Height and Density Review Guide

For Development Applications with Increased Height and Density

Prepared by the Huntsville Planning Department

Version 1.0

September 2026



Height And Density Review Guide:

This Guide is intended to assist proponents of applications where new development will result in height and/or density increases to prepare plans and supporting materials in accordance with appropriate standards/expectations. Such applications require a Community Planning Permit under Community Planning Permit By-law 2022-97, as amended, (the "CPPBL"), and provisions within the By-law require preparation of such plans and other supporting materials in accordance with this Guide.

Purpose:	• To provide useful background on the criteria contained in the CPPBL that applicable to applications for increased height or density; • To outline the locations where applications for increased height or density are appropriate; and • To clarify what plans and materials will be needed in support of such applications.
Application and Use:	When new residential development proposes a building height and/or density that exceeds the maximum permitted standards as outlined in the CPPBL and trigger the requirement for submission of plans and supporting materials to demonstrate compliance with applicable performance standards, criteria, and guidance. This Guide outlines the Town's expectations respecting the preparation of such plans and materials.
Supporting Documents:	• Community Planning Permit By-law 2022-97, as amended • The 2019 Town Huntsville Official Plan
Version:	Version #.# | This version of the Guide was approved for implementation by Huntsville Planning on MMM, DD, 2026. **THIS IS A DRAFT VERSION**

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1.0 Introduction

1.1 Context

The Community Planning Permit Bylaw ("CPPBL") is a tool to regulate development throughout Huntsville. It prohibits new development from occurring within the Town until a Community Planning Permit is obtained, unless the development is of a class that is exempt from this requirement. The By-law combines elements of a zoning by-law, site plan control by-law, tree removal by-law, and site alteration by-law into one streamlined development control tool, consolidating the separate approvals required for each into one.

Similar to a Zoning By-law, the CPPBL details precincts (or zones) were certain land uses, buildings, and structures may be permitted and outlines the minimum and maximum standards that apply to developments in each. Height and density standards are two such standards, and the CPPBL details maximums for each.

Where an application proposes a development beyond the maximum standards outlined in the CPPBL, a variation from the as-of-right standards is possible through a Class 2 or 3 Permit. Additionally, there are policies in the Huntsville Official Plan ("HOP") and the CPPBL that note that such applications can only be considered where a community benefit, in the form of services, facilities, or matters, are provided.

To ensure applications proposing additional height and/or density are focused to appropriate locations, and to provide staff and applicants alike with guidance on such applications, this Guide has been prepared as a companion to the provisions respecting such applications in the CPPBL.

1.2 Purpose

The purpose of this Guide is to:

- Provide useful background on the criteria contained in the CPPBL that is applicable to applications for increased height or density;
- Outline the locations where applications for increased height or density are appropriate; and
- Clarify what plans and materials will be needed in support of such applications.

1.3 Application and Use

Use this Guide when new residential and mixed-use development proposes a building height and/or density that exceeds the maximum permitted standards as outlined in the CPPBL and triggers the requirement for submission of plans and supporting materials to demonstrate compliance with applicable performance standards, criteria, and guidance.

This Guide outlines the Town's expectations regarding the preparation of such plans and materials. The Guide includes a brief explanation of the various items contained in Appendices detailing the intended application and use for each.

The Guide also helps readers understand the Suitability Map contained in Appendix E of the CPPBL and Appendix A1 of this document outlines how the map was developed.

2.0 Background

In September 2023, Planning Council directed staff to develop criteria for reviewing mid-rise residential buildings within the Huntsville Urban Settlement Area. The goal was to make sure these types of buildings, especially rental apartments, can be built without negatively affecting important views or the natural and urban character of the area. Council also asked staff to explore ways to promote and maintain purpose-built rental development. This work supports broader community needs related to housing supply, affordability, and the guidance for intensification and compact growth.

To complete this work, staff prepared a three-phase project plan, which Council received in December 2023 (Report DEV-2023-122):

- **Phase One:** Review practices from other communities, assess Huntsville's existing policies, and consult internal staff.
- **Phase Two:** Develop a Background and Directions Report.
- **Phase Three:** Use the findings from earlier phases to create a final set of Height and Density Evaluation Criteria.

In April 2024, staff completed Phase One and Two and presented a Background and Directions Report to Planning Council (Report DEV-2024-35). This report reviewed the current process for considering height and density increases, applicable legislation and policy, past planning and design studies, internal feedback, and the results of the jurisdictional review. From this work, staff were directed to prepare seven (7) deliverables as part of Phase 3 of the project, as outlined below.

1. Suitability Mapping
2. By-law Definition Changes
3. As-Of-Right Permissions, Maximum Variation Limits and Performance Standards for Increased Height and Density in Suitable Areas
4. Landscape and Visual Impact Study Terms of Reference
5. Landscaping Standards and a Revegetation Guide for Development Proposals with Increased Height and Density
6. Community Benefit Contribution Guidelines
7. Public Consultation Strategy

These deliverables were presented to Planning Council in October and November 2025 (DEV-2025-104). Based on Council's direction, the Landscape and Visual Impact Study Terms of Reference, the Landscaping Standards and Revegetation Guide for Development Proposals with Increased Height and Density, and the Performance Standards for Increased Height and Density are to be applied to all development proposals seeking increased height or density. The Suitability Mapping is to be utilized as a tool when considering where to appropriately locate multi-residential and mixed-use projects with increased height and density.

Amendments to the HOP and CPPBL have been proposed to implement Council's direction.

This Guide brings together these components of the Height and Density Evaluation Criteria into one document. It is intended to be reviewed and applied alongside all relevant planning policies and procedures.

This guide outlines the background and/or requirements for the following:

- Suitability Mapping
- Revegetation Guide for Landscape Buffers
- Landscape and Visual Impact Terms of Reference & Significant Views
- Performance Standards

3.0 Suitability Mapping

A Suitability Map was created to help identify areas within the Huntsville Urban Settlement Area that are appropriate for development with increased height and/or density. To help implement updated height and density policies in the CPPBL, this Map has been included as Appendix E to the CPPBL and is contained in this Guide under Appendix 1. Also provided in this Appendix is a description of how the Suitability Map was developed.

What is the Suitability Map?	The Map evaluates factors such as Significant Views, topography, natural heritage features, and proximity to parks, trails, and public transportation to generate a suitability score. This score helps staff and Council determine where additional height and density can be accommodated while minimizing impacts on Huntsville's natural beauty and community character.
What lands are included in the Suitability Map?	Only those lands contained within the Huntsville Urban Settlement Area, as illustrated in Schedule B.1 of the HOP, were included.

What information does the Suitability Map Provide?	The Map is a visual representation of geographic areas sharing the following suitability scores: 1. High suitability 2. Medium suitability 3. Low suitability 4. No suitability Highly suitable properties, shown in green, are areas with strong development potential and few or no policy constraints. These locations typically fall within the Intensification Corridor, are close to existing built-up areas, and are near bus stops, trails, and parks. Importantly, these areas are also outside Significant Views, or, if they fall within them, are not visible or are screened from view due to terrain. Medium suitability properties, shown in yellow, are areas with few development constraints, moderate to low height constraints, and moderate to high opportunities. Low suitability properties, shown in light red, are areas where development constraints exist and where properties fall within high constraint, low opportunity areas. No suitability properties, shown in dark red, are areas where development constraints significantly limit or prohibit development.
How to use the Suitability Map	As noted, the Map is included in an Appendix to the CPPBL. It is also included in the Appendices to this Guide. All properties within Huntsville's Urban Settlement Area are shown in one of four colours, green, yellow, light red, or dark red, each representing a different suitability score. The suitability score is intended to assist Town staff and Council when reviewing proposals that request increased height or density. Property owners, agents, and applicants should also refer to the suitability score when considering height or density increases, to ensure that applicable policy constraints, height constraints, and development opportunities are appropriately addressed. Where a Hill Crown Overlay applies, development must also be limited and carefully located to respect prominent heights of land.

	For multi-residential and mixed-use development within no, low, and medium suitability areas, the maximum permitted height is 11m. In high-suitability areas, the maximum height may be increased to 15m, provided an appropriate community benefit is secured. Consult the CPPBL for related development standards.
How was the Suitability Map developed?	To determine suitability, constraints and opportunities were identified. Constraints are factors that limit development potential, whereas opportunities are factors that support development potential. The suitability analysis considered Policy Constraints, Height Constraints, and Opportunities as the principal mapping components to determine suitability. The Map was developed using Geographic Information System (GIS) software and the Town of Huntsville's Planning policies. The components to developing the overall Suitability Map have been further outlined in Appendix 1 of this Guide.

4.0 Revegetation Guide for Landscape Buffers

Known for its natural beauty, pristine lakes and waterfronts and its vibrant communities, the Town of Huntsville recognizes the value of its significant natural environment and forests, as well as the benefit of including high quality landscaping within the public realm.

With increased demand for height and denser developments, the Town must balance this demand with more specific landscaping standards to ensure these proposed developments preserve and enhance the quality of the landscaping provided.

