THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Prepared for:
The Corporation of the Town of Oakville
September 1994

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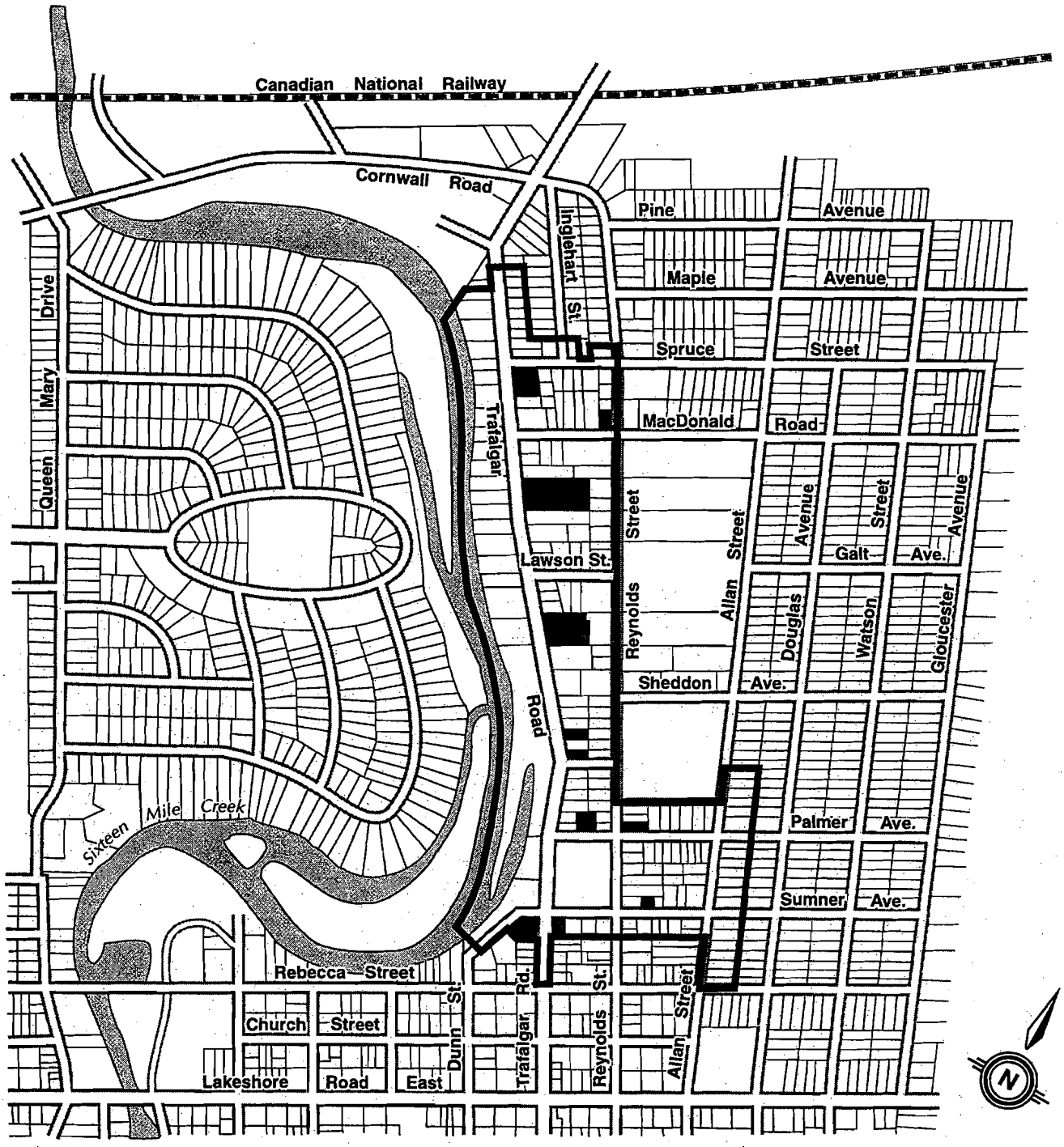


Trafalgar Road Heritage Conservation District Boundary

Properties excluded from Trafalgar Road Heritage Conservation District

Approved Boundaries of the Trafalgar Road Heritage Conservation District

Name: Heritage Conservation District

File No:

Date: August 1995

Scale: N.T.S.

Town of Oakville

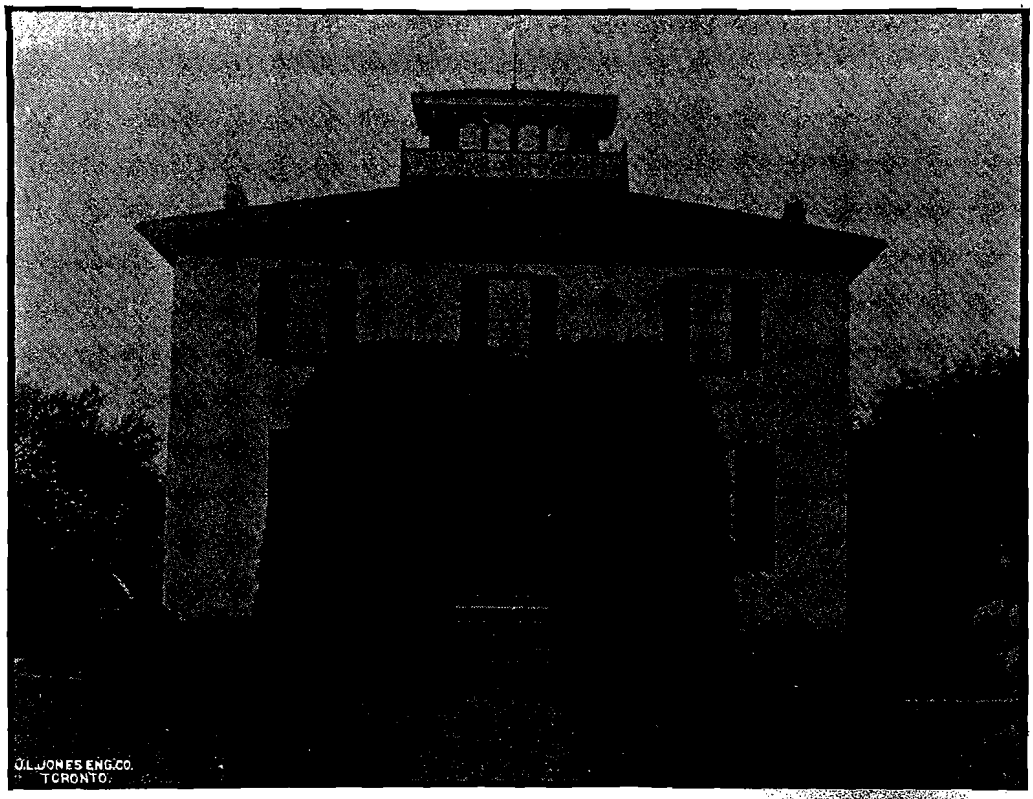
Planning Services Department

Drafting and Design Office

North

Acknowledgments

We wish to thank the members of the Third Heritage Conservation District Steering Committee for their assistance, guidance and encouragement with the development of the *Heritage Assessment Report* and *District Plan.* We would also like to thank the Ministry of Culture, Tourism and Recreation and the Trafalgar Chartwell Ratepayers Association for the financial assistance provided to make this study possible. A special note of gratitude is given to Bruce Bellows, Planner, Town of Oakville, for co-ordinating the efforts of all the participants in the process.



"ARCHLAWN,"

Photograph reproduced by Ontario Archives

THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Part I: Statement of Intent

1.0 INTRODUCTION

1.1 Purpose of District Plan

This heritage conservation district plan follows on from the preparation of the Third District Heritage Assessment Report, the first stage of the heritage conservation district study process. The Heritage Assessment Report detailed the heritage attributes of the Third District study area and provided a rationale for designating the recommended final Trafalgar Road District boundary as a conservation district under Part V of the Ontario heritage Act.

The District Plan provides the basis for the sensitive conservation, management and protection of the district's heritage features, notably its wealth of nineteenth and twentieth century buildings, open space, streets and street trees.

Additionally the conservation district plan provides guidance on relevant planning and development matters that may affect the future of this important area.

Accordingly, the Trafalgar Road Heritage Conservation District Plan should be used and consulted by a variety of people and agencies including:

- property owners;
- Municipal Council;
- municipal staff;
- local utilities; and,
- Local Architectural Conservation Advisory Committee (LACAC) and the Heritage Review Committee

1.2 Format of the District Plan

The district plan comprises three distinct parts. Each addresses a particular facet of conservation and planning within the Trafalgar Road heritage conservation district, e.g., enactment of by-laws, changes to municipal planning policies, design guidelines or advice on conserving or maintaining architectural details or historical building fabric.

Specifically, Part I addresses the principles of district conservation and contains a number of goals and objectives respecting buildings, landscape, land use and new development.

Part II contains conservation guidelines that are intended to guide property owners in caring for and maintaining their heritage buildings and guidelines for alterations to existing buildings and new construction. The key objective in the design guidelines is to provide a minimum standard of appropriateness for change within the district. Specific guidance is also provided on conservation district landscape improvements together with general advice on landscape design for property owners.

In Part III a number of recommendations are made concerning planning and development initiatives primarily for municipal action within the district. Funding sources for conservation work are also described together with particular implementation measures for promoting complementary change within the district.

1.3 A summary of the heritage character of the Trafalgar Road District

In selecting and delineating a heritage conservation district the Town of Oakville's Official Plan, Part C, requires the following to be considered:

- the area contains a grouping of buildings that are architecturally significant due to workmanship, age, beauty, or uniqueness;

- the area has historical significance, value or interest through an association with an important person, event or community activity:

- the area offers a definite sense of place and time through a series of common building elements, focal buildings and landscape features.

The Trafalgar Road study area is a microcosm of those historical themes and built heritage that distinguish the larger community (see Third District Heritage Assessment Report). In particular the final study area possesses:

- *historical associations* with a formative aspect of Oakville's growth and development, notably the extension of the boundaries of the original Oakville town site north and east and the later annexation of parts of Trafalgar Township;

- *historical associations with early nineteenth century settlers* who played a leading role in the social, economic and political life of the community, such as: the Chisholms; Samuel Lawson; Donald Campbell; Robert Farley; James Potter; Captain Francis Brown; Charles Doty; James and George Freestone.

- *considerable range and diversity in its architectural heritage of frame and brick residential development* including examples of such nineteenth century styles, usually in a vernacular form, as Second Empire; Gothic Revival, and Italianate. Examples of twentieth century styles and building practice, usually in a vernacular form and detailing, include: Four Square; Tudor Revival, Period Revival, Craftsman and Bungalow. There

are also a few examples of post W.W.II Victory Housing and an apartment building in the International Style.

- *a mature, and residential landscape* comprising a diverse, well maintained, scenic setting of private front yards defined by hedges, low ornamental fences or planting beds; a grass boulevard which runs the length of Trafalgar Road; treelined sidewalks and treed canopies; a layout of roads that respond to the topography of Sixteen Mile Creek valley; the traditional town park - Georges Square; and building lots with a variety of setbacks attesting to the evolution of the area over a long period of time.

Accordingly, the final Trafalgar Road study area is considered to be of heritage significance within the Town of Oakville and satisfies the Official Plan requirements respecting heritage conservation district designation.

1.4 Trafalgar Road boundary delineation

The area of Sumner Avenue-Palmer Avenue-Lawson Street-Spruce Street-Reynolds Street-Allan Street-Dunn Street and Trafalgar Road-MacDonald Road comprises a considerable wealth of heritage buildings, streetscapes and development history.

The boundaries of the Trafalgar Road Heritage Conservation District (Map 1) comprises a much smaller area than the initial study area. In delineating the district it is important to attempt to "capture" those buildings, streetscapes and spaces that generally form visually cohesive units. The area includes Sumner Avenue-Palmer Avenue-Lawson Street-Spruce Street-Reynolds Street-Allan Street-Dunn Street and Trafalgar Road-MacDonald Road and accomplishes this objective. In this regard, analysis of the Sumner Avenue-Palmer

Avenue-Lawson Street-Spruce Street-Reynolds Street-Allan Street-Dunn Street and Trafalgar Road-MacDonald Road area resulted in a number of identifiable streetscapes which form the body of the proposed district, namely:

- the major "spine" of Trafalgar Road from the north entrance/exit at Old Mill Road and Randall Street in the south excluding those properties which are designated under Part IV of the Ontario Heritage Act;
- the side streets of the Sumner Avenue-Palmer Avenue-Lawson Street-Spruce Street-Reynolds Street-Allan Street south of Brantwood School, to Randall Street and MacDonald Road; and,
- the park area comprising Georges Square.

The final boundary of the District (Map 1) generally follows established property lines that front on to these streets. The western boundary of the District follows the municipal road rights-of-way on Dunn Street, then leads north-west to the middle of Sixteen Mile Creek proceeding northwards and then easterly approximately one kilometre to where Old Mill Road meets Trafalgar Road.

1.5 District designation

Part V of the Ontario Heritage Act enables a municipality to designate by by-law all or any portion of a municipality as a heritage conservation district provided that there are official plan provisions respecting the establishment of such districts. The Town of Oakville Official Plan contains such provisions.

Recommendation 1

It is recommended that pursuant to subsection 41(1) of the Ontario Heritage Act, Council of the Corporation of the Town of Oakville designate by by-law that area of the municipality identified as "District Boundary" in the accompanying Map 1(See page 1-8).

1.6 Individual property designation under Part V

Part V of the Ontario Heritage Act does not permit properties designated under Part IV of the Act to be part of a heritage conservation district.

The considerable number of distinctive heritage properties within the Trafalgar Road Heritage Conservation District and the keen interest in heritage conservation has resulted in a number of properties being designated under Part IV of the Ontario Heritage Act over the past years. Rather than de-designate these properties and incur municipal expense it is considered prudent to exclude these from the provisions of the preceding by-law in Recommendation 1.

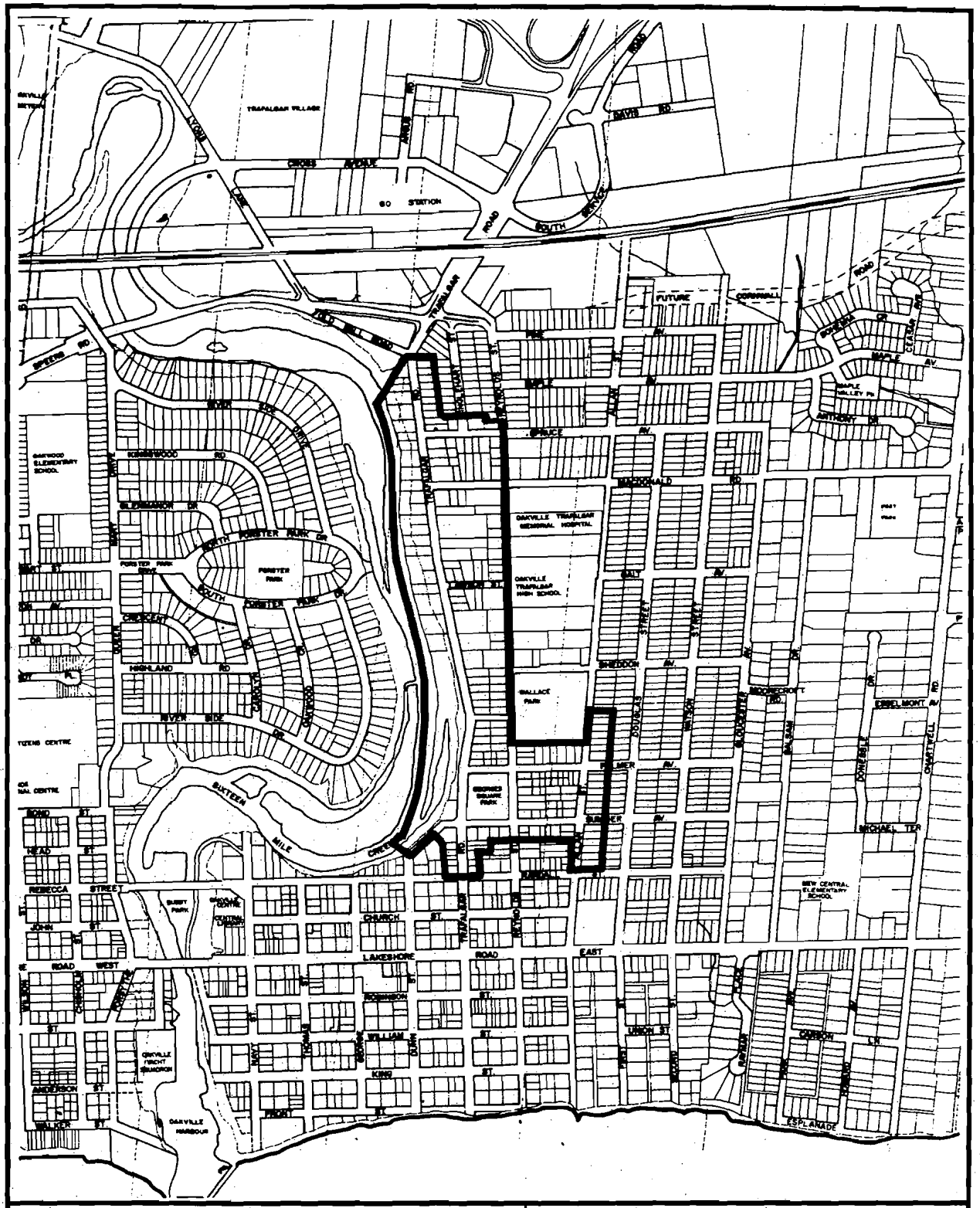
It must be noted that given the length of time between by-law initiation by Council and approval by the Ontario Municipal Board some owners may wish to proceed with Part IV designation. It is suggested that Part IV designations should be on a very limited basis.

Recommendation 2

It is recommended that any properties designated under Part IV of the Ontario Heritage Act within the Trafalgar Road Heritage Conservation District be excluded from the provisions of the district designation by-law. They include:

293 MacDonald Road	By-law 1984-153
301 Palmer Avenue	By-law 1984-257

207 Reynolds Street	By-law 198-233
329 Sumner Avenue	By-law 1984-64
164 Trafalgar Road	By-law 1987-133
167 Trafalgar Road	By-law 1984-172
235 Trafalgar Road	By-law 1986-193
241 Trafalgar Road	By-law 1993-5
289 Trafalgar Road	By-law 1988-78
337 Trafalgar Road	By-law 1980-69
385 Trafalgar Road	By-law 1992-164



OAKVILLE THIRD HERITAGE CONSERVATION DISTRICT STUDY	**TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT STUDY AREA BOUNDARY**
UNTERMAN McPHAIL CUMING ASSOCIATES **WENDY SHEARER LANDSCAPE ARCHITECT LIMITED.** **DATE: SEPTEMBER 1994**	**LEGEND: MAP 1** **boundary line** **DRAWING NOT TO SCALE**

2.0 STATEMENT OF INTENT

2.1 General Intent

Within the Trafalgar Road Heritage Conservation District, it is the intent of Council to guide and manage physical change and development within the district by:

- adopting the Trafalgar Road Heritage Conservation District Plan;
- determining permit applications for changes and alterations according to the guidelines contained in the Trafalgar Road Heritage Conservation District Plan; and,
- Initiating appropriate public works and improvements that are within the financial capabilities of the Corporation of the Town of Oakville.

It is the intent of municipal council to complement these initiatives by making appropriate amendments to the Town's Zoning By-law and Official Plan.

2.2 Heritage Interests, Property Owner Interests and Community Interests

Council recognizes that within the Trafalgar Road Heritage Conservation District there may be a number of diverse interests. In certain instances these interests may be complementary. Inevitably, others may be in direct conflict. Some owners of heritage property may see themselves as custodians of the family's, community's and the province's heritage with a duty to conserve and protect. Conversely, other property owners may see it as their obligation to

provide comfortable and livable domestic surroundings for themselves and their family.

Council does not seek to give primacy to any one particular interest, but seeks to ensure that any conflict amongst these interests is at best avoided or otherwise minimized.

2.3 Heritage Character

Council recognizes that:

- the Trafalgar Road Heritage Conservation District comprises a unique collection of heritage buildings and landscapes that have resulted from a century and a half of social, economic, natural and physical changes;
- this unique residential heritage character is to be conserved and protected in the process of future change.

2.4 Municipal Authority

Council recognizes that:

- district designation, under Part V of the Ontario Heritage Act, does not seek the preservation or restoration of a community to a past state, but simply establishes a mechanism for the municipal review and determination of permit applications for changes to, and within, the *built* environment of a designated district;
- it cannot compel, nor does it seek to compel, the restoration of all heritage properties within the district;

2.5 Custodial Responsibility

Council recognizes that:

- owners of heritage property are to be considered the prime custodians of the unique heritage of the Trafalgar Road Heritage Conservation District;

2.6 Management of Change

Council recognizes that:

- many heritage buildings over the past century and a half have witnessed the introduction of a variety of changes to building fabric including additions, at the rear, side and as new upper storeys;
- change in the Trafalgar Road Heritage Conservation District's built heritage and natural environments is to be expected in the future, yet it must be carefully *managed* in a manner that does not adversely affect those environments;
- any proposed change within the District shall be considered within a number of Council approved conservation, design, landscaping and planning guidelines and with consideration of the individual merits of the proposed change.

2.7 Restoration of Heritage Property

Council recognizes that:

- certain property owners will seek to restore their property and Council encourages these owners to seek grant-aid available

for eligible work and by ensuring general conformity with the applicable guidelines in this Plan.

2.8 Alteration of Property

Council recognizes that:

- certain property owners will wish to add to, alter or otherwise change their property to accommodate required living space or new facilities and Council may permit such work provided it is in general conformity with the applicable guidelines in this Plan.

2.9 Determination of Permit Applications

- all residents and property owners within the Trafalgar Road Heritage Conservation District shall be afforded fair and equitable consideration in the determination of permit applications for alterations within the District.

THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Part II: Conservation, Design and Landscaping Guidelines

THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Part II: Conservation, Design and Landscaping Guidelines (continued)

THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Part II: Conservation, Design and Landscaping Guidelines (continued)

1.0 CONSERVATION GOALS, OBJECTIVES PRINCIPLES AND PRACTICE

1.1 Introduction

The intention of the *Trafalgar Road Heritage Conservation District Plan* is to ensure the wise management of physical change and development in order to conserve the unique character of the district and its component buildings and spaces. It is anticipated that most conservation issues in the district will be addressed through the policies and the guidelines of the plan described in the following sections.

The following goals, objectives and principles form the framework for consideration of changes to heritage buildings and their fabric. Where a particular conservation issue is not addressed in the detailed guidelines in Sections 3 and 4, the goals, objectives and principles in Sections 1 and 5 should form the basis for advice to property owners or decision making by the Town of Oakville.

1.2 Heritage Character

Although a number of houses were built prior to 1860, the Trafalgar Road district is characterized by a predominance of late nineteenth century and early to mid twentieth century building construction. A variety of building forms and styles is present in the district. Brick, frame, stucco and a combination of these materials are the main exterior wall fabric. The majority of the buildings are single detached residences, one and-a-half to two storeys in height. They represent smaller homes to larger, more grand upper middle class homes, principally located on Trafalgar Road. Wooden shingles were the predominant historical roofing material in the district. Today, with a few exceptions, all buildings in the district have asphalt shingle roofs.

Most of the buildings are vernacular forms, i.e., informal, often owner built and designed, structures that have used architectural details from one or more of the formal architectural styles. The most prevalent architectural styles and stylistic influences in vernacular form are Gothic *Revival (1830-1900)* and *Italianate (1850-1900).* There are a few vernacular examples of classic revival; one Regency Cottage; and one example of the *Second Empire style (1860 -1880)* located in the district. Twentieth century styles represented in the district in either pure form or vernacular include: *Four-Square (1900-1930)*; *Tudor Revival (1900-1930s)*; *Period Revival (1900-present),Craftsman (1905-1930), Bungalow (1900-1945)* and *Victory Housing (1940-1950).*

The distinctive architectural features of the area are its scale, mass, decorative detailing and building siting. A number of individual buildings and properties throughout the district have been extensively altered or subdivided over time due to changing tastes, economics and fashion. Trafalgar Road and Georges Square have generally retained and occasionally enhanced its overall nineteenth and early to mid twentieth century residential character coupled with a distinctive treeline and canopied streetscapes.

1.3 Trafalgar Road District Conservation Principles

The process of heritage conservation within the Trafalgar Road District not only requires recognition of its special character but also acceptance of several well-established conservation principles. The purpose of this section is to establish a context for the conservation of heritage buildings, to provide a general framework for the conservation of heritage buildings and to provide a general framework for the more detailed guidance offered in later sections.

