additions

6.1 Location, Height, and Massing

The most important aspect of adding to a building involves consideration of the location, height, and massing of the addition. New additions must be visually compatible with, yet distinguishable from, the original massing and materials. Consideration of additions must respect existing heritage character of a building, where applicable. Additions in the HCD are approved under the heritage alteration permit process and do not require a Heritage Impact Assessment (HIA).

Policies

- Additions shall be located at the back or side of the building (Plate 4 and Plate 5). Side additions must be set back from the front façade. Addition location must also minimize the removal of existing mature vegetation.
- Design massing for new additions that are subordinate to the existing structures (Plate 6). Additions should not cover or overwhelm the original structure but should not be too small in scale and size either.
- Additions shall be sympathetic and complementary in design yet clearly distinguishable from the original construction by form or detail.
- Additions to **contributing properties** shall preserve original materials when designing additions and minimize the removal of original building structure and materials, where possible.
- Additions to **contributing properties** should use materials that are distinguishable as contemporary design, and do not mimic historic architecture but complement its character to clearly distinguish between new and old.
- Design new garages to be complementary to the style of the principal building considering roof form and pitch, garage doors, and the use of complementary materials.



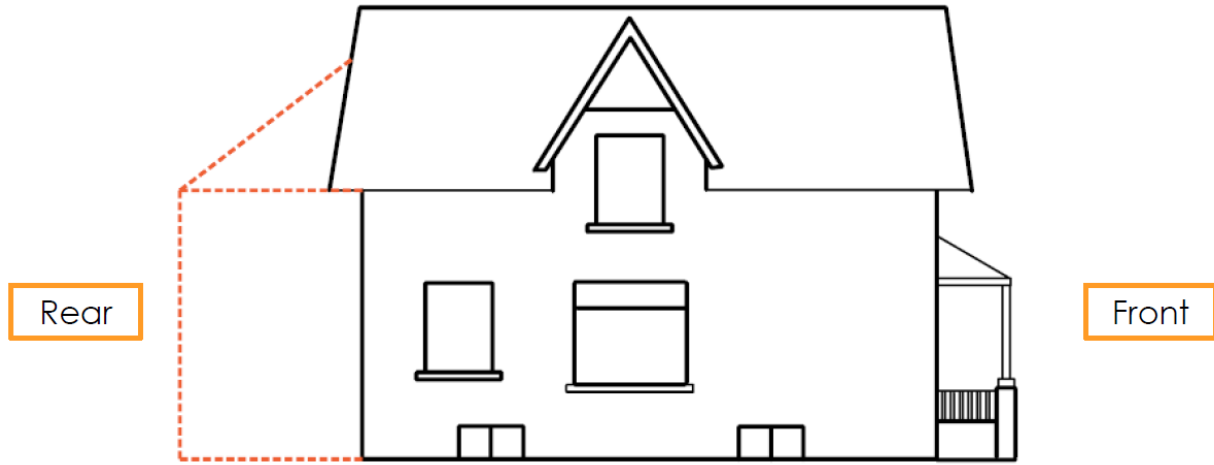


Plate 4 Example of an appropriate rear addition, profile view

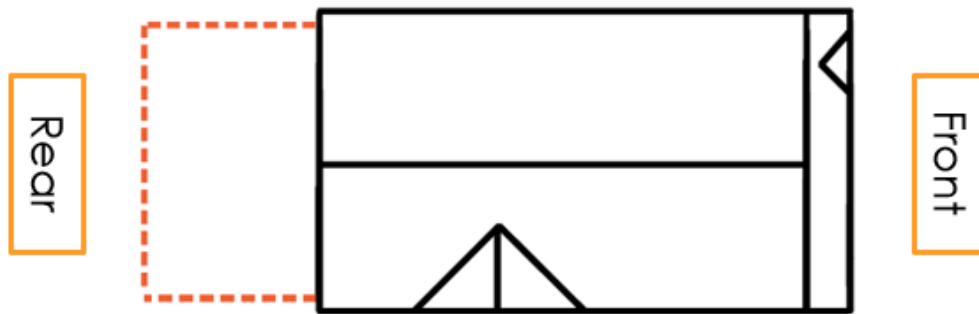


Plate 5 Example of an appropriate rear addition location, overhead view



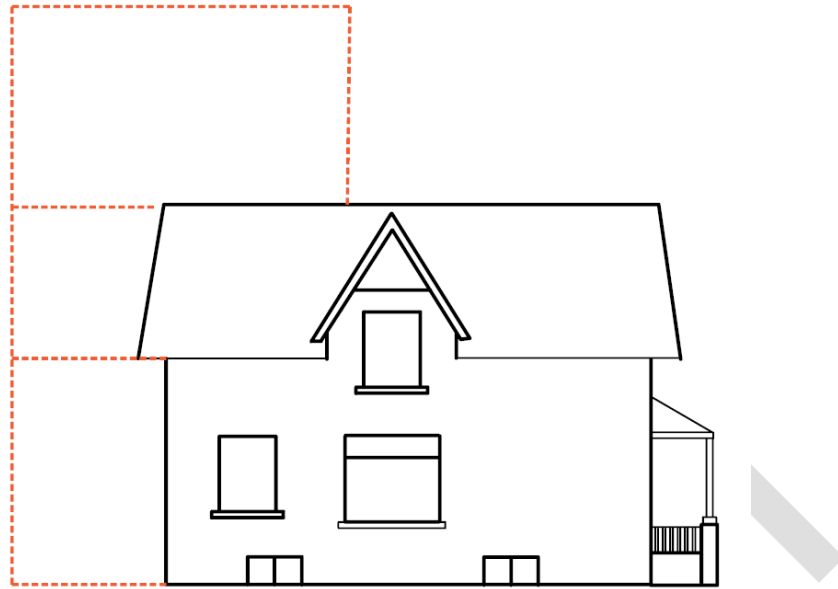


Plate 6 **Example of an inappropriate rear addition, profile view**

6.2 Architectural Style

Policies

- Additions should consider the original architectural style of a building and adopt a subtle approach that does not detract from the original heritage fabric, using compatible scale, proportions, openings and fenestration, materials and details that acknowledge the original building.
- Additions to **contributing properties** shall avoid changing the existing façade elements by removing and altering architectural elements during additions. If these must be altered, these removals should be reversible where possible.
- Additions shall maintain overall setback that forms the unified, consistent streetscape and heritage fabric of the area. Additions should not obscure or remove important architectural features or original materials.

Guidelines

- Use existing window or door openings to provide access and retain the original window or door removed for future reversibility wherever possible, particularly if additions are made in locations other than the back of the residence.

6.3 Roofs

Policies

- Additions will consider the adjacent rooflines and work to align with these rooflines. The design of new addition rooflines should not necessarily replicate the original roofline but should complement the style of the existing dwelling, though this may be unique to each individual property in the HCD.
- Protect and maintain rooftop features by ensuring that water is properly drained through gutters, downspouts, and roof drains, and draining away from the original heritage building.



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6 Additions

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Guidelines

- Consider neutral colours (grey, black, brown) for roof pitches visible from the street.

6.4 Exterior Materials

Policies

- Additions to **contributing properties** will use similar materials as the original building but should not cause confusion between what is original fabric and what is a new addition. This can include using a mix of brick and complementary materials to existing brick buildings such as wood and glass, to create an addition that is discernable but compatible.
- Additions will use materials that are complementary to the character of the HCD, especially if materials are visible from street level. Wood and composite siding, brick, and stone may be appropriate depending on the style of the corresponding building and streetscape. For buildings constructed in the 20th century and later, vinyl, aluminum, or composite siding may be appropriate and determined on a case by case basis depending on the materials and style of the existing building.

6.5 Windows

Policies

- Additions shall align new windows and the overall fenestration pattern with the existing structure where possible. Windows are important elements that contribute to the vertical and horizontal patterns of the district.
- Additions to **contributing properties** shall consider the design, style, and organization of openings so that it is clearly discernable from the original building but creates a harmonious relationship with that existing structure. For example, an addition to a historic building that has segmental arched windows can maintain a similar shape and sizing or also consider more subdued rectangular shaped windows in a similar size to the historic windows with a similar sash division. There is no need to replicate historical trim, brackets, or window surrounds on a new addition.



- Use windows on additions to **contributing properties** that reflect the character and style of the building. If muntins or grilles are used, they should be applied to the exterior of the window rather than between the panes for a more historically appropriate appearance.

6.6 Doors and Entrances

Policies

- Additions to **contributing properties** will consider the design, style, and organization of openings so that it is clearly discernable from the original building but creates a harmonious relationship with the overall building. Entrances on additions should be subordinate to allow for the entrance on the primary building to remain a dominant feature. There is no need to replicate historical trim, surrounds, or porch features on a new addition.



7 New Construction and Development

Opportunities for new development in the HCD occur in the form of infill or new development due to loss of a building through fire, natural disaster, severe structural instability, or approved demolition. In keeping with heritage conservation principles, new development should be recognizable as a product of its own time and not attempt to mimic or directly replicate historical architectural styles. New development can be modern but still sympathetic and compatible to the historic character of the district regarding form, massing, materials, and façade organization. When new development is proposed in the York Street HCD, the following policies and guidelines apply. New development is to adhere to Town's Official Plan and Zoning By-Law for land use. Most of the HCD is zoned residential, with exceptions including institutional properties, and open space areas. In accordance with the Town's official Plan, a HIA is required for any new development proposed within an HCD.

7.1 Site Plan Control

Section 41 of the *Planning Act* allows municipalities to review and regulate the location of buildings, structures, and specified facilities and works through a Site Plan Control By-law and any successors thereto. The Site Plan Control process helps with the selection of the appropriate siting, massing and scale of proposed development and site alteration to address efficiency of land use, servicing, safety, accessibility, attractiveness, and compatibility. Site Plan applications are approved by the Manager of Planning and do not require Council review.



York Street Heritage Conservation District Plan

7 New Construction and Development

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Guidelines

- Follow the process outlined in the Town's Site Plan Control Bylaw and any successors thereto.
- An application for Site Plan Approval in tandem with a heritage permit application should address all matters relating to the conceptual design and specific location of buildings and structures and all other site considerations usually required by the municipality and be consistent with the policies and guidelines of the York Street HCD Plan.