Landscape buffers are included in the Height and Density provision of the CPPBL to mitigate impacts of development, enhance pedestrian scale outdoor spaces and streetscapes, and contribute to maintaining and establishing Huntsville's tree cover.

Recommendations outlined in any technical documents prepared by a qualified professional and approved by the Town shall be implemented through a Community Planning Permit.

Section 2.5.3 of the CPPBL outlines landscape provisions to be implemented when building height increases are proposed and the Revegetation Guide in Appendix 2 to this Guide will provide additional assistance in this regard.

What is the Revegetation Guide for Landscape Buffers	Section 2.5.3 of the CPPBL includes provisions for landscape buffers that are to be implemented when a development proposes increased building height. The Revegetation Guide for Landscape Buffers can guide a proponent's landscape architect on preparation of landscape plan that will satisfactorily demonstrate appropriate landscape buffer plantings in accordance with these landscape buffer provisions.
What are the goals of the Town's Revegetation Guideline?	The goals of the Revegetation Guide for Landscape Buffers is to: • Preserve and enhance existing mature vegetation within urban and settlement areas, • Provide connected natural corridors and tree canopy coverage, • Soften the impacts of new and infill development, • Prioritize planting native plant species, • Outline parameters for sizes and quantifies of plant materials; and • Create attractive outdoor spaces.
What outcomes is the Revegetation Guideline aiming to achieve?	The Revegetation Guide for Landscape Buffers was developed to: • Clearly identify the Town of Huntsville's expectations in regard to landscape design and development; • Increase the compatibility of new development through effective buffers and privacy screening; • Utilize a landscaping first approach; • Identify mature vegetation; • Reduce breaks in the Tree Line and Ridge Line to preserve views and vistas; • Require native plant material suitable for the Zone 4B Region as identified by Canada's Plant Hardiness Zones, to be used; • Outline plant species, quantities, size parameters, preservation and planting standards • Identify and describe best practices for landscape construction to ensure the long-term success of landscape installations; and

	• Enhance the aesthetic appeal and livability of Huntsville.
Existing landscape buffer requirements	The requirements of the Revegetation Guideline are in addition to the Landscape Buffer provisions contained with Section 2.12 of the CPPBL.
How to apply the Revegetation Guideline	The Revegetation Guideline shall be applied to Landscape Plans required as part of submission materials for Community Planning Permit applications requesting increased Height and Density. Landscape plans are required to be prepared by qualified professionals and shall implement necessary measures from technical materials.

5.0 Landscape and Visual Impact Terms of Reference & Significant Views

The Landscape and Visual Impact Study (LVIS) Terms of Reference contained in Appendix A3 to the Guide provides guidance for preparing Landscape and Visual Impact Studies required for developments exceeding 11m or 3 stories in height within Huntsville's Urban Settlement Area.

The Terms of Reference also identifies the 23 Significant Views documented through the Significant View Survey, all of which must be considered as part of the analysis.

What is a LVIS	A Landscape and Visual Impact Study (LVIS) is a technical study required to be submitted in support of a development application that proposes increase height. Such studies must be prepared by qualified professionals and be submitted in order to demonstrate that a proposed height increase can be supported. The purpose of an LVIS is to evaluate whether the location, massing, and height of a proposed development will affect important views and vistas, as well as the character of the surrounding urban and natural landscapes. Preparation of a LVIS is required in the CPPBL where a development involving increased height is proposed.

What is the purpose of the LVIS Terms of Reference?	The Terms of Reference details steps in evaluating whether the location, mass, and height of a proposed development will affect important views and vistas, as well as the character of the surrounding urban and natural landscapes.
What are Significant Views and how were they determined?	The Significant Views were identified through a public viewshed survey, which asked members of the public to share information about their favourite views within Huntsville's Urban Settlement Area. The survey responses were reviewed, and 23 Significant Views were identified.
How Are Significant Views to be considered in development proposals?	Significant Views, as further identified in Appendix A3, should be reviewed. Where a proposal for increased height and/or density is located within a Significant View, LVIS will be required to assess the potential impacts of the proposed development and to ensure that the view is not compromised.
How to prepare a LVIS	When an LVIS is required, it must be completed in accordance with the standards and methodologies outlined in the Terms of Reference provided in Appendix A3.

6.0 Performance Standards

When evaluating the impacts of taller and higher density development, it is essential to establish clear standards and guiding principles to help refine building design and mitigate potential effects. These considerations form a critical component of the Height and Density policy framework.

Performance standards to be complied with when a development involves a proposed height increase above 11m or 3 storeys in height are included in Section 2.5.3 of the CPP By-law.

What is the purpose of Performance Standards?	The Performance Standards have been developed to provide clear, measurable criteria for incorporation into development proposals. Their purpose is to support built forms that integrate appropriately with adjacent properties, are compatible with the character and function of established neighbourhoods, and optimize development functionality.
Pillars of Performance Standards	1. Building Design 2. Site Layout

	3. Amenities When considering Performance Standards that contribute positively to the form and function of taller and denser buildings, three Pillars were identified. When combined, these Pillars work together to support well-designed community and public spaces and to achieve enhanced functionality. Within each Pillar, corresponding sub-categories have also been identified.
What Performance Standards are included in Section 2.5 of the CPPBL?	Performance standards relating to the following are included in Section 2.5.3 of the CPPBL: • Step-backs; • Landscape buffers; • Rooftop mechanical penthouses; • Parking lots and underground parking; • Windows and balconies; and • Amenity areas.
How to Apply the Performance Standards	Where a development proposal in the Huntsville Urban Settlement Area exceeds three (3) storeys in height, the Performance Standards within Section 2.5.3 of the Community Planning Permit will apply. A checklist in Appendix A4 outline the performance standards to be incorporated in site and building design.

7.0 Facilities, Services, and Matters for Community Benefits

In exchange for increased development permissions, such as additional height, density, or other regulatory flexibilities, a CPPBL may require the provision of community benefits. These may include affordable housing, cash-in-lieu contributions, or other defined facilities and services that balance the benefits received from taller and denser developments.

The Town of Huntsville completed a Land Economics Assessment in March 2026, which reviewed the feasibility of establishing a proportional contribution rate for Facilities, Services, and Matters for Community Benefits (FSMCB) under the CPPBL. The assessment indicated that current development feasibility is significantly constrained by elevated development costs.

Under current market conditions, staff have included enabling provisions to implement FSMCB at an appropriate time, given market feasibility. Flexible provisions have also been included to allow FSMCB to be assessed on a case-by-case basis. Such contributions

must bear a reasonable planning relationship to the increase in height and/or density, including a geographic relationship to the development or addressing planning issues associated with the proposed development.

How to determine an appropriate FSMCB on a case-by-case basis?	Community benefits can be provided outright or through a cash-in-Lieu alternative. Determining an appropriate FSMCB on a case-by-case basis will require the submission of a site-specific Proforma Assessment prepared by a qualified professional. This assessment may be used to establish an appropriate monetary value for community benefits based on the lift in land value resulting from the proposed increase in height or density. Community benefits provided should be proportional and address needs in proximity to the proposed development. The type and value of FSMCB contributions will be determined through discussions between municipal staff and development proponents as part of the development review process, to the satisfaction of the Director of Development Services.
What are FSMCB that can be provided?	FSMCB that can be provided for applications increasing height and/or density should be as follows; • smart value housing, special needs housing or social housing; • conservation of cultural heritage resources contained within the Municipal Heritage Register; • buildings that incorporate sustainable design features; • energy and/or water conservation measures; • public art; • non-profit arts, cultural, or community or institutional facilities; • public transit infrastructure, facilities, and/or services; • public parking;

- land for municipal purposes;
- parkland and improvements to parks in excess of the Planning Act requirements;
- active transportation amenities, such as signage, seating, washrooms, lighting, parking and other facilities; or
- a cash contribution in lieu of a community benefit.