Accordingly any proposed changes within the Trafalgar Road Heritage Conservation District shall be considered with regard to the following principles:

- All heritage conservation work should be based upon and preceded by sufficient historical research, site analysis and documentation to identify and safeguard fully the heritage values to be conserved.

- There shall be a presumption in favour of retaining the distinguishing characteristics of a heritage property. The destruction, alteration or removal of historical fabric or distinguishing architectural features and landscaping shall be considered as the least desirable course of action.

- Alterations and changes that have occurred in the past may be of significance in the development of a particular heritage building and its environment and should be protected.

- Heritage features are to be retained and re-used wherever possible and the demolition of heritage buildings shall be actively discouraged.

- Historical, physical or pictorial and documentary evidence shall guide the repair or replacement of missing architectural features of an individual heritage building. Guesswork or the use of architectural elements borrowed from other buildings should be avoided.

- Stylistic and architectural features or examples of fine craftwork that distinguish a particular building, whether of vernacular construction or more formal architecture, must be treated with sensitivity and where deteriorated should be repaired rather than replaced.

- Replacement of architectural features should match the material being replaced in composition, design, texture, colour, size and level of craftwork.

- Surface cleaning of historic structures must only be undertaken when accumulated dirt adversely affects the historical fabric of a heritage building and undertaken only by the gentlest means possible. Sandblasting, high pressure water washing, strong chemical cleaning and other methods that may damage building materials must be avoided.

- Contemporary design of alterations and additions will be permitted where they do not destroy significant historical, architectural, streetscape or cultural features (See Design Guidelines, Section 4).

- Contemporary design or alterations and additions should be permitted where they are of a size, location, colour and material that is compatible with the prevailing character of the building, streetscape, landscape and district.

- All public works should seek to avoid adverse effects to the character of the Trafalgar Road heritage conservation district and in particular to individual heritage buildings, archaeological sites, fences, grass boulevards and distinctive trees and treelines within the district.

- New construction comprising freestanding buildings should respect the prevailing character of: adjacent buildings; the existing streetscape, landscaping and grade levels; and the district as a whole. New construction should be of compatible design in location, size, height, setback, orientation, materials, colour, roof and roofline, fenestration, scale and proportion.

- Historical landscaping should be respected as an integral part of the character of the district and preserved whenever possible.

This District Plan provides more specific guidance in the management of change and development within this special setting in a way that respects the heritage building stock, the quality of the streetscape, and the wishes and views of individual property owners.

Prudent management of change includes the promotion of a clear statement of goals and objectives for the designated heritage conservation district. Although goals and objectives are general in nature, they are of importance in providing a framework for more specific guidance and action as well as direction towards the type of environmental management anticipated in a conservation district.

2.0 TRAFALGAR ROAD CONSERVATION GOALS AND OBJECTIVES

2.1 District Conservation Goals

- To maintain the residential character of Trafalgar Road Heritage Conservation District.
- To protect and enhance existing heritage residential buildings
- To avoid the destruction of the Trafalgar Road District's heritage buildings and landscape fabric and to encourage changes that are undertaken in a manner that if such alterations or additions were removed in the future, the essential form and integrity of the heritage property would remain unimpaired.

2.2 District Conservation Objectives

2.2.1 Objectives: Heritage buildings

- To encourage continuing maintenance and repair of individual heritage buildings by property owners.
- To support the continuing care, conservation and restoration of heritage buildings wherever appropriate by providing guidance on sound conservation practice and encouraging applications to existing funding sources for eligible work.

2.2.2 Objectives: Landscape

- To encourage the maintenance and protection of the urban landscape character of Trafalgar Road as well as avoiding or minimizing the adverse effects of public undertakings.

- To maintain and preserve individual trees, treelines and grass boulevards within the District.
- To enhance public spaces, notably, boulevards with appropriate landscaping.

2.2.3 Objectives: Archaeology

- To avoid wherever possible the disruption or disturbance of archaeological remains of former sites of settlement and past human activity within the Trafalgar Road Heritage Conservation District.

2.2.4 Objectives: Land use

- To encourage the maintenance of a stable, low density residential environment within the District.
- To support existing uses and adaptive re-uses for residential purposes wherever feasible within the existing building stock.
- To discourage those land uses which would be out of keeping with or have detrimental effects upon the residential and open space character of the district.

2.2.5 Objectives: New development

- To discourage the demolition of existing heritage buildings and their replacement by new development.

- To permit new development where it respects or otherwise complements the prevailing character of existing heritage buildings and structures within the Trafalgar Road District.

3.0 CONSERVATION GUIDELINES

3.1 Building Conservation

An owner of a heritage property may be considered a steward or custodian with a responsibility to transmit to future generations a rich, built-heritage. Maintaining buildings in good physical condition and ensuring viable and satisfactory uses are the cornerstones of conserving older heritage structures as well as more recently constructed properties.

The deterioration of building materials is a natural phenomenon. Sound repair and maintenance check natural deterioration before decay occurs. Lack of attention to such factors as water damage, paint failure, differential settlement and so on considerably accelerates natural deterioration. The process of ***conservation***, comprises these remedial measures necessary to prevent decay and to promote the longevity of building materials.

Sound maintenance practice is the single most important technique in the promotion of good conservation.

Repair and maintenance are the minimum conservation action required within the Trafalgar Road district.

Repair and maintenance protect original building fabric and the craftsmanship that went into the design and construction of decorative elements.

Importantly, repair and maintenance are the most effective actions required to maintain a building since it often insures against harmful and irreparable damage and costly major repairs.

Generally, the conservation issues within the district relate principally to: the continuing maintenance, repair and restoration of

historic building fabric; appropriate alterations and additions to existing heritage structures; and new construction.

For the purposes of this district plan and its use in the consideration of change and development within the Trafalgar Road district a number of terms are defined to aid the reader. These terms are taken from, in shortened form, the Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation, *Well Preserved*, (Mark Fram, 1988) and are described as follows:

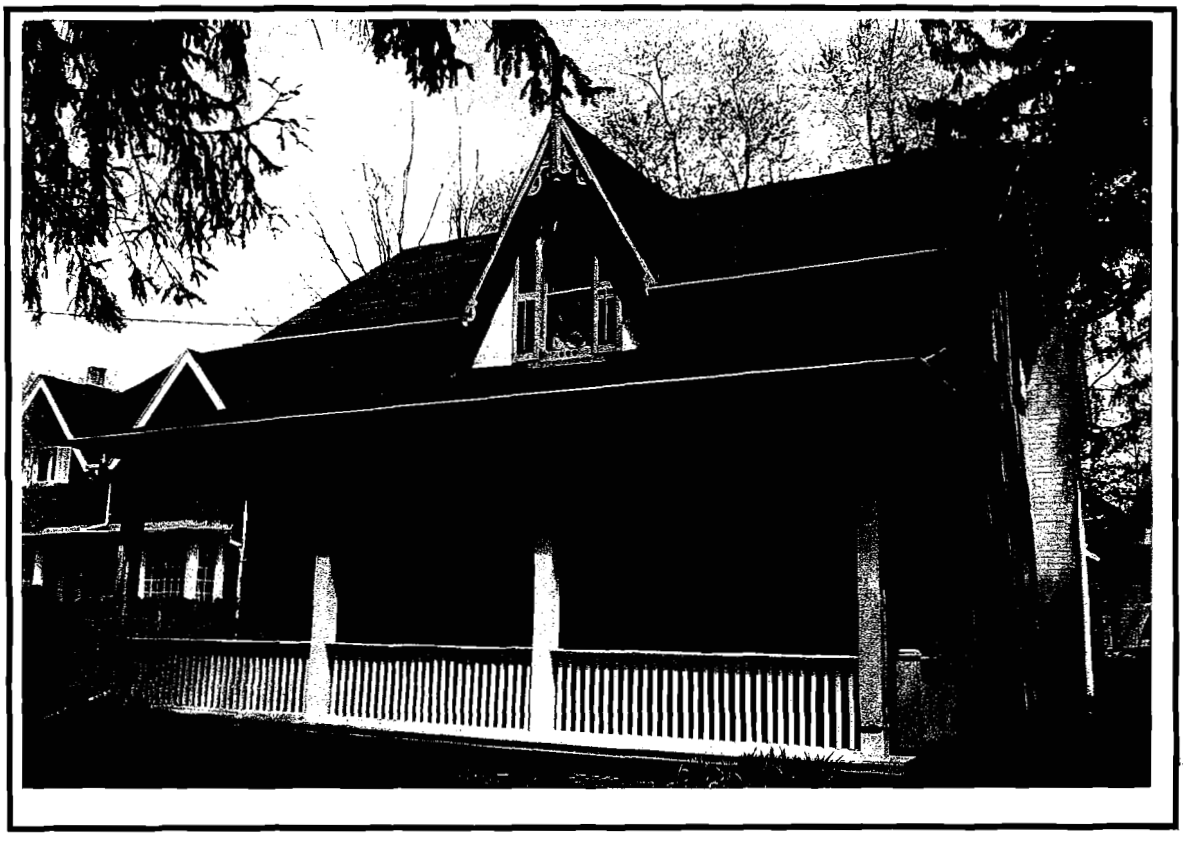
Conservation: An umbrella term that encompasses a broad range of activities aimed at preventing decay by wisely using heritage resources and purposely intervening to remove or obviate threats to those resources.

Preservation: Preservation involves stopping, as permanently as possible, those processes contributing to the deterioration of a building or site and making essential repairs to keep it in its existing state.

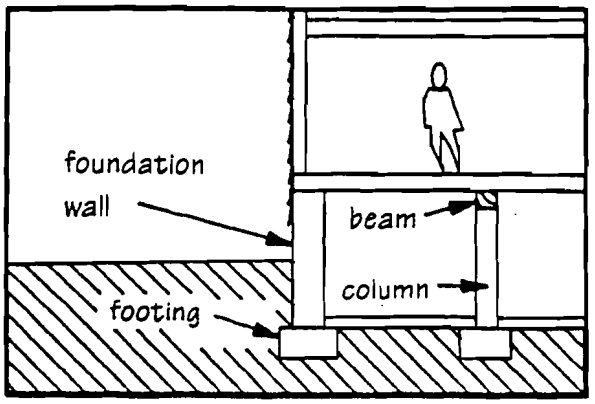
Restoration: Restoration is the recovery of the forms and details of a property as it appeared at a particular time by removing work of intervening periods and, where necessary, replacing or reproducing missing elements.

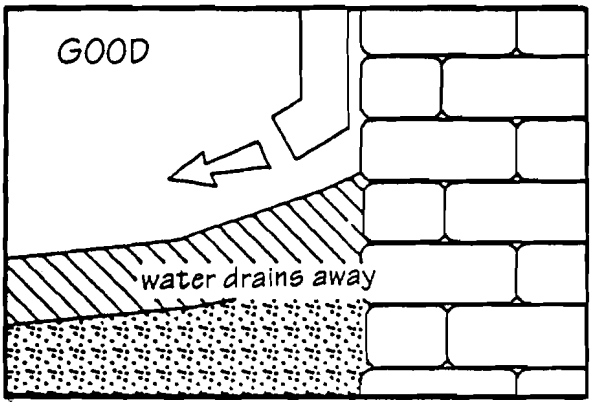
Reconstruction: Reconstruction involves the re-creation of a vanished building or feature on its original site based on evidence from historical documents.

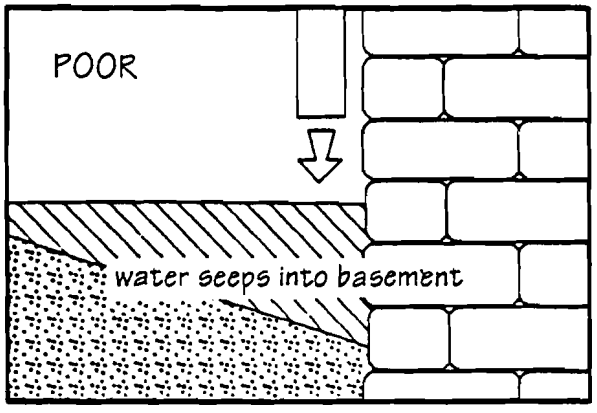
The following sections offer good, general guidelines on the maintenance, repair and restoration of existing heritage buildings within the district. The approach which has been developed will allow and encourage property owners to choose the level of care that best suits their financial resources and their perceived ideas for the proper care of their property within this area of special architectural, historical and landscape significance.



Conservation is a broad term that includes all those activities aimed at protecting heritage features from a variety of threats to buildings and their settings. Conservation may include preservation, restoration and reconstruction.







Ensure water does not drain towards foundations

3.2 Foundations and basements

The walls of almost all structures are placed on foundations. Foundations are designed to protect the walls from deterioration by raising them above the underlying soil. Walls of early structures were often placed directly on the ground or on mud sills set on the ground. Early structures in Oakville often used lake and river stone for cellar walls and footings. Masonry walls became the most common type of foundation used in the mid to late nineteenth century. Poured concrete foundations became common in the late nineteenth century and were universally used by the mid twentieth century. Concrete block foundation although used in the first half of the twentieth century is generally a post W.W. II system. The principal types of foundations in the Trafalgar Road District are fieldstone and concrete block.

Sound and watertight building foundations are essential to the continued longevity of the district's structures. The early discovery of foundation problems can usually be corrected in an inexpensive and efficient manner. Significant damage, such as excessive settlement, may occur if the problems are allowed to persist untreated.

Inspection and Maintenance: The importance of the regular inspection of basements and foundation walls cannot be over emphasized. Regular inspections should be completed at different times of the year and during different weather. Using a flashlight look for signs of moisture, cracks, deflection of structural members, bulging, buckling, crumbling mortar, wood in direct contact with soil and settlement. Settlement may have occurred over many years. Generally foundation settlement takes place during the first years of a structure's life. Older buildings have often settled and reached a state of equilibrium with no further movement.

Foundation settlement can be caused by changes in ground water levels, excessive spring runoff, earth movements, new tree plantings

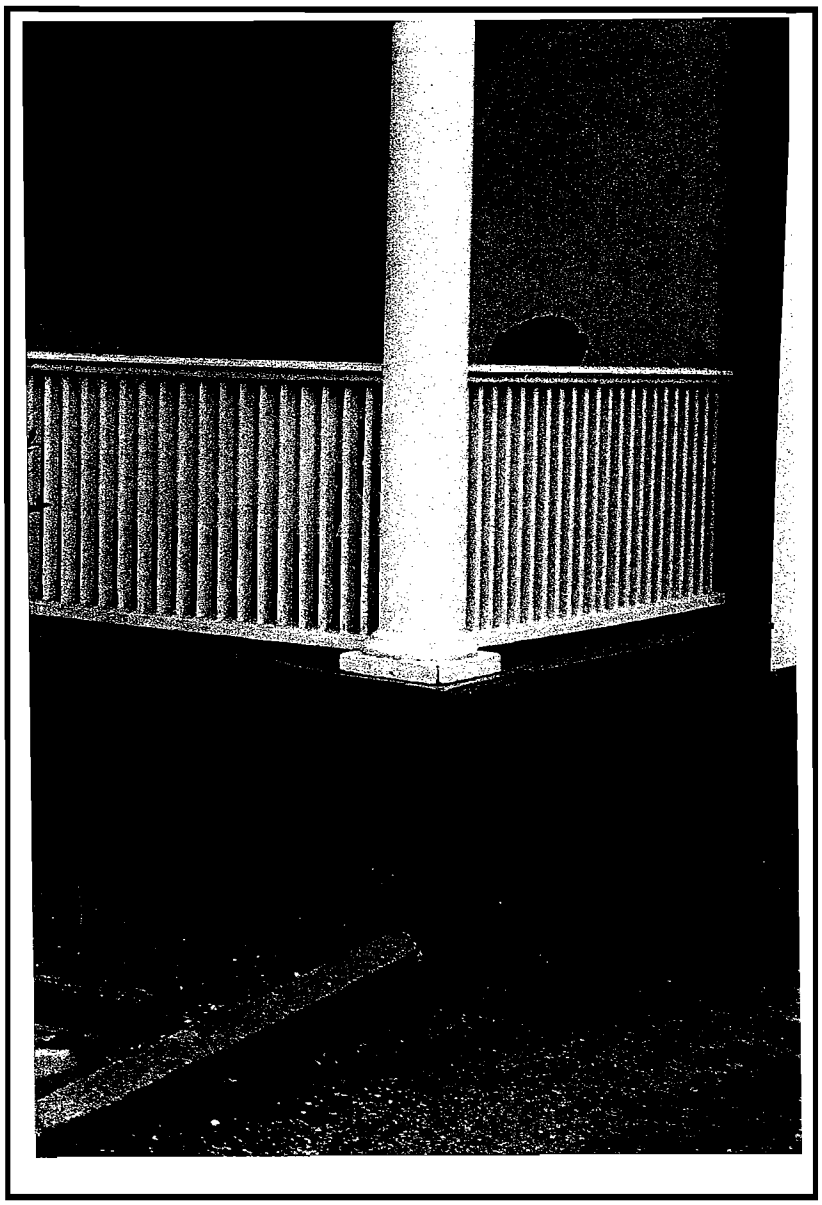
positioned too close to a structure and disconnected downspouts. All of these conditions can result in further sub-surface destabilization of the structure and foundation.

Basement renovations that may include underpinning to gain extra ceiling height, new additions and the construction of new buildings on adjacent properties may also contribute to settlement of a foundation.

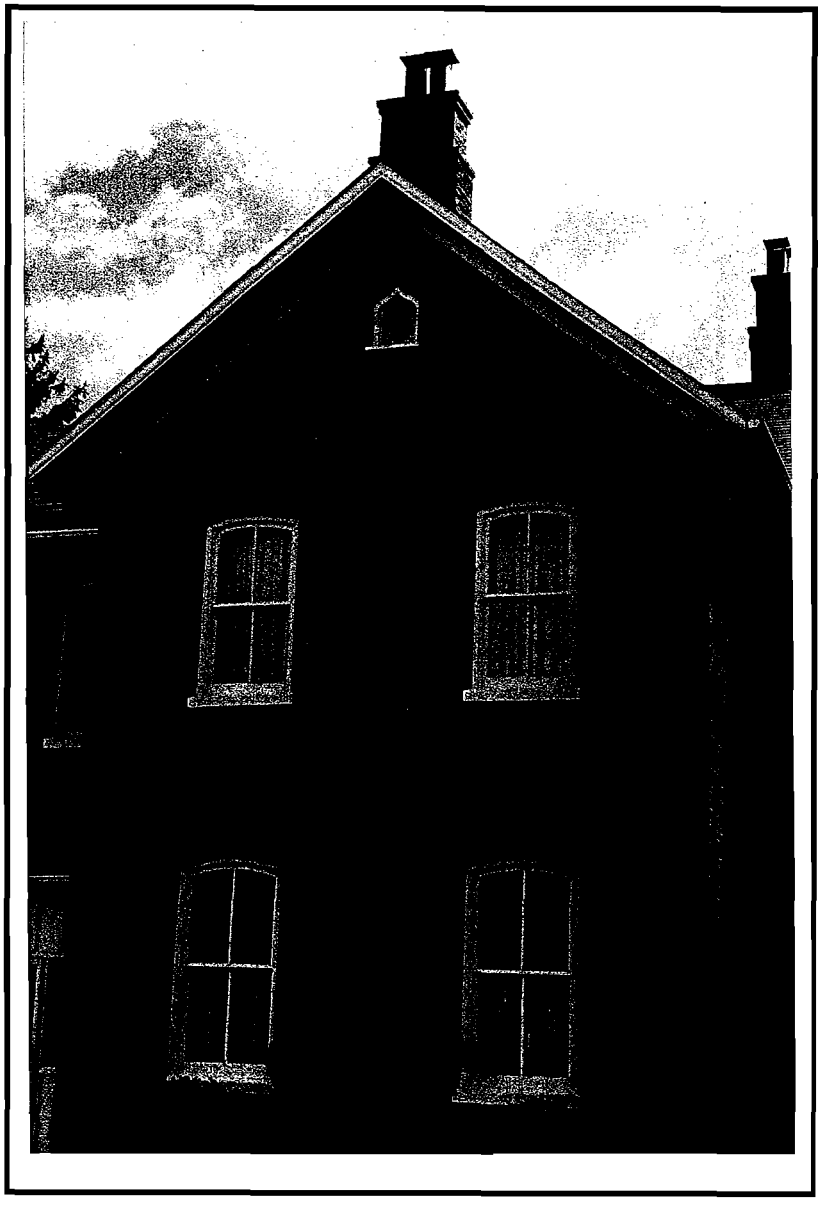
Regular maintenance practices should ensure proper ventilation and structural integrity of foundations and basements. The lack of proper ventilation may contribute to fungal growth in these areas. When undetected, fungal growth can create structural stress through the weakening of sill plates or joist ends that are fitted into masonry pockets in the foundation. This stress may affect, in turn, the integrity of the basement foundation and the above structural framework. Termites and other insect infestations should be monitored and proper remedial action taken.

Not all small cracks or fissures in a foundation mean trouble. They can be monitored using simple measuring devices and photography over a period of time in order to provide information on the degree of movement.

Repairs: Repairs to foundation problems should be undertaken only after consultation with a professional engineer, building consultant and/or architect who has a knowledge of heritage buildings systems. Make repairs where possible using traditional building practices and methods, using sound building science principles. This may mean, for example, not insulating interior basement walls to modern design standards. Make sure proper exterior drainage is in place to direct all water away from the building. This may be simply accomplished by grading the ground slope away from the building. Install drainage tiling if necessary to control excessive moisture. When excavating, remember that there may be archaeological concerns. Excavate in short sections, repair and backfill. If deteriorated mudsills exist, the



Inspect foundations regularly. Stone foundations need to be repointed in order to prevent moisture penetration.



Masonry walls should be examined for cracks and other signs of distress.

property owner may consider pouring a new shallow footing or reinstating a new mudsill. Use the opportunity when excavating or waterproofing to install exterior rigid wall insulation rather than interior insulation.

Any replacement stone, above or below grade, should also be as similar as possible to the original type, colour, size, texture, etc., as the original stone unit.

Mortars and Parging:

Major conservation work on masonry should follow the guidelines developed in the *Annotated Master Specification for the Cleaning and Repair of Historic Masonry*, available from the Ontario Ministry of Culture, Tourism and Recreation, Cultural Programs Branch, Toronto, Ontario.

Generally the guidelines for masonry restoration should be applied to any exposed external foundation walls whether they are brick, stone or concrete block. Areas exposed to extreme weather such as lower foundation walling may require a slightly more durable masonry mortar since this area is more susceptible to deterioration. Conditions may vary requiring expert advice. Refrain from parging exposed external foundation walls with cementituous or bituminous materials as a method of waterproofing. If additions or alterations are being considered within the existing structure, it is worth examining methods of construction that spread the load uniformly onto existing foundation walls or footings. If a masonry wall needs to be consolidated by any method of grouting, seek expert advice and a qualified contractor to undertake the project. Low sodium grouting mixtures should be used to prevent efflorescence on brick or stone masonry.

3.3 Structural Systems

The structural system of a building is often not immediately evident from its exterior appearance and may be covered with brick or stone veneer, stucco or modern synthetic siding/cladding. Stone or brick masonry walls may be covered with stucco or modern synthetic siding. Log or wood frame buildings may be covered with brick or stone veneer, stucco or other synthetic walling materials.

Structural systems include the framework, walls and floors in buildings and often vary in size, shape and design. Techniques employed by different builders and designers, and the local availability of building materials contribute to the variant construction methods and materials found in the district.

Most buildings in Ontario are constructed with a wooden structural frame and a light cladding. The earliest frame structures were generally log and heavy timber construction. Wooden platform framing and balloon framing which relied on machine sawn lumber were developed in the mid to late nineteenth century as building technology advanced. Platform framing is a wooden framework where studs are only one storey high; the floor joists of each storey rest on top plates of the floor below or on a foundation sill of the first storey. Bearing walls and partitions rest on the subfloor of each storey. Balloon framing consists of single wooden studs which run vertically both on the exterior and interior for the full height of the frame. All joists are nailed to these load bearing structural members. Light claddings include clapboard, wooden shingle, shiplap siding and in some cases metal,

Load bearing wall construction generally includes solid stone masonry walls with timber floors and roofs or solid brick load bearing walls consisting of double and triple brick walls. Brick cavity wall construction was also used throughout the nineteenth century and into the early twentieth century. The most common

form of brick construction from the late nineteenth century and throughout the twentieth century is brick veneer over a wooden frame. Brick veneer allowed for larger openings and accommodated the more complex plans found in the mid to late nineteenth century architecture.

