

Development application guidelines

Urban Design Brief for subdivisions

What is the purpose of this?	An <i>urban design brief for subdivisions</i> is a document that describes and illustrates an overall design strategy and principles for a proposed new community. The <i>urban design brief for subdivisions</i> consists of a thorough context analysis, the evolution of a master plan, detailed design direction and process of implementation.
Who should prepare this?	The <i>urban design brief for subdivisions</i> should be prepared by an urban designer, licensed architect or full member of the Canadian Institute of Planners (MCIP) with a demonstrated specialization in urban design.
When is this required?	<p>An <i>urban design brief for subdivisions</i> may be required in support of a planning application for large-scale neighbourhood development proposals, whether in an intensification or greenfield context.</p> <p>Requirements and scope of an urban design brief will be identified and discussed through the mandatory pre-consultation process.</p>
Why do we need this?	An <i>urban design brief for subdivisions</i> is used by Town staff to evaluate how the design concept was devised and to assess how the proposal responds to the surrounding physical context and conforms to the policy context (existing or proposed through an official plan amendment) and urban design direction.
How should this be prepared?	<p>An <i>urban design brief for subdivisions</i> should contain, but not limited to:</p> <p>Design Vision, Guiding Principles, and Objectives Provide an overview of the urban design vision, objectives and principles for the proposed development. Describe how the development will integrate with the existing and planned surrounding context and how it will contribute to creating a unique sense of place through the proposed public realm and built form.</p> <p>Context Analysis Provide a description and detailed analysis of the site and surrounding existing and planned context noting the attributes and considerations including, but not limited to:</p> <ul style="list-style-type: none">• existing natural features, topography and vegetation• lot fabric (including frontage and depth)• general street/block pattern (including block lengths)• built form character of surrounding area• surrounding land uses• views and vistas to and from the site• landmarks or gateways• transportation networks (vehicular, cycling, pedestrian, transit, etc.)• relationships and linkages to public open spaces

Description and analysis must incorporate context mapping and photographs depicting the subject site and relationship to its surrounding context.

Policy Context

Provide a comprehensive analysis of all relevant design-related policies and direction within applicable Town documents. Incorporate descriptions of how the design of the proposed subdivision implements the Town's expectations as established in:

- *Livable Oakville Plan* and Secondary Plan policies
- Guiding Design Principals (outlined in Section 1.4 of the *Livable by Design Manual – Urban Design Direction for Oakville*)
- Town-wide Urban Design Guidelines (*Livable by Design Manual – Urban Design Direction for Oakville* and *North Oakville Urban Design and Open Space Guidelines*)
- Relevant policy, design studies and/or design directions documents for specific areas or land uses in Oakville

Development Framework

Provide a detailed description and illustration(s) for each of the structural elements that, when layered or combined, establish the overall character and configuration of the proposed subdivision. The structural elements typically include, but are not limited to, boundary interface/edges, street network, circulation routes, open spaces (natural heritage, stormwater features and parks), nodes/centres, built heritage, block arrangement, pattern of land uses (community and private), views and vistas, etc.

Development Master Plan

Provide a detailed master plan, comprised of illustration(s) and text, representing how the structural elements, that were identified, described and illustrated in the 'development framework' section, are layered and combined to form the overall development concept.

Detailed Design Direction

Provide detailed design direction that describes how the master plan will be realized. The design direction should be clearly expressed through text, detailed sketches representing proposed development and precedent images illustrating intended features and attributes of the proposal. The design direction should address, but not be limited to:

- streetscape – the character of each street type, including travel modes, boulevard treatment, gateways, furnishings and lighting, public art, plantings and utilities
- connections – cycle and pedestrian routes into and through the development, with an emphasis on access to destinations and amenities
- public uses and spaces – integration of general institutional uses, open spaces, and trails into the development, including the interface with surrounding natural heritage area(s)
- built form – how an attractive streetscape will be created through variety in building types, height, massing, setbacks, orientation, architectural elements and materials.

- Priority lots – detail the treatment of lots with the greatest degree of visibility and impact on public realm (these ‘priority’ lots are located in prominent areas, such as, gateways, corner lots, view termini, abutting plazas, parks and open spaces, and abutting heritage resources)
- heritage resources -- where heritage properties and buildings exist as part of a development site, describe how the heritage resource will be protected, conserved and enhanced as part of the development in accordance with the requirements of the Heritage Planning section
- sustainability features – describe the low impact development, stormwater facilities, energy efficiency measures and green building technologies that will be incorporated

Implementation

Provide an overview of the design review and approval processes, including the architectural control process, site plan review process, and monitoring for compliance. Incorporate a list of all drawings and materials that are necessary to satisfy this requirement.

What else should we know?

The *urban design brief for subdivisions* that is prepared in support of the proposal will be reviewed, modified and approved by staff and will form part of the approvals package for the proposal.

The approved brief may form Part B of the *Livable by Design Manual* and the detailed design direction will be referenced in the review of planning applications associated with the development area.

What other resources are available?

Town of Oakville - Livable by Design Manual:

<http://www.oakville.ca/business/urban-design-manual.html>

Town of Oakville - North Oakville Urban Design and Open Space Guidelines:

<http://www.oakville.ca/assets/2011%20planning/nco-urbdesguidelines-09nov09.pdf>

Town of Oakville - Urban Design Documents and Studies:

<http://www.oakville.ca/business/urban-design.html>

Town of Oakville – Planning Documents and Studies:

<http://www.oakville.ca/business/planning-studies.html>