Appendices

A1: Suitability Map for Increased Height and Density

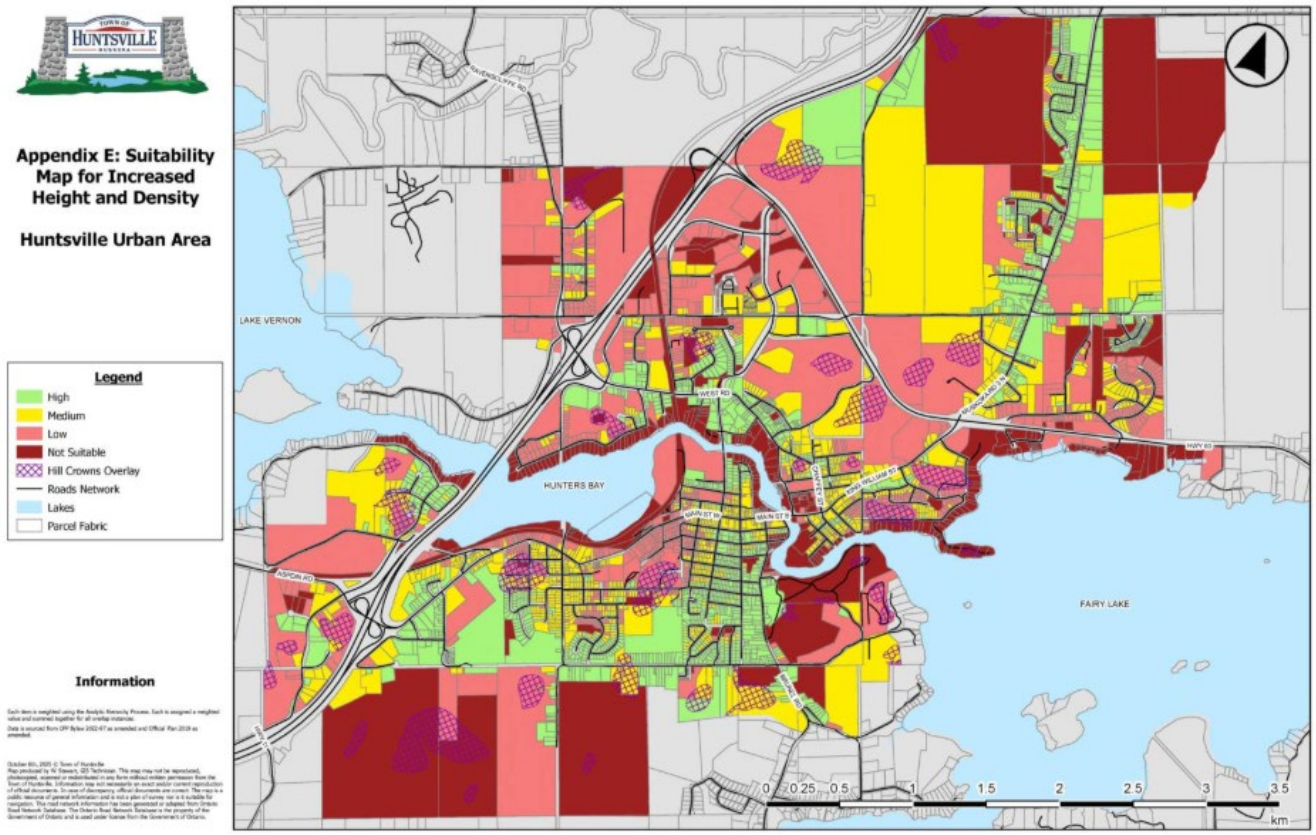


Figure 1: Suitability Map

1.0 What are the components of the Suitability Map?

To determine suitability, constraints and opportunities were identified. Constraints are factors that limit development potential, whereas opportunities are factors that support development potential. The suitability analysis considered Policy Constraints, Height Constraints, and Opportunities as the principal mapping components to determine suitability.

1.1 Policy Constraints Component Map

Policy Constraints	The Policy Constraints component map reflects development constraints associated with planning policies contained within the Town of Huntsville Official Plan (HOP) and the Town of Huntsville Community Planning Permit By-law, as amended (CPPBL). The Policy Constraints component map is compromised of the following data layers.

Layers within the Policy Constraints Component Map	Absolute Policy Constraints	Other Policy Constraints

	• Wetlands
	• Waterbodies and Watercourses
	• Type 1 Fish Habitat
	• Railways and Rail Yards
	• MTO Lands and 14m Buffer
	• TransCanada Pipeline and 7m Buffer
	• Extractive Industrial Use Lands
	• Floodplain & Static Floodline Elevations
	• Conservation, Flood, and Open Space Precincts
	• Urban Shoreline Residential Designation
		• Policy Buffers and Significant Wildlife Habitat
		  ○ Steep Slopes 15m Buffer
		  ○ Stratum 1 Deer Wintering Habitat
		  ○ Extractive Industrial Uses 100m Buffer
		  ○ Wetlands 30m Buffer
		  ○ Waterbodies, Watercourses, Cold Water Streams, Tributaries 20m Buffer
		  ○ Type 1 Fish Habitat 20m Buffer
		• Hill Crowns
		• Steep Slopes 30% or Greater
		• Land Use Designations
		  ○ Business Employment
		  ○ Residential - Lookout
		  ○ Open Space
		  ○ Institutional
		• Railway and Railway Yards 30m Buffer
		• Floodfringe

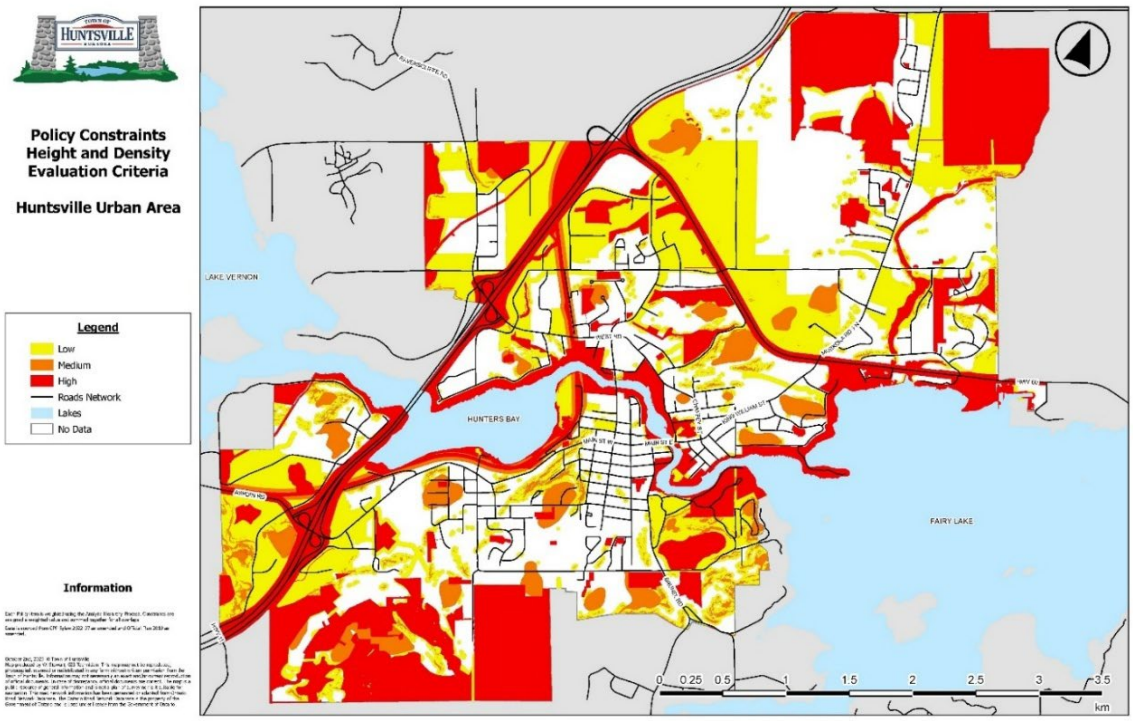


Figure 2: Policy Constraints Component Map.

1.2 Height Constraints Component Map

Height Constraints	The Height Constraints component map was created using a geospatial analysis that combined 3D terrain models of Huntsville with viewpoint data from the Significant Views Survey and the 23 identified Significant Views.
Layers within the Height Constraints Component Map	Individual Height Layers • 0m (Visible) • Building Heights Visible from 0-12m • Building Heights Visible from 12-16m • Building Heights Visible above 18m
How was height constraint data generated?	To generate the height constraints data, GIS software utilized a Digital Surface Model (DSM) and a Digital Elevation Model (DEM). A DEM is a digital model that shows what the ground looks like with everything removed, no buildings, trees, or other structures. A DSM shows the ground plus everything on top of it, like buildings, trees, and other structures, to see the height of land and these features.

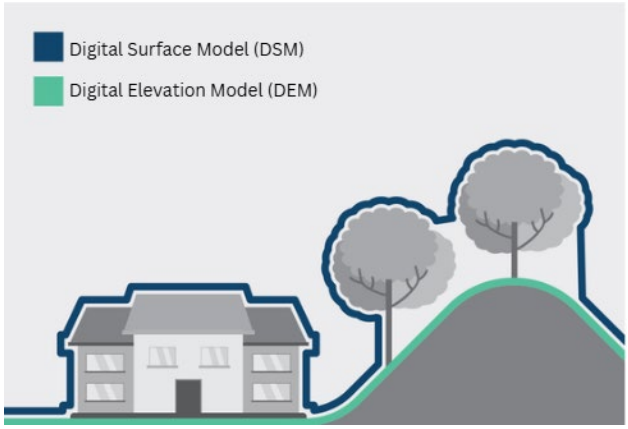


Figure 3: DSM vs. DEM Visual Graphic.DEM Visual Graphic. (Geoimage, 2025; https://geoimage.com.au/products/digital-elevation-models).

Using the Significant Views data, Town staff analyzed what is visible within the 23 Significant Views through DSM modelling. The 23 viewsheds refined the DSM, and the results were combined with the DEM to represent existing ground conditions. The Above Ground Level Raster tool was then used to calculate the height at which a structure would become visible within each view. This analysis was repeated for all 23 Significant Views. The resulting height values were translated into typical building storey equivalents (e.g., 12m ≈ 3 storeys; 16m ≈ 4 storeys) for the component map.