Concrete block faced with brick, stone or cast stone is a twentieth century construction method of load bearing wall construction. Steel framework was not commonly used for residential construction until the twentieth century usually for the larger estate houses. It was principally used for larger structures such as the apartment block at 288 Reynolds Street and Brantwood School, 221 Allen Street.

Inspection and Maintenance: The structural nature of a building should be determined before any repairs are carried out. The structural system is almost always apparent on closer examination of the foundations, basements and attics. Most brick veneers use a running bond in the brickwork since headers are not necessary to tie multiple brick rows into a solid wall. This knowledge allows for the development of proper strategies for maintenance, repair and restoration. Knowledge of the construction method is also useful when designing additions and alterations.

Inspect and record structural stability problems. Note cracking, deflection, fungal or insect attack; stabilize weakened structural members and systems with a method that can be repaired and reversed if necessary. The existing structure system may also be supplemented when damaged or inadequate. Wooden structural members should be replaced with the same wood species, dimensions and structural capacity where possible.

The effects of settlement and problems with leakage or cracks should be monitored for activity before work is considered. Inactive cracks and/or leaning walls may be in a state of equilibrium and no longer

cause for concern. Often the pattern of settling and self-adjusting in an older structure is complex and has occurred over a long period of time.

In solid masonry structures, joist pockets with wood or masonry connections should be examined for deterioration and fungal growth due to moisture and poor ventilation.

Repairs: *Major repairs* to the structural soundness of a building should be completed before work is undertaken on exterior cladding or when new additions or alterations are being considered. Consideration should also be given to supplementing the existing structural system when it is damaged or inadequate rather than completely removing the existing elements and replacing them. This method of repair is preferable when braces, splices or flitch plates(a steel plate sandwiched between timbers) can be used and later removed if necessary.

Restoration: When restoring, replace specialized joinery work and unusual or rare engineering or technical innovations only when necessary. Specialized work will require a skilled craftsperson, technician or a professional engineer with heritage training or experience. Proper plans and specifications may be required to execute the project. Structural repairs to masonry should be completed with non-ferrous metal hardware to prevent rusting. Any grouting of masonry walls should be completed by experienced professional tradespeople when required.

In special circumstances, metal support columns or saddles connecting large older post and beam construction may be vulnerable to moisture. The moisture may cause rust that results in jacking and potentially the weakening of the structural integrity of a building.

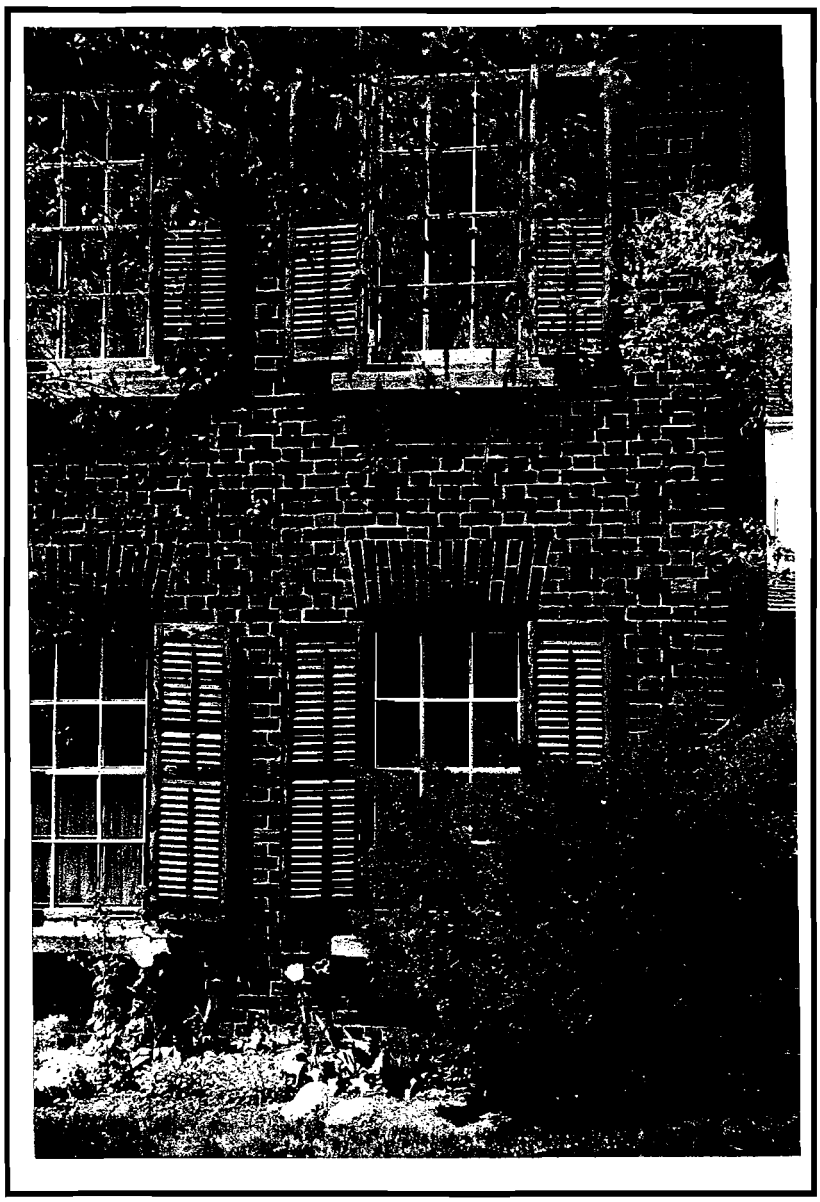
3.4 Exterior Wall Cladding

Generally the buildings of the Trafalgar Road district comprise frame structures clad with brick, stucco or a combination of the two, and wood. Wood cladding is also found in combination with brick and stucco. Red brick is the predominant colour, although several examples of dichromatic -red and buff brick- brickwork are found in the district. Brick became more common towards the middle of the nineteenth century in Oakville as local brick production increased. Stone construction was not common within the district. Stucco was used as a principal walling material and often applied to the original wooden siding of many of the older buildings in Oakville as a maintenance exercise. In the twentieth century, stucco was a popular exterior wall cladding. It was often used alone or in conjunction with brick or wood in the construction of Tudor Revival and Period Revival houses.

3.4.1 Brick and stone

The *Annotated Master Specification for the Cleaning and Repair of Historic Masonry* is available from the Ontario Ministry of Culture, Tourism and Recreation, Cultural Programs Branch, Toronto. This guide provides an excellent source of information on the subject of masonry conservation and repair and is available at the Province of Ontario Bookstore, Toronto.

Inspection and Maintenance: Walls should be examined for cracks, brick spalling, stains, leaks, mortar erosion, local distress, leaning or bowing, efflorescence, blisters and loose or falling building fabric. List work that must be considered for repair and future maintenance in order of importance and take appropriate action.



Brick is generally used as an exterior wall cladding within the Trafalgar Road district

Ensure that new mortar in masonry work matches the historic mortar material, usually characterized by a high lime and low cement content.

One of the more common masonry problems is poor water drainage from downspouts. The repair of faulty downspouts assists in the preservation of sound masonry by safeguarding it from the problems of the winter freeze-thaw cycle. Guiding water away from the building is critical in preventing the saturation of masonry that may result in the more serious problem of rising damp. The regular maintenance of brick walling will help preserve the building fabric and maintain the weather tightness of the structure.

Repairs and Replacement: Masonry repairs to localized areas should match the original as closely as possible in size, colour, texture, surface treatment and strength for reasons of appearance and durability. It is critical that the original mortar used with the brick be examined for texture, colour, type of jointing and composition. New mortar should match the qualities of the original mortar as closely as possible.

Replacement brick should also be selected by its similarities to the type, unit size, colour, porosity, texture and composition of the original brick. Maintain decorative brick elements when replacing bricks. Salvage exterior brick can be used in areas where exposure to excessive weathering is not likely to occur. It is important to evaluate the strength and durability of "old" bricks when considering them for re-use. Do not use softer interior bricks for exterior masonry repairs.

Restoration: Major restoration of missing elements should follow the guidelines developed in the *Annotated Master Specification for the Cleaning and Repair of Historic Masonry.*

Masonry Cleaning: The cleaning of masonry can be considered useful in the prevention of deterioration and the restoration of original appearance. However, it is critical that the "patina" be maintained. The patina of age is part of the building's history. The "good as new" appearance predicted by contractors usually means that the approach to cleaning being recommended is too aggressive.

All masonry cleaning operations should be carried out during a frost-free period by skilled operators experienced in cleaning heritage buildings. Test patches should be completed on inconspicuous areas before any work is undertaken. Sandblasting is not recommended and remember caustic chemicals used improperly can be just as harmful to the building as to the environment.

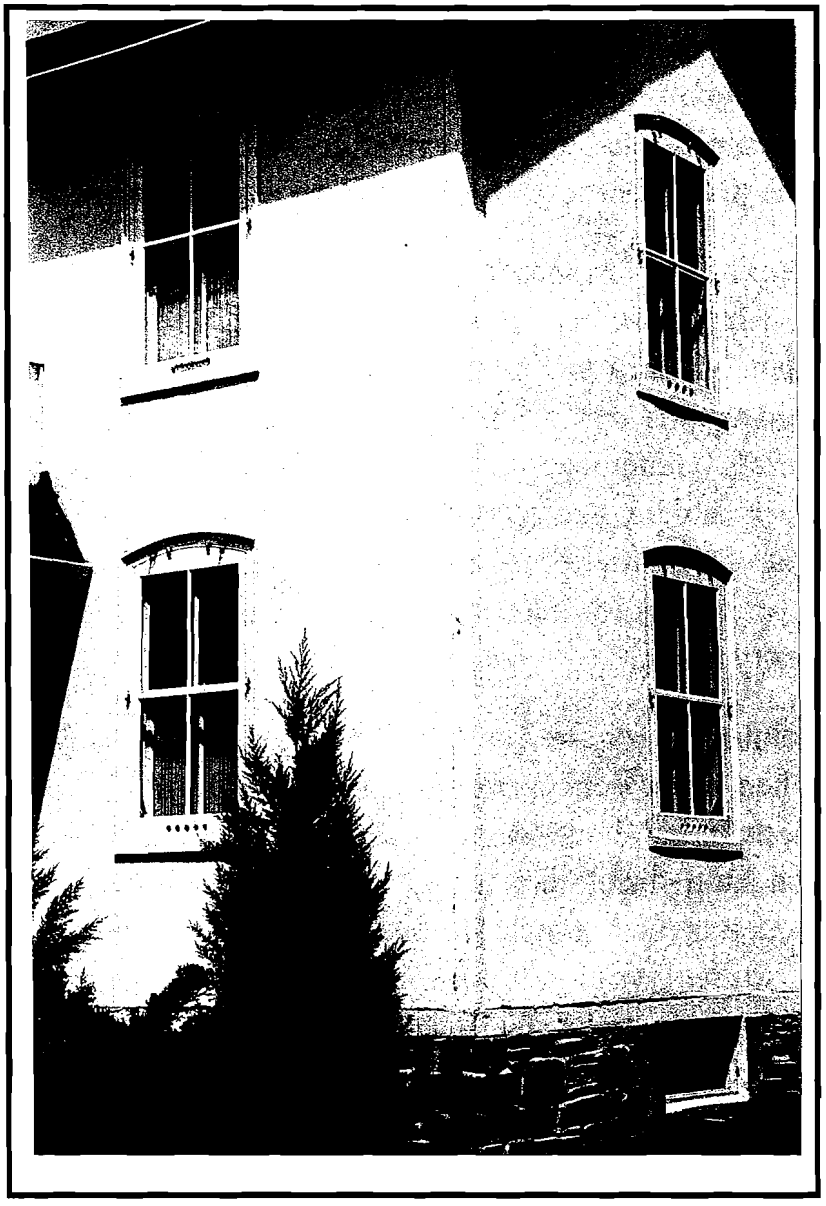
Mortars and repointing: Many historic masonry structures were built using more elastic mortars with a high lime and low cement content. Modern mortar is generally harder. Its use can be harmful for older buildings when employed with soft or friable masonry materials. Generally, mortar should be weaker than the surrounding masonry units when repointing to ensure that joints will respond to stresses before the units will when repointing. It is easier and cheaper to repoint masonry walling rather than replace historic masonry units.

Repointing is required when the mortar has significantly deteriorated or when water penetration is a problem. Do not repoint old mortar sections in good condition. Always clean out deteriorated mortar with a hand chisel back to sound surfaces. The composition of the new mortar must match the qualities of the old in strength, colour and texture. Avoid the use of plasticizors or colourants. Acceptable brick joints include: the flush; the semi-recessed; the rodded or thumbed joint; and the regular struck joint.

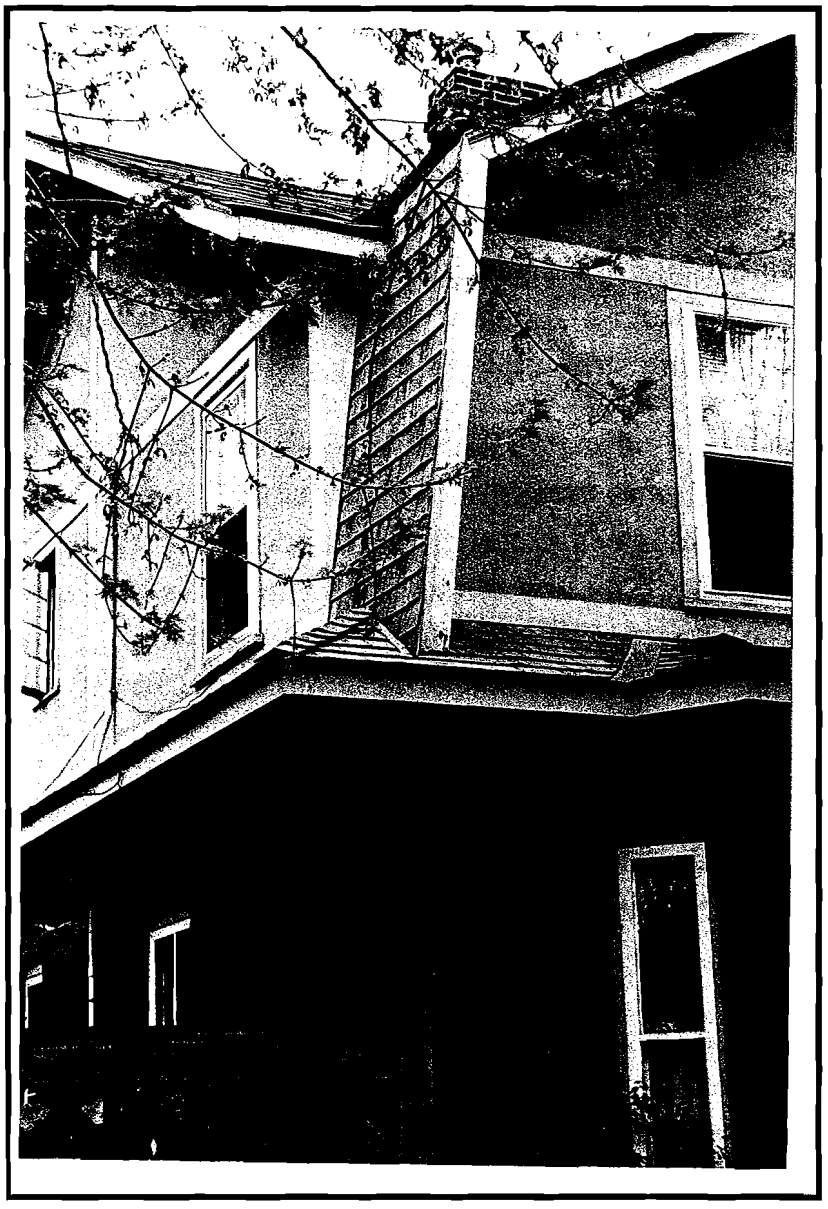
3.4.2 Stucco

Stucco or rough cast cladding is a principal material type found in the Trafalgar Road district. It is traditionally placed on lath or directly on masonry producing a uniform finish that is resistant to rain and which adds a decorative effect to the building surface with its texture, detailing and colour.

Early stucco was generally applied in two or three coats for strength and durability. In the early twentieth century it was often used in conjunction with the applied half timbered detailing of the Tudor



Stucco is used as an exterior wall cladding throughout the Trafalgar Road district. Moisture penetration is often a prime cause of stucco failure.



Stucco is used as an exterior wall cladding throughout the Trafalgar Road district, often in combination with brick.

Revival style. Stucco is a type of external plastering or rendering of lime, or lime and cement mortar with a sharp sand aggregate. Early stucco used animal hair, straw or other binders. In the late nineteenth and early twentieth centuries stucco was made with increasing portions of portland cement and lime. Sand or fine gravel was used to create surface texture.

Inspection and Maintenance: Simple tapping for a hollow sound will sometimes distinguish whether the stucco is applied to a wood frame or masonry. Areas of thin or failing stucco may also reveal the underlying structural system.

Stucco is a rigid material and susceptible to cracking and crumbling. Water may enter cracks and rot the underlying lath; structural settlement may cause cracking; and poor original composition may result in poor adhesion to the lath causing cracking and the loss of pieces of stucco. Common failures of stucco include bulging, cracking and deterioration at the ground line and at the roofline.

These areas should be monitored regularly. Maintain eavestroughs and downspouts to eliminate water penetration and damage to the coating and structural damage to the frame. Remove vegetation from the walls. Soil in planting beds should not be banked against a stucco wall.

Repairs and Restoration: Traditionally, stucco was not usually painted. Its colour was derived from the aggregate, often sand, and any permanent pigment mixed in the finish coat. Normally applied in three coats, the finish coat received different surface treatments depending on the technique that was fashionable at the time. Repairs to stucco should seek to replicate these traditional techniques, avoiding contemporary processes such as blown applications.

General guidelines for the repair of stucco cladding are as follows:

- Accurately record textured or decorated stucco surfaces before repairs begin. Note the thickness of the stucco relative to the wood trim and maintain this dimension in order not to hide or destroy the function of detailing, i.e., sill drips, corner boards, window frames.

- New stucco should never be applied over an existing surface since this can hide damaged surfaces and destroy architectural detailing. Remove unsound stucco attached to lath or a sound base and duplicate original formulation in strength, composition and texture. Early stucco was generally a lime based formulation and where it exists it should be repaired in kind.

- Patching and new stucco surfaces should match the historic finish, colour, texture and any special markings found on original stucco surface.

- Consider repairing an entire wall surface, particularly if a principal elevation, to maintain consistent colour and texture if most of the surface is failing. However, do not remove large areas of sound stucco.

- Duplicate original method of application, i.e., build up repairs in layers or coats, to ensure good bonding and curing. Dampen patches and surrounding area for a couple of days after repair for successful adhesion of patched section to original stucco.

- Do not paint the stucco surface if it is not already painted.

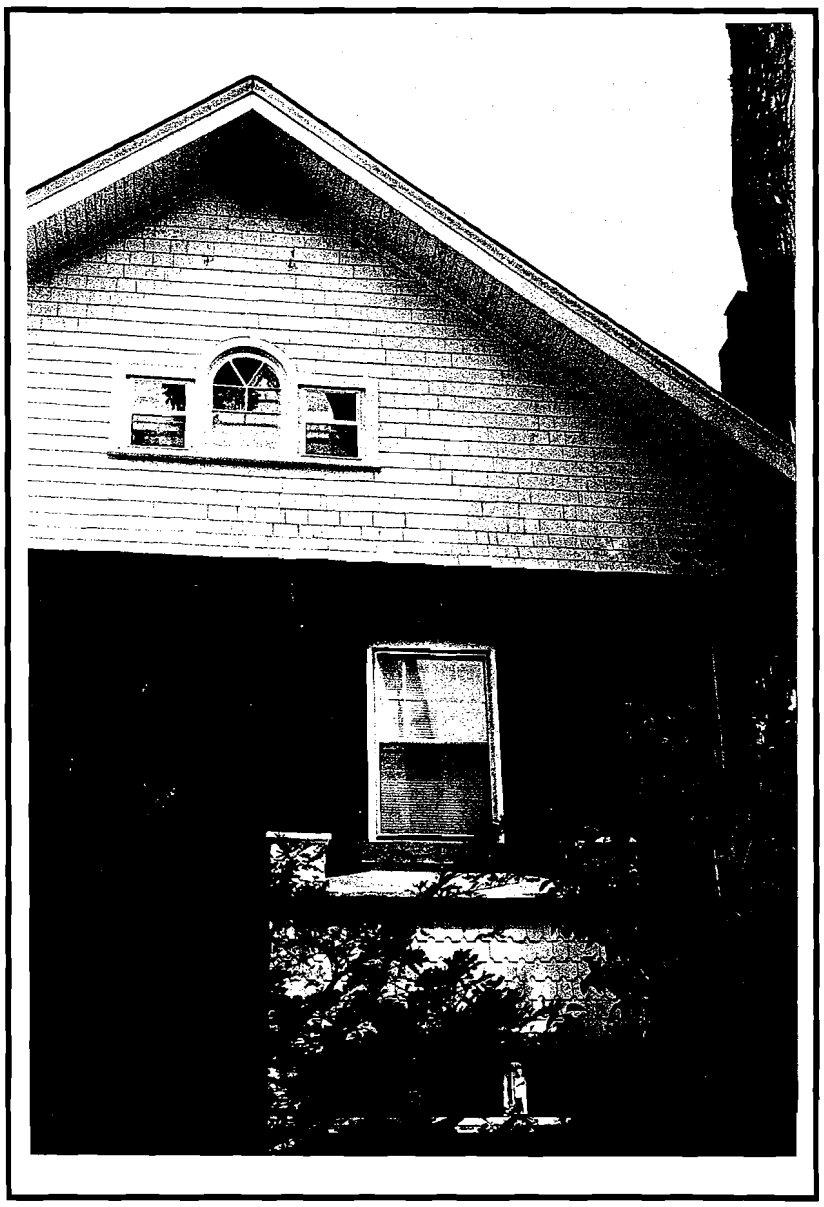
- To date no effective method of cleaning stucco has been developed. Dirt and dust should be rinsed off with water on a yearly basis.

3.4.3 Wood Cladding

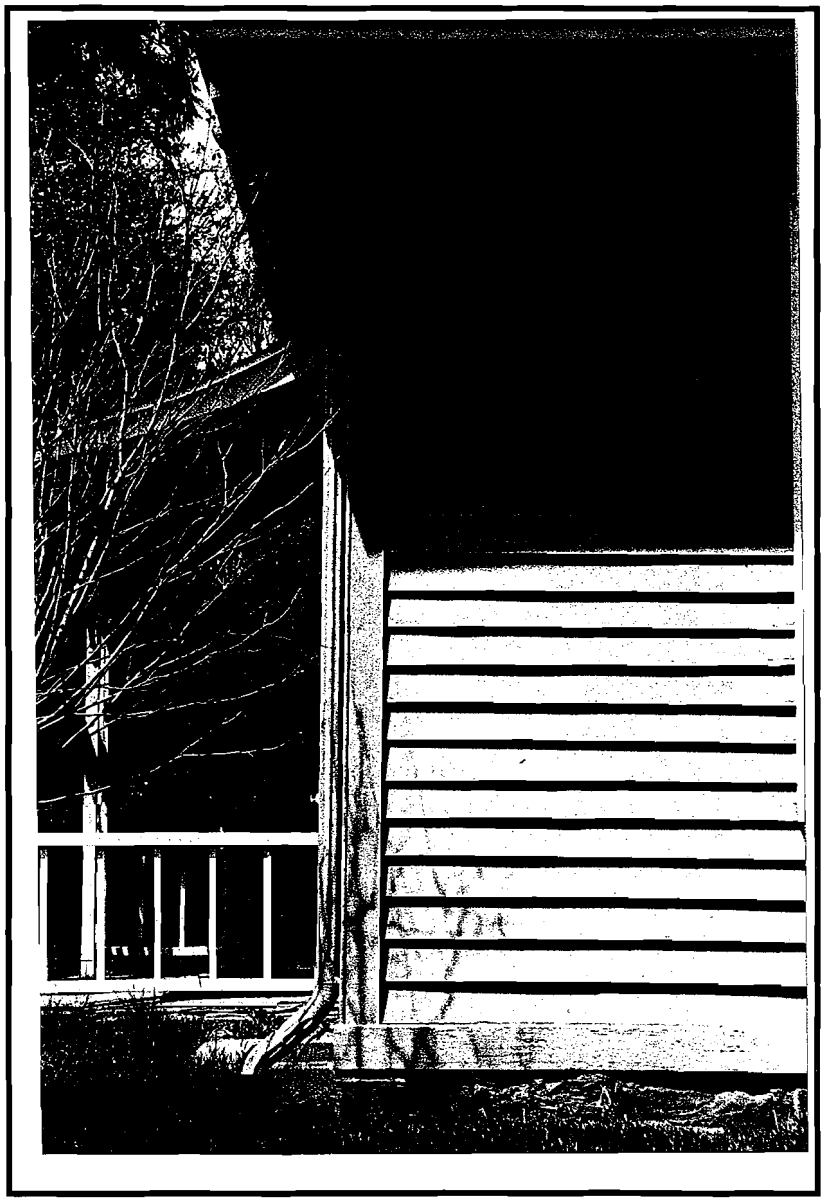
Traditionally the cladding of wood fame buildings is of wood, either horizontal or vertical boards or shingles. Horizontal cladding includes clapboard, shiplap, tongue and groove or bevel. Vertical board cladding includes board and batten. Wooden shingles, although usually found on dormers and gable ends as decorative treatment, can also be found on entire wall surfaces. A few examples of wooden shingle siding in fish scale and diamond shape patterns are found in the district. Examples include the side porch at 167 Trafalgar Road, the upper bay window at 397 Trafalgar Road and the front gable at 279 MacDonald Road.