7.2 Property Severance and Consolidations

Policies

- Severances for properties shall only be permitted where the proposed severance and proposed new development (if proposed at the time of severance) does not result in an adverse impact on the HCD, and the new development adheres to policies for new development in this HCD Plan (Part 2, Chapter 7), and the Town's Official Plan. An application for lot severance will require a Heritage Impact Assessment (HIA) (see Part 3, Chapter 18.4).
- Lot severance should maintain the predominant lot fabric visible from the street frontage to maintain the rhythm and spacing of the district's built form.
- Proposals for new development on consolidated lots will require a HIA (see Part 3, Chapter 18.4).

7.3 Building Heights

Policies

- Conserve the residential character of the streetscapes in the HCD by limiting the height of new buildings to be consistent with immediately adjacent properties, where appropriate based on the Town's Zoning By-Law.
- New development at the intersections of Broadway and Bythia Street, and Broadway and John Street should establish appropriate transitions in height and massing to adjacent buildings in the HCD, based on the Town's Zoning By-Law. A HIA will be required to demonstrate appropriate development heights and mitigation measures.



7.4 Massing and Setbacks

Policies

- New development shall conserve the existing residential character of the streetscapes by limiting the front and side yard setbacks of new buildings to be consistent with immediately adjacent properties and based on the Town's Zoning By-Law. Where adjacent properties have differing setbacks, chose a distance between the two adjacent properties to maintain the HCD streetscape character (Plate 7).
- For residential properties along York Street, preference will be given to providing front and side yard setbacks consistent with adjacent properties. To achieve this new development proposals may consider building placement closer to the rear lot line to maintain the HCD streetscape character of front yard setbacks with landscaped, softscaped, or vegetated front yards.
- New buildings will be sited away from mature trees wherever possible, and designs for new buildings that preserve mature trees will be preferred.

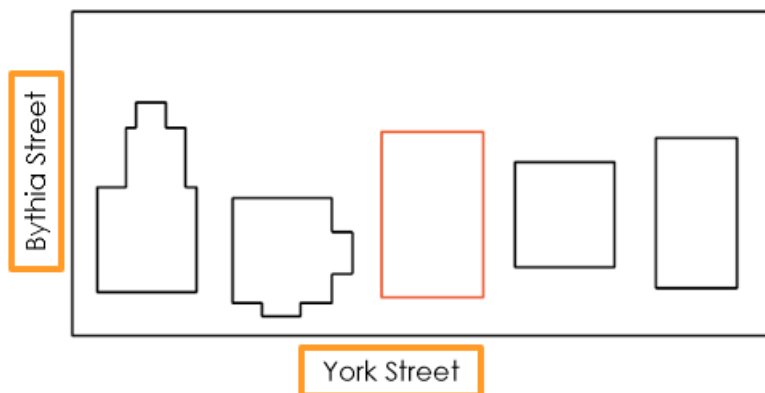


Plate 7 Example of new development's (orange outline) setbacks that appropriate to the streetscape and adjacent properties



7.5 Roofs

Policies

- Pitched rooflines, low to high pitched, of gable, hip, or gambrel will be used on new development wherever possible to complement the HCD character. Irregular rooflines that contain combinations of gable and hip roof types are also appropriate.
- Higher built form may consider incorporating the upper storey into the roof form, if the design and scale is compatible with the HCD character.
- Contemporary roofing materials will be used on new construction (asphalt, metal, or composite) that is sympathetic to the character of the HCD.
- New development shall select colour palettes for roofing materials that are neutral (black, brown, grey) with pitched rooflines are visible from the public realm.

Guidelines

- Allow for and encourage 'green' roof and sustainable design where feasible. See Part 2, Chapter 14 Sustainability.

7.6 Façade Pattern

Policies

- New development shall complement the character of the York Street HCD with similar façade patterns as **contributing properties**.
- Balanced proportions and at least some vertical alignments of 'bays' or windows and entrances shall be demonstrated. Façade patterns of residential properties may be symmetrical or asymmetrical.
- Do not replicate historical façade patterns but include street-facing entrances. Glazing proportions should be complementary to the character of the streetscape and avoid large spandrel glazing.
- New development shall maintain consistency of floor to ceiling heights of new design with adjacent buildings on **contributing properties**.
- Do not have blank walls facing the streets.



7.7 Exterior Materials

Policies

- New development will use brick, particularly red brick, as a primary cladding material, particularly on the street-facing façades. Rear façades and side facades that do not have frontage on the public right-of-way may include alternative materials such as siding.
- Allow for secondary cladding materials on street-facing façades, if they are compatible with the character of the HCD. Suitable materials may include stone, wood, metal, glass, stucco, concrete, or composite siding products such as 'hardie board' siding. Allow for contemporary materials on new construction to indicate that the building is designed within its own era. Wherever possible, consider blending contemporary materials with historically used materials to allow the building to be compatible with its environment.
- Exterior Insulation Finishing Systems (EIFS) is prohibited on street-facing façades visible from the public realm. Exterior Insulation Finishing Systems may be appropriate for non-street facing façades.

Guidelines

- Where demolition of a building(s) occurs on a new development property, the reuse of salvaged materials (including heritage attributes or materials identified in a HIA) in the new development is encouraged, where materials are in a good/reuseable condition. Materials may include brick and decorative brickwork, horizontal wood board, and wood shingles. Salvaged materials are to be reused in a manner that the new development remains a product of its own it and does not create a false sense of history.
- New development (primary buildings or secondary structures) may also consider the integration of salvaged materials from other sources, where they are in reusable condition and comply with the policies of this HCD Plan.



7.8 Windows

Policies

- New development will use contemporary metal, vinyl, or wood frame windows.
- Windows will be positioned in evenly spaced rhythms and vertical alignments in a manner that is compatible with adjacent buildings.
- Window sizing and shapes on new development should be complimentary to traditional window sizes on **contributing properties** to reflect the scale and proportions of the HCD character.

Guidelines

- Where dormer windows are proposed, use designs that are complementary to the roof pitch and type.

7.9 Doors and Entrances

Guidelines

- New development shall select doors that are made with traditional (wood and glass) or complementary contemporary materials (glass, metal, and fiberglass).
- Glazing surrounding doors on new development, such as full or partial sidelights and transoms is appropriate to the character of the HCD and may be included on new development.
- The inclusion of porches (either full or partial) or entrance landings at main entrances will be encouraged on new residential design, as these are common components of historic residential buildings and contribute to the HCD character.



7.10 Architectural Style and Details

Policies

- New development shall design new buildings using contemporary design that is sympathetic and compatible to the character of the York Street HCD. Sympathetic does not mean new buildings should directly copy or mimic historic buildings by installing historically accurate decorative brackets, bargeboard, window surrounds, etc. Compatibility with historic buildings is best achieved through form, scale, and materials rather than mimicking historical details and creating a false sense of history.

Guidelines

- Where demolition of a building(s) occurred on a new development property, the reuse of salvaged materials (including heritage attributes or materials identified in a HIA) in the new development is encouraged, where materials are in a good/reuseable condition. Materials may include decorative brickwork or woodwork. Salvaged materials are to be reused in a manner that the new development remains a product of its own it and does not create a false sense of history.
- New development may also consider the integration of salvaged architectural details from other sources, where they are in reusable condition and comply with the policies of this HCD Plan.

7.11 Garages and Carports

Policies

- Detached garages on **contributing properties** shall be located at the rear or side of the property wherever possible, and are preferred over an attached garage (Plate 8 and Plate 9).
- Attached garages fronting the streetscape will only be permitted if they are recessed from the front façade or located at the back of the building.



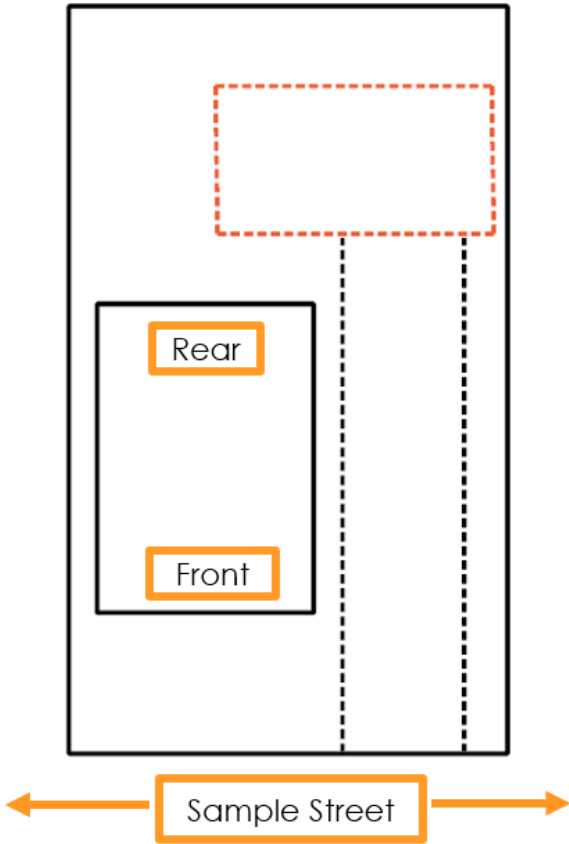


Plate 8 Example of appropriate new garage placement to rear of the existing residence



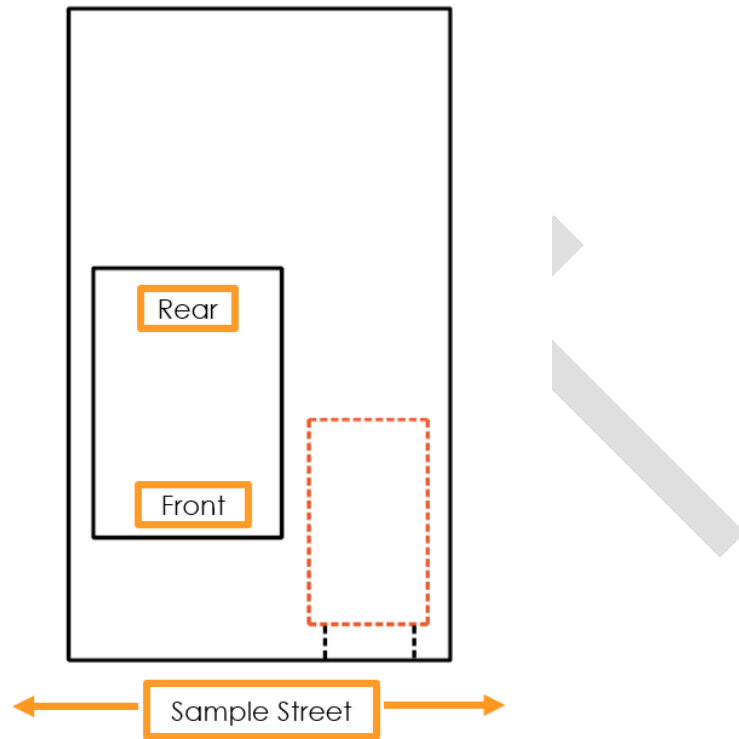


Plate 9 Example of an inappropriate garage placement to the front of the existing residence

7.12 Additional Residential Units

The Town refers to Additional Residential Units (ARU) or Accessory Dwelling Units in existing policy framework that includes an independent, self-contained residential unit that contains its own kitchen, bathroom facilities, and sleeping areas, and is secondary or subordinate to a primary dwelling. ARUs can take several forms, including creating a new dwelling unit within an existing residence, building an addition, or building a new detached accessory structure on the same lot.