Where are the Significant Views identified?	The list of Significant Views can be found in Appendix A3 of this Guide. Figure 4 of this Guide provides a visual of where the Significant Views are located.

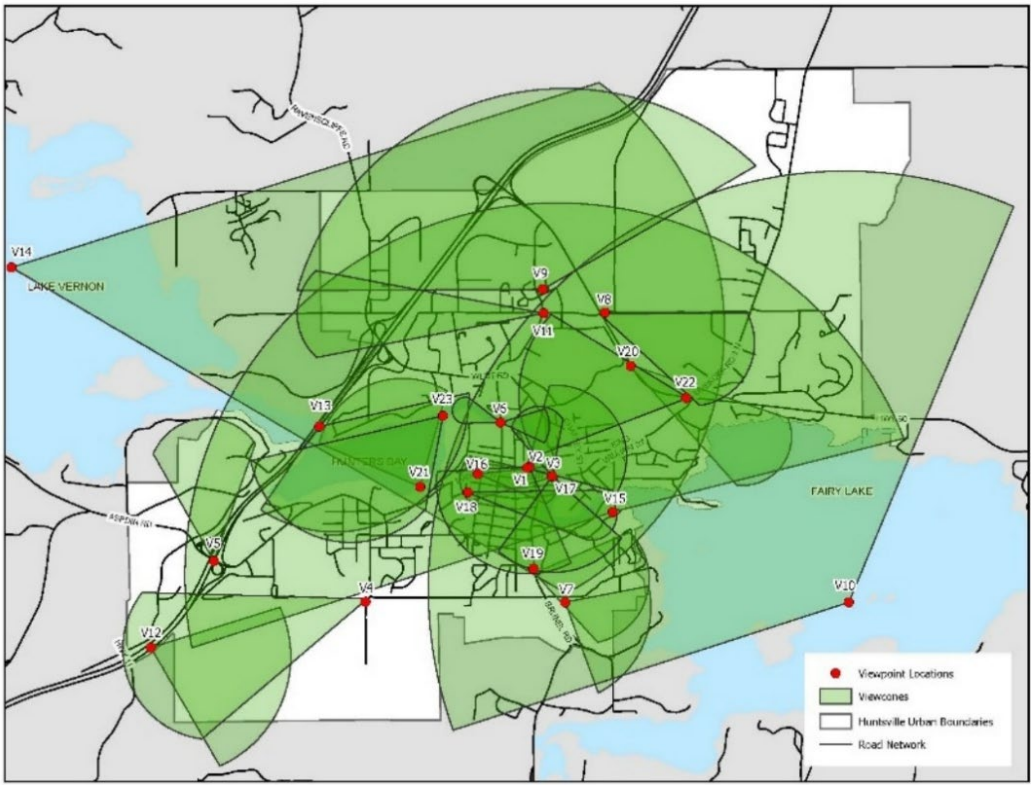


Figure 4: View Cone Map.

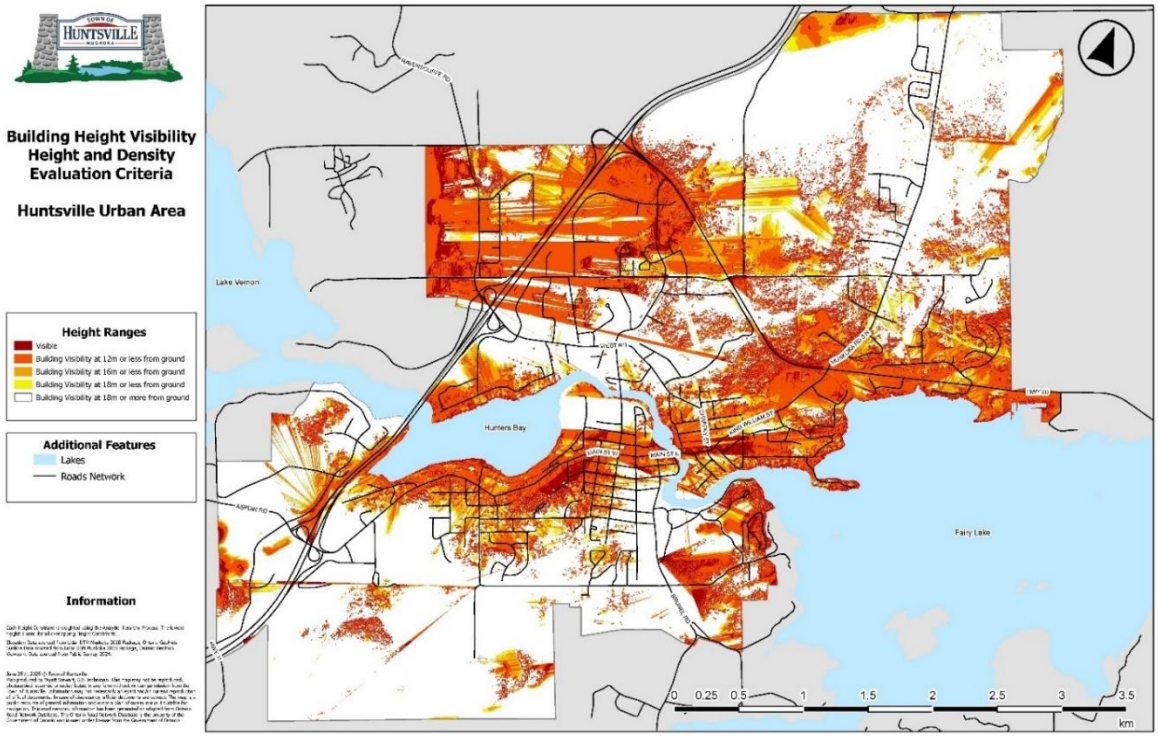


Figure 5: Heights Constraints Component Map.

1.3 Opportunities Component Map

Opportunities	The Opportunities component map integrates data layers that highlight areas with development potential from both height and density perspectives. It incorporates information from the HOP, the Town of Huntsville's Community Services Master Plan (2022), approved Council initiatives, and analysis derived from the Height Constraints Map.
Layers Within the Opportunities Component Map	Individual Opportunity Layers • Areas Outside the 18m Height Constraint • Bus Stop Proximity • High Density Clusters • Intensification Corridor • Parks and Trails Proximity

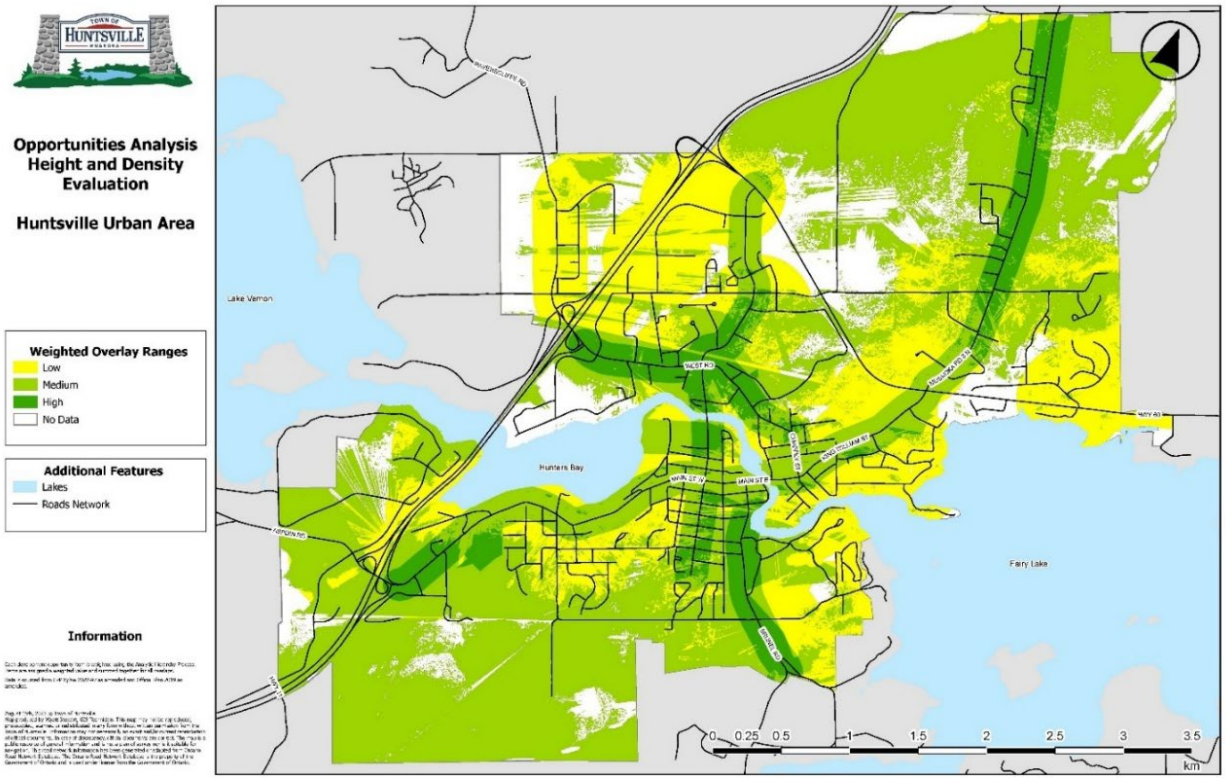


Figure 6: Opportunities Component Map.