Inspection and Maintenance: Wood cladding should be inspected regularly and frequently for insect infestation and moisture penetration. Signs of deterioration include blistering and peeling paint. Unpainted surfaces may appear dark in colour or look decayed. Areas particularly vulnerable to deterioration are corners, near eaves and downspouts and at ground level. The structural stability of a building should be inspected and needed repairs carried out before working on the exterior cladding.

Repairs and Restoration: Wood siding should be repaired wherever possible. Small cosmetic repairs or "dutchmen" should be carried out in wood or a combination of wood and glue. New replacement wooden siding should match the original in *form, style, dimension, profile and method of installation.* Cornerboards should match the original in *dimension and profile.* The use of real board lumber – not waferboard – as a base should be encouraged. Selection of a skilled craftsperson to complete the installation of the materials is always recommended.



Decorative wooden shingle cladding is also evident on the district residences. It is usually found on gable ends, porches and roof dormers.



Wood cladding is found in the district. Wood siding should be repaired whenever possible as synthetic siding affects the visual appearance of the building.

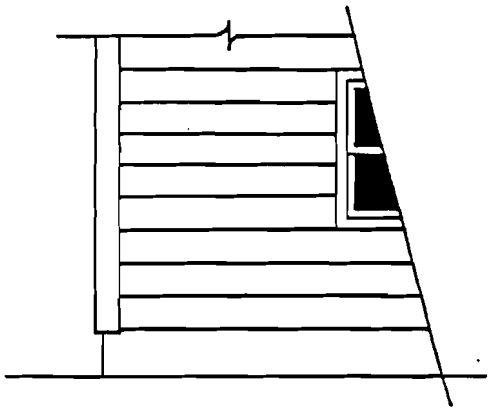
Wooden shingle cladding should be conserved on principal elevations viewed from the street. The selection of a skilled craftsperson to complete the installation of the materials is recommended. Removal of this material and repair with waferboard or plywood is not recommended.

3.4.4 Synthetic Siding

There are numerous examples of modern synthetic siding in the Trafalgar district. The exterior historic character of a heritage building is largely established by its style and decorative detailing. These are influenced, in turn, by the detail, colour and surface characteristics of the walling material. Wooden siding as well as brick or stone structures are often reclad in modern synthetic siding rather than renewing the original building material. This is done as a means of minimizing exterior maintenance and to update a building's appearance. In the case of historic buildings this can lead to significant changes to the exterior appearance of the building.

Synthetic siding coarsens the visual texture of the building and destroys the architectural scale of a house by altering size and spacing of the original wooden siding or decorative detailing. Its application generally means the removal of decorative and other trim such as cornerboards, and window and door trim on frame structures. Decorative detailing such as lintels, door surrounds and quoins are normally covered over on masonry buildings as well. Synthetic siding is often nailed directly to the original building fabric or to additional furring strips on top of the original walling material. This may damage the original material. The inability of synthetic sidings to bend often leads to vertical placement in problem areas, spoiling the original design and symmetry of a historic building.

Repair: The application of synthetic siding can affect the general maintenance and physical condition of the historic building by contributing to moisture problems when applied over a building



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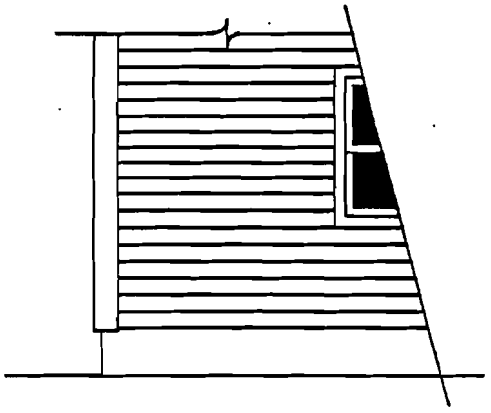

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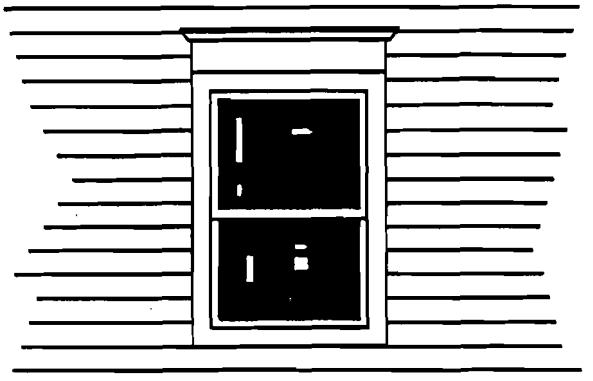
Original siding width and profile should be maintained when residing



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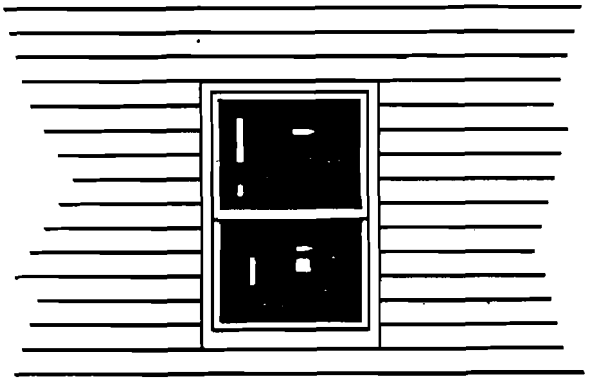

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Do not remove window trim when residing or installing new windows

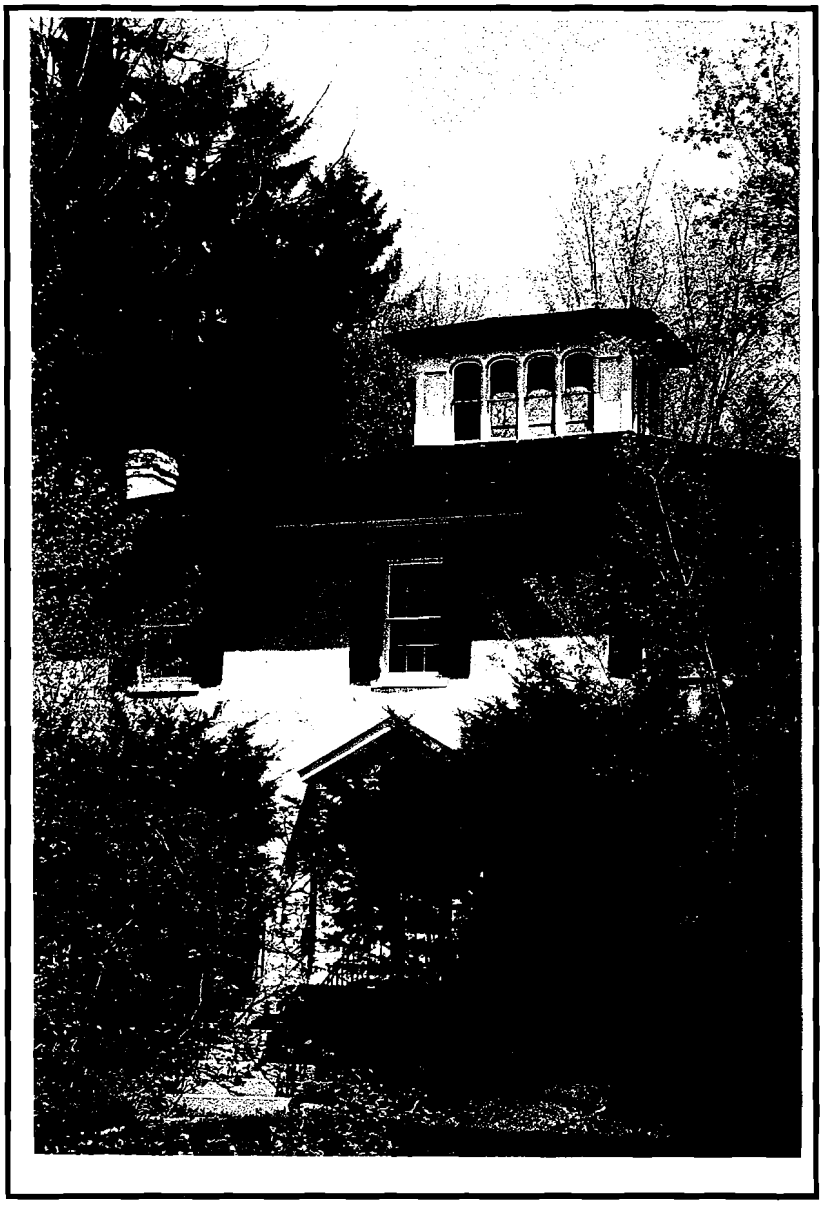
component or fabric that needs repair. It also prevents the inspection of the underlying building fabric. Synthetic siding tends to be prone to denting. It is not maintenance free and its insulation value is not significant. *Its use should not be encouraged for use on heritage structures.*

3.5 Roofing

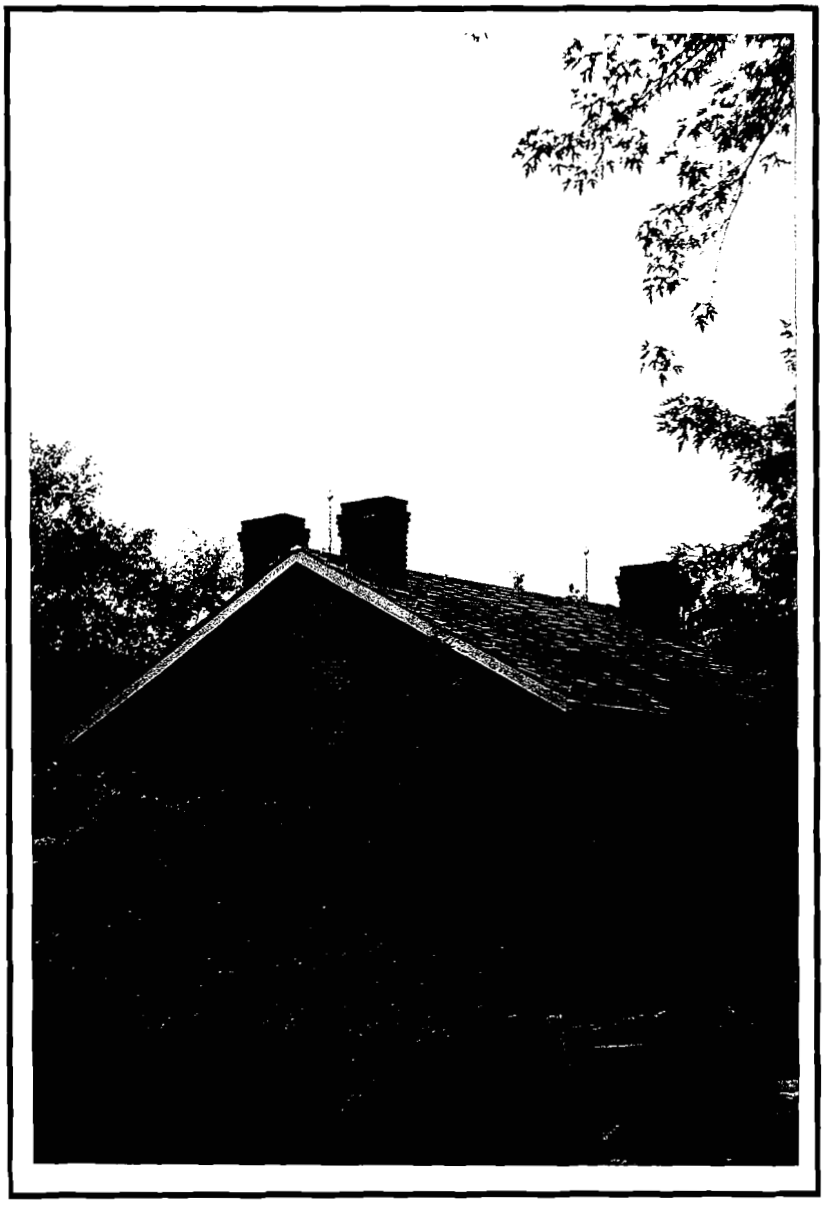
Roofs within the district come in the three principal shapes: gable, hipped and flat. The roof shape is one of the most dominant features in determining the external character of a building. Roofs in most buildings are supported by wood frameworks. The two main roof framing systems are: heavy principal rafters with hewn joints and lighter rafters or purlins placed between the principal rafters; and, common rafter roof-framing comprising closely spaced common rafters joined by nails. The common rafter roof-framing system was almost universally used after the mid nineteenth century.

Roofing materials provide the watertight covering as well as add texture and colour to the roof planes. Together with the roof shape they are a dominant element of the exterior character of a building. There are four main types of roofing materials: wooden shingles, slate, metal and bitumen. Historically, wooden shingles were the most common roofing material found in the Trafalgar Road district such as the Donald Campbell House, 293 MacDonald Road. Today, asphalt shingle roofing is used almost universally throughout the district. Metal roofing, slate and split cedar shakes should be avoided in the district since they are not representative of the historic roofing material used in the district.

Inspection and Maintenance: The roof condition should be assessed annually. Inspect for broken, loose or missing shingles, corroded, broken or loose fasteners or seams; the condition of the



Respect and protect original roof line configurations and materials, including chimneys, dormers, cupolas, belvederes and cresting.



Wooden shingles were a historic roofing material in the district.

valley flashing and ridge. Examine the substructure and the roof sheathing in the attic space for signs of structural stress, moisture, water penetration, insect infestation and proper ventilation. Proper ventilation can assist in preventing decay from moisture. It is important to assess the condition of the tar and gravel covering as well as the drainage for flat roofs. They often have a shorter lifespan than pitched roofs. Inspect regularly for moss on wooden shingle roofs if located in shady areas with tree cover. Remove moss and remedy wet conditions if possible. Also inspect wooden shingles for abraded surfaces and erosion due to ultraviolet light and rain.

Rainwater gutters should be regularly cleaned to prevent backup and ice dams. Inspect all flashing for signs of fatigue and erosion and for corrosion failure due to atmospheric or galvanic action. Flashing around the chimney and dormers are often vulnerable to deterioration. Remove affected metal and replace in kind. When sealants have failed due to expansion, age or improper application, clean all surfaces and replace sealants as directed. Anchorage for roofing should be adequate to ensure against wind damage and moisture penetration. A leaking roof should be protected until it can be repaired.

Repairs and Replacement: Repairs should be made before considering entire roof replacement. All repairs, even small patch repairs, should be carried out in a conscientious manner and match the original material. Substitute materials that do not convey the visual appearance of the surviving parts of the roof or that are physically or chemically incompatible with the original roofing are not recommended. Bituminous patches should not be used since they are a temporary remedy and cannot be removed without replacing the roofing material below.

Replacement roofing material should be selected after a proper cost analysis (that takes into account grant monies where applicable) has been carried out. The selection of a modern or alternative roofing

material should respect the colour, dimensions and texture as well as take into consideration the visual impact of the original roof on the streetscape. Asphalt shingle roofing should be replaced with basic colours such as red, green or black. The use of brown asphalt shingles as a substitute for wooden shingles should generally be avoided

Respect the original roof configuration, roofing materials and any architectural details such as dormers, cupolas, vents and cresting. New roof features, i.e., skylights, vent stacks, chimneys and dormer windows, should be located away the front elevation of a building or the public right-of-way where it can be viewed. They are visually intrusive and adversely affect the heritage character of the building. New vents or other new roof elements such as skylights should be properly flashed and sealed.

Restoration: When planning a roof restoration, investigate the roof area and/or examine historic photographs and other documentary sources to identify the original roofing material. Colour, texture and dimensional qualities should respect the original roofing material.

Property owners who consider restoring wood shingle roofs need a contractor with expertise in installation techniques. It is important to purchase premium grade shingles for roofs and side-walls. These shingles are 100% heartwood, 100% clear, and 100% edge-grain.

3.5.1 Chimneys

Chimneys are masonry roof features which should be examined for stability and soundness annually. This includes making sure the flue liner is operating effectively and that the chimney cap is secure. Flashing often fails in this area and regularly causes roofing material decay. Masonry chimneys should be repaired with the same method and approach discussed in section 3.4. The *Annotated Master Specification for the Cleaning and Repair of Historic Masonry* is

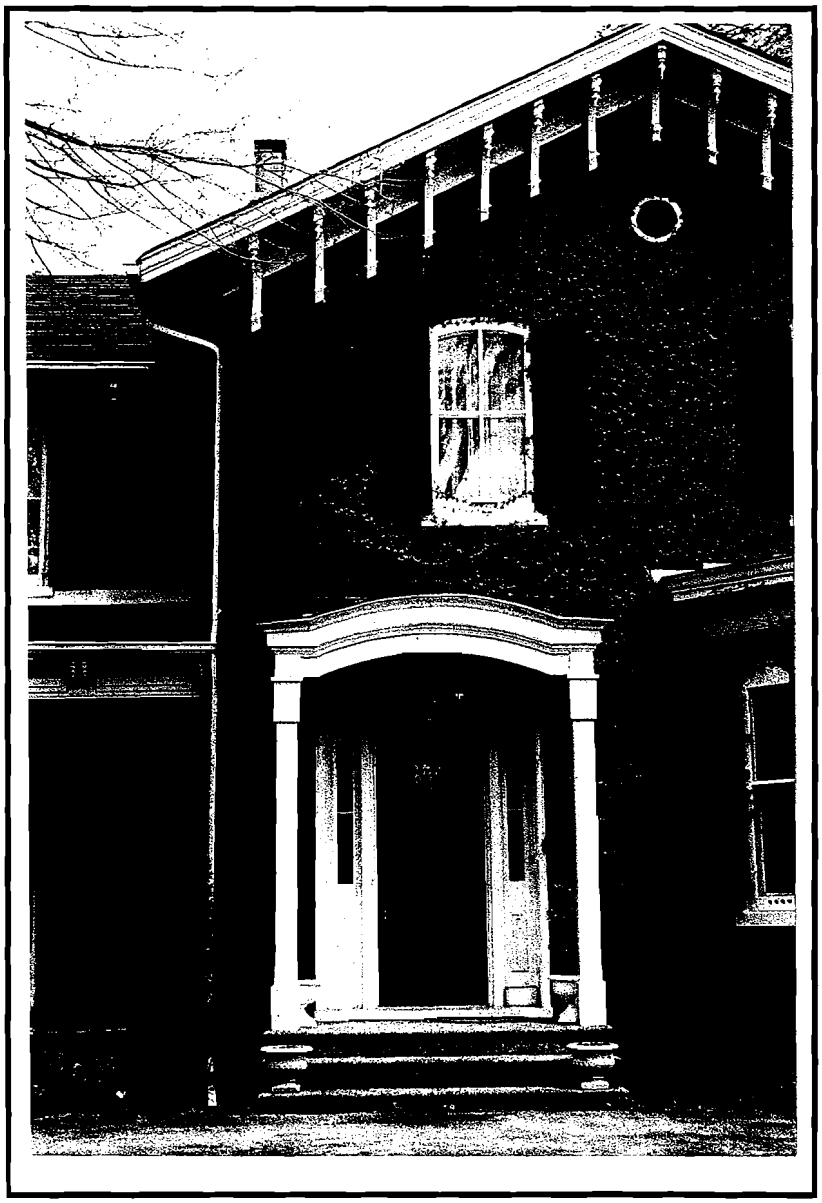
available from the Ontario Ministry of Culture, Tourism and Recreation, Cultural Services Branch, Toronto. Decorative chimneys or chimney pots must be restored through repair or replacement in style, profile and dimension where possible. Chimneys must not be simplified in rebuilding if original work or later extant work includes special detailing such as corbelling or multiple flues.

Unused chimneys should be capped with a metal cover and maintained. Often they provide a design balance for the structure and complement an existing chimney. When rebuilding a chimney that has been removed, consult photographic material before designing an appropriate chimney.

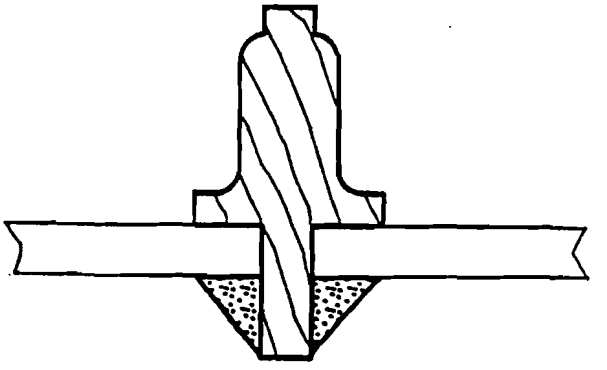
Chimneys are often vulnerable because of the role they play in the heating of the residence. Factors which affect the condition of chimneys include: the warming and cooling cycle with associated moisture; the lack of flue liners which often contributes to its deterioration; and exposure to northwesterly winds which takes a toll on chimneys due to their size and exposed roof. Repair work to chimneys is often neglected until major problems arise.

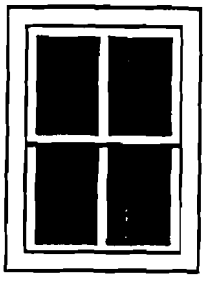
3.6 Windows and entrances

Windows and entrances are important character-defining features of a heritage building. Entrances are often the focus of the principal elevation of heritage buildings. Both windows and entrances reflect changes in the original design and often exhibit fine quality craftsmanship. Window elements include: frames, sash, muntins, glazing sills, heads, hood mouldings, decorated jambs and mouldings and exterior shutters. Entrance elements include: doors, storm and screen doors, balustrades, pilasters and engaged columns, transoms and fanlights, sidelights, entablatures, porches, vestibules and steps. The residences in the Trafalgar Road district exhibit a variety of window and entrance treatments.



Window openings and sash are a dominant character defining element of buildings and should not be altered. Shutters, wooden storm windows and original windows should be repaired and maintained rather than replaced.





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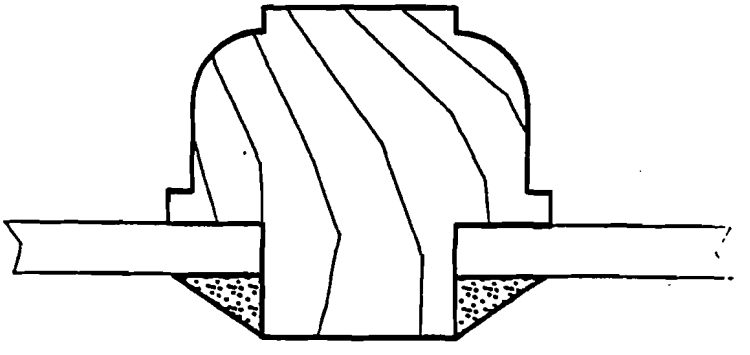

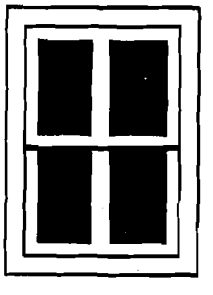

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When replacing original windows match the muntin profile.

Porches and verandahs are a functional element as well as an essential part of the overall design of a building. They are built in two principal ways: as part of the principal structure, inset under the main roof structure; or under a separate roof that is relatively independent of the main roof. Porch and verandah elements include: vestibules, railings and balustrades, floors and ceilings, lighting fixtures, steps, columns and piers. Supporting roof members and enclosures are wood, masonry or metal. Large porches or verandahs became distinctive features in the late nineteenth century and early twentieth century domestic architecture. Some houses had more than one verandah or extended verandahs that covered more than one wall. This trend was reversed in the mid twentieth century when porches became smaller, less dominant and were usually confined to the front entrance.