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Recent changes to Ontario's legislation, including Bill 23, *More Homes Built Faster Act*, Bill 185, *Cutting Red Tape to Build More Homes Act*, and amendments to the *Planning Act*, have changed provisions related to ARUs as part of the province's goal to increase available housing options (Government of Ontario 2022, 2024a and b). An HCD Plan cannot permit or deny the creation of ARUs, nor can it regulate the use of a property or changes to the interior of a structure, unless identified in a Part IV designation. An HCD Plan can provide policies and guidelines designed to help make the development of ARUs consistent with the HCD's statement of cultural heritage value, heritage attributes, goals, objectives, and principles. The policies and guidelines in an HCD Plan can support construction of new ARUs and related alterations, like the creation of a secondary entrance, in a way that conserves heritage attributes and remains consistent with the district's character-defining elements. Interior changes to an existing residence to create an ARU are not considered within this HCD Plan.

Policies and provisions regarding the ability to construct an ARU are contained in the Town's Official Plan and Zoning By-Law, respectively, and any successors there to. If property owners plan to build an addition to an existing residence to create or expand an ARU, see the policies and guidelines in Part 2, Chapter 6 regarding additions.

The following policies and guidelines focus on and apply to construction of a new detached residential accessory structure being built for an ARU:

- New residential accessory structures for ARUs should be set back from the front and/or street facing façades of the existing residential building and strive to maintain the space between residences that reflects the district's character.
- New ARUs should not impede or reduce the view of architectural features and/or impede or change the traditional setting and landscape features of a **contributing property**.
- New ARUs must meet the policies and guidelines for new development in the York Street HCD Plan (Part 2, Chapter 7).
- ARUs shall be designed in an understated design aesthetic to complement and highlight the historical character of the York Street HCD.



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- Location of ARUs should encourage co-location of the ARU in or attached to existing detached structures, where feasible.
- Follow policies and guidelines for ARUs related to the appearance of new residential construction and development contained in Part 2, Chapter 7.
- New ARUs shall respect tree protection zones (TPZ) and are to be sited away from mature trees and landscaped front and side yards, wherever possible.
- Respect existing topography and landscape features when constructing a new residential accessory building for an ARU. Designs for new ARUs that preserve mature trees and landscaped front and side yards will be preferred.

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8 Demolition and Relocation

The Town is committed to conserving the heritage attributes of the York Street HCD. Demolition may result in the loss of heritage attributes of a particular building, or a loss that may impact the broader HCD character and streetscape by creating gaps or vacant areas inconsistent with the look and feel of the district. To support the conservation of the heritage attributes and the HCD character, the demolition of buildings on **contributing properties** fronting the streetscape within the HCD is prohibited unless under extenuating circumstances, such as when there is irreparable damage following a fire, flood, other natural disaster, or Council-approved change. Demolition of sheds or outbuildings in rear yards may be permitted subject to consultation with Town staff, and may fall under the Town's delegated authority, where enacted, depending on the nature of the structure proposed for demolition.

Buildings on **contributing properties** are to be conserved *in situ*, maintained, and restored instead of allowing them to deteriorate. Where relocation of a building on a **contributing property** is being considered within the property envelope or to another property in the HCD it may be an accepted conservation strategy but should be considered a last resort. Demolition by neglect (the act of allowing a building to slowly decay through lack of maintenance or vacancy) is not acceptable.

Archaeological requirements associated with demolition are to be determined in consultation with a Licensed Archaeologist, Town staff, and the Ministry of Citizenship and Multiculturalism, if applicable. Archaeology is governed by Part VI of the Ontario Heritage Act and should be completed in accordance with the Standards and Guidelines for Consultant Archaeologists (Ministry of Citizenship and Multiculturalism 2011).

The following policies and guidelines apply to relocation and demolition requests for buildings in the HCD including municipally owned properties.



York Street Heritage Conservation District Plan

8 Demolition and Relocation

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Policies

- Council may permit demolition of a building on **contributing properties** within the HCD only under extenuating circumstances such as catastrophic damage from fire, flood, natural disaster, or, in select circumstances, severe structural instability. If a property owner proposes the demolition of a building, Council is required by the *Ontario Heritage Act* to consider the application. The application must be accompanied by a Cultural Heritage Evaluation Report (CHER) and/or a HIA prepared by a qualified heritage professional and member of the Canadian Association of Heritage Professionals that outlines potential impacts to the heritage resource(s) and heritage attributes of the HCD. The HIA shall contain mitigation measures where adverse impacts of the proposed demolition (and proposed development, if applicable) are anticipated. Council has the authority to refuse applications for demolition if they determine demolition does not support the goals and objectives of the HCD Plan, or if the demolition poses adverse impact on the heritage attributes of an individual property or the district's heritage attribute without appropriate mitigation.
- Council may permit the demolition of buildings on **non-contributing properties** in the HCD following approval of a heritage permit. Applications for the demolition of buildings on **non-contributing properties** shall be accompanied by a development proposal or plan for the property. A HIA may also be requested by the Town to supplement an application.
- Where new development is proposed, it must follow the policies for new construction outlined in Part 2, Chapter 7.
- Council may consider relocation of buildings on **contributing properties** within the HCD, through a heritage permit application supplemented by a HIA. It is preferred that the building is to remain within the existing property boundary or to another property within the HCD. Relocation of a building(s) will require a Conservation Plan for the structure and a Commemoration Plan, where applicable.



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8 Demolition and Relocation

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- Document buildings on **contributing properties** prior to demolition. Documentation can be achieved through written/photographic form for deposition to the Town or Dufferin County Museum. Consideration should be given to salvaging materials (this includes heritage attributes identified in Part 1, Chapter 2.4 or materials identified in a HIA) from the building to be demolished and, where possible, reusing the salvaged materials in future construction or site features. If salvage materials cannot be reused in new development, materials may be provided to a reputable salvage company or charity.

Guidelines

- Encourage commemorative or interpretive features, such as plaques or panels at the site where buildings on **contributing properties** are demolished or relocated, particularly if the HIA identifies a significant person, event, group, organization, or theme associated with the property.



9 Streetscaping and Landscaping on Public Property

9.1 Streets and Sidewalks

Narrow, low-speed local streets and sidewalks tie the landscape together, linking people and places with one another. Not only do they facilitate transportation and movement, but they are also physical and visual conduits through which much of our public life passes and can play a fundamental role in the vitality of our communities.

Guidelines

- Alterations in the public realm are encouraged to maintain road configuration containing boulevards and sidewalks within the HCD streetscape, where compatible with infrastructure and safety requirements.
- Maintain the balanced proportions of the street and boulevard, and sidewalk (when present) on residential streets within the HCD so that setbacks and the relationships between built form and the street remain consistent.
- Traffic calming measures, if required by the Town, may be installed within the roadway of the HCD.

9.2 Boulevards

Boulevards are typically defined as the area between the edge of pavement or curb if present, and the sidewalk or property line if no sidewalk exists. Tree boulevards are distinct to the Town's heritage character. In the HCD boulevards play an important role in contributing to the character of the streetscape. This is the case for York Street, with north and south side boulevards that retain its historic character as seen in an early 20th century photograph (Plate 10). The following policies and guidelines apply to the HCD regarding the conservation and enhancement of boulevards.



Guidelines

- Existing boulevards in the HCD should be maintained with regard to their location, size, capacity for turf, vegetation, and street trees, wherever possible, where compatible with infrastructure and safety requirements.
- Maintain boulevards containing a lawn or vegetation when road reconstruction occurs, and where health and safety issues are not of concern. Boulevards containing a lawn or vegetation should be maintained, as they serve as an important buffer between vehicular and pedestrian space within the streetscape.
- Original or increased topsoil depth and soils to current tree planting standards should be maintained where feasible to support the longevity of street trees. Encroachments onto boulevards, including the installation of pavers or construction adjacent to street trees, requires a heritage permit or Council approval.
- Where boulevards contain lawns or gardens, property owners should maintain the boulevards as part of overall lawn or garden care routine (i.e., watering, fertilizing, mowing, etc. as required).
- Avoid planting vegetation in boulevards that can extend onto the sidewalk and impede pedestrian accessibility. Plant species that contain thorns, or species that would impede visibility to and from roads or driveways and affect public safety should be avoided.





Plate 10 York Street, looking west *circa* 1925 taken by J.E. Evans

9.3 Parks and Open Space

The southern portion of the HCD contains Kay Cee Gardens that is transected by Mill Creek, and the former OBR corridor that is now a gravel pathway. Kay Cee Gardens is an important community park space in the HCD and contains active and passive use infrastructure, a variety of vegetation, and historic interpretive panels. The HCD also contains a portion of multi-use trail that connects Bythia Street with Centre Street.

Policies

Kay Cee Gardens

- The existing stock of mature trees shall be maintained and enhanced and wherever possible, replaced with the same species or an appropriate species when replacement is required due to damage or dieback.
- Tree species replacement is to adhere to the Town's Urban Forestry Policy approved species list, and successors thereto.



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- Mature vegetation will be managed by adhering to current International Society for Arboriculture (ISA) standards and practices for tree preservation and care.
- Do not use synthetic materials such as artificial turf or plastics in traditional green spaces in favour of maintained lawn, plantings or groundcovers.
- Synthetic materials may be used in playgrounds or in the installation of accessibility features in parks.
- Alterations to Kay Cee Gardens shall retain the spatial organization and the organization of elements, pathway and site circulation, topography, or make new improvements in a way that is compatible with the character of the HCD.
- Retain and repair the existing historical features such as monuments and commemorative elements, where necessary.
- Future structures or facilities buildings in the park will be designed to be compatible with the HCD character and setting of the park, including:
 - Being of a scale and form that does not overwhelm the park setting and allows for open space to remain the dominant aspect of the park
 - Incorporating understated design and or/decorative elements, where applicable, that do not attempt to replicate historic architectural styles
 - Avoiding design, form, or style that is overly utilitarian or appears temporary in nature for permanent structures (e.g. shipping containers, corrugated metal sheds or outbuildings)
 - Utilizing compatible building and/or cladding materials sympathetic to the character of the HCD including brick, stone, wood, metal, glass, stucco, or composite siding products such as 'hardie board' siding



Guidelines

- Consider the erection in Kay Cee Park or along the Multi-Use Trail (26 Bythia Street) of interpretive signs and materials highlighting the history of the York Street neighbourhood.