1.4 Hill Crown Overlay Map

Hill Crowns	The Hill Crown overlay mapping was added to identify the tops of prominent hills and the land that sits within 10m of the hill's highest point. This overlay supports HOP policies that aim to protect important views, maintain natural skylines and ridgelines, and keep vegetation on visually prominent hilltops and cliff edges that have not been identified previously.

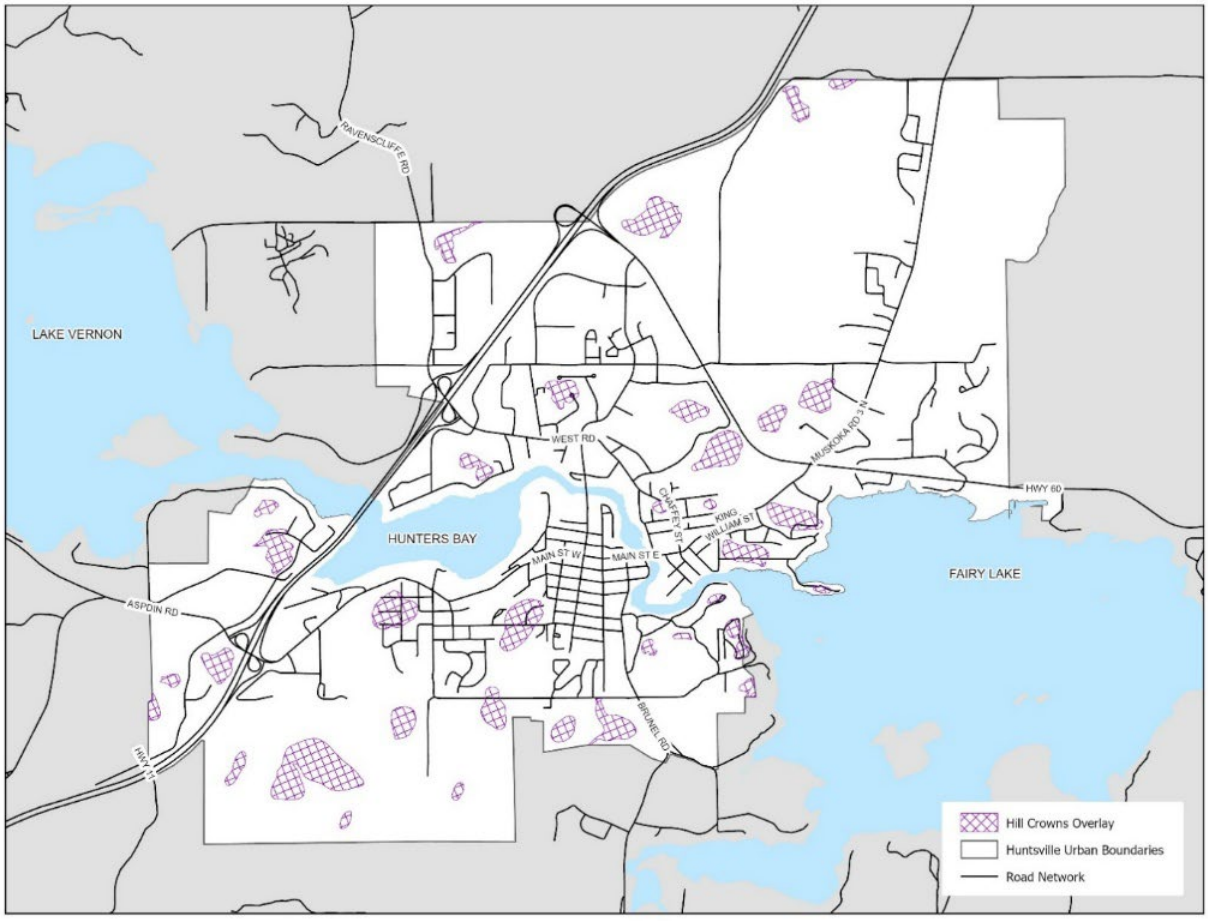


Figure 7: Hill Crowns Overlay Map.

2.0 How was the Final Suitability Map created?

To produce the Suitability Map, each layer within the three component maps was weighted based on its relation to the other suitability factors. To ensure the scoring was fair and consistent, staff used the Analytic Hierarchy Process (AHP). The AHP method helps compare multiple factors by ranking them based on their relative importance.

Each location received a final Suitability Score based on the weighted sum of all the layers. In this calculation, Constraints were given positive weights (meaning they reduce suitability), and Opportunities were given negative weights (meaning they increase suitability).

Once all scores were generated, staff reviewed how the values were distributed and used Natural Breaks to group the scores into four categories: Unsuitable, Low, Moderate, and High suitability. To finish the analysis, each property was assigned an average suitability score based on the results of the study and this score was applied to every parcel in the Urban Area.

3.0 How to use the Suitability Map

Any property within Huntsville's Urban Settlement Area is shown in one of four colours, green, yellow, light red, or dark red, each representing a different suitability score. Highly suitable properties, shown in green, are areas with strong development potential and few or no policy constraints. These locations typically fall within the Intensification Corridor, are close to existing built-up areas, and are near bus stops, trails, and parks. Importantly, these areas are also outside Significant Views, or, if they fall within them, are not visible or are screened from view due to terrain.

The suitability score is intended to assist Town staff and Council when reviewing proposals that request increased height or density. Property owners, agents, and applicants should also refer to the suitability score when considering height or density increases, to ensure that applicable policy constraints, height constraints, and development opportunities are appropriately addressed. Where a Hill Crown Overlay applies, development must also be limited and carefully located to respect prominent heights of land.

For multi-residential and mixed-use development within no, low, and medium suitability areas, the maximum permitted height is 11m. In high-suitability areas, the maximum height may be increased to 15m, provided an appropriate community benefit is secured.

The following table outlines the colour and meaning of each Suitability Score. This should be cross referenced with the Suitability Map in Appendix E of the CPPBL and Appendix A1 of this Guide.

Suitability Map Colour	**Suitability Score**	**Description**
	No Suitability Scoring Areas	Includes areas with no suitability where development constraints limit or prohibit development
	Low Suitability Scoring Areas	Generally includes unsuitable areas where development constraints exist on properties within high constraint, low opportunity areas
	Medium Suitability Scoring Areas	Generally includes properties with few development constraints, moderate to low height constraints and moderate to high opportunities
	High Suitability Scoring Areas	Generally includes properties with few to no development constraints, low to no height constraints, and high opportunities

A2: Revegetation Guideline for Landscape Buffers

1.0 Requirements for Landscape Plans

1.0.1 Any landscape plan for a development proposal with increased height and density should be prepared by a qualified professional in accordance with this Guideline and the following documents:

- Town of Huntsville Community Planning Permit Bylaw, 2022-97, as amended
- Town of Huntsville Official Plan, 2019
- Town of Huntsville Development Standards
- Accessibility for Ontarians with Disabilities Act

1.1 Standard Information to Include on Landscape Plans

1.1.1 Landscape plans shall be prepared by an accredited professional Landscape Architect in good standing with the Ontario Association of Landscape Architects (OALA) or alternative qualified professional as deemed appropriate by the Town.

1.1.2 The following information, where applicable, shall be provided on all drawings:

- Name of proposed development
- Key map
- Professional seal of Landscape Architect on all relevant drawings
- Revision chart
- Drawing name, number, and date
- Applicable legends
- North arrow
- Metric scale
- Existing vegetation and conditions
- A list of existing and proposed plantings, which indicates the full botanical name, common name, quantity, quality, caliper, height, spread, and special remarks for each species
    - Existing trees should be shown at their current size and scale
    - Proposed trees must be drawn at minimum ⅔ the mature spread
    - Shrubs must be drawn to mature spread
    - Planting plan enlargements must be included for areas where a larger scale is needed to show the proposed landscaping accurately
- Proposed snow storage areas
- Proposed refuse collection facilities
- All proposed driveways, curbing, ramps, stairs, and paved areas
- Identification of all pedestrian hardscape areas and proposed material

- Identification of all proposed landscape elements such as fencing, retaining walls, site furniture, and their corresponding details
- All boundaries, property lines, and limits of the proposed development including easements and visibility triangles
- Adjacent and abutting streets, lanes, driveways, entrances, and boulevard trees
- Above and below ground services and utilities

1.1.3 Drawings shall be coordinated and consistent with all other drawing submissions (site plan, SWM detailed drawings, lighting plans).

2.0 General Guidelines

2.0.1 Generally, landscape submissions for site layout approval shall identify existing vegetation, make recommendations for preservation, protection and removal of existing trees, and provide sufficient detail to qualify the scope and intent of proposed landscaping. All site landscape design shall seek to:

1. Maintain and enhance existing vegetation whenever possible within each development;
2. Attempt to maximize existing mature vegetation;
3. Prepare planting lists with only native species;
4. Create pedestrian scale landscapes by softening dominant building masses;
5. Screen unsightly views and minimize the visual impact of parking and service facilities from adjacent properties and street frontages;
6. Create visual consistency between adjacent properties and streetscapes; and
7. Provide four-season interest specifically giving thought to providing vibrant fall foliage and coverage during both summer and winter seasons.