Inspection and Maintenance: The inspection and assessment of these features for structural soundness and deterioration are of critical importance. The wood, masonry and architectural metal of windows and entrances should be protected and regularly maintained through appropriate surface treatments such as cleaning, rust removal, limited paint removal and renewal of protective coating systems. Windows should be weathertight. The overall condition of the window and entrance elements should be regularly evaluated to determine whether repair is necessary. Maintain operable window shutters in working order. Repair any broken glass and repair any deteriorated or missing glazing putty. Check the lead cames of stained glass windows or leaded glass for soundness. Maintain and preserve original glass.

Inspect around posts, piers, balustrades and external steps of porches for water damage. Ensure that foundations, external steps and masonry piers are well drained and structurally sound. Wooden floor boards should also be inspected for soundness and proper drainage. The ends of the floor boards are particularly susceptible to water damage. Check wooden and stucco ceilings for water damage,

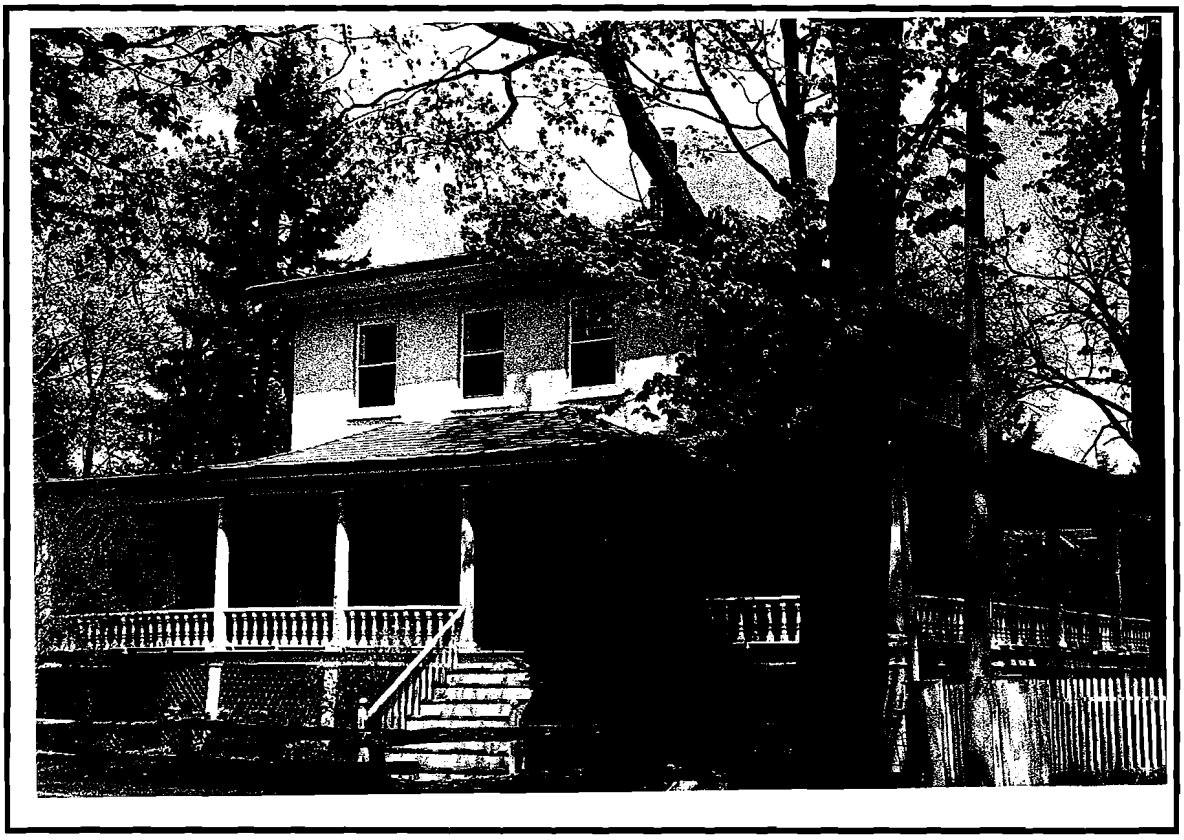
cracking and soundness. Upper balconies on porches and verandahs should also be checked for proper drainage and the soundness of protective railings and floor.

Repairs and Replacement: Retention with proper repair of original window frames, sash, glass and door paneling is highly recommended. Badly decayed areas in an otherwise sound window or door should be repaired using compatible filler materials or appropriate joinery detailing. Retain existing glazing where possible and save door and window hardware during repairs. Never enlarge window or door openings or make them smaller since this has a negative effect on the heritage character of the building. The one exception is when an original size of the door or window opening is being restored. Refer the repair of any irreplaceable stained glass, leaded glass or specialty glass such as curved window panes to a specialist.

Replacement wooden windows or doors should be completed in the type as the original. Aluminum, coated metal or vinyl units are **not recommended** as replacements. A replacement window or door should match the original in style, shape placement and be based on the use of historic photographs when available to meet the above criteria. Inappropriate historic doors and detailing should not be used. Double glazed wood window replacements are not recommended for use on principal facades of existing historic buildings, but may be considered for rear or side facades that are not visible to public view.

All structural problems should be repaired before attending to the repair of individual elements. Porch floors should be examined particularly at the ends for decay. Raised floor boards may indicate a water problem. Paint failure at the base of porch columns may also indicate water penetration. Porches and verandahs should have eavestroughing and downspouts. They may be independent of the roof drainage system. Clean debris out of the eavestroughing regularly.

Decorative wooden detailing on porches, verandahs, scrollwork and brackets are integral to the character of a building and should be conserved.



Large porches or verandahs became distinctive features in the late nineteenth century and early twentieth century domestic architecture.

When repairing porch floorboards, replace only the rotten boards, then clean, fill and sand remaining boards. Paint or treat with a water repellent. Exterior steps were generally made of wood prior to the twentieth century and concrete after 1900. New steps should reflect the complementary material for the age and architecture of the building. Retain and repair upper porches and balconies, ensuring that they are properly fastened and flashed at wall and roof junctures. When enclosing a porch or verandah, consider the historical practice of using screens or windows placed behind the perimeter posts, balustrades and decorative detail. Entrance vestibules should be repaired and retained.

Restoration: When restoring a building to its original appearance, new replacement sash should maintain the muntin profile and dimensions of the original window. This may require the window manufacturer to cut new shaping blades or knifes to reproduce the moulding profile. Try to make double hung windows work properly. Storm windows and doors are also heritage features and should be used when appropriate. When new glazing is required it should have the qualities of older, single pane glass, whenever possible. Double glazed panes are not acceptable for purposes of restoration as original muntin and mullion bars are thin and will not accept the thickness of a sealed, double glazed unit, usually three-quarters-of-an inch to one-inch.

Entrances often exhibit well executed, fine craftwork. The retention of this fine craftsmanship is desirable and worthy of restoration through proper conservation techniques. The employment of well qualified, experienced craftspersons or carpenters in restoration techniques may be necessary to conserve this level of fine craftwork and to ensure its proper repair and retention of strength. Prepare for the restoration of entrance elements by using original moulding profiles and photographs.

Porches and verandahs should be restored by using historic photographs and original moulding profiles. Often tracings of the

original porch can be seen on the walls of the building giving an outline of the roof slope, its original location, and details. Nailer boards embedded in the masonry can also give clues as to the original construction of a porch.

3.7 Decorative Wooden Detailing

In the Trafalgar Road district, the homes have a high degree of fine quality, decorative woodworking. The distinctive use of Gothic Revival, Italianate and Tudor Revival as well as vernacular combinations of various styles in the district exhibits an exuberance for wood decoration. Decorative wooden detailing and ornamentation found on porches, verandahs, dormers and roofs include scrollwork, spindles, columns and turned posts, brackets, vergeboards, finials and pendants and dentils. These decorative details are found on all types and sizes of historic buildings of the nineteenth and twentieth centuries including even the most modest dwelling. These features, which can be both functional and decorative, are considered to be an integral part of a building's historic character and should be retained, protected and repaired.

Inspection and Maintenance: Carved, sawn and turned details are very susceptible to deterioration and should be checked regularly for signs of deterioration due to rot, insect infestation, fungi, mechanical damage and structural fatigue. Understanding the nature of decay will allow for a better choice of repair and maintenance options. Look for blistering paint or a total absence of a surface covering as a signal of a potential problem. Make sure that the fastenings are secure and that they are free from rust.

Regular maintenance should include providing proper drainage; the repair of faulty flashing, leaking gutters, cracks and holes in the woodwork, and deteriorated caulking in the joints and seams; and the inspection and treatment of insect and fungal infestation as well as problems of vegetation growing next to wood.

Repairs: When undertaking repairs, use the gentlest means possible to strip or clean wood or finishes being careful not to remove or harm sound wood. Small cosmetic repairs can often be accomplished with compatible wood fillers that are then painted. More serious problems may require wood insertions or splices. When total decay has occurred, new wood should be used to duplicate the original structural or decorative element. Make sure a competent craftsperson is hired to undertake the work. Maintenance of wooden elements requires regular inspections to ensure there is no damage from excessive moisture.

Restoration: In order to restore decorative woodwork, moulding profiles should be taken of all elements in order to ensure that they are properly replicated. It is important to use a skilled craftsperson who has knowledge of practice, tools and wood. All existing structural and decorative elements should be examined for failure and reused when possible. An assessment of the type of repair required should be considered in conjunction with historical documentation. The restored elements should be protected by a non-toxic water repellent to prevent future decay. Regular painting is one of the best methods to ensure the protection of exterior woodwork. Do not rely on caulking to prevent water absorption. Properly detailed elements should be self-draining, whenever possible. With repairs to smaller areas, it is recommended that a filler that contains maximum strength and durability be selected for the patching. Wood splicing should be undertaken in the same type of wood ensuring the direction of grain is matched.

When reconstructing architectural elements based on historic photographs, working drawings of the missing elements should be produced before the replication of the element is commissioned. Conjectural restorations should be avoided.

3.8 Exterior Paint

Oil-based exterior paints did not become widely available in Ontario until the 1870s. Earlier buildings clad with wood were generally whitewashed or stained. Many historic buildings have traces of several layers of paint finishes that may indicate earlier paint schemes. The wide palette of exterior paint colours used in the late nineteenth century were the result of the wide distribution of paint manufacturer's catalogues.

Inspection and Maintenance: Painting is the most common form of maintenance and decorative work completed by property owners. The renewal of painted exterior surfaces on an eight to fifteen year period is generally accepted, contingent upon local environmental conditions.

Repairs: Paint renewal should be considered only after a thorough inspection of the surface. Look for signs of mechanical wear, cracking, scaling, peeling, blistering, loss of gloss, soiling, chalking or mildew. Prepare surfaces properly when repainting. Recognize that new paints will bond poorly to old paints if the surfaces are not prepared by sanding, scraping and the use of a good primer coat. Since paint adheres poorly to burnt wood, it is not advisable to use a blow torch for removal. Always take precautions when removing toxic lead based paints.

Choose a colour scheme that is sympathetic to the structure and its design elements as well as the neighbourhood. There are numerous, good sources of historic paint colour schemes for homes. Original paint colours may be exposed when removing old paint from historic buildings making it possible to match these earlier colours. Attention should be paid to how door and window trim will be treated.

Restoration: Original paint colours can be determined through paint analysis when carried out by a professional or by an informed property owner. If no traces of the original paint exist,

representative colours for the period can be determined from contemporary period trade magazines and catalogues.

When restoring a period colour scheme match colours with dry samples. Remember not to confuse a prime coat with finish colours. Older paint colours have a tendency to turn yellow and/or darken with age.

3.9 Energy Conservation

Most energy conservation measures for buildings have been developed for new construction. This poses a problem for the owners of older residential buildings since older heritage structures can be adversely affected by some of the measures or products used in the search for a better, more energy efficient structure. The booklet *Heritage Energy Conservation Guidelines,* published by the Ontario Ministry of Culture, Tourism and Recreation (formerly the Ministry of Culture and Communications and Citizenship and Culture) and the Ontario Ministry of Energy provides useful information on how to respect an older building's architectural merits while upgrading the energy efficiency and comfort of the structure.

Good energy conservation principles can be practiced in older buildings successfully when an appropriate approach is taken. First, the owner of a heritage building must accept that their building will never be as energy efficient as a new structure. Second, it is important to understand the inherent energy conservation measures built into our older buildings and make use of them where they exist. Furthermore, consider energy conservation measures that have a minimal impact on heritage features yet raise the comfort level, i.e., air sealing, weatherstripping and caulking, attic and basement insulation and proper heating plant operation.

The booklet, *Heritage Energy Conservation Guidelines* presents an approach to energy conservation for older buildings that includes:

- the completion of an architectural evaluation;
- a technical survey to gain an understanding of how your building works and the problems that exist; and
- how to undertake an energy audit to discover the efficiency of the structure before completing energy conservation measures.

One building element often considered for improved energy conservation efficiency is the window. The replacement of original wood windows with double glazed metal or metal clad wood windows should be discouraged. The payback period is often lengthy and cheap metal windows seldom contain the proper thermal breaks. Making older windows function properly through repair, such as proper reputtying, frame and trim caulking, weatherstripping and proper painting is considered preferable to replacement. The same considerations apply to original wooden doors and entrances. Choose good quality wood products when replacing windows and doors. Vinyl clad windows should not be used as replacement units.

The issue of installing double glazed wood windows is often raised as an option when major fenestration repairs are required. It is recommended that double glazed windows not be installed on principal facades, especially where multi-pane window units are extant. Double glazed windows have a different visual reflective value and tend to appear blank in daylight conditions. The muntins in double glazed, multi-pane windows are also always thicker. Modern high quality single glazed units are well sealed and can be made twice as effective with the use of the original storm windows.

3.10 Large Structures

There are two large structures located in the Trafalgar Road district. They are the Brantwood School on Allan Street and the Mayfair Apartment building on Reynolds Street. These buildings present a variety of conservation issues usually not encountered in smaller residential properties.

Although much of the foregoing advice on conservation also applies to these buildings and structures, their size may make even basic tasks, such as inspection or painting, difficult and expensive projects. It is important therefore, to establish regular maintenance routines on a monthly, quarterly, semi annual, annual and five year basis or as required to maintain a sound state of repair.

Ongoing maintenance is vital to the larger buildings. Negligence in this area may contribute to the development of serious problems in the future, accompanied by high financial costs. Accordingly, the following steps should be considered by the appropriate owners:

- obtain advice from a professional experienced in larger structure conservation;
- identify the building's problems;
- establish and implement a plan of repairs and maintenance.

As a minimum action, full reports should be made every five years in order to revise and update the established maintenance program.

3.11 Commercial Structures

The District does not contain any structures built specifically for commercial use. However, three former residences have been converted

to professional office use in the southern area of the District on Trafalgar Road. They are 145 Trafalgar Road, 152 Trafalgar Road, and 156 Trafalgar Road. A variety store, believed to have been a mill office originally, is located at 361 Trafalgar Road. It is the only other commercial structure in the district.

The original residential character, architectural style and detail of the converted houses should be maintained where possible in order to complement the overall character of the district.

3.12 Archaeological Sites

The district has the potential to reveal archaeological remains of past human activity. These heritage resources are fragile and non-renewable. Their location, protection and conservation require that only trained and licensed archaeologists may survey and carry out appropriate testing or excavation of such sites.

Due to the nature of these features it is always advisable to seek professional advice or assistance from a licensed archaeologist prior to major soil disturbance, especially on previously undisturbed lands. Contact for further information may be made through the Cultural Programs Branch of the Ontario Ministry of Culture, Tourism and Recreation.

4.0 GUIDELINES FOR ALTERATIONS, ADDITIONS AND NEW CONSTRUCTION

4.1 Introduction

The character of the Trafalgar Road District relies on its historical development as a distinctive residential area. Most residential construction took place over a number of years, primarily after the 1860s to the 1950s. The Trafalgar Road District is, in part, characterized by a variety of architectural styles, lot sizes, position of buildings on the lots and building materials.

The neighbourhood reflects a stable stock of single family residential buildings although there has been some pressure to convert to commercial units with the accompanying demands for parking and upgrading of existing structures. Redevelopment of the building stock, i.e., remodeling and enlarging existing houses; and, demolition of an existing house and construction of a new building, is evident. There is some limited potential for minor infilling.

Physical change that may be expected to occur within the Trafalgar Road District can be categorized by:

- alterations and additions to existing structures;
- new construction, either through infill or redevelopment; and,
- public works.

Often exterior alterations to buildings are undertaken to update the appearance of a house; to add additional living space; and to minimize the exterior maintenance of the house. Each of these actions produces a different effect on the exterior appearance of a heritage building. Cumulatively these actions can remove all traces of the earlier building.

An important objective in the following guidelines is to encourage change that is in keeping with and respects the existing building form.

The guidelines should be read:

- in conjunction with advice on building conservation found in Section 3; and,
- as a prerequisite for the consideration of permit applications under Part V, Section 43 of the *Ontario Heritage Act.*

The guidelines are organized to respond to those who are directly responsible for change in the district, namely:

- owners of heritage properties;
- owners of non-heritage properties;
- owners of infill lots; and,
- public officials undertaking public work projects.

Sub-section 4.2 and 4.3 provides specific guidance for changes to heritage buildings with a view to retaining distinguishing features and fabric.

Sub-section 4.4 is intended for the owners of properties within the district that are not considered of heritage value.

Sub-sections 4.5 and 4.6 address the integration of new construction and public works into the district.

A note of caution is advised in the purpose, use and application of these design guidelines. The guidelines are intended to provide a *general framework* for considering the minimum standard of appropriate change within the district. They must be considered an aid to consistent decision making rather than a specific formula for designing a new building, addition or architectural feature.

4.2. Alterations to heritage buildings and sites

Within the Trafalgar Road Heritage Conservation District, 118 buildings are considered to have been constructed prior to 1952 and therefore of varying degrees of heritage value and interest. It is the intent of this plan that these existing heritage structures be retained. The demolition of buildings is discouraged. Likewise the moving of heritage features is not promoted. It is recommended that changes to heritage properties be undertaken in the context of these guidelines.

The term **alteration** is used in a comprehensive sense to apply to any work undertaken to a property such as repairs, rehabilitation, restoration and additions. Alteration activities can be regulated under the *Ontario Building Code* although maintenance and some repairs and replacements are exempt.

4.2.1 Guiding Principles

Design features of the building and site and historic building materials should be maintained and enhanced.

Any plans or actions involving a heritage property should be based upon a clear understanding of the particular problem with the building or site. They should be based on a sound literature research and physical evidence provided by the building fabric.

Contemplated work should be truthful both historically and architecturally. Beware of over-enthusiasm: replacing too much; cleaning too well; or making an inappropriate historic appearance.

"Quick fix" and "magic remedies" should be avoided as at best they may be simply ineffectual and at worst may cause irreparable damage to a significant building.

4.2.2 Features and spaces around buildings

Maintain traditional views of property by avoiding the masking or hiding of prominent building features with new additions.

Ensure that front lawns, tree plantings, hedges and fences are maintained.

Keep parking areas and outbuildings including garages and utilities such as heat pumps and satellite dishes to the side or rear as traditional service areas.

Continue historic means of access: drives, paths and doorways. Encourage required new entrances to be installed on secondary elevations. Where external staircases are proposed they should be located at the rear.

Maintain proper site drainage in any work so that water does not collect or drain towards foundations.

4.2.3 Existing Building Fabric

Attempt to repair rather than replace.

Base all designs for replacement or restoration of former features on dependable documentary evidence, where available.

When undertaking repairs, replacement or restoration, use the same materials as the original, whenever possible.

New or repair work should not confuse the historic character of an area by creating an impression of greater age or of a different region or even country. Do not obscure signs of age or irregularities found in older work.

Do not violate symmetry or other important features of architectural design, particularly on the main elevation(s).

Do not move heritage structures.

4.2.4 Roofs

Decorative roof features and original roofing materials should be retained, conserved and if appropriate, restored.

Ensure that vents, skylights and other new roof elements are sympathetic in material and that they are discretely placed out of general view from the street and public rights-of-way.

4.2.5 Foundations and Walls

Protect original wall surfaces from cleaning methods that may permanently alter or damage the appearance of the surface or give a "falsely" new look to the building, for example, sandblasting, strong liquid chemical solutions and high pressure water cleaning.

Avoid application of new surfaces or new coatings that alter the appearance of the original material, especially where they are substitutes for masonry repairs. This may include the application of waterproof and water repellent coatings, paint, aluminum or vinyl siding and stucco.

Avoid alterations, such as the application of new wall claddings that may damage underlying heritage building fabric.

New roof vents, skylights, solar panels, satellite dishes and dormers should be located inconspicuously away from public view.

4.2.6 Windows

Protect and maintain original window openings as well as their distinguishing features such as materials, frame, surrounds, shutters, sash, muntins, glazing and paint colour.

Modifications to the size or shape of window openings, removal of muntins, installation of snap-in muntins, replacement with sealed units or covering of trim with metal or other material is discouraged.

Avoid removing or blocking up windows that are important to the architectural character of the building.

New windows should be installed sensitively, in an area that is inconspicuous. New window design that is compatible with the original in terms of proportions, rhythm and scale is encouraged; however, the new should not attempt to replicate the original in terms of historical details.

4.2.7 Entrances

Protect and maintain entrances and porches especially on principal elevations where they are often key elements in defining the character of the building. Retain the historic means of access.

Avoid the removal of porches. Conserve important features such as doors, glazing, lighting, steps, balustrades and door surrounds.

Restoration of a missing porch should be based upon accurate research using both pictorial and physical evidence. Where documentation does not exist, the design and construction of a new entrance or porch compatible with the character of the building is preferred over a conjectural design of the original.

Where new entrances are required, they should be installed on secondary elevations.

4.3 Additions to heritage buildings and sites

There is evidence in the district that buildings have been added to over the years. Often an addition is needed to update a structure for a particular, contemporary need that may result from:

- the opportunity to update mechanical services of an existing building;
- the expansion of living space for a growing family or a specialized activity; and,
- economic constraints that make acquisition costs of a new property impossible, but make an addition or re-building of an older structure feasible.

Additions even more than alterations, can have a profound influence on the aesthetic architectural qualities of an heritage building. A key objective in the design of an addition is to ensure that the completed structure adds to or enhances the history of the building and does not devalue it.

A balance is sought between the new and old or more specifically, a relationship of harmony. While good design is important it will only be as good as the tradespeople who put it in place. Good quality craftsmanship is vital to the overall success of the project.

There are two important points to be considered when building an addition to a heritage building:

1) try to visualize the impact of the structure from the street or at a pedestrian level; and,

2) design new additions from the outside in.

Finally, new additions should be constructed in a way that:

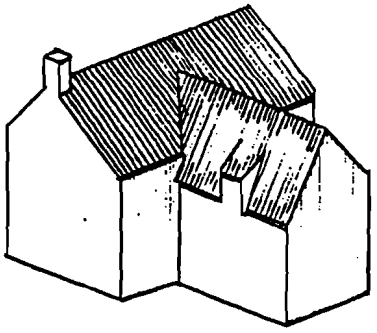
- they are clearly differentiated from original historical fabric and compatible with the historic fabric; and,
- the continued protection of distinguishing architectural features is ensured and they do not radically change, damage; obscure, destroy or detract from such features.

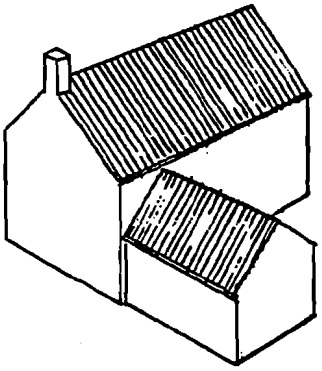
4.3.1 Location

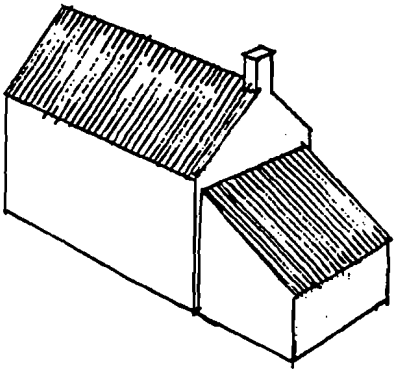
1) Exterior additions, including garages, balconies and greenhouses are encouraged to be located at the rear or on an inconspicuous side of the building, limited in size and scale to complement the existing building and neighbouring property. Additions at the rear should always be slightly lower than the existing roof line and stepped in at the sides in order not to overpower or dominate the existing heritage building and the view from the street. Additions so constructed will also tend to be more neighbourly to adjoining property owners.