9.4 Street Trees and Vegetation

Town departments contemplating tree removal must consider the policies and guidelines of the HCD. Staff responsible for tree removal shall adopt the HCD Plan policies and guidelines and where possible, communicate with planning staff regarding additions and replacements of vegetation over the future within the HCD. Town Capital Projects RFPs and contractors should be informed by the HCD policies and guidelines. The Town has an Urban Forestry Policy to guide the planting and maintenance of trees, that have been integrated below with the HCD policies and guidelines.

Policies

- Trees shall be planted and maintained in accordance with the Town's Urban Forestry Policy and successors thereto. Suitable boulevard street trees as approved in the Town's policy are included in Table 1.
- Street trees shall be planted as close as possible to the centre line of the boulevards and at least 1.7 metres from the back of curb, whenever possible.
- Trees shall be planted at equal intervals depending on their ultimate size and from above ground related structures as indicated in the Town's Urban Forestry Policy and successors thereto.
- Private property owners may not injure or destroy a tree planted on a Town boulevard or other municipal property.
- Existing mature trees should be maintained and preserved wherever possible.
- Plan streets to include a vibrant and healthy tree canopy that will provide shade and enhance and establish a vibrant urban environment, and comfortable pedestrian experience, where feasible.



York Street Heritage Conservation District Plan

9 Streetscaping and Landscaping on Public Property

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- The Town may require an approved Tree Preservation Plan/Tree Management Plan developed by an ISA Certified Arborist for roadworks or general construction, including infrastructure improvements that will impact the TPZ or otherwise have the potential to seriously affect the health, growth and survival of the street trees must have. Engineering drawings, inclusive of road works, lighting, underground services must be reviewed and approved by Town staff.
- Provide communication by either the outside consultant or Town department when construction is about to commence to acknowledge that TPZ measures are in place. Tree inspections shall include an examination of TPZ measures and conditions during construction, and examination of the restoration of the root protection zone to an equal or better condition during post-construction.

Guidelines

- Fill gaps in the continuity of tree plantings in the streetscape as expediently as possible. The potential to replace trees on the private side of the property line should be explored where suitable growing conditions no longer exist on the public side.
- Consider planting replacements before a tree is removed, to permit time for the newly planted tree, typically of smaller caliper, to grow in size.
- Where appropriate (as determined by qualified Town staff or consultants) infill trees should be of a similar form and size at maturity. Where infill or replacements are to be located amongst species that are deemed undesirable, replacement species shall be at the discretion of Town staff or consultants with an understanding of maintaining the visual character of the streetscape.
- Where construction and/or construction activities on private property may impact publicly owned trees, submissions for site plan approvals/permits may require a tree preservation plan clearly indicating measures to preserve the Town owned tree and approved by the Forestry Group. The Tree Preservation Plan shall be prepared by an ISA Certified Arborist or Registered Professional Forester.



Table 1 Suitable Boulevard Tree Species

Common Name	Botanical Name
Red Maple	<i>Acer Rubrum</i>
Shademaster Locust	<i>Gleditsia triaconathos var. Inermis</i>
Red Oak	<i>Quercus rubra</i>
Pin Oak	<i>Quercus palustris</i>
Common Hackberry	<i>Celtis occidentalis</i>
White Oak	<i>Quercus alba</i>
Basswood	<i>Tilia americana</i>
Sugar Maple	<i>Acer saccharum</i>

9.5 Street Furniture

Street furniture can have a strong unifying effect upon a streetscape or park if it is well coordinated. Placed in strategic areas, coordinated street furniture can be used to identify a space, set it apart from other neighbouring areas, and draw visitors into particular spaces. The following are guidelines aimed at unifying the public realm of the HCD through use of street furniture.

Guidelines

- Street furniture program should be consistent with the character of the HCD and York Street’s community identity including trash receptacles, bike racks, and benches adjacent to and within Kay Cee Park.
- Select street furniture that evokes a “heritage style” which is appropriate for a community with a concentration of mid-19th to early 20th century structures. Otherwise, consider artistic furnishings such as sculptural bike racks as they act as public art within the streetscape and add to the visual appeal to the community.



9.6 Commemorative Elements and Public Art

Commemorative and interpretive features, such as plaques, signs, monuments, murals, and public art, play an important role in creating a community space and highlighting important events, groups, or themes in a community. While many of these features may not in themselves be “historic”, they add to the way people experience a sense of character and place.

- Support the installation of commemorative character elements within the HCD. Retain, maintain, and enhance commemorative character elements within the HCD, including murals, banners, commemorative or interpretive signs and plaques.
- Maintain the existing heritage interpretive plaque program and develop and install new ones, where applicable, in cooperation with Heritage Orangeville and property owners.
- When contemplating murals in the HCD, consider the side façades of buildings or those that do not contain historic masonry to not damage or obscure historic building materials when adding new painted murals. Use tactics to minimize damage to historic materials by applying removable covers, using murals within panels, or consulting with a building condition specialist prior to conducting work.

Guidelines

- Consider the placement and composition of interpretive and commemorative elements to avoid creating areas that are over-crowded when adding additional commemorative character elements.
- Install commemorative elements that enhance the pedestrian experience and encourage walkability, where feasible, including distinctive street furniture, signage/wayfinding and seating areas.

9.7 Parking

Public parking within York Street HCD is on-street parking within the existing streets. The HCD does not contain public or private parking lots.



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Policies

- Continue the pattern of parking in accordance with the Town's Traffic and Parking By-law and successors thereto.

Guidelines

- Above ground parking structures should be avoided. If no other parking alternatives are available, above ground parking must follow the guidelines for new construction in Part 2, Chapter 7.

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10 Paving and Landscaping on Private Property

10.1 Landscaping and Gardens

Paving and landscaping on private property forms the backdrop to the District’s built heritage and provides a supportive setting that contributes to the HCD character. Changes to or new paving and landscaping can support the character of the HCD by being sympathetic and compatible while allowing for individual expression, seasonal decisions, and site conditions.

Policies

- A balance of softscaping (e.g., lawns and/or vegetation) and hardscaping (walkways, driveways, surface paving) shall be maintained on privately owned properties.
- Do not use synthetic lawn materials such as artificial turf and plastics in front yards. The use of live plant materials such as lawns, plantings, or native groundcovers is preferred. If lawn is undesirable, consider choosing low maintenance drought tolerant groundcovers or other plantings.

Guidelines

- Discourage the planting of vines and wall-clinging vegetation directly on historic masonry, as the plants can trap moisture and cause damage over time and can be difficult to remove. Consider the use of trellises so that vines do not directly adhere to exterior walls.
- Encourage a variety of landscaped front yards on private property, including lawns, formal planted beds, informal “cottage” style or pollinator plantings, and vegetable gardens.
- Encourage the use of native plants or plant materials that were typical in a front garden landscape in mid-19th to early 20th century Southern Ontario residential landscapes. Table 2 provides a list of recommended native plant and shrub species (Credit Valley Conservation Authority 2026; Gray and Booth 2024).



Table 2 Recommended Native Plants and Shrubs

Type	Common Name	Scientific Name	Note
Flowering Perennial	Alexanders, Golden	<i>zizia aurea</i>	Early season bloomer
Flowering perennial	Asters (various)	<i>Symphyotrichum sp.</i>	Late season bloomer
Flowering perennial	Beebalm, Scarlet purple (Wild Bergamot)	<i>Monarda didyma</i> and <i>M. fistulosa</i>	Mid-season bloomer
Flowering perennial	Black Eyed Susan	<i>Rudbeckia hirta</i>	Mid season bloomer
Flowering perennial	Columbine, Wild	<i>Aquilegia canadensis</i>	Early season bloomer
Flowering perennial	Coneflower, Eastern Purple	<i>Echinacea purpurea</i>	Mid season bloomer
Flowering perennial	Blue-stemmed goldenrod, grey goldenrod, or stiff goldenrod	<i>Solidago caesia</i> , <i>S. nemoralis</i> , and <i>S. rigida</i>	Late season bloomer
Flowering perennial	Dense blazing star	<i>Liatris spicata</i>	Late season bloomer
Flowering perennial	Milkweed (various)	<i>Asclepias</i>	Mid-season bloomer
Flowering perennial	Pearly everlasting	<i>Anaphalis margaritacea</i>	Mid-season bloomer
Flowering perennial	Wild ginger	<i>Asarum canadense</i>	Groundcover for shade
Flowering perennial	Lanceleaf coreopsis	<i>Coreopsis lanceolata</i>	Mid-season bloomer
Flowering perennial	Wild geranium	<i>Geranium maculatum</i>	Early season bloomer
Flowering perennial	Woodland strawberry	<i>Fragaria vesca</i>	Groundcover, edible
Flowering perennial	Cardinal flower	<i>Lobelia cardinalis</i>	Moist areas



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Type	Common Name	Scientific Name	Note
Flowering perennial	Sundrops	<i>Oenothera pilosella</i>	Mid-season bloomer
Flowering perennial	Foxglove beardtongue	<i>Penstemon digitalis</i>	Mid-season bloomer
Fern	Ostrich Fern	<i>Matteuccia struthiopteris</i>	Prefers shaded areas, spreads
Fern	Wood Fern	<i>Dryopteris marginalis</i>	Prefers shaded areas
Shrub	Black chokeberry	<i>Aronia melanocarpa</i>	Good fall colour and berries, grows up to eight feet (2.4 metres)
Shrub	New Jersey Tea	<i>Ceanothus americana</i>	Small shrub, grows up to five feet (1.5 metres)
Shrub	Northern bush honeysuckle	<i>Diervilla lonicera</i>	Spreading plant
Shrub	Ninebark	<i>Physocarpus opulifolius</i>	Grows up to nine feet (2.7 metres), can be easily pruned
Shrub	Prickly wild rose or smooth rose	<i>Rosa acicularis</i> or <i>Rosa blanda</i>	Grows up to five feet (1.5 metres)
Shrub	Buttonbush	<i>Cephalanthus occidentalis</i>	Grows up to ten feet (3 metres) in height, prefers wet sites
Shrub	Dogwood, Red-osier	<i>Cornus sericea</i>	Grows up to ten feet (3 metres) in height, prefers wet sites



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Type	Common Name	Scientific Name	Note
Shrub	Common Elderberry	<i>Sambucus canadensis</i>	Grows up to ten feet (3 metres) in height
Shrub	Serviceberry (various)	<i>Amelanchier</i>	Grows up to ten feet (3 metres) in height
Shrub	Canadian Yew	<i>Taxus canadensis</i>	Tolerant of sunny and shady conditions

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10.2 Trees

Mature trees located on private property and within the public streetscape contribute to defining the character of the York Street HCD. Where public boulevard space is insufficient or nonexistent for public planting, trees on private property can compensate for gaps found in the streetscape canopy and supplement canopies where they do exist on boulevards. Privately-owned trees can play an important role in the streetscape and enhance the visual aesthetics of the district.

