

Development application guidelines

Character impact analysis

What is the purpose of this?	A <i>character impact analysis</i> is a document that describes how a proposed development intends to maintain and protect the existing character of the surrounding community.
Who should prepare this?	This analysis should be prepared by a registered architect or a full member of the Canadian Institute of Planners (MCIP).
When is this required?	<p>A <i>character impact analysis</i> is required when intensification is proposed outside the Growth Areas within stable residential communities. It may be required as part of the following applications:</p> <ul style="list-style-type: none">▪ Official Plan Amendment▪ Zoning By-law Amendment▪ Plan of Subdivision/Condominium▪ Consent and/or Minor Variance▪ Site Plan
Why do we need this?	A <i>character impact analysis</i> is undertaken to assess whether the proposed development reflects the collective qualities and characteristics that distinguish the surrounding area or neighbourhood and to ensure the development achieves the residential intensification policies outlined in the Livable Oakville Plan.
How should this be prepared?	<p>A <i>character impact analysis</i> should describe, through text and images, the existing characteristics and attributes of the neighbourhood/district context surrounding the subject property and how the proposed development is compatible. If necessary, the analysis should demonstrate how any identified impacts will be mitigated to maintain and protect the area character.</p> <p>A <i>character impact analysis</i> should provide an assessment of the following neighbourhood/district characteristics and attributes from section 11.1.9 of the Livable Oakville Plan:</p> <ul style="list-style-type: none">▪ existing and proposed built form; including scale, height, massing, architectural character and materials, etc.▪ setbacks, orientation and separation distances of buildings▪ transitions between different land use designations or building forms▪ transitions in building heights▪ existing and proposed lotting pattern▪ patterns and dimensions of roads and/or municipal infrastructure to accommodate the proposed development▪ site access locations▪ existing and proposed pedestrian, cycle and vehicular connectivity and circulation▪ existing and proposed grading, drainage, location of service areas▪ existing and proposed views, vistas, privacy and microclimatic conditions, such as shadowing

- preservation and integration of heritage buildings, structures and uses
- access and proximity to local amenities, including neighbourhood commercial facilities, community facilities (schools, parks and community centres), and existing and/or future public transit services

What else should we know?

Proponents/authors of a character impact analysis should discuss with Planning and Urban Design staff the identified neighbourhood/district scope and depth of analysis.

Staff will also advise whether the analysis should be incorporated as a section within the *urban design brief* and/or *planning justification report* or whether it should be presented as a separate document.

What other resources are available?

Town of Oakville - The Livable Oakville Plan, Part D, Section 11.1.9:
<http://www.oakville.ca/townhall/livable-oakville-official-plan.html>

Town of Oakville - Livable by Design Manual – Urban Design Direction for Oakville:
<http://www.oakville.ca/business/urban-design-direction.html>

Town of Oakville - Livable by Design Manual – Design Guidelines for Stable Residential Communities:
<http://www.oakville.ca/business/urban-design-low-density.html>