2.0.2 Sufficient soil depths and volumes in planting areas must be provided to support suitable growing conditions, plant survival, and to accommodate the landscaping intended for plant materials and ground cover.

2.0.3 Landscaping must integrate plant material that provides colour or interest throughout the year to enhance the appearance of the development during winter months.

2.0.4 Plant material must be:

a. Native to the Huntsville area and Zone 4b;
b. Be suitable for the site conditions;
c. Meet the minimum size standards listed below in Section 3.5.

2.0.5 Species threatened by pests such as ash, elm and beech are discouraged and only permitted where approved by the Town.

2.0.6 Mitigation measures to protect existing vegetation or provide an adequate growing environment for required vegetation may include:

a. References to practices and techniques as laid out in Section 3.2 below;
b. Measures specified in a landscape or tree protection plan;
c. Recommendations from an arborist or horticulturalist report; and
d. Other similar measures.

2.0.7 Trees shall not be planted within visibility triangles. Shrubs can be planted within visibility triangles so long as they maintain a height less than 0.6m tall.

2.0.8 Landscape buffers along the front and exterior side lot lines shall consider impacts to the streetscape, public atmosphere, and vegetation on neighbouring properties.

3.0 Landscape Specifications and Design

The following sections describe best practices and standards that are required to maintain the integrity of proposed landscape buffers and ensure landscape design solutions are successful. These standards shall be applied for applications that seek increased height and density permissions within the Huntsville Urban Settlement Area.

3.1 Identifying Existing Mature Vegetation

Planting efforts alone cannot replicate the benefits of mature trees. The essence of conserving mature trees lies in understanding their irreplaceable value and contribution to the character of a place. The Town is encouraging applicants to retain existing mature vegetation and incorporate it amongst their development proposals. This would allow for softer transitions, maintained buffers and privacy, and the character of the urban area to be retained and enhanced.

3.1.1 On-site consultation with staff can be utilized to determine areas where existing mature vegetation should remain. Consideration shall be made with respect to abutting land uses, tree heights, canopy coverage, and maintaining the tree line.

3.1.2 Mature vegetation shall be determined by a qualified professional and identified through an arborist report. The report shall identify the species, health, and characteristics of trees noted as being mature.

3.1.3 Generally, mature trees shall have a diameter at breast height of 0.2m or greater and be within 6m of a property line.

3.1.4 Maturity of a tree shall be identified by the species characteristics, where the plant species have grown to reach or almost reach their expected full height, canopy, or have filled in according to their expected characteristics and are showing signs of maturity.

3.1.5 When identifying mature vegetation to remain on site, consideration shall be given to the health and longevity of the tree.

3.1.6 A tree preservation plan shall be developed to ensure protection of the identified mature vegetation to be retained on the site.

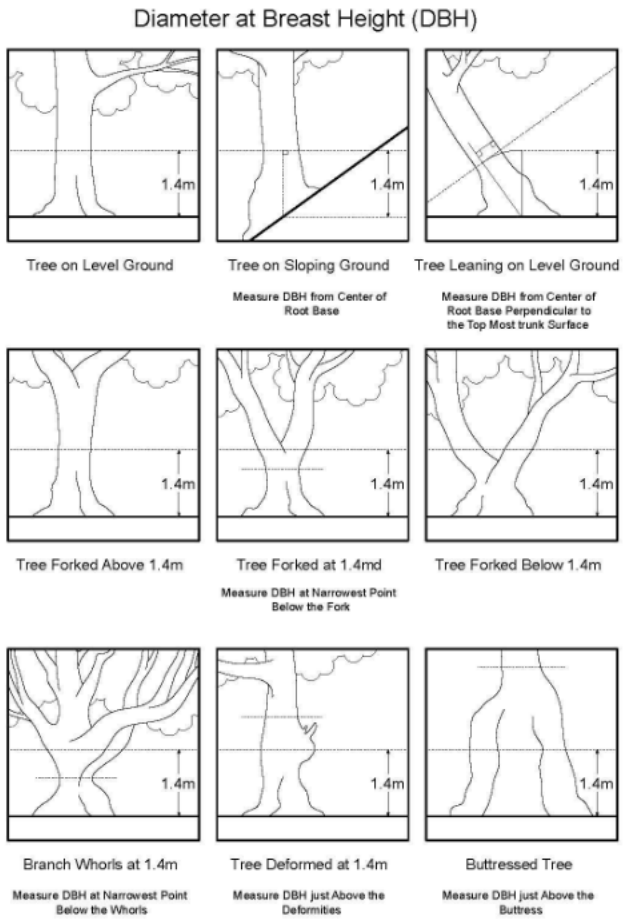


Figure 8: Tree Diameter at Breast Height.

3.1.7 Method to Determining Mature Vegetation:

An example of determining the average age of a tree is by utilizing the Growth Factor where the following steps can be followed:

1. Take the diameter of the trunk of the tree, measured at the Diameter at Breast Height (DBH), which is measured 1.4m from the ground.
2. Identify the species of tree to determine the Growth Factor.
3. The calculation will be as follows;
    a. Diameter x Growth Factor = Approximate Tree Age

3.2 Tree Protection Measures

3.2.1 The following documents must accompany all applications where mature vegetation has been identified to be retained;

1. Arborist Tree Preservation and Protection Report*
2. Mature Tree Inventory List
3. Tree Preservation and Protection Plan

3.2.2 Where a Tree Preservation and Protection Plan can demonstrate suitable measures, an Arborist Report may not be required.

3.2.3 A Tree Protection Zone (TPZ) is required and is determined as a setback required to maintain overall physiological health of the tree and the structural integrity of the tree's roots, based on generally accepted arboricultural principles.

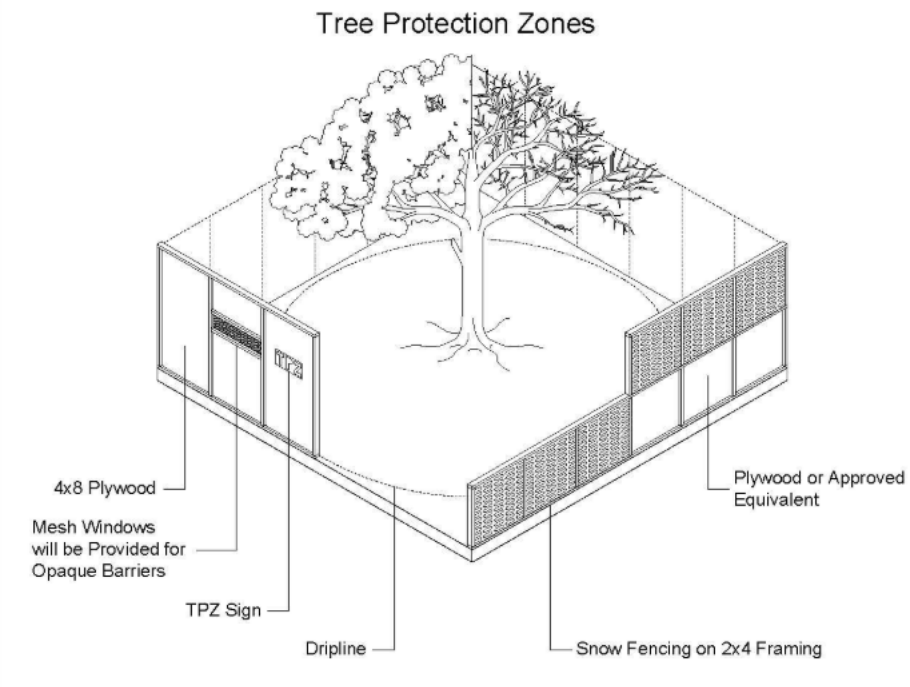


Figure 9: Typical Tree Protection Zones and Measures.