Tree planting and maintenance for boulevard trees is in the Town's Urban Forest Policy, and any successors thereto. While the Town does not currently have a specific tree by-law for the regulation of maintenance and removals for private trees, future by-laws should be adhered to if enacted. The Town may require a heritage permit for the removal of trees on private property in the HCD, pending tree size. The care, maintenance, and replacement of the HCD's private trees and public street trees are integral to sustaining its green street canopies.

Policies

- Mature trees and tree canopy within the HCD shall be maintained.
- Privately-owned trees within the HCD require consultation with the Town before tree removal(s) larger than 10 centimetres diameter at breast height or construction within the TPZ. A heritage permit may be required for tree removal(s).
- Do not injure or destroy any Town owned tree. A heritage permit is required prior to construction that may impact or occur within the TPZ of a Town owned tree.
- Tree protection fencing and hoarding may be required for construction related activities to protect sensitive tree roots, reduce soil compaction, and identify pruning requirements pre-construction or in advance of equipment mobilization.



Guidelines

- Encourage the replacement of trees or new plantings with species selected in Table 3 to support the character of the HCD.
- Seek an ISA Certified Arborist for proper tree care of privately owned trees, including pruning, new plantings, and removals.
- The Town recommends an Arborist Report developed by an ISA Certified Arborist or Registered Professional Forester for consideration or request of tree removals. The Town may request an Arborist Report, if one has not been provided.
- New plantings should be planted at a minimum of two metres setback from a building to mitigate the risk of future damage to building foundations and structural elements. Appropriate setbacks may range depending on tree species, but distances of two metres or more from the foundation are encouraged.
- Contact the Town for requests related to infill plantings or new plantings within Town owned boulevard areas. In frontages where municipal tree planting opportunities are limited, consider supporting the Town’s tree canopy goals by planting trees on private property, where feasible.

Table 3 Town Approved Species for Replacement or New Trees for Private Property

Latin Name	Common Name	Notes
<i>Fagus grandifolia</i>	American beech	Best suited for large sites, dense shade makes growing grass difficult
<i>Quercus macrocarpa</i>	Bur oak	Large and slow growing shade tree
<i>Cornus florida</i>	Eastern flowering dogwood	Small to medium sized flowering tree
<i>Tsuga canadensis</i>	Eastern hemlock (Canada hemlock)	Shade tolerant coniferous tree
<i>Juniperus virginiana</i>	Eastern red cedar	Small to medium size coniferous tree, can be used for screening
<i>Thuja occidentalis</i>	Eastern white cedar	Small to medium size coniferous tree, can be used for screening



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Latin Name	Common Name	Notes
<i>Pinus strobus</i>	Eastern white pine	Large and stately coniferous tree, the provincial tree of Ontario
<i>Celtis occidentalis</i>	Hackberry	Interesting bark, attractive to pollinators
<i>Ostrya virginiana</i>	Ironwood	Produces nuts that grow in clusters
<i>Gymnocladus dioicus</i>	Kentucky Coffeetree	Provides shade, open branching
<i>Acer rubrum</i>	Red maple	Turns bright red in the fall
<i>Quercus rubra</i>	Red oak	Fastest growing of the native oak trees
<i>Carya ovata</i>	Shagbark hickory	Bark separates into large plates as it ages, providing visual interest
<i>Amelanchier spp.</i>	Serviceberries	Flowers in the spring, good for smaller sites
<i>Acer saccharum</i>	Sugar maple	Ideal shade tree, prefers moist conditions
<i>Larix laricina</i>	Tamarack (Larch)	Rare example of a deciduous conifer tree
<i>Liriodendron tulipifera</i>	Tulip Tree	Unique green flowers in late spring
<i>Platanus occidentalis</i>	Sycamore	Fast growing and large shade tree
<i>Betula papyrifera</i>	White birch (Paper birch)	Fast growing tree valued for its white bark, relatively short lived.
<i>Quercus alba</i>	White oak	Slow growing shade tree ideal for large sites
<i>Picea glauca</i>	White spruce	Stately evergreen. Consider this native tree instead of Norway spruce or blue spruce
<i>Betula alleghaniensis</i>	Yellow birch	Slow growing medium sized shade tree



10.3 Paving, Hardscaping, and Driveways

Paving and hardscaping have been prevalent across Ontario for over a century and in many cases, paving and hardscaping can be compatible with the HCD character when appropriately scaled.

Policies

- Maintain the traditional pattern of vehicle parking, driveways, and garages located to the side and rear of properties.
- Maintain a balance of hardscaping and softscaping within front and corner yards. Lawns, gardens, trees, or open spaces should not be entirely replaced with new hardscaping.
- Encourage the retention of traditional driveway widths (one to two cars wide) and the balanced ratio between softscaping and driveway hardscaping at properties. If driveway expansion is needed to accommodate an ADU or other development, a balance of hardscape and softscaping must be maintained and respect TPZs, where applicable.
- A range of paving materials on private property will be allowed including concrete, stamped concrete, asphalt, interlocking pavers, stone, and gravel.
- Permeable options that offer environmentally-friendly and sustainable solutions may also be appropriate such as permeable pavers and resin-bound aggregate as long as they are compatible with the character of the HCD.
- New driveways on **contributing properties** shall be located at the rear or side of buildings, rather than directly in front of buildings. Include vegetative elements to soften the appearance of visible parking areas, such as hedge or vegetated screening, and/or the inclusion of planted boulevards or islands or trees.



Guidelines

- Encourage pathways that lead from the sidewalk to the main entrance of the property, in keeping with traditional historical landscaping patterns. Paths and walkways may take linear or curvilinear forms.

10.4 Fences

The HCD streetscape has mostly open front yards with minimal fences seen from the public realm. Some properties have low picket style fencing appropriate to the historic character of the HCD. Fencing within the front yard (the part of the yard extending between the front lot line and the nearest part of the building on the lot) and side yards on HCD properties requires a heritage permit. Fencing within the rear yards of HCD properties is not regulated by the HCD Plan and does not require a heritage permit. Fencing in the HCD is regulated through the Fencing By-law and any successors thereto.

Policies

- Installation of new front yard fencing shall be discouraged, to support the historic open streetscape character of the HCD.
- Low fences in open styles (wood picket fencing or vertical metal post/rail styles, or decorative wrought iron fencing) may be appropriate in front and side yards in the public realm, where consistent with the Town's Fencing By-law.
- Traditional fencing materials such as wood or wrought iron are encouraged. Chain link, brick, solid boarding, or stone fences are not appropriate in front yards of the HCD.

Guidelines

- New fencing should be sited away from mature trees wherever possible.
- Historic fences in the HCD may be re-instated using evidence from historic photographs and archival documents.



11 Signage

The character of the York Street HCD is largely residential, and signage in the HCD is generally limited to street/wayfinding signage, park/trail signage, and a few instances of commercial or institutional signage. Where required, signs can contribute to the character of the York Street HCD, however, some signs that are internally-lit, banners, or large window signs can have a negative effect on the character of the HCD. Signage in the HCD is regulated by the Town's Sign By-law and any successors there to. Portions of John Street and Little York Street are included in the Town's Heritage Sign Special Policy District. Property owners or business owners are encouraged to consult with the Planning Department when developing signage ideas. The policies and guidelines below are intended to be read in conjunction with the appropriate provisions of the by-law.

- Adhere to the Town's Sign By-law and any successors thereto.
- Encourage minimization of street signage within the HCD, where possible, to avoid proliferation of signage that does not support the character of the HCD.
- Design new signage for home occupational use, where required, to be compatible with the character of the HCD through the use of size, placement, simplicity, and traditional materials.
- Do not use internally illuminated signs as per the Town's Sign By-law and any successors there to.
- Do not use plastic as the predominant material on a sign, instead use traditional materials such as wood, metal (brass or bronze), or glass.
- Maintain the existing heritage interpretive plaque program and develop and install new ones in cooperation with Heritage Orangeville and property owners.
- Select sign colours that are compatible to the character of the HCD. Painting with colours that do not complement the character of the HCD, such as overly bright or neon colours, should be avoided.
- Install signs for home occupational use, where required, in a manner that shall avoid covering windows or important elements of the building façade. Signage



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should complement and be consistent with the building façade, rather than overpower it.

- Install wayfinding materials and signage so that shall be visibly legible and consistent with the *Accessibility for Ontarians with Disabilities Act* guidelines.

Guidelines

- Use signage that is appropriate size to be read from across the street, where applicable for wayfinding or commercial purposes.
- Attach signs to the front façade of a building in a manner that is reversible, where possible. For masonry buildings, signs may be fastened into the mortar joints and not through the brick face or masonry itself.



12 Lighting

Exterior and street lighting can add to the character of the HCD. Although it is not necessary to replicate historic light features, installing standards that complement the historic fabric of an area benefits the overall HCD character. Most properties within the HCD have one pendant light over the main entrance, or wall mount lights on one or both side of the front door.

Policies

- Municipal lighting levels should only meet the minimum required lighting standards. All fixtures, public and private should have Dark Sky Lighting Features, including warmer light temperatures (around 4000k). Flood lights particularly in front yards should be discouraged.
- External lighting shall be compatible with the character of the building and low-profile. Lighting is appropriate for illuminating signage (e.g., 'gooseneck' lighting), address numbers, or entrances.
- Lighting should be of a scale that is compatible to buildings and should avoid fixtures that shine directly and brightly towards adjacent properties.

Guidelines

- Encourage use of energy efficient L.E.D. lights of an appropriate brightness to avoid excess light pollution. Lighting too bright appears harsh.
- While most municipal streetlighting in the HCD is affixed to utility poles, if free standing light standards are installed in the future consideration should be given to the installation of historically sympathetic standards and luminaires.
- Light poles that provide options for hanging baskets and/or banners may be considered to create a unique streetscape character.