2) Multi-storey exterior additions are best set back as deeply as possible from the existing front wall plane in order to be as unobtrusive as possible in the streetscape.

3) Additions to structures with symmetrical facades should avoid creating imbalance and asymmetrical arrangements in building form.

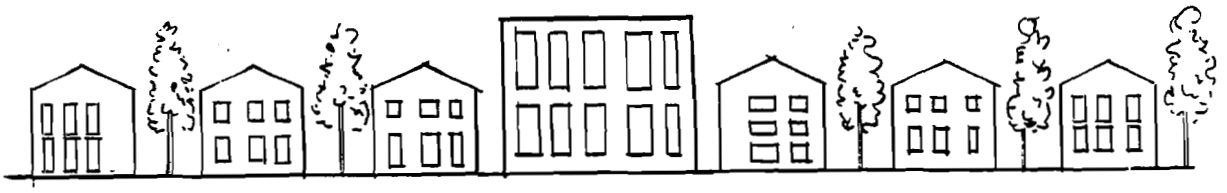






Encourage additions to the rear of the property in a form that does not over power the original heritage building:

Upper: One and one half storey addition to rear of property.
Middle: Single storey addition to one side at rear of building.
Lower: Lean to addition at rear gable end.



Avoid new infill that disrupts the rhythm of existing buildings, spaces and plantings.

New infill construction should be neither excessively higher nor lower than adjoining properties or the predominant building height along the street

4.3.2 Design

1) New additions are best designed in a manner that distinguishes between old and new; and that avoids duplicating the exact style of the existing heritage building or imitating a particular historical style or period of architecture.

2) Contemporary design for additions is appropriate when such additions do not destroy significant architectural, historical or cultural material and when the design is compatible with mass, ratio of solids to voids, colour, material, and character of the property, neighbourhood or environment.

3) New additions should be designed in such a manner that the essential form and integrity of the existing building would be unimpaired if the addition were removed in the future.

4) Additions are encouraged to be located at the rear or on an inconspicuous side of the building, limited in size and scale to complement the existing building and neighbouring properties. Keep the height and bulk of the new addition smaller than the existing building.

5) Additions are encouraged to not add to the height or roof of an existing historical building as changes to the roofline alter the character of a building significantly.

6) Additions to structures with symmetrical facades should avoid creating imbalance and asymmetrical in building form.

7) Pay close attention to the junction of the old and new ensuring a sound visual as well as functional connection.

4.4 Alterations to Non-heritage Buildings

Work undertaken to these structures should respect the overall character of the district and be sensitive to the neighbouring historic buildings.

Any subsequent new construction in the area achieved through infill or redevelopment should also be subject to these guidelines for alterations.

The term **alteration** is used in a comprehensive sense to apply to any work undertaken to a property such as repairs, rehabilitation, restoration and additions. Alteration activities can be regulated under the *Ontario Building Code* although maintenance and some repairs and replacements are exempt.

The following should be considered in the design and placement of alterations including additions to existing buildings:

1) Non-heritage buildings should not attempt to create a sense of being "old" by using historic forms and features that would be inappropriate on a new building such as snap-in muntins, shutters and decorative window surrounds.

2) Locate skylights, roof vents and dormers to the rear and side, away from the main elevation.

3) Locate new garages and parking spaces in unobtrusive areas, normally to the rear and side yards.

4) Additions should be sensitive to the character of its neighbours in size and height.

5) Upper storey additions should not be out of scale with neighbours. Maintain the predominant roof profiles and configuration of adjacent buildings.

4.5 New building construction

The introduction of new buildings into the Trafalgar Road district is part of the continuing changes that may be experienced by any community. New development, if permitted by the Official Plan and Zoning By-law, should be compatible with the character of the adjoining properties and the streetscape. The new building should be designed to look appropriate and to be compatible in the midst of the established neighbourhood. Its appearance must be sensitive to the character of its neighbours.

The construction of new buildings should be confined to the construction of buildings on vacant lots. While not prohibited by the *Ontario Heritage Act,* the demolition of existing heritage buildings and redevelopment of the sites with new structures is actively discouraged within the district. Private Members Bill 82 (An act respecting the Town of Oakville) requires approval of a building permit prior to the granting of a demolition permit. Property owners are encouraged to work with existing buildings, altering and adding to them in a sympathetic manner rather than demolishing and building anew.

The following guidelines for new construction are intended to provide a framework for *compatible* development. They are not intended to be a detailed prescription for each new building. This should enable property owners to design creatively with a general context for future built form.

4.5.1 General Principles

As any proposed building will be a new structure within the district, it is anticipated that the structure should look new and not pretend to be historic by replicating or copying older facades. Do not mimic historic details that have no relevance in contemporary construction such as shutters and multi-paned sash.

The general factors that govern the visual relationships between an infill building and its neighbours: height, width, proportion, relationship to the street, roof forms, composition, proportion of openings, materials and colour, should be studied carefully and used as a basis for new construction.

4.5.2 New building height

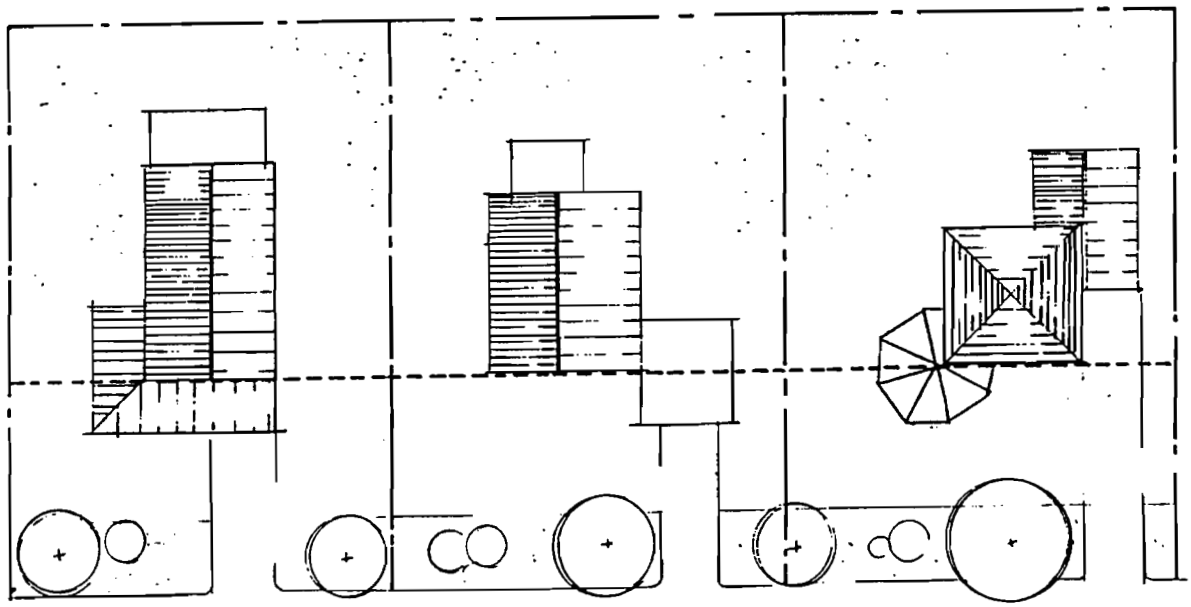
One-and-a-half to two storey structures are the most dominant in the district. Building height of new structures should generally maintain the building height of adjacent properties and the immediate streetscape and should be neither noticeably higher nor lower. In areas of varied building height new development must respect adjacent buildings by being neither excessively higher nor lower.

4.5.3 Width

The majority of the buildings in the district are single detached dwellings of varying width dependent upon the lot size and stylistic derivation. Building width of new structures should maintain the building width and side yard spaces of adjacent properties and the immediate streetscape thus preserving the existing building and space rhythms within the streetscape.

4.5.4 Proportion

Proportion relates to the association of height to width. The structures in the Trafalgar Road district are generally oriented vertically, i.e., the height is greater than the width. New residential infill should maintain the proportions of neighbouring properties.



Avoid radical alteration or additions to the front facades of buildings such as large verandahs, double garages or sunrooms.

4.5.5 Relationship to the Street

There are a variety of residential building forms in various styles and arrangements within the district. There is no one predominant building line or setback that distinguishes the district. New residential infill should maintain the existing setbacks of adjacent properties. In locations where there is significant variation in setbacks, infill development should generally avoid excessive setback from or projection in front of a building line drawn from the mid-point of adjacent building facades.

The majority of the buildings in the district are aligned to a grid established by the street pattern. Two exceptions include: 279 Lawson Street which once faced onto Trafalgar Road; and 180 Allan Street which faces Sumner Avenue but has Allan Street address. New buildings should therefore, be located with the main facade parallel to the roadway. In the case of corner lots, orientation of the principal elevation to the more major street is generally preferred.

Ancillary buildings should be located towards the rear of the lot. Garages in particular should not be a dominant element of the main elevation. They are best located to the rear of the building or set back from the principal facade.

4.5.6 Roofs on new buildings

Roofs are an important visual feature in the district. The district is characterized by a variety of roof forms: front gable, side gable, cross gable, hip and truncated hip. Mansard and gambrel roofs are not commonly found on historic buildings in the district; therefore, these roof forms should be avoided. Flat or shallow pitch roofs should also be avoided in new construction.

Wooden shingles were the predominant historic roofing material in the district. The majority of the buildings now have asphalt shingle roofs. Wood or asphalt shingles would be appropriate for new construction within the district. The use of concrete, clay tile, slate, metal or composite roofs are discouraged.

Roof vents, solar panels, satellite dishes and skylights are best located to the rear of new buildings.

4.5.7 Composition

Despite the range of age and architectural styles of the buildings in the district, the structures maintain continuity because of the similarity in composition of architectural elements.

The buildings are characterized by a tripartite division of the main elevation: foundation, wall and roof.

A shallow foundation is frequently differentiated from the wall above by construction in stone. The plinth, to carry water away from the wall, provides a horizontal break between the foundation and the wall.

Above the foundation, the main entrance is generally located on the street elevation, above grade and connected by steps and path to the sidewalk. The entrance on the ground floor is balanced, either symmetrically or asymmetrically, by window openings. The second floor, when present, is characterized by a flow of windows across the wall. Upper balconies and porches are not typical elements on the main elevation of houses in the district.

The wall is set apart from the roof by the strong horizontal line of the eaves. The roof mass is often punctuated with dormers and chimneys.

New residential buildings should maintain the tripartite division of foundation, wall and roof and respect the typical architectural elements of the main facades.

4.5.8 Windows and entrances on new buildings

As a result of the rich diversity of mid-to-late nineteenth and twentieth century architectural styles represented in the district, a range of window and entrance types are evident.

While window openings are generous, the overall proportion is more wall than windows. Generally window openings are vertical format and rectangular. There are also numerous examples of segmental and round headed openings. The windows are arranged in a variety of ways, either individually, pairs, groups or composing a bay.

Examples of pointed arch and Palladian window openings, multi-pane upper sash, diamond shaped window panes and leaded coloured glass windows, and bullseye windows are also found in the district. These window types tend to accent particular architectural style as decorative elements.

New window designs are encouraged that generally reflect vertical and rectangular dimensions. On facades that face the street, windows should maintain proportions of neighbouring properties. Large, full-length, multi-storey or picture windows are best avoided.

Entrances are usually an important element of the principal elevation, frequently highlighted with architectural detailing such as door surrounds and porches and recessed or projected from the wall face for emphasis. Doors are solid or partially glazed, single or half-leaf double doors. Avoid full size double doors and large amounts of glazing. Maintain the importance of the entrance way on the main elevation.

4.5.9 Exterior cladding: materials and colours

Brick veneer, stucco cladding and a combination of these two materials are the most prevalent wall materials in the district. Wooden cladding is also represented, often in combination with stucco. There is one stone structure covered in stucco in the district. Wall materials of new construction should reflect the predominant traditional materials and their respective colours: brick (red) and stucco (light). Wood (clapboard) is also considered to be an acceptable walling material. Wooden shingles may also be considered acceptable when used on upper wall surfaces with stucco or as decorative features. Use of concrete or other masonry blocks, metal, synthetic sidings should be avoided.

Windows and doors in the area are predominantly painted wood. Avoid synthetic or metal clad window and door units and untreated or natural wood.

Stone foundations are appropriate for new construction; however, carefully selected and laid textured concrete or masonry blocks can provide a more economical alternative. Avoid using materials that were primarily utilized for wall construction such as bricks and do not parge or stucco the foundation wall.

4.6 Public Works

Public works in the district such as road and utility improvements undertaken by a variety of authorities: the Town of Oakville, the Regional Municipality of Halton, utility companies, and so on have the potential to cause disruption and damage to identified heritage features of the neighbourhood. Every effort should be made in both day-to-day operations and long term planning to minimize adverse effects to the heritage conservation district and its components.

5.0 LANDSCAPE CONSERVATION GUIDELINES

5.1 Introduction: Historic Landscape Features

The Trafalgar Road Heritage Conservation District has a unique character resulting from the combination of many individual landscape features. The following section contains specific guidelines for the preservation, management, and improvements of these features. The guidelines are based primarily on the analysis of the existing landscape features documented in the Third District Heritage Assessment Report. The Third Heritage Assessment Report first identified several landscape features and then assessed their overall contribution to the special character of the district.

The purpose of these guidelines is to ensure that the character of a long established, residential neighbourhood is sustained. The guidelines and recommendations described in the following sections are intended to be used by the private property owner, the municipality and other public organizations who carry out improvements in the Trafalgar Road Heritage Conservation District.

The key landscape features are the street trees, the sidewalks and boulevards, and the horticultural diversity found in the private landscapes of the front yards. A significant number of properties in the district have ornamental fencing, hedges or shrub borders lining their property lines. These landscape elements have a significant impact on the pedestrian environment in the district. They contribute immeasurably to the intimate scale and visual interest of the streetscape.

5.2 Historic landscape features

In the late nineteenth century, when many of the properties in the district were built, there was an accepted relationship of the private

residence and the public street. The space between the residence and street, although private property, became semi-public since it could be glimpsed by the pedestrian. The view into this space was generally screened or filtered by property line fences or hedges. The exception to this practice was the major view to the front door which was typically unobstructed and in a straight line from the sidewalk. In many cases this view was framed between tall plant material or an arbour.

The nineteenth century front yard typically contained a driveway on one side and a large open lawn accented with one or two individual specimen shrubs. The shrubs were placed so they could be easily viewed from the interior of the house. Foundation planting consisted of individual specimen shrubs such as climbing roses or vines. They were planted in such a way as to accent the vertical architectural features of the house (such as at the porch columns or at the corner of a bay window).

Early in the twentieth century, foundation planting changed significantly. It generally became a full uniform border of ornamental shrubs (primarily deciduous) planted along the entire foundation. By the 1950's foundation planting consisted almost exclusively of coniferous and broad-leaved evergreen shrubs that gave a year-round dark green setting to the residence. Despite changes in the species selection and the placement of plant material in the private landscape, the front yard continues to be an important component of the streetscape.

Georges Square dates to the 1835 Plan of Oakville when it was first shown as an area reserved for public use. In 1844, Georges Square was sold by auction with other lands owned by William Chisholm to son George Chisholm. Although the Town Council made inquiries as to the ownership status of Georges Square in 1859, it was not until 1873 that it was turned over to the Town to be used as a free park. As part of the agreement, the park was to be fenced, planted, sodded

and suitable walks constructed within a year. A standing committee for Georges Square proceeded with such improvements as grass cutting, planting trees, installing a well and pump and surrounding the park on all four sides with a picket fence to exclude animals.

In the early 1900s the park had tall white pine trees mixed with other tall deciduous trees. The large bandstand was used for concerts, and benches, picnic tables and a pump for drinking water were located in the park. A southeast and northwest path existed in the park at this time. The World War I cenotaph was built in 1921. It is included in the Oakville heritage inventory.

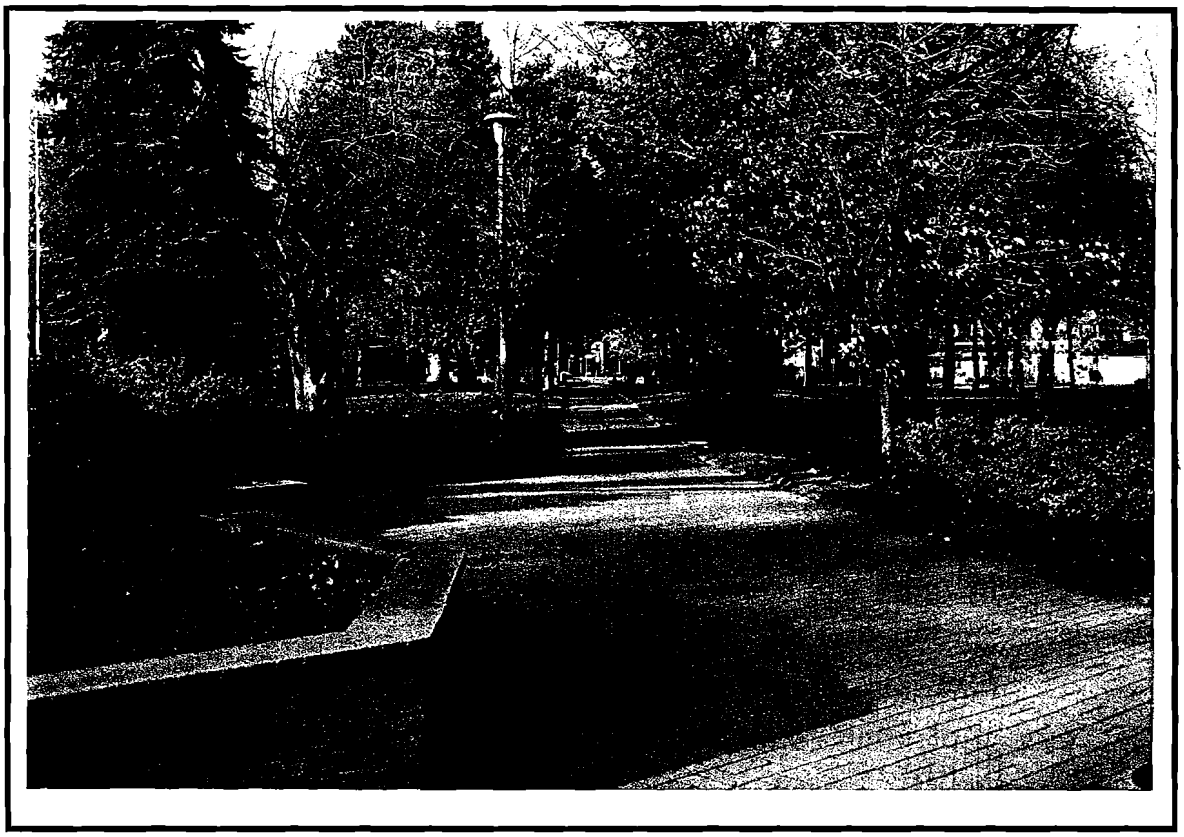
5.3 Heritage landscape summary

In summary, the key landscape character of the heritage district is defined by its variation in street trees. There is a mix of species, maturity and canopy. There is a similar variety in the location and definition of the sidewalk and boulevard. In many areas the sidewalk runs immediately next to the road surface. In other areas, there are grass boulevards separating the road surface, curb and the sidewalk. Georges Square is considered to be an important heritage feature in the district.

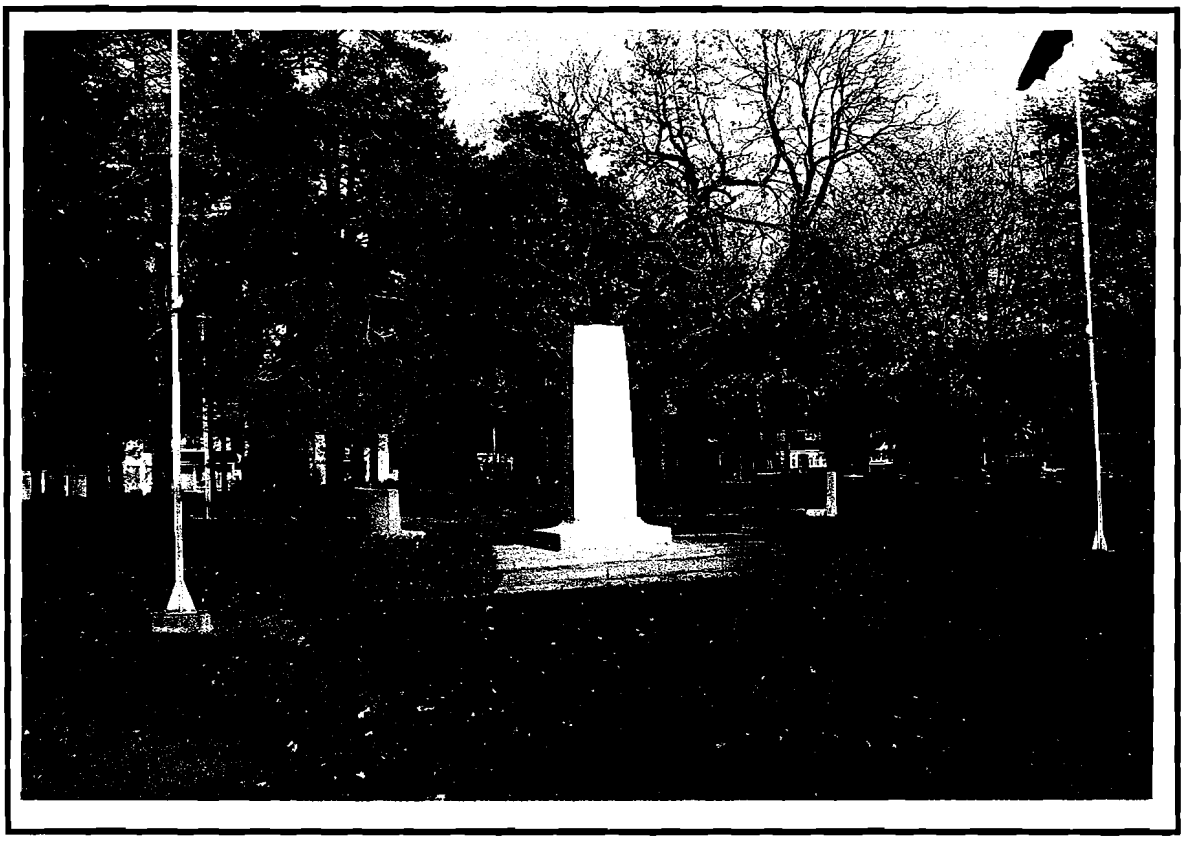
The following recommendations and guidelines have two objectives both of which are directed at the selection of the appropriate conservation treatment for these defining landscape features.
The recommendations and guidelines have two objectives:

- the preservation and retention of the historic features of the neighbourhood which remain; and,

- to encourage the re-establishment of the features that have been lost.



Georges Square currently demonstrates a naturalistic layout of plant material and walkways.



The World War I cenotaph located in Georges Square was built in 1921.

5.4 Landscape Features: General recommendations and municipal initiatives

5.4.1 Street trees

The impact of street trees on the visual image of the neighbourhood changes seasonally with leaf growth in the spring and leaf drop in the fall. As well, the landscape changes slowly over the years as it matures. In addition to these natural processes at work, unexpected events may occur which affect the appearance of the street trees such as pruning to permit safe clearance for overhead wires and die back caused by disease or injury. In order to ensure the ongoing appearance of tree-lined streets in the district several approaches are necessary:

Preservation:

Existing trees should be monitored on a regular basis to ensure that they remain healthy. Pruning of dieback, fertilization and pesticide treatments should be undertaken as required to preserve the existing trees.

Undertakings such as road widening and installation of new underground services or overhead utilities should be assessed prior to the start of construction to determine if they will negatively affect the existing street trees. Similarly, new driveway entrances and parking areas on private property should be carefully planned to ensure that the root systems of street trees are not compacted. Generally, an area around the base of the tree equal in diameter to the crown of the tree should remain undisturbed to protect the long term health and survival of the tree.

Replanting:

Where existing trees require replacement or where trees have been removed from the streetscape in the past, new trees should be planted. The size of the replacement trees should be as large as possible (80mm minimum diameter is recommended).

New trees should be planted as close as is feasible to the existing trees they will eventually replace. They should be set back from the street the same distance as the existing trees in order to ensure that the street tree line remains intact.