3.2.4 Once mature vegetation that will remain has been determined, Tree Protection Zones (TPZ) shall be determined and implementation measures identified through an arborist report which should reference:

a. No construction activities including grade changes, surface treatments or excavation of any kind are permitted within the area identified on the Tree Protection Plan as a TPZ. No root cutting is permitted. No storage of materials or fill is permitted within the TPZ. No movement or storage of vehicles or equipment is

permitted within the TPZ. The areas identified as a TPZ must always be protected and remain undisturbed.

b. It is the applicant's responsibility to discuss potential impacts to trees located near or wholly on adjacent properties or on shared boundary lines with their neighbours. Should such trees be injured to the point of instability, decline, or death, the applicant would also be required to replace such trees to the satisfaction of the Town.
c. Tree protection barriers shall be installed to standards as detailed to the satisfaction of the Town.
d. Where required, Tree Preservation Signs must be attached to all sides of the barrier.
e. Prior to the commencement of any site activity such as site alteration, demolition or construction, the tree protection measures specified must be installed to the satisfaction of the Town.
f. Once all tree/site protection measures have been installed, a letter of inspection prepared by a qualified professional shall be provided to the Town and if necessary, Town staff shall arrange for an inspection of the site. Photographs that clearly show the installed tree/site protection shall be provided with the letter for Town review.
g. Where changes to the location of the approved TPZ, sediment control, or where temporary access to the TPZ is proposed, the Town must be notified to obtain approval prior to alteration.
h. Tree protection barriers must remain in place and in good condition during demolition, construction, and/or site disturbance, including landscaping, and must not be altered, moved, or removed until authorized by the Town.
i. All additional tree protection or preservation requirements, above and beyond the installation of tree protection barriers, must be undertaken or implemented as detailed in the approved arborist report and/or the approved tree protection plan and to the satisfaction of the Town.
j. If the TPZ must be reduced to (temporarily) facilitate construction access, the tree protection barriers must be maintained at a lesser distance, the exposed portion of TPZ must be protected using a root protection method approved by the Town.
k. Any root pruning indicated on this plan must adhere to protocol as recommended by an Arboricultural Consultant.
l. Prior to site disturbance, the owner must ensure that the works are in conformance with all Acts including but not limited to the Migratory Bird Convention Act and that no migratory bird nests will be impacted by the proposed work.

3.3 Landscape Buffer Requirements

3.3.1 Native Plants

Plants that have naturally grown in an area or zone for an extended period of time have greater rates of performance and success. With the goal of preserving and enhancing the quality of vegetation within Huntsville's urban and settlement areas, native plant species appear to be the solution. Landscaping with native plant species can provide the following benefits:

- Native plants require less maintenance.
- Native plants can withstand local climates.
- Native plants are less susceptible to disease and pests.
- Native plants are better suited to meet the needs of local wildlife.
- Native plants provide colourful blooms, berries, and fall foliage.
- Native plants stabilize soil, prevent erosion and are generally more efficient at filtering storm water

For the Muskoka Region, specifically Huntsville, native plants, suitable for Zone 4b according to Canada's Plant Hardiness Zones shall be chosen for landscaping.

3.3.2 Minimum Plant Quantities, Sizes, and Ratios

3.3.2.1 Plant Sizes

New trees and shrubs must comply with the following at the time of planting:

a. Deciduous trees must have a minimum caliper of 10cm;
b. Coniferous trees must have a minimum height of 2.5m;
c. Deciduous shrubs must have a minimum height of 0.3m (5 gallon pot);
d. Coniferous shrubs must have a minimum spread of 0.5m (5 gallon pot);

Applicants are advised to check with their nursery of choice to determine availability and variety of plants with these requirements.

3.3.2.2 Planting Quantities

3.3.2.2.1 Existing mature vegetation shall provide 1 mature tree per 10m^2 of landscape buffer area.

3.3.2.2.2 New trees and shrubs shall be planted in the following densities;

a. 1 tree per every 5m of landscape buffer length;
b. 3 shrubs per every 15m^2 of landscape buffer area.

3.3.2.3 Plant Ratios

Landscaping provided as part of a development application shall contain plant materials at a ratio of as close to 50:50 for coniferous trees and deciduous trees as reasonably possible throughout the site unless the consultant or developer can demonstrate that the species mix should be different to successfully integrate the proposed development with adjacent natural vegetation patterns.

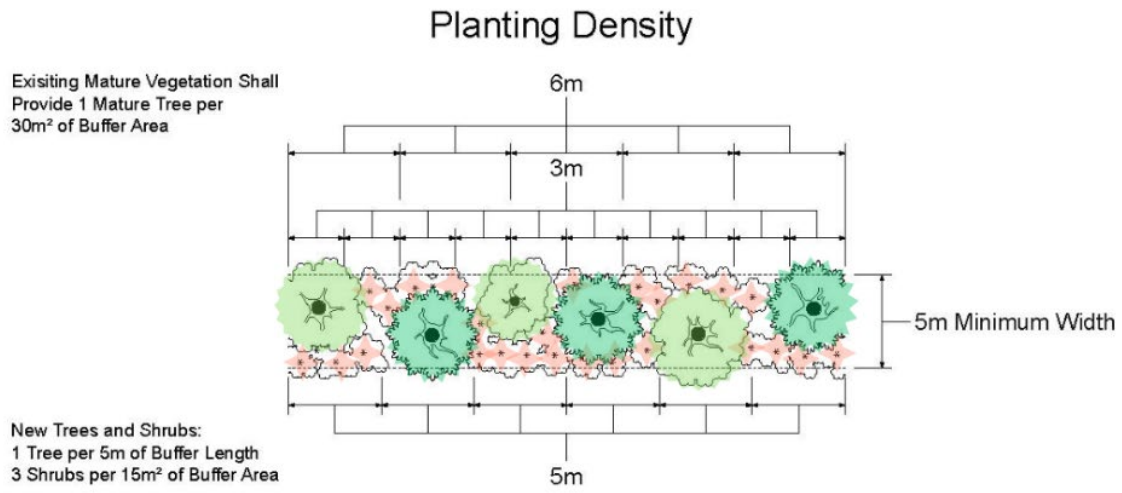


Figure 10: Landscape Buffer Plant Densities.

3.4 Fencing Requirements

Proposed fencing shall be located and installed in accordance with Section 2.5 and 2.8 of the Town of Huntsville's Community Planning Permit Bylaw. The location, type, height, and material of all proposed fencing shall be included in the landscape plans. Details shall be provided for all proposed fencing.

- Fencing shall provide continuous solid screening and be made of consistent opaque material that shall ensure privacy between neighbouring lots is established or maintained.
- Where existing fencing does not meet these requirements, the fencing shall be updated to conform.
- A minimum of 1.8m high fencing is required along the rear and interior lot lines of the subject lands.
- Refer to appendices for standard Town of Huntsville fencing detail.

A3: Landscape and Visual Impact Terms of Reference & Significant Views

A Landscape and Visual Impact Study (LVIS) shall be required in support of a development application for increased height to demonstrate that the location, massing, and height of a proposed building will not have a significant impact on Significant Views and vistas of urban and natural landscapes, as well as the landscape character. All LVIS submissions are expected to follow the guidelines outlined in this document. Submissions that do not meet these requirements may be assessed as incomplete or unsatisfactory.

1.0 Legislative And Planning Context:

The Town of Huntsville Official Plan (HOP) recognizes the community's distinctive landscape of lakes, granite hills, and forests, which shapes local character and enhances quality of life for residents and visitors. The HOP includes policies to ensure new development protects this character, noting that "views and vistas will be preserved and new ones created where feasible" (C3.2.9, C5.2.5, C6.2.5). Accordingly, new development should be reviewed for its impact on views and vistas.

2.0 Significant Views

In 2024, the Town of Huntsville engaged the public in a Significant Views Survey within Huntsville's Urban Settlement Area to develop Height and Density Evaluation Criteria. In the survey, members of the public plotted directional views on the map of the above areas, noted features within the view and their significance to the Town's character. The Town received 235 survey responses which were reviewed, analyzed, and combined to identify 23 Significant Views. The identified Significant Views are listed below and are to be considered and reviewed in LVIS submissions.

View Number	View Name	Description
VIEW 1	The South-facing Historic Main Street View	East-facing view from River Mill Park across the Muskoka River toward John Street and Brendale Square. The view includes the Muskoka River, shoreline development, and mature vegetation.
VIEW 2	The River Mill Park View	Southwest-facing view from River Mill Park toward Main Street East and Florence Street. The view includes Huntsville's historic downtown area in the foreground and the Florence Street hillside with mature vegetation in the background.
VIEW 3	The Huntsville Swing Bridge View	North and south-facing views from the Huntsville Swing Bridge. The view includes the Muskoka River, River Mill Park and shoreline vegetation and development.

VIEW 4	The Algonquin Highlands View	Southwest-facing view from Yonge Street. The view includes mature vegetation.
VIEW 5	The Bayshore Ridgeline View	North-facing view from Highway 11 and Muskoka Road 2 interchange. The view of the Bayshore Boulevard ridgeline, mature vegetation and urban development.
VIEW 6	The Centre Street Bridge	East and west-facing views from the Centre Street Bridge. The view includes the Muskoka River, historic railway bridge and shoreline vegetation, and development.
VIEW 7	The Conroy Park View	Southeast-facing view from Conroy Park. The view includes Conroy Park in the foreground and a hillside with mature vegetation in the background.
VIEW 8	The Earls Road Hillside View	Southeast-facing view from Highway 60 and Earls Road toward Huntsville District Memorial Hospital. The view includes the hillside behind the hospital and the mature vegetation.
VIEW 9	The Silverwood Ridgeline View	North-facing view from Small Street and Capstone Lane toward Howland Drive and Highway 60. The view includes urban development in the foreground and a ridgeline with mature vegetation in the background.
VIEW 10	The Fairy Lake View	Northwest-facing view from Fairy Lake toward Huntsville's Urban Settlement Area. The view includes Fairy Lake, shoreline and urban development, Lion's lookout, hillsides and ridgelines, and mature vegetation.
VIEW 11	The Lake Vernon Gateway View	West-facing view from Hanes Road and Centre Street toward Lake Vernon. The view includes Lake Vernon, urban development, and mature vegetation.
VIEW 12	The Hwy 11 Gateway View	East-facing view from Highway 11 northbound. The view includes a cliff face and mature vegetation.
VIEW 13	The Hunters Bay Overpass View	Southeast-facing view from the Highway 11 bridge over Lake Vernon towards Hunters Bay. The view includes Hunters Bay, the Florence Street hillside, shoreline and urban development, the Hunters Bay Trail, Avery Beach, and mature vegetation.
VIEW 14	The Lake Vernon View	East-facing view from Lake Vernon toward Huntsville's Urban Settlement Area. The view includes Lake Vernon, shoreline and urban development, hillsides and ridgelines, and mature vegetation.