13 Accessibility

Accessibility is an important consideration in an HCD Plan. Historically, buildings, streetscapes, and landscapes were not often designed with accessibility in mind. However, through alterations and new construction accessibility can be introduced and enhanced in the HCD. All alterations and new construction will need to follow the *Accessibility for Ontarians with Disabilities Act*.

Policies

- Barrier-free design shall be included in all new construction. This includes commercial, residential, and institutional building types.
- Barrier-free design shall be included for all new streetscape, open space, and park design to remove barriers for people with disabilities.
- Barrier-free design should be located on existing buildings when making alterations to entrances or other building features wherever possible, while avoiding damage or adverse impacts to original historic materials or heritage attributes on **contributing properties**.
- Barrier-free designs should avoid adverse impacts to heritage attributes or historic materials on front façades of **contributing properties**. Where impacts may occur, consider side or rear elevations instead, where possible.
- Install wayfinding materials and signage so that it is visibly legible and in accordance with the *Accessibility for Ontarians with Disabilities Act* guidelines.
- Street trees, landscaping, seating, public art, and signage should not obstruct the path of travel for pedestrians.

Guidelines

- Allow for temporary or transportable ramps to access commercial or institutional properties to improve access for people with disabilities even when alterations to entrances are not being proposed.
- Allow for the use of markers, grip-tape or finishes or similar devices on entry surfaces such as steps, landings, or ramps.
- Allow the use of accessible door handles and railings at entrances.



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- Paving specifications such as colour definition, materials and direction of pattern should be *Accessibility for Ontarians with Disabilities Act* compliant. Explore design solutions that enhance accessibility while preserving the character of the HCD and integrity of the public realm.

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14 Sustainability

Research and new technologies continue to uncover more ways to improve the sustainability of new and existing buildings. Consideration should be given to improving the sustainability of HCD resources and allowing for appropriate means of alternative energy, while also maintaining the historic character of the HCD. Council should consider the following guidelines related to sustainability and alternative energy:

Policies

- Allow for the installation of solar panels on roofs, while minimizing visual impacts wherever possible and avoiding damage or alteration of historic roofing forms, materials, or dormers.
- Install solar panels, related infrastructure, or other alternative energy sources set back from the roofline to be inconspicuous from the street level.
- Install electric vehicle charging stations on side elevations to be inconspicuous from the streetscape, where possible.
- Install air conditioners, heat pumps, generators, and similar elements on side or rear façades to be inconspicuous from the street, as per the Town's zoning by-law.
- Do not remove or damage historic materials on **contributing properties** when installing solar panels or related infrastructure.
- Allow for the use of 'green' building materials and techniques on new construction where the designs are compatible with the HCD character and consistent with guidelines in Part 2, Chapter 7 for new construction.
- Retain and reuse uncontaminated on-site topsoil in areas not covered by a building or hardscaping, where possible.

Guidelines

- Encourage property owners to conduct an energy audit prior to replacing original historic windows or doors to determine the greatest sources of heat loss. In some cases, minor repairs can provide as much improvement as full replacement.
- Encourage property owners to source materials from local suppliers and manufacturers, where possible.



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- Encourage property owners to plant trees and other vegetation to increase shading of surfaces.
- Encourage new development to maintain a minimum of 15 centimetres quality topsoil to absorb runoff and help the plants to grow.
- Encourage green infrastructure and Low Impact Development techniques, such as permeable paving, infiltration trenches, rain gardens and other stormwater management techniques, where possible in the design of new development and through retrofit opportunities to adapt existing buildings for sustainable design.

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15 Part IV Designations

The policies and guidelines of the York Street HCD Plan apply to all properties currently designated under Part IV of the *Ontario Heritage Act* within the district. Any interior and exterior elements of the building/property protected under Part IV of the *Ontario Heritage Act* continue to remain protected in the same way prior to their designation under Part V of the *Ontario Heritage Act*.

Property owners and the Town are to adhere to the requirements of Part IV designations within the HCD, unless otherwise repealed by Council. Where there are conflicts between the Part IV and Part V Statements of Cultural Heritage Value or Interest, decisions should be made with regard to the policies and guidelines of the HCD Plan. If a Part IV property includes interior heritage attributes, decisions regarding alteration of interior attributes is governed by the process outlined in Part IV of the *Ontario Heritage Act*, and not Part V.

16 Adjacent Properties

Development or alterations outside of the York Street HCD boundary are not subject to the policies and guidelines of the HCD Plan, nor are they required to obtain heritage permits. However, site alteration and development adjacent to the HCD is required to conform to the PPS. In accordance with Policy 4.6.3, “Planning authorities shall not permit *development and site alteration on adjacent lands to protected heritage property unless the heritage attributes of the protected heritage property will be conserved*” (Government of Ontario 2024). To achieve this, the Town will require the preparation of a HIA carried out by a qualified professional for development adjacent to the HCD. The HIA should be conducted by a member in good standing of the Canadian Association of Heritage Professionals (CAHP). The Town, Heritage Orangeville, and Council may require that a proponent implement mitigative measures where impacts on the HCD attributes are identified, as outlined in the HIA.



Part 3 Implementation



17 Designation

The Town's Official Plan contains the framework for establishing HCDs and the HCD merits the prescribed criteria for CHVI according to O. Reg. 9/06. To implement the York Street HCD, the Town will adopt a by-law designating the area as a HCD under Section 41 of the *Ontario Heritage Act*, requiring alterations and development to follow a heritage permit process. The Town will serve a notice of intention to designate to all property owners within the district boundary and publish a notice for general circulation in the municipality. Property owners who object to the by-law may appeal to the Ontario Land Tribunal (the Tribunal). Objections must be filed with the Tribunal and Municipal Clerk within 30 days after the notice of intention to designate is published. The Tribunal may dismiss this appeal, amend the by-law, direct Council to repeal the by-law, or direct Council to amend the by-law.

When the by-law is adopted, it will be registered on title with all property owners. The registration will remain on title for the property in perpetuity. The Town will file a notice with the Ontario Heritage Trust that the by-law establishing the HCD has been adopted.

Where required, the Town will make changes to the Official Plan or by-laws to support the establishment of the HCD Plan. The following sections provide an overview of the heritage alteration permit process, as well as other tools that are useful in implementing the HCD.



18 Heritage Permit Process

HCD Plans are managed by Town Planning staff, Heritage Orangeville, and Council in cooperation with property owners. Each group has their own roles and responsibilities to play in maintaining a successful HCD Plan, as outlined below.

18.1 Roles and Responsibilities

Planning Staff

- Advise property owners when heritage permits are required
- Receive and review heritage permits for completeness
- Determine if alteration is delegated to staff for approval (if applicable), or whether Heritage Orangeville and/or Council consideration would also be required
- Acknowledge receipt of application and begin 90-day process to grant (with or without conditions), if permit is delegated to staff for approval
- Forward heritage permit application to the Heritage Orangeville for discussion and review at next available meeting, where applicable
- Work with property owner to modify application/plans, if required
- Grant or refuse permit

Heritage Orangeville

- Include heritage permit applications during regularly scheduled meetings, where Heritage Orangeville review is required on an application
- Receive delegations at committee meetings to speak on behalf of their applications
- Review heritage permit applications and their adherence to the HCD Plan policies and guidelines
- Provide constructive comments or feedback where applications may need revision to meet the HCD Plan policies and guidelines
- Make recommendation on granting, granting with conditions, or refusing heritage permits



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Council

- Include the Heritage Orangeville resolutions, staff reports, and heritage permit applications during regularly scheduled meetings
- Receive supporting staff reports, applications, or other documentation regarding heritage permit applications
- Receive delegations at Council meetings to speak on behalf of their applications, if applicable
- Make decision on granting, granting with conditions, or refusing heritage permits within 90 days of receiving the application
- Acknowledge decisions made by the Tribunal regarding heritage permits, if applicable

Property Owners

- Consult with Planning Staff to discuss the nature of the proposed alteration or development and confirm requirements of the heritage permit
- Review the applicable policies and guidelines from the HCD Plan that apply to the change you are proposing
- Apply for heritage permit with required supporting documentation
- Consider changes to proposed alteration or development in response to review and comment from staff and/or Heritage Orangeville
- Undertake alterations and development in accordance with an approved heritage permit where applicable, and the principles, policies, and guidelines outlined in the HCD Plan

18.2 Heritage Permit Applications

The Town currently has a heritage permit system in place to manage applications for properties designated under Part IV and V of the *Ontario Heritage Act*. The existing permit system includes delegated authority to Planning staff for heritage permits in the Downtown HCD, with input from appointed members of Heritage Orangeville. It is recommended that a similar delegated authority by-law be enacted for the York Street HCD to streamline permit approvals in the York Street HCD for the majority of applications. Applications for new development within the HCD, large-scale additions, or



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18 Heritage Permit Process

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complex applications may require review by Heritage Orangeville and/or approval by Council.

Heritage permit applications are currently required to contain the following information:

- Legal Description
- Owner and Agent Information
- Description of Subject Property including Current Use(s) and Existing Structures
- Description of work to be undertaken (attachments may include drawings, specifications, or photographs)
- Rationale for work being undertaken
- Whether the applicant has applied for related grant program support under the Town's Community Improvement Plan.