Municipal tree planting initiatives should concentrate first on adding new street trees to the areas identified as having incomplete canopies. Replanting should then take place in the areas where the trees are very mature or where they have been severely pruned.

A priority location for tree planting is at the edge of the district. For example, on the eastern side of Trafalgar north of Randall Street, new street trees should be added to enhance the gateway into the district. The responsibility for tree planting will rest with the Town of Oakville and should follow as closely as possible the recommendations or guidelines contained herein.

The range of species historically found in the neighbourhood should guide the selection of new tree species if possible. They include sugar maple, silver maple, ash, and oak. Other trees that may be planted to a lesser degree in the district include honeylocust, linden and walnut. When mature, these trees are of a size that will duplicate the existing high, wide canopy.

Smaller trees such as cherry, crabapples, and Globe Norway maple are not really appropriate for planting in the district since they differ from

the mature trees currently found in the district and they cannot provide the size or scale necessary to retain and preserve the existing streetscape. Furthermore, trees with red leaf such as Crimson King maple are not recommended to be planted. The traditional street tree collection consists of a variety of trees with green leaf only.

Trees such as elm, birch and chestnut are susceptible to disease and should not be re-planted in the district.

5.4.2 Recommended locations for tree planting

Maps showing streets with closed and intermittent canopies and without tree canopy were presented in Section 3.0, Third District Heritage Assessment Report. These areas are summarized below in Table 1.

The priority areas for street tree planting are in locations where there is currently no tree canopy. New street tree planting should be undertaken where the size of the boulevard and the location of underground services permit. Replanting is also recommended where there is intermittent tree canopy.

At the present time, the street areas within the Trafalgar Road district have a mature collection of trees. Monitoring and ongoing care including pruning of dead and diseased branches and fertilizing should be undertaken to ensure their longevity.

5.4.3 Boulevards

The grass boulevard running between the edge of the road, curb, and the public sidewalk is found on many streets in the neighbourhood. This green strip provides room for the planting of street trees and

Table 1: Recommended locations for tree plantings

1) Areas with no tree canopy	
Street	**Location**
Trafalgar Road	From the north district boundary south to Lawson Street and from Sumner Avenue to Church Street.
MacDonald Road	From Trafalgar Road to Reynolds Street
Lawson Street	From Trafalgar Road to Reynolds Street
Allan Street	From Randall Street south to Church Street
Sumner Avenue	From Dunn Street to Trafalgar Road and Reynolds Street to Allan Street
Palmer Avenue	From Trafalgar Road to Allan Street
2) Areas with intermittent tree canopy	
Spruce Street	From Trafalgar Road to Reynolds Street
Reynolds Street	From Lawson Street to Palmer Avenue
Allan Street	From Palmer Avenue to Randall Street

contributes significantly to the pedestrian environment. Where these boulevards exist in the neighbourhood they should be preserved.

Many of the streets are lined with curb-faced sidewalks with no grass boulevard along the road surface. In these cases the treatment of the remaining road allowances is important. This strip, where possible, should contain shrubs, turf and street trees in order to provide visual interest to the pedestrian environment.

5.4.4 Georges Square

Georges Square is the most significant public open space in the Trafalgar Road Heritage Conservation District. The park has undergone significant evolutionary changes like the surrounding neighbourhood. The formal layout of the square, shown on the 1835 plan and 1863 map of Oakville, had not been executed when the park was turned over to the Town in 1873. Improvements such as fencing, planting, sodding and walks were added at this time. The park currently demonstrates a naturalistic layout of plant material and walkways.

There is a rich diversity in the species mix of the trees. Shrubs are placed in asymmetrical beds at the northwest and southeast corners and other feature beds are filled with annuals for a colourful display during the growing season. The main walkway crosses the park diagonally from the southwest corner to the northeast corner. The square is an important civic amenity within the district and it provides a picturesque setting for the cenotaph.

The evolution of the square layout is typical of the transition in park design principles that occurred in the late nineteenth century. The idea of creating naturalistic, open spaces for the enjoyment of the

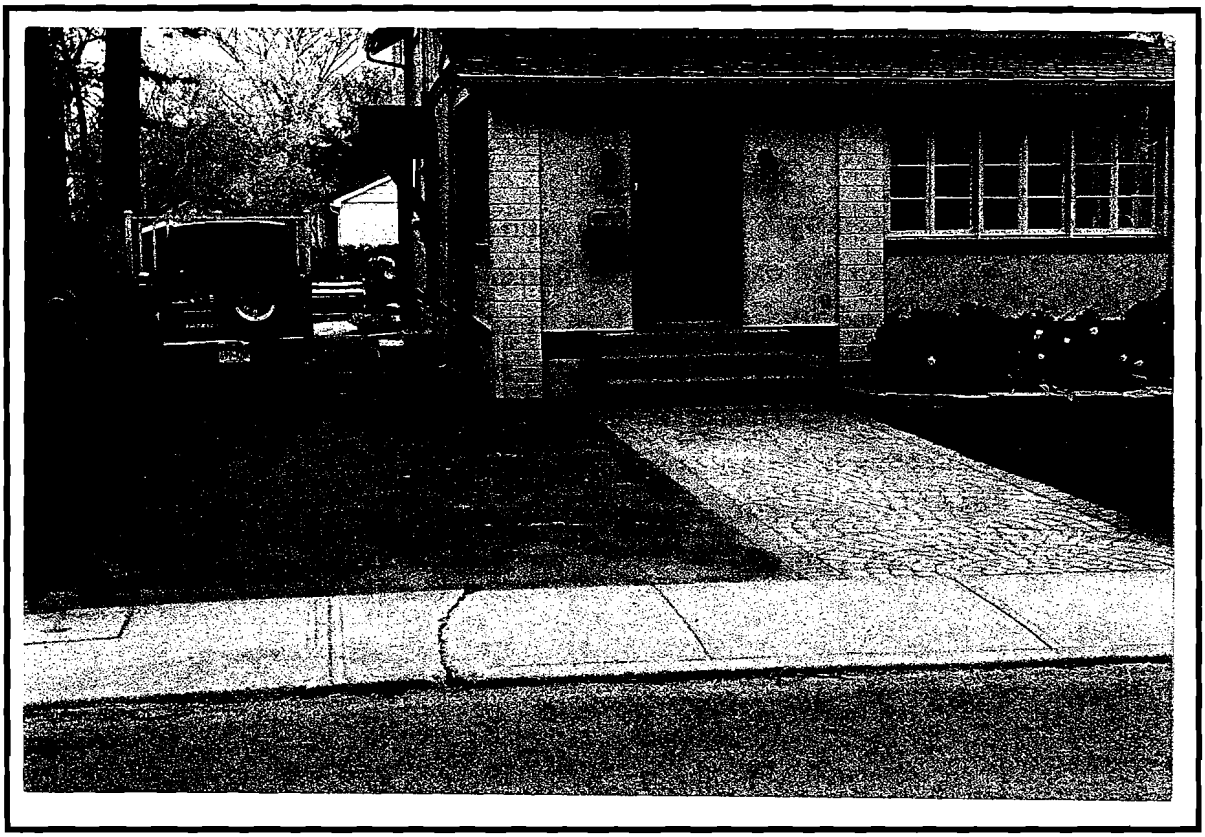
surrounding neighbourhood replaced the strict formality of the earlier designs. The later design intent was to create a site where contemplation of nature could occur. This intention was, in part, motivated by a reaction to the overcrowding and poor living conditions in many urban areas. The creation of naturalistic civic parks was seen as a means of conveying significant social benefits to a community. Georges Square is an excellent example of this design philosophy.

Today, Georges Square is a well maintained, passive recreational space. As the existing trees mature, replacement trees should be added that duplicate the mix of over twenty-two different species. The balance of coniferous and deciduous species should also be retained. Replanting of the park in this manner will ensure that it continues to be an important heritage resource. Architectural features considered for introduction to Georges Square, such as a bandstand, should be guided by historic photographic documentation.

5.4.5 Fencing and Hedges

One of the most significant landscape features of the District is the prominence of property line hedging and fences. There are many types of low ornamental fences of painted wood or iron located along the front property line that contribute to the intimate scale of the pedestrian environment. Front yard privacy can be provided by combining hedges with low fences.

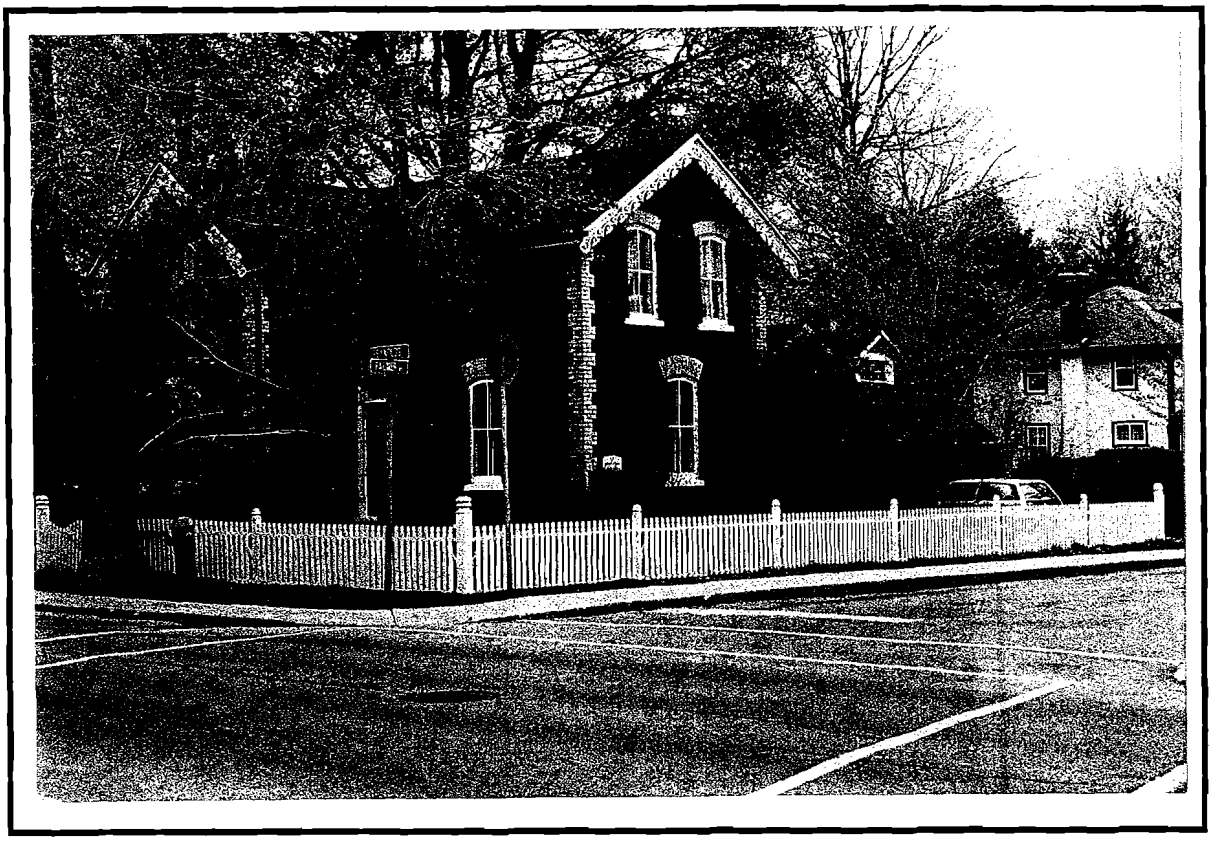
Planting hedges or shrub borders along the side property lines also contributes in a positive way to the street view since driveways and parked cars are screened from the pedestrian until they are directly in front of them.



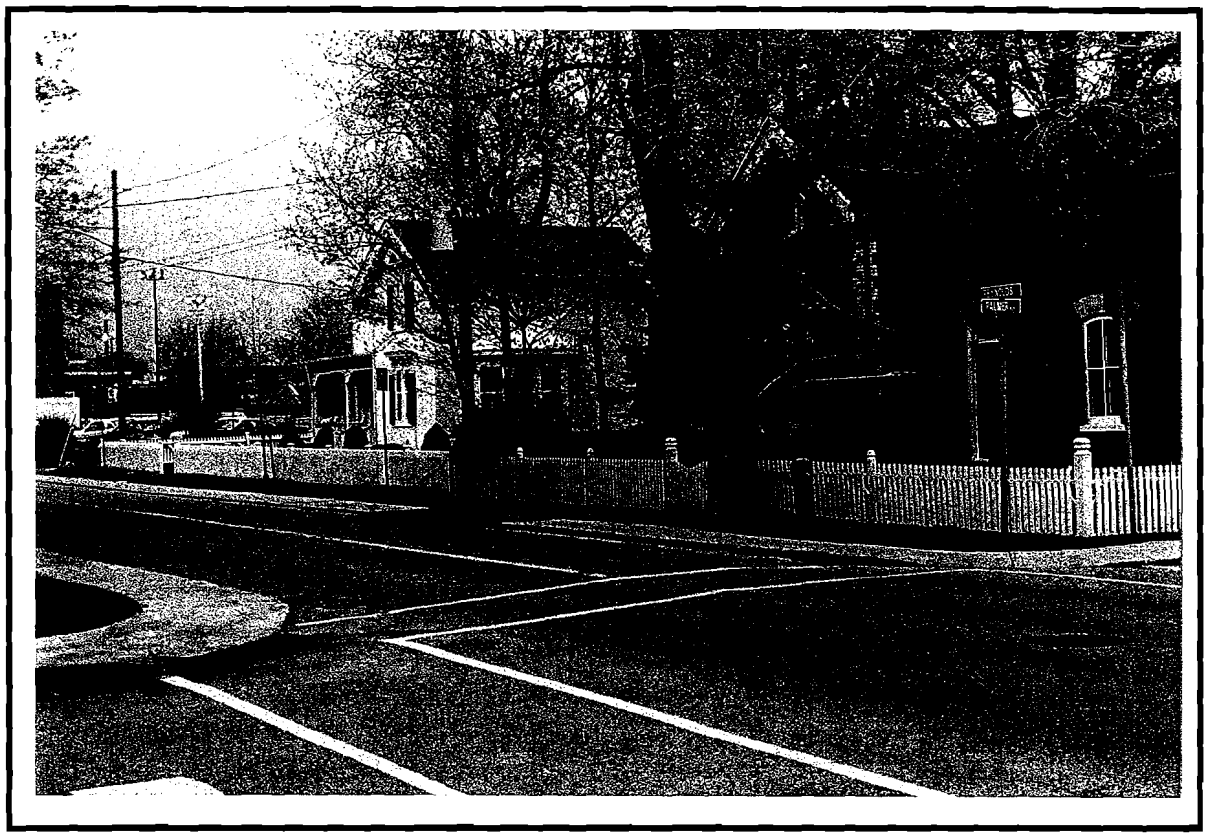
Visual changes in paving materials, colour, texture and pattern separate pedestrian from vehicular uses in the front yard.

The combination of hedging and fencing provides privacy for the homeowner and a sense of scale and visual interest for the pedestrian.

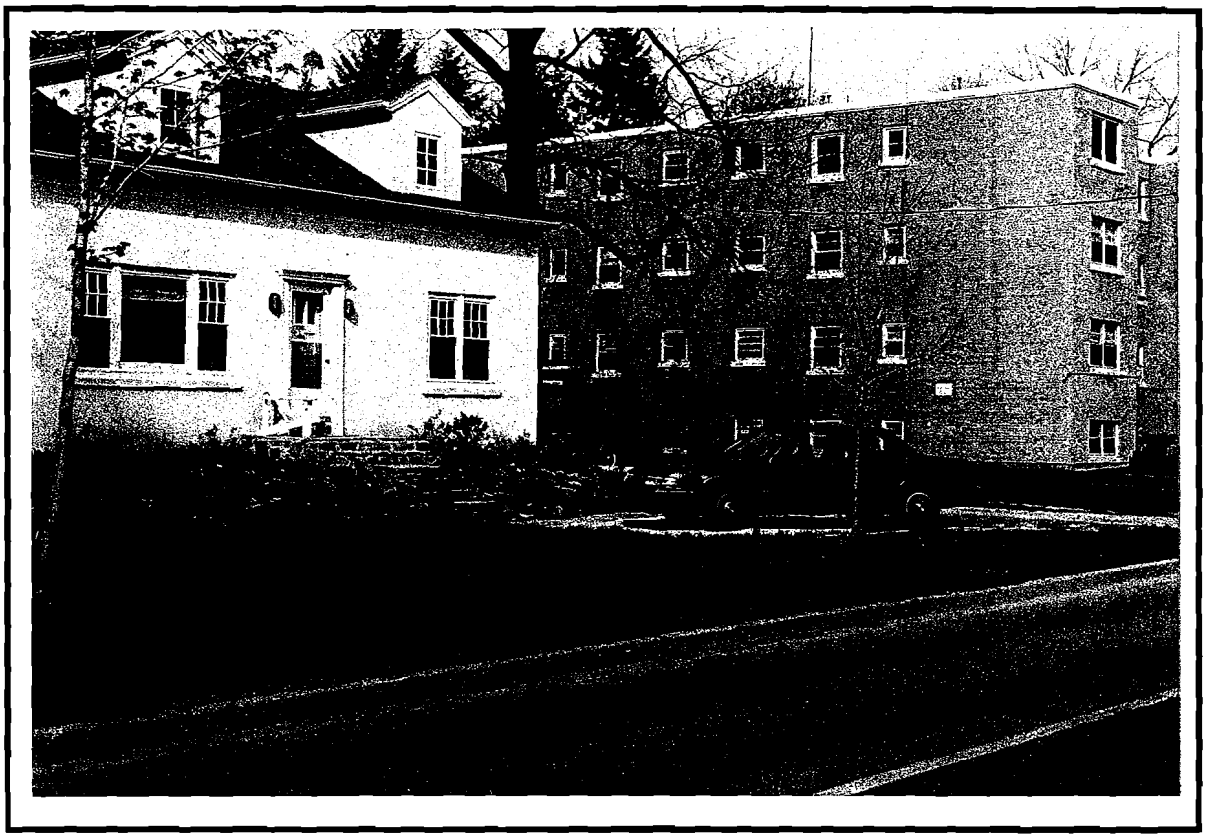
There are many new examples of fencing which define the property line in a traditional manner and as a result contribute to the cohesiveness of the district streetscape.



Property line definition with low picket fences enhances the relationship of private and public space along the street.



The continuation of the picket fence along the adjoining property defines the streetscape as well as provides a sense of scale for pedestrians.



Front yard parking can compromise the health of street trees by causing root compaction and pollution.

Front yard parking disrupts direct visual and physical access to the front entrance of the house.

The diversity of plant material found in the district contributes to the unique character of the landscape. Table 2 lists plant material which property owners can use to guide selection of trees, shrubs, perennials, bulbs, and vines for their landscapes.

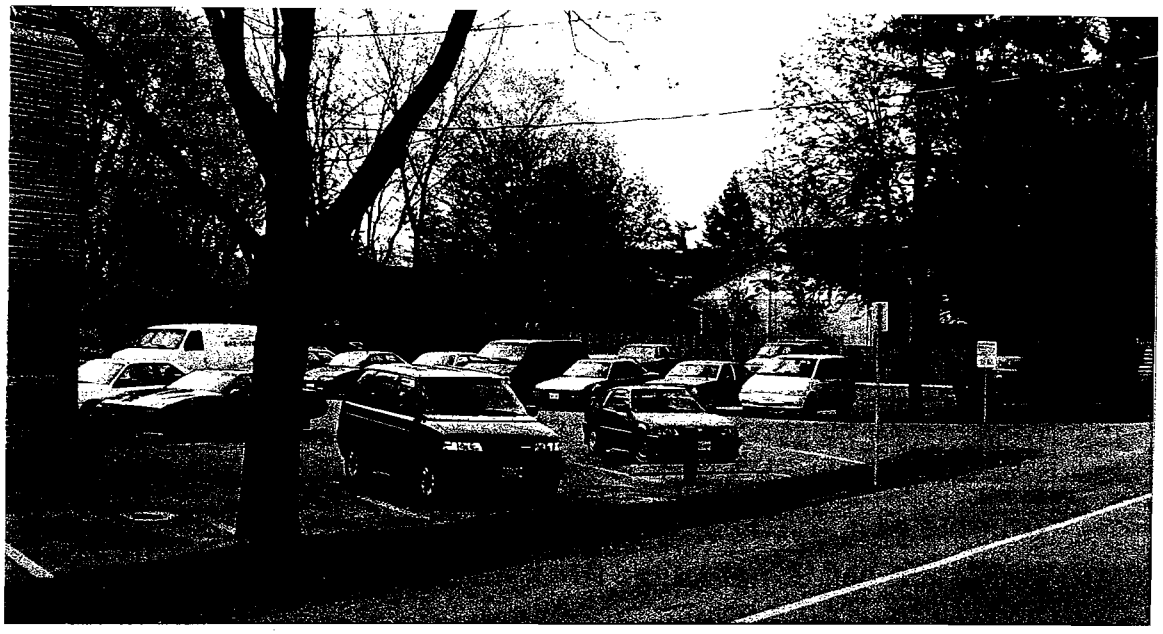
5.4.6 Front yard parking

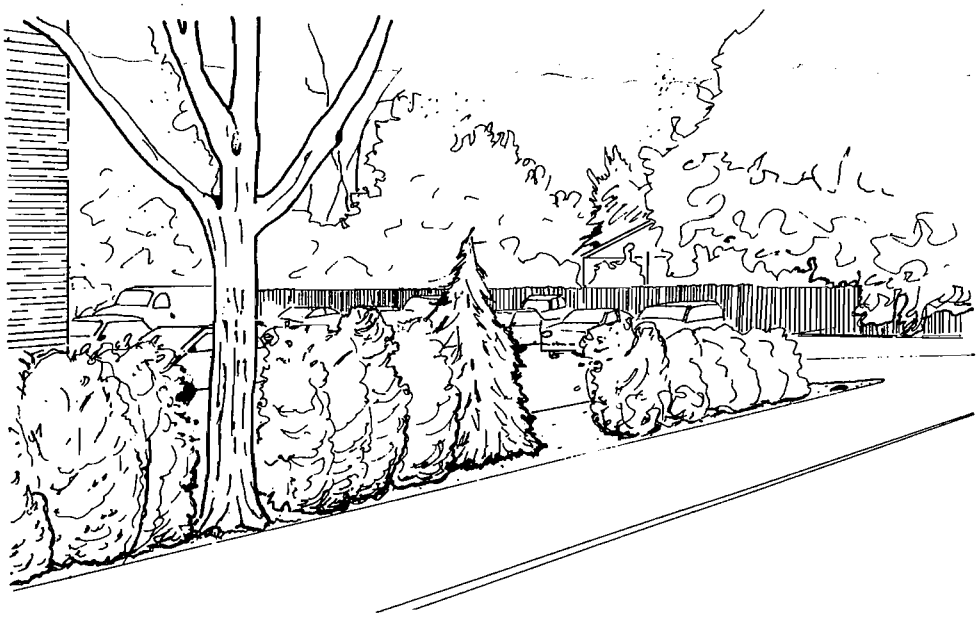
Many older neighbourhoods are facing increased demands for parking since there has been an overall increase in car ownership over the past several decades. This trend has created new pressures on the use and design of the front yard.

Many homeowners have solved the parking problem by paving all or part of the green open space of the front yard. This practice has a significant impact on the integrity of the streetscape since it generally requires removal of plant material or fencing. The view to the front entrance is often blocked by parked vehicles. The public sidewalk is interrupted more frequently by driveways. The on-street parking capacity is reduced by an increase in the number and width of curb cuts for new parking space entrances.

The less obvious effect of front yard parking is that it compacts the root zone of existing street trees. This will seriously affect their longevity.

There are several examples of front yard parking spaces in the heritage district. This practice should not be encouraged. It typically requires the removal of many landscape features considered to be important to the character of the district. However, careful selection of materials for the landscape treatment of the front yard does have the potential to mitigate some of the negative impact of this practice.





Shrub planting may be used to filter the view of large parking lots.

Replanting of street trees define the street and is especially desirable at the gateways in the district.

For example, using different paving materials with contrasting colours, texture and patterns can reduce the visual impact of the hard surfacing.

Similarly, planting a screening hedge along the side of the parking space can reduce its impact.

In older neighbourhoods, driveways frequently consisted of two long concrete tracks with either grass or crushed stone placed between them. This reduces the amount of hard surfacing in the front yard and is a possible solution to the front yard parking issue.

As well, the width of the curb cut should be limited to 8-10 feet maximum in order to maximize the potential parking capacity on the street.