18.3 Heritage Permit Exemptions

The Ontario Heritage Act requires a list of alterations or classes of alterations that are minor in nature and do not require a heritage permit. Building permits may still be required depending on the nature of the alteration. Property owners are encouraged to contact the Town to determine their individual requirements. The following provides a list of alterations that are exempt from heritage permits in the York Street HCD:

- Interior work unless it affects the external appearance (and unless otherwise specified from a Part IV designation)
- Alterations to rear façades that are not visible from the public right-of-way of the York Street HCD
- Installation of rear-yard fencing (excluding corner lots) provided no tree removals are required
- Construction of small (under 100 square foot) sheds or accessory structures within a rear yard where building permits are not required by the Ontario Building Code, provided no tree removals are required
- Construction of rear yard decks (if under 1 storey), gazebos, shade structures, or patios, provided no tree removals are required
- Rear yard landscaping, provided no tree removals are required



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- Installation of rear yard swimming pools, hot tubs, or spas, provided no tree removals are required
- Minor repairs and maintenance (e.g., patching holes, re-affixing existing features) and cleaning
- Painting trim, porch components, window frames, shutters, and entrance doors
- Painting brick or cladding surfaces that have already been painted
- Replacing existing windows or doors with new features of the same materials, styles, glazing patterns, and dimensions (e.g. replacing existing vinyl windows with vinyl windows of the same style, replacing steel or fibreglass doors with the same material and style). Note that both the material and style of the replacement must be like-for-like – if an exact like-for-like replacement is not available, consult Staff to determine the need for a heritage permit.
- Installation of storm windows
- Replacing roofing material with the same materials (e.g., asphalt to asphalt, metal to metal, cedar shingles to cedar shingles)
- Repairs to chimneys
- Replacing existing eavestroughs, downspouts, and soffits with the same materials
- Replacement of existing exterior lighting on properties in the same location
- Addition of weatherstripping
- Vegetative landscaping (softscaping) e.g., planting flower gardens, shrubs, trees, laying or removing sod, adding or modifying garden beds or planters
- Minor repairs to streets and sidewalk surfaces
- Fence repairs and construction of rear yard fencing
- Re-paving driveways, streets, sidewalks, and walkways with the same material and the same dimensions (e.g., asphalt to asphalt, interlock pavers to interlock pavers, concrete to concrete)
- Backyard patios, garden and tool sheds, gazebos, dog houses and other small outbuildings in the backyard that do not require building permits, provided there are no tree removals required
- Installation of or alterations to trails and related infrastructure within open space areas



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18 Heritage Permit Process

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- Installation of bicycle lanes and modification to on-street parking within the existing municipal right-of-way
- Installation and/or repair of underground utilities and services within the municipal right-of-way (e.g. water, sewage, gas, or communications)
- Installation and/or repair of aboveground utilities and services within the municipal right-of-way (e.g. hydro poles or boxes and fire hydrants)
- Installation and/or repair of street furniture, including seating, planters, tree grates, banners, hanging baskets, garbage receptacles, and bike racks

All other activities not included on the list above require a heritage permit. It is recommended that property owners consult the Town if they have any questions about whether a particular activity may or may not require a permit.

18.4 Cultural Heritage Reports

Some heritage permit applications may require a supplementary Cultural Heritage Evaluation Report (CHER) or HIA. The preparation of a CHER involves the evaluation of a property according to O. Reg. 9/06, to determine if a property merits cultural heritage value under the *Ontario Heritage Act*. Where a property has identified heritage value according to O. Reg. 9/06, or is a **contributing property** to the York Street HCD Statement of CHVI, the preparation of a HIA may be needed where there are impacts to the identified cultural heritage value or interest or heritage attributes of a property. To determine if a CHER or HIA is required, consult Town staff.

18.5 Town and County Public Works

The Town is required to follow the requirements of the York Street HCD Plan when undertaking public works. As outlined in the *Ontario Heritage Act*, the Council of a municipality may not carry out any public work in a HCD that is contrary to the objectives of the Plan. The guidelines of the HCD Plan regarding public lands and public works are to be applied through regular maintenance, life cycle, and infrastructure improvements, and do not require retroactive or wholesale upgrades outside of this framework to conform to the HCD Plan.



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18 Heritage Permit Process

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Except where stated otherwise in this Plan, Heritage Orangeville review and Council approval is required for municipal and regional infrastructure, streetscaping, major park landscaping projects, or the installation of public art/murals, such that they are consistent with the policies and guidelines of the HCD Plan. The following Town actions are exempt from requiring Heritage Orangeville and Council approval:

- Changes to road signage
- Replacing existing light standards in-kind
- Replacing existing street furniture in-kind
- Annual streetscape planters and park landscaping (e.g., planting of annuals in existing garden beds, planting hanging flower baskets)
- Routine park/open space maintenance (irrigation, mowing lawn, trimming vegetation, cleaning/repairing street furniture)

18.6 Appeals Process

As per the *Ontario Heritage Act*, property owners have the right to appeal the decision of Council to refuse a heritage permit or the terms and conditions applied to the granting of a heritage permit. Appeals will be directed to the Tribunal. A property owner must appeal the decision of Council to refuse or apply terms and conditions to the permit with 30 days of receiving notice of Council's decision.

The Tribunal shall hear the appeal and may take one of the following actions:

- Dismiss the appeal
- Direct that the permit be issued without terms and conditions or with such terms and conditions as ordered by the Tribunal



19 Education and Promotion

Education and promotion can be a valuable part of successfully managing an HCD Plan. Providing property owners, the heritage committee, and Council with tools to understand the HCD Plan process and tools at their disposal helps to get all parties on the same page with proposing or reviewing applications for alterations or new development.

Education, awareness, and guidance should remain available for existing and future property owners in the HCD. The Town maintains a page on its website dedicated to Heritage Planning including links to individual property heritage designations, HCDs, the municipal heritage register, Heritage Orangeville, and heritage permits. This website should be maintained and updated with additional information when required or when there are legislative changes.

It may also be beneficial to provide tools to educate property owners on other aspects of the HCD outside of the implementation details. This may include providing an overview of how property owner's investments in their properties can be protected by the HCD Plan process, links to groups or organizations that can provide support or resources for property owners (see Appendix E), information on financial incentives available for property owners (if applicable), and answers to frequently asked questions about HCD Plans. Links to these tools in a dedicated place can be valuable resources to property owners in an HCD. Over the long term, as properties change hands, these tools can continue to be useful resources for new property owners.



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19 Education and Promotion

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Promoting the HCD Plan within and outside of the HCD boundary is in line with the Town's direction of conserving cultural heritage resources to enhance the Town's community identity and a degree of continuity between the past and present.

Encouraging community awareness in the HCD through festivals, events, guided and self-guided tours, and "Doors Open" events can draw interest from those outside the HCD. It is recommended that the Town engage with business owners, residents, and organizations to establish appropriate promotional materials and events.

Other means of promoting the HCD Plan may come through recognizing the efforts of property owners by establishing local awards programs, such as urban design awards or heritage focused awards. Annual awards created by the Town or local heritage organizations may highlight examples of restoration, façade improvements, or new development that complies with HCD Plan policies and heritage best practices.



20 Conclusion

The contents of this HCD Plan are intended to guide the Town, Heritage Orangeville, Council, and property owners in working together to conserve the CHVI of the York Street HCD. Through managing the changes in the HCD, the community has a stake in how the HCD continues to evolve over time. This HCD Plan provides the roadmap to decision-making for the most common types of change an HCD is likely to encounter, including alterations, additions to existing buildings, and new development. The Plan also provides guidance on streetscaping and landscaping throughout the HCD.

As communities continue to evolve and grow, and policy frameworks inevitably change, the HCD Plan cannot imagine all the possibilities of change that may occur or be proposed within the HCD. Where specific scenarios are not present within this plan, the overall objective of the York Street HCD Plan and Principles should be consulted for guidance on decision-making, as these relate to the core values identified for the HCD and long-standing heritage best practices. Through this approach, the CHVI of the York Street HCD can be retained for future generations and managed in such a way that reflects the continually evolving nature of human society.



Appendices

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Appendix A References

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Appendix B

Glossary

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Glossary

The following terms contained within the HCD Plan report have been derived from the *Ontario Heritage Act* (Government of Ontario 1990), *Ontario Heritage Tool Kit* (Ministry of Culture 2006 and Government of Ontario 2025c), the *Standards for the Conservation of Historic Places in Canada* (Parks Canada 2010), the *Provincial Planning Statement* (Government of Ontario 2024), Natural Resources of Canada’s Forestry Glossary (Government of Canada 2025), and the Town’s Zoning By-law (Town of Orangeville 2025).

Term	Definition
Additional Residential Unit (ARU)	According to the Town of Whitby’s Zoning By-laws, ARUs means one or more habitable rooms containing separate kitchen and bathroom facilities and sleeping accommodations for private use as a single, independent housekeeping unit. ARUs can be attached or detached.
Adjacent	Real properties or sites that are contiguous or separated by a laneway, easement, right-of-way or roadway. Under the PPS, this includes lands contiguous to a protected heritage property.
Alter or Alteration	To change in any manner including to restore, renovate, or repair. Alteration has a corresponding meaning.
Conservation	All actions or processes that are aimed at safeguarding the heritage attributes of a place so that it retains its heritage value and extends its physical life. This may involve preservation, rehabilitation, restoration, or a combination of these actions or processes.



York Street Heritage Conservation District Plan

Appendix B Glossary

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Term	Definition
Contributing Property	Those properties that directly support the Statement of Cultural Heritage Value and Heritage Attributes of the HCD. These properties were designed or constructed in the mid 19 th to early 20 th century as part of the commercial and residential streetscapes and retain historic building fabric or heritage features that distinguish them as older buildings of a particular era, type, or place. Mid-20 th century residential infill properties that complement the district's historic architectural character through their low-rise form and use of red brick cladding and may also be contributing properties as part of a cohesive streetscape.
Cultural Heritage Value or Interest (CHVI)	As outlined in <i>Ontario Regulation 9/06</i> of the <i>Ontario Heritage Act</i> , an individual property may be determined to have CHVI if it demonstrated design/physical value, historic/associative value, or contextual value. In the context of HCDs, the <i>Ontario Heritage Tool Kit</i> outlined that CHVI within an HCD may be expressed broadly as an area that demonstrates natural, historic, aesthetic, architectural, scenic, scientific, cultural, social, or spiritual value.
Development	Means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the <i>Planning Act</i> .
Diameter at Breast Height	The stem diameter of a tree measured at breast height (1.3 metres above ground level).
Gateway	A significant vantage point defined by a key feature or features framing or marking the entry to an area.
Guideline	A recommended action that may be taken in a given situation. A guideline arises from a policy and is facilitated by a procedure.
Heritage Attribute	The physical characteristics of a property or resource that contribute to its cultural heritage value or interest.
Heritage Conservation District (HCD)	An area or grouping of properties collectively designated pursuant to Part V, Section 41, of the <i>Ontario Heritage Act</i> .