5.5 List of plant material appropriate for the Town of Oakville

All plants contained in Table 2 were in cultivation prior to 1880 and are hardy to zone 6b. They are considered to be appropriate for planting within the district. The list contains both native and introduced species that reflect the Victorian interest in the cultivation of a wide variety of plant material for landscaping purposes.

Table 2: List of Plant Material Appropriate for the Town of Oakville

TREES	
Common Name	Botanical Name
White Ash	Fractions americana
Basswood	Tilia americana
Blue Beech	Carpinus caroliniana
Butternut	Juglans cinerea
Black Walnut	Juglans nigra
Black Locust	Robina pseudoacacia
Sugar Maple	Acer saccharum
Silver Maple	Acer saccharinum
Mountain Ash	Sorbus aucuparia
Norway Spruce	Picea abies
White Spruce	Picea glauca
Austrian Pine	Pinus nigra
Scots Pine	Pinus sylvestris
Horse Chestnut	Aesculus hippocastanum
Honey Locust	Gleditsia triacanthos
Mulberry	Morus alba
Tulip Tree	Liriodendron tulipifera
SHRUBS	
Common Name	Botanical Name
Persian Lilac	Syringa x persica
Common Lilac	Syringa vulgaris
Honeysuckle	Lonicera spp.
Snowball	Viburnum opulus
Grape Holly	Mahonia aquifolium
Fragrant Currant	Ribes odoratum
Slender Deutzia	Deutzia gracilis

Table 2: List of Plant Material Appropriate for the Town of Oakville (cont'd)

SHRUBS (cont'd)

Common Name	Botanical Name
Red Osier Dogwood	Cornus sericea
Mock Orange	Philadelphus spp.
Privet	Ligustrum spp.
Japanese Quince	Chaenomeles japonica
Rose of Sharon	Hibiscus syriacus
Smoke Bush	Cotinus coggygria
Snowberry	Symphoricarpos albus
Spindletree	Euonymus europaeus
Vanhoutte Spirea	Spiraea x vanhouttei
Old Fashioned Weigela	Weigela florida
Flowering Dogwood	Cornus florida
Fringe-Tree, White	Chionanthus virginica
Rhododendron	Rhododendron spp.
Flowering Almond	Prunus triloba

PERENNIALS

Common Name	Botanical Name
Monkshood	Aconitum napellus
Anemone	Anemone spp.
Campanula	Campanula
Bleeding Heart	Dicentra spectabilis
Buttercup	Ranunculus repens
Carnation	Dianthus sp.
Columbine	Aquilegia sp.
Primroses	Primula
English Daisy	Bellis perennis
Michaelmas Daisy	Aster sp.
Feverfew	Chrysanthemum parthenium
Foxglove	Digitalis orientalis

Table 2: List of Plant Material Appropriate for the Town of Oakville (cont'd)

PERENNIALS (cont'd)

Common Name	Botanical Name
Globe Flower	Trollius
Gas Plant	Dictamnus albus
Jacobs Ladder	Polemonium caeruleum
Larkspur	Delphinium
Lily of the Valley	Convallaria majalis
Daylily	Hemerocallis
Lobelia	Lobelia
Lungwort	Pulmonaria officinalis
Sweet Alyssum	Alyssum sp.
Violet	Viola cornuta
Everlasting Pea	Lathyrus latifolius
Peony	Paeonia spp.
Plantain Lily	Hosta sp.
Phlox	Phlox paniculata
Speedwell	Veronica spp.
Spiderwort	Tradescantia virginiana
Sweet William	Dianthus barbatus
Coreopsis	Coreopsis sp.
Wallflower	Cheiranthus cheiri
Yarrow	Achillea sp.
Yucca	Yucca spp.
Christmas Rose	Helleborus niger
London Pride	Saxifraga umbrasa

BULBS

Common Name	Botanical Name
Anemone	Anemone coronaria
Crocus	Crocus
Daffodil (Jonquil)	Narcissus spp.

Table 2: List of Plant Material Appropriate for the Town of Oakville (cont'd)

BULBS (cont'd)

Common Name	Botanical Name
Dahlia	Dahlia spp.
Fritillaria	Fritillaria spp.
Gladiolus	Gladiolus spp.
Hyacinth	Hyacinthus
Grape Hyacinth	MuscariIris Iris spp.
Madonna Lily	Lilium candidum
Martagon Lily	Lilium martagon
Snowdrop	Galanthus nivalis
Tuberose	Polianthes tuberosa
Tulip	Tulipa

VINES

Common Name	Botanical Name
Scarlet Runner Bean	Phaseolus coccineus
Bittersweet	Celastris scandens
Clematis	Clematis sp.
Honeysuckle	Lonicera spp.
Morning Glory	Ipomoea purpurea
Sweet Pea	Lathyrus odorata
Trumpet Creeper	Campsis radicans
Dutchman's Pipe	Aristolochia durior
Ivy	Hedera helix
Wisteria	Wisteria floribunda

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THIRD HERITAGE CONSERVATION DISTRICT STUDY

TRAFALGAR ROAD HERITAGE CONSERVATION DISTRICT PLAN

Part III: Planning and Implementation

1.0 PLANNING POLICIES AND ISSUES

1.1 Background

The successful maintenance and protection of a heritage district relies to some extent in ensuring that local planning policies and initiatives support or provide a suitable framework for realistic conservation measures anticipated in the implementation of a heritage conservation district. Indeed, the Ontario Heritage Act specifically provides for the preparation of Official Plan provisions after the examination of a prospective conservation district is completed.

The Official Plan and Zoning By-law, reviewed in the Heritage Assessment Report, are generally supportive of, or complementary to, the protection and conservation of the stable residential character of the district and its heritage attributes. Accordingly no major changes or new directions are sought in this conservation district plan.

In order to refine and more purposefully direct the conservation and development of the Trafalgar Road conservation district a number of matters were identified which required minor changes or modifications to existing planning policies. These are addressed in the following sections.

1.2 The Town of Oakville Official Plan

The local official plan provides guidance for the long term development of the municipality and addresses a number of matters respecting physical change and growth.

The existing heritage conservation policies of the plan are sound in their overall direction as to Council's intentions with respect to

heritage conservation in general and heritage conservation districts in particular. Greater clarification is required in identifying how the areas are to be conserved and planned after designation.

Additionally, more specific policies are needed to direct conservation efforts within the designated district of Trafalgar Road. Accordingly, the following sections describe policies recommended for inclusion into the official plan.

1.2.1 Heritage conservation policies

Official Plan policy provisions regarding the designation of heritage property are recommended below and are intended to provide a comprehensive approach to the conservation of heritage properties primarily within designated districts.

Recommendation 1

It is recommended that the following policies are incorporated into section 1.1.8, Part E, of the Town of Oakville's Official Plan:

1) Within a designated heritage conservation district it is the intent of Council to conserve and enhance the unique heritage character of the area. Council in consultation with the Heritage Review Committee will encourage property owners to maintain and repair heritage buildings and seek government grants and loans for eligible conservation work.

2) Where Council has designated heritage conservation districts in accordance with the policies of the Official Plan it is intended that the general policies pertaining to districts will be refined and amplified to apply to individual

designated districts and their particular attributes and features by means of heritage conservation district plans.

3) Conservation district plans will be implemented by municipal review of permit applications for changes within the district. The Town may also initiate public works improvements within the district to enhance the character of the district.

4) In reviewing proposals for the construction, demolition, or removal of buildings and structures or the alteration of existing buildings within a designated heritage conservation district the Town will be guided by the applicable heritage conservation district plan and the following general principles:

   i) heritage buildings, associated landscape features and archaeological sites including their surroundings should be protected from any adverse effects of the development;

   ii) original building fabric and architectural features such as doors, windows, mouldings, vergeboards, walling materials and roofs should be retained and repaired;

   iii) new additions and features should generally be no higher than the existing building and wherever possible be placed to the rear of the building or set-back substantially from the principal facade.

   iv) new construction and/or infilling should fit the immediate physical context and streetscape by: being generally of the same height, width and orientation as adjacent buildings; be of similar setback; of like

materials and colours; and using similarly proportioned windows, doors and roof shape.

5) Public works and landscaping within a designated district should ensure where possible that existing road and streetscapes are maintained or enhanced and that proposed changes respect and are complementary to the identified heritage character of the district.

6) Required road rights-of-way indicated elsewhere in the Official Plan may be required in designated districts but every effort shall be made to ensure that existing pavement widths especially where they are major contributors to the character of the streetscape will be retained.

7) The Town may accept the donation of easements on real property designated under the Ontario Heritage Act.

Two official plan policy additions are suggested in order to address issues pertaining to successful implementation of the district and heritage conservation generally. One policy addition respects development of lands adjacent to a heritage conservation district and the requirement to prepare heritage impact statements. In the protection of heritage conservation districts it is important to consider the effects of development adjacent to such sensitive areas, in a similar fashion as to environmental protection areas.

The second policy proposed is made in respect of the control of new development when a building has been demolished. The application of site plan control should ensure that the detailed site planning and building design process respect the special character and quality of the Trafalgar Road heritage conservation district or other districts within the Town.

Recommendation 2

It is recommended that the following policies respecting heritage impact analysis are incorporated into the Town of Oakville Official Plan:

"Heritage impact analysis

Heritage impact analysis may be required by Council where the development of lands is considered by LACAC to adversely affect a building or structure designated under Part IV of the Ontario Heritage Act.

Heritage impact analysis may also be required when commercial or institutional lands and/or buildings are developed adjacent to a heritage conservation district designated under Part V of the Ontario Heritage Act.

Where Council requires a proponent to prepare a heritage impact analysis it shall be undertaken by a qualified professional with expertise in heritage studies and shall contain:

i) a description of the proposed development or alternative forms of the development that may affect the heritage feature;

ii) a description of the heritage feature to be affected by the development or its alternative forms;

iii) a description of the effects upon the heritage feature by the proposed development or its alternative forms; and

iv) a description of the measures necessary to mitigate the adverse effects of the development upon the heritage feature.

Council may impose as a condition of any required development approvals the retention and conservation of the affected heritage feature or the implementation of appropriate mitigation measures."

Recommendation 3

It is recommended that the following policies respecting the application of site plan control are incorporated into the Town of Oakville Official Plan:

"Further to Official Plan provisions respecting site plan control any property designated under Part IV and V of the Ontario Heritage Act and which is the subject of a permit for demolition under section 42 of the Act shall be subject to Site Plan Control provisions.

Any property designated under Part IV and V of the Ontario Heritage Act that is the subject of a demolition permit under the Ontario Heritage Act shall not be considered by Council until applications for a building permit and site plan control have been approved by the Town of Oakville."

Recommendation 4

It is recommended that the following policies respecting the Trafalgar Road Heritage Conservation District be incorporated into section 1.1.8, Part E, of the Town of Oakville Official Plan:

i) Trafalgar Road was an important historical route and continues to serve as a significant entrance and exit to the Trafalgar Road Heritage Conservation Area. In considering any upgrading of this road there shall be a presumption in favour of retaining its existing pavement, boulevard and sidewalk widths. Georges Square also serves as a long-established, historical public space adjacent to Trafalgar

Road and the southern entrance and exit to the heritage conservation district. It shall continue to be maintained for use as a passive, landscaped recreational space.

ii) The Trafalgar Road Heritage Conservation District has the potential to reveal archaeological remains of past human activity, especially adjacent to the Sixteen Mile Creek. Any major soil disturbance or excavation such as bank stabilization should be preceded by advice or assistance from a licensed archaeologist.

1.3 Zoning By-law

Existing zoning provisions respecting the use of land within the district are generally considered satisfactory as they recognize the existing predominant uses within the district. No change is recommended at this time.

1.4 Tree preservation By-law

The Trafalgar Road Heritage Conservation District is graced by a number of trees in a variety of configurations on private and public property. Many contribute to the scenic and visual interest of the area with tree-lined sidewalks, pathways and canopies.

District designation under Part V of the Ontario Heritage Act does not extend protection to these important landscape features. Provisions in the Municipal Act, however, do provide for the conservation and protection of trees.

Section 313(4) of the Act states that:

The council of every municipality may pass by-laws...

(c) for preserving trees;

(d) for prohibiting the injuring or destroying of trees;

Given the importance of these features, landscape protection should be extended to these important natural features.

Recommendation 5

It is recommended that a tree preservation by-law be adopted which applies to publicly owned property and prohibits the felling, uprooting, willful damage or destruction of trees without the consent of municipal council on the advice of the Town's Urban Forester in consultation with the Heritage Review Committee.

The by-law would apply only to the designated district and specific activities such as pruning and thinning or removal of dead or dangerous trees could be specifically exempted from the by-law .

1.5 Site plan control

In some heritage conservation districts it has become a practice to use site plan control provisions pursuant to the Planning Act to complement the development review mechanisms of the Ontario Heritage Act. Site plan control allows the municipality to require facilities or improvements to a subject site and in particular address matters such as landscaping in the development of property. The dual processes and differing time spans for processing applications may be considered too cumbersome for general application within the heritage conservation area.

Accordingly, it is not recommended at this time to subject the residential properties within Trafalgar Road Heritage Conservation Area to site plan control, excepting those properties subject to demolition permit application. LACAC and local residents should monitor building activity and review the appropriateness of this from time to time. Any development currently subject to site plan control shall continue to be subject to Town requirements.

2.0 FUNDING

2.1 Introduction

Over the past several years several funding programs have been developed, primarily by the Ontario Government to assist owners in the conservation of their heritage property. Many of these programs, administered by the Ontario Ministry of Culture, Tourism and Recreation, have now discontinued or amalgamated into the new provincial initiative *jobsOntario Community Action* program. The primary focus of the program appears to be the grant aid of organized community groups rather than individual owners of heritage property.

Owners of heritage property within the district may be eligible for some element of grant aid through the three programs described below. If conservation work is anticipated or contemplated it is important that eligible owners review the detailed funding program requirements.

Generally, heritage funding is usually available for:

- the conservation of existing significant architectural elements;
- accurate reconstruction of significant architectural elements that are beyond conservation or repair; and,
- the restoration of lost but significant architectural features and for which the appearance can be clearly determined from documentary sources.

2.2 Ontario Heritage Foundation (OHF)

An agency of the Ministry of Culture, Tourism and Recreation, the OHF awards grants to owners of heritage property usually where the

property is of considerable heritage significance. Grants are discretionary and rarely exceed 50 per cent of conservation work. Competitions for awards are made twice a year.

2.3 Architectural Conservancy of Ontario (ACO)

The ACO has established a Heritage Fund under the Ministry's Community Heritage Fund program (no longer existing). The ACO, a non-profit conservation organization, may make available to eligible owners low interest loans or small grants towards the conservation of heritage property.

2.4 Designated Property Grant (DPG)

The DPG is a source of provincial government funding (Ministry of Culture, Tourism and Recreation) that enables owners of eligible designated heritage property to receive grants toward the conservation and restoration of heritage features. An owner may receive one grant per calendar year up to a maximum of $3000. Any grant must be matched by the owner. Since the program is ongoing it is possible to be eligible for grant money totaling $12,000 over a four year period, $15,000 over five years and so on. Such amounts, however, are not credits that can be accumulated over several years.

This program is administered by the local municipality in agreement with the Ministry of Culture, Tourism and Recreation. The Town of Oakville has previously entered into a contract with the Ministry and operated the program according to specified guidelines.

3.0 IMPLEMENTATION

3.1 Introduction

Apart from the preparation and adoption of a heritage conservation district plan successful implementation of district conservation also relies on a variety of complementary planning initiatives. Key amongst these are the enthusiasm and cooperation of individual property owners in protecting and maintaining the heritage building stock of the district.

The availability of funding through grants or loans may also add additional incentives and impetus to sensitive and respectful conservation. The conservation and design guidelines in Part 2 of this plan are also important in acquainting owners with some of the issues inherent in conservation practice as well as providing advice on how best to proceed with protecting the special character of the area.

The following describes those actions and procedures that will also assist in implementing the district plan over the coming years.

Situations or occasions may occur where it may be prudent to review the effectiveness of a particular procedure or requirement. Appropriate action should be taken to address these issues as they arise and amend procedures accordingly.

3.2 Role of the Local Architectural Conservation Authority Advisory Committee (LACAC) and the Heritage Review Committee

Under Subsection 28(2) of the Ontario Heritage Act LACAC advises and assists council on all matters relating to Parts IV and V of the Ontario Heritage Act. The Town of Oakville has also established a

Heritage Review Committee that advises Council on permit approvals required by the Ontario Heritage Act within designated Districts only. Both LACAC and representatives from designated heritage conservation districts are represented on this committee.

The functions of this committee are not prescribed by provincial statute so they may assume any variety of advisory function that Town Council chooses. For the purpose of this plan, however, it is anticipated that the functions of the committee should also include:

i) monitoring the district plan for its effectiveness in guiding conservation of the district;

ii) acting as a sounding board for residents within the district;

iii) participating in the supervision and administration of any heritage funding programs;

iv) preparing, as time and budget permits, the preparation of a newsletter or any other material that may assist in furthering the appreciation of protection of the district's heritage.

3.3 A District Fund

Under previous heritage funding programs administered by the province there was a separate source of funding, the Heritage Conservation District Fund Program, set aside for a variety of public and private projects in designated heritage conservation districts. Under the new *jobs Ontario Community Action* program there may now be potential to establish such a district fund. Public enhancement projects of public spaces and private conservation work on heritage

buildings may be eligible for funding but a careful review of funding guidelines should be undertaken.

Recommendation 6

Accordingly, it is recommended that the Town staff examine further and consider establishing, in light of prevailing budget commitments, a conservation district fund for all designated Heritage Conservation Districts within the Town of Oakville.

3.4 Permit approvals

Under section 42 of the Ontario Heritage Act a permit is required for the erection, demolition, removal or external alteration of a building or structure within the designated district.

The Act defines the term "alter" as meaning

to change in any manner and includes to restore, renovate, repair or disturb and "alteration" has a corresponding meaning.

While the need to require a permit for the construction of a new building or structure is clear, the requirement for a permit for an alteration to an existing building may be less clear. For the purposes of this plan, alterations or changes for which a Section 42 permit is required are those types of alterations that would materially affect the character or external appearance of a building.

Those types of physical alterations, additions and conservation work that generally require a permit are described in the body of the plan (See Part II). There will be instances, however, when it may be unclear as to which changes require a Section 42 permit and those that do not. Unfortunately, there is little or no Ontario *jurisprudence* in such matters from which examples may be derived. The provisions and intent of the Ontario Heritage Act must therefore

prevail. The following examples are provided for information. and are based upon case law from other jurisdictions.

Painting: Two issues must be considered in assessing whether painting is an alteration under the Ontario Heritage Act: the *nature and extent* of the painting and the *result and appearance*. Painting of trim is generally a minor activity confined to small sections of material, routinely carried on and is a reversible process. Thus, painting of windows, window frames, doors, door frames, eavestroughs and down spouts may be seen as matters of reasonable maintenance. It may be considered not to require a Section 42 permit.

Painting entire masonry surfaces in any colour is considered to be an alteration as it has great potential to radically alter the colour, texture, form and scale of the building fabric, as well as permanently affect the original building material.

Roof Materials: Replacement of asphalt roof shingles in kind and of the same colour would not be considered an alteration for the purposes of a district permit. Replacing roof slates or wood shingles with asphalt roof shingles would require a Section 42 permit.

Replacement of eavestroughs and down spouts should also not be considered an alteration for the purposes of a district permit, unless they are integral to the heritage character of the building e.g. decorated metal.

Canopies and awnings: Canopies and awnings require a Section 42 permit as they are capable of altering the appearance of building facades.

Cladding and rendering: The application of any cladding or rendering to a building where these did not exist before requires a

Section 42 permit and includes synthetic sidings, wood cladding, stucco, immitation masonry units such as stone or brick to building fabric.

Cleaning: Consideration must be given to two factors, namely the *materials to be cleaned* and the *cleaning process* to be used. A Section 42 permit shall be required where the cleaning process would affect the character of the building material e.g. sandblasting brick damages the surface of the building material and removes patina.

Reinstatement of former architectural features: Reconstruction of documented features requires a Section 42 permit.

Solar Panels: These features have the potential to disrupt roofing materials and character and thus require a Section 42 permit.

Windows: The installation of new windows has considerable potential to affect the character of a building. A Section 42 permit is required.

Satellite Dishes: The installation of satellite dishes has considerable potential to affect the character of a building. A Section 42 permit is required.

The following list summarizes some of the most common alterations that may require a Section 42 permit (some but not all may also require a building permit e.g. brick cladding, roof sheathing, skylights, replacement of windows at a larger size, aluminum siding, decks and porches). In all cases of alterations local residents should consult with Town staff for further advice:

- installation of canopies;
- removal and/or installation of cladding and rendering;
- cleaning of wall surfaces;

- painting of masonry fabric;
- changing roofing material from one material to another;
- installation of solar panels;
- installation of satellite dishes;
- installation of skylights and new windows;
- installation of front yard fencing;
- removal of chimneys; and,
- removal and/or installation of porches, verandahs and decks.

Applications for alterations are required under the Ontario Heritage Act to be submitted to municipal council and considered within ninety days of submission. Council may approve; approve with conditions; or deny the requested permit. Appeals to the Ontario Municipal Board by an applicant may be registered within thirty days.

Demolition of a property cannot be refused by municipal council but may be delayed for up to a maximum of 270 days. Private Members Bill 82 (An act respecting the Town of Oakville) requires that a property owner obtain a building permit to erect a new building on the site of the building or structure sought to be demolished or removed, prior to receiving approval to demolish.

In order to provide for an expeditious review of changes within the district, property owners should consult with Town staff informally and at the earliest opportunity. Guidance on sympathetic alterations and favourable conservation initiatives will be found in the district plan.

3.5 Planning and development applications

In some instances building or district permits within or adjacent to the district may be preceded by applications for planning approvals pursuant to the Planning Act. These have the potential to affect the character of the district and it is important that public input be gained at the earliest opportunity.

Recommendation 7

It is recommended that where any application or proposal for one of the following is located within or adjacent to the designated district LACAC and the Heritage Review Committee shall be circulated for comments:

- plan of subdivision;
- official plan amendment;
- zoning amendment;
- a variance or a consent;
- site plan application;
- road closure;
- road widening; and
- any public works and improvements by a municipal authority or local utility.

3.6 Site Plan Control

It has been proposed that any property designated under the provisions of the Ontario Heritage Act, 1980, and subject to a demolition permit shall also be subject to site plan control pursuant to section 41 of the Planning Act, 1983. Plans or drawings must be submitted in support of a site plan application and may be approved subject to certain conditions including such matters as:

- widening of highways
- access ramps and curbs
- parking facilities and driveways
- walkways
- lighting facilities
- walls, fences, hedges, trees, shrubs or ground cover
- garbage facilities
- easements
- grading and provisions for the disposal of water from property

Whereas heritage designation is concerned primarily with the details of buildings, site plan control focuses on the acceptable development of the overall property and typically seeks to ensure that an acceptable standard of site amenity and maintenance is achieved.

Recommendation 8

The foregoing measures have considerable potential to complement each other. In order to ensure that there is no duplication the following recommendations are made:

i) where an application for approval under site plan control and district designation is required, they should be treated as individual applications.

ii) wherever possible both applications should be submitted together at the same time and considered within the time period permitted under subsection 41 (12) of the Planning Act, 1983 (see also section vi) below).

iii) an application under the provisions of the Ontario Heritage Act should address all matters relating to the detailed design and construction of buildings and structures.

iv) an application for site plan approval 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.

v) both applications should be considered in the context of the policies and guidelines provided in the pertinent sections of this heritage conservation district plan and appropriate conditions applied to each application if necessary.

vi) applications for site plan approval should be submitted prior to conservation district permits if such applications are submitted separately.

3.7 Staffing

It is not uncommon for many municipalities to have staff heritage planners who can advise on heritage matters on a day-to-day basis. The growing awareness of heritage conservation's vital relationship to a variety of other planning activities argues for continuing commitment to a part time position as well as consideration of a full-

time staff position within the Town of Oakville planning department. Importantly, the designation of a third district will entail greater staff involvement in the permit application and potential funding processes. The function of heritage staff with respect to heritage conservation district planning matters is and should continue to be:

1) to provide consistent advice and interpretation on the policies and guidelines of the Trafalgar Road Heritage Conservation District Plan; the First and Second Street Heritage Conservation District Plan, and the Old Oakville Heritage Conservation District Plan.

2) to liaise with LACAC, the Heritage Review Committee, and Council; and

3) to advise other Town departments on heritage matters as they arise within the Heritage Conservation Districts in the Town of Oakville.