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Appendix B Glossary

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Term	Definition
Landmark	A prominent structure because of architectural elements, historical importance to community, or contextual position.
Maintenance	The routine cyclical, non-destructive actions necessary for the long-term conservation of a protected heritage resource and its heritage attributes.
Municipal Heritage Committee	A municipal heritage committee is an advisory committee to a Municipal Council. A municipal heritage committee can help a community participate more directly in a municipality's decision-making process by broadening the scope of information that informs the decision-making process.
Non-Contributing Property	Properties that do not directly support the Statement of Cultural Heritage Value or Interest and Heritage Attributes of the HCD. These properties may have been constructed more recently or may be older properties that have been modified to such an extent that historic building fabric or detailing has been substantially altered, removed, or obscured.
Part IV Designation	In reference to real property designated under Part IV of the <i>Ontario Heritage Act</i> by municipal by-law. The designation by-law for an individual designation includes a description of the property, a statement explaining the cultural heritage value or interest, and a description of the heritage attributes.
Policy	A statement of intent or position that is adopted that provides the framework for a course of action.
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, while protecting its heritage value.
Procedure	A course of action developed to implement and support a policy. Example: Heritage Permit Application.
Protected Heritage Property	Real property protected under Part II, Part IV, Part V, and Part VI of the <i>Ontario Heritage Act</i>
Rehabilitation	The actions or process of making possible a continuing or compatible contemporary use of an historic place, or an individual component while protecting its heritage value.



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Appendix B Glossary

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Term	Definition
Restoration	The action or process of accurately revealing, recovering, or representing the state of a historic place, or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.
Statement of Cultural Heritage Value or Interest	As outlined in the <i>Ontario Heritage Tool Kit</i> , this is a statement that describes the heritage values of the HCD, or why the area is considered to have merit as an HCD and includes a list of heritage attributes.
Tree Protection Zone (TPZ)	A defined area within which certain activities are prohibited or restricted to prevent or minimize potential injury to designated trees or vegetated areas, especially during construction or development.
Vistas	Views enclosed by buildings/structures, landforms, and vegetation from a stationary vantage point.







Appendix C Architectural Terminology

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Architectural Terminology

Term	Photo	Definition
Bargeboard		<p>Boards or other decorative woodwork fixed to the edges or projecting rafters of a gabled roof. Sometimes called gingerbread or vergeboard.</p>
Bay Window		<p>A window which projects out from a wall in a semicircle, rectangle, or polygon shape.</p>
Bracket		<p>An ornamental projection which provides visual or structural support for a cornice, balcony, statue, or window.</p>
Chimney		<p>The masonry of a fireplace that extends up through the roof and carries smoke outside.</p>



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Appendix C Architectural Terminology
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Term	Photo	Definition
Cladding		<p>The external, non-structural material that protects the structural wall or frame from the weather.</p>
Columns		<p>A freestanding vertical structure that supports a roof or porch.</p>
Dentils		<p>A series of rectangles used as ornamentation for cornices.</p>
Dichromatic Brickwork		<p>The utilization of two or more types of brick colour.</p>






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Appendix C Architectural Terminology
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Term	Photo	Definition
Dormer		<p>A window that projects from a sloping roof with a small roof of its own.</p>
Eaves		<p>The roof overhangs that protect a home from various elements.</p>
Edwardian		<p>An architectural style popular between 1900 and 1930 with understated classical detailing and modern proportions. Typical features include stone lintels and sills, pilasters and columns and hipped roofs.</p>
Gable		<p>The triangular portion of the wall beneath the end of a gabled roof.</p>







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Appendix C Architectural Terminology
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Term	Photo	Definition
Gabled Roof		A roof that slopes on two sides.
Gothic Revival		An architectural style popular between 1830 and 1890 and found in many forms. Typical features include steep gables, bargeboard, drip moulding, finials, and pointed arch windows.
Hip Roof		A type of roof where all sides slope down towards the walls without any flat ends or gable walls.








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Appendix C Architectural Terminology
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Term	Photo	Definition
Italianate		<p>An architectural style popular between 1850 and 1900 that was characterized by a hip roof, a symmetrical front façade, strongly accentuated corners, segmentally arched windows, tall chimneys, and sometimes a pedimented projecting frontispiece.</p>
Keystone		<p>A central stone in an arch or voussoir above a window or door.</p>
Lintels		<p>The horizontal material (typically stone, wood, or metal) that spans the opening of a door or window to support the weight above.</p>
Porch		<p>An extension of a residence, typically in the front of the house, that can be enclosed or open.</p>






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Term	Photo	Definition
Quoins		A decorative stone around the corner of a wall or around a window.
Segmental Arch Window Opening		A window or opening with a circular arc of less than 180 degrees.
Sills		The horizontal material that spans the bottom of a window.
Soffit		The underside of a roof overhang.
Soldier Course		A narrow row of bricks used as structural support, often above windows.



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Appendix C Architectural Terminology
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Term	Photo	Definition
Tower		<p>A circular, square, or octagonal vertical structure that is often higher than the surrounding structures.</p>
Transom Window		<p>A window above a doorway or window.</p>
Voussoir		<p>An arch above a window or door.</p>



Appendix D

**Contributing and Non-Contributing
Properties**

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Contributing and Non-Contributing Properties

Address Number	Street Address	Contributing/Non-Contributing
226	Broadway	Non-Contributing
252	Broadway	Non-Contributing
250	Broadway	Contributing
4	Bythia Street	Contributing
6	Bythia Street	Contributing
8	Bythia Street	Contributing
10	Bythia Street	Contributing
12	Bythia Street	Contributing
14	Bythia Street	Contributing
18	Bythia Street	Non-Contributing
20	Bythia Street	Contributing
21	Bythia Street	Non-Contributing
22	Bythia Street	Contributing
23	Bythia Street	Contributing
25	Bythia Street	Non-Contributing
26	Bythia Street	Non-Contributing
27	Bythia Street	Non-Contributing
29	Bythia Street	Contributing
2	York Street	Contributing
3	York Street	Contributing
4	York Street	Contributing
5	York Street	Contributing
6	York Street	Contributing
7	York Street	Contributing



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Appendix D Contributing and Non-Contributing Properties
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Address Number	Street Address	Contributing/Non-Contributing
8	York Street	Contributing
9	York Street	Contributing
10	York Street	Contributing
11	York Street	Contributing
11A	York Street	Non-Contributing
12	York Street	Contributing
13	York Street	Contributing
15	York Street	Contributing
16	York Street	Contributing
17	York Street	Contributing
18	York Street	Non-Contributing
18A	York Street	Non-Contributing
19	York Street	Contributing
20	York Street	Contributing
21	York Street	Contributing
22	York Street	Contributing
23	York Street	Contributing
25	York Street	Contributing
26	York Street	Contributing
28	York Street	Contributing
2	John Street	Contributing
7	John Street	Contributing
8	John Street	Contributing
9	John Street	Contributing
10	John Street	Contributing
11	John Street	Non-Contributing



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Address Number	Street Address	Contributing/Non-Contributing
12	John Street	Contributing
14	John Street	Non-Contributing
15	John Street	Non-Contributing
17	Little York Street	Contributing

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Appendix E **Resources for Property Owners and
Community Members**

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Resources for Property Owners and Community Members

Heritage Best Practices

The principles of an HCD Plan are drawn from heritage best practices established at the provincial, federal, and international level through guiding documents and charters. The principles outlined in this report are derived from the 2025 *Eight Guiding Principles in the Conservation of Built Heritage Properties* and the 2010 publication the *Standards and Guidelines for the Conservation of Historic Places in Canada*. These documents provide overarching guidance on how to approach conservation, restoration or rehabilitation projects on historic buildings and can help property owners and community members understand the bigger picture of heritage conservation:

- *Eight Guiding Principles in the Conservation of Built Heritage Properties*:
<https://www.ontario.ca/page/eight-guiding-principles-conservation-built-heritage-properties>
- *Standards and Guidelines for the Conservation of Historic Places in Canada*:
<http://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf>

Building Alterations, Maintenance, and Repairs

The policies and guidelines in this HCD Plan require and suggest maintenance and repair of original materials and features of the buildings in the HCD. Some policies and guidelines refer to specific materials or techniques that may be new to property owners not familiar with caring for heritage buildings. The *Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation*, edited by Mark Fram, provides a practical guide to restoration and rehabilitation of heritage buildings: <https://www.heritagetrust.on.ca/pages/publications/well-preserved>

The National Park Service of the United States Department of the Interior offers a series of Technical Preservation Briefs that provide useful guidance on preserving, rehabilitating and restoring historic buildings:



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- National Park Service Preservation Briefs:

<https://www.nps.gov/orgs/1739/preservation-by-topic.htm>

The following specific *Well-Preserved* chapters, and National Park Service briefs may be useful to property owners in Whitby, such as:

- Maintenance
 - Pages 190-193: https://www.heritagetrust.on.ca/user_assets/documents/8-WP-Interior.pdf
- Masonry, including cleaning and repointing
 - <https://www.nps.gov/orgs/1739/upload/preservation-brief-02-repointing.pdf>
 - <https://www.nps.gov/orgs/1739/upload/preservation-brief-01-cleaning-masonry.pdf>
 - Pages 126-135:
https://www.heritagetrust.on.ca/user_assets/documents/7-WP-Exterior.pdf
- Improving energy efficiency
 - <https://www.nps.gov/orgs/1739/upload/preservation-brief-03-energy-efficiency.pdf>
 - Pages 185-185:
https://www.heritagetrust.on.ca/user_assets/documents/8-WP-Interior.pdf
- Dangers of abrasive cleaning
 - <https://www.nps.gov/orgs/1739/upload/preservation-brief-06-abrasive-cleaning.pdf>
- Rehabilitating historic storefronts
 - <https://www.nps.gov/orgs/1739/upload/its-13-missing-altered-storefronts.pdf>
 - Pages 160-163:
https://www.heritagetrust.on.ca/user_assets/documents/7-WP-Exterior.pdf



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- Making historic properties accessible
 - <https://www.nps.gov/orgs/1739/upload/preservation-brief-32-accessibility.pdf>

Maintaining, repairing, and restoring historic buildings can require special approaches, tools, and methods. It is important to understand the nature of your building, its materials, and its needs before you begin your work. Seeking the advice of qualified professionals is advisable, particularly those with experience working with older buildings.

To find professionals with experience working with historic buildings and structures, you can search the Canadian Association of Heritage Professionals (CAHP) directory to find architects, consultants, tradespeople, historians, and other specialists:

- CAHP Website: <https://cahp-acecp.ca/professionals/>

Regeneration Works, a project of the National Trust for Canada, provides tools for communities, organizations and property owners who are working to renew and protect heritage places. Regeneration Works provides learning opportunities (webinars and in-person events) on topics geared towards raising funds, increasing revenue in heritage places, and revitalizing heritage places or downtown main streets. Regeneration Works also offers a program called Launch Pad, which provides grants to community organizations to help them pay for professional expertise to help them renew historic places. Browse the Regeneration Works website to see what tools might be useful to your community heritage projects:

- Regeneration Works Website: <https://regenerationworks.ca/>