VIEW 15	The Lookout View	North-facing view from Lion's Lookout toward Huntsville's Urban Settlement Area. The view includes the Muskoka River, Fairy Lake, shoreline and urban development, ridgeline and hillsides, and mature vegetation.
VIEW 16	The East-facing Historic Main Street View	East-facing view from Main Street West and Lorne Street. The view includes Huntsville's historic downtown area, Town Hall, Lion's Lookout, and mature vegetation.
VIEW 17	The West-facing Historic Main Street View	West-facing view from Main Street East and Brunel Road. The view includes Huntsville's historic downtown area and Town Hall.
VIEW 18	The Lookout Cliff Face View	East-facing view from Mary Street and Lorne Street South. The view includes Lion's Lookout cliff face and mature vegetation.
VIEW 19	The Forbes Hillside View	East-facing view from Forbes Hill Drive toward the Forbes Hillside. The view includes the Cann Lake, hillside, and mature vegetation.
VIEW 20	The Hwy 60 Gateway View	Southeast-facing view from Highway 60 east bound lane toward Fairy Lake. The view includes Fairy Lake, urban and shoreline development, and mature vegetation.
VIEW 21	The North Shore Hunters Bay View	North-facing view from the Hunters Bay Trail toward the north shore of Hunters Bay. The view includes Hunters Bay, shoreline development, and mature vegetation.
VIEW 22	The Shay Hillside View	Northwest-facing view from Highway 60 west bound toward Shay Road. The view includes the hillside and mature vegetation.
VIEW 23	The Entrance to Hunters Bay View	Southwest-facing view from the mouth of the Muskoka River towards Hunters Bay. The view includes Hunters Bay, the Florence Street hillside, shoreline and urban development, the Hunters Bay Trail, Avery Beach, and mature vegetation.

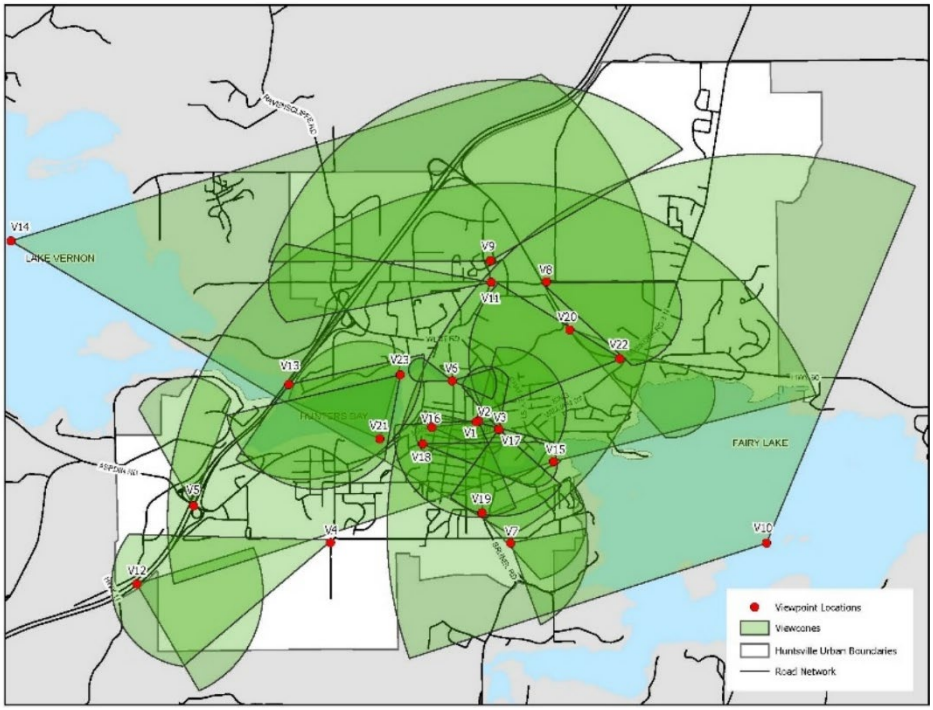


Figure 11: View Cone Map.

The HOP emphasizes the importance of protecting and/or restoring scenic landscapes, including ridgelines, tree canopies, natural features, and skylines. New development should be compatible with the character of the surrounding urban and natural landscape in terms of scale and should fit within the existing topography without projecting above the tree line (C3.2.15(d), C4.1.18(d), and C4.5.4(c)). Therefore, it is critical to consider potential impacts on the landscape and Significant Views when evaluating applications for increased height.

Section F1.9.4(a–g) notes that the Town of Huntsville may require a Visual Impact Study at the time of application. A Landscape and Visual Impact Study is also identified in Appendix A of Community Planning Permit By-law 2022-97, and Section 1.16.5.1 states that all technical reports listed therein may be required at the time of application, to the satisfaction of the Town.

3.0 Terminology

Landscape - all the natural, built and cultural elements that contribute to the overall appearance of a place.

Landscape Character - distinctive pattern of elements that makes one landscape different from another, considering both natural and built features.

Landscape Character Assessment – to determine the overall impact of a project or an area's character and sense of place (what people think and feel about a place and how society values it, whether or not they are physically present within it).

Landscape Impact – a change to the existing natural, built and cultural elements that contribute to the overall appearance of a place.

Magnitude – The measurement of the scale, form and character of a development proposal when compared to existing conditions. Combined with sensitivity, magnitude provides a measurement of impact.

Natural View – a view valued for the prominence of natural beauty including but not limited to views of lakes, rivers, islands, vegetation and ridgeline.

Sensitivity – The sensitivity of a landscape or view and its capacity to absorb change of the nature of the proposal. Combined with magnitude, sensitivity provides a measurement of impact

Significant View – a portion of the landscape of collective value to Huntsville's natural and built character that can be observed for a viewpoint accessible to the public including but not limited to travel routes, settlements, public use areas, tourism facilities, and parks.

Urban View – a view valued for the prominence of built, historic and cultural features including but not limited to views of architecture, infrastructure, landmarks and streetscapes.

View - a portion of a landscape seen by an observer.

Viewpoint - a specific location or vantage point from which a view can be observed, as well as the visual and landscape impact of a proposed development or change is assessed.

Visual Character – elements which make the view of the landscape unique.

Visual Impact - a change to the existing cultural and natural landscape from a viewpoint, usually associated with proposed development.

Visual Impact Study – to determine the day-to-day visual effects of a project on people's views (what people see at a place, when they are there).

4.0 Study Requirements

A LVIS shall be required for increased height and may be one of several studies required for the proper evaluation of an application. A LVIS may be required for any of the following applications:

- Application for a Community Planning Permit

- Application for a Community Planning Permit By-law Amendment

5.0 Qualified Professionals

A LVIS should be prepared by a Registered Architect, Landscape Architect, or a qualified consultant with experience in this field.

6.0 LVIS Study Steps

The following steps are required in the assessment of visual and landscape impacts:

1. Preparation of Term of Reference (TOR)
2. Review and approval of TOR by Town of Huntsville Staff
3. Preparation of LVIS:

- Methodology
- Regulatory and policy review
- Context review
- Documentation of existing conditions
- Demonstration of the proposed physical change(s)
- Evaluation of landscape and visual impacts
- Recommendations of landscape and visual impact mitigation measures

4. Submission and review process

6.1 Step 1 – Terms of Reference Preparation

Proponents must prepare a project-specific draft Terms of Reference (TOR) outlining the scope of the LVIS for the Town's review. Town staff will work with proponents to confirm that the study approach is appropriate and that relevant views and landscapes are identified.

The draft TOR must include, at minimum:

- Proponent information, including name and relevant professional expertise.
- Project description, outlining the proposed development (e.g., site plan, building heights, elevations).
- Draft study area, including identification of any Significant Views that intersect the subject lands.
- Draft view-location map, to scale, showing the proposed development, viewpoint numbers, and viewing directions on an air-photo base map where feasible.

Viewpoints should reflect land elevations and built and natural features to capture the most impactful views of the site. Significant community views must also be considered when selecting viewpoint locations.

The study area defines the geographic extent of the visual assessment and will vary based on the proposed development, scenic resources, topography, vegetation, and other physical conditions. For most applications, a radius of one (1) kilometre from the development site is appropriate; however, where long-range visibility is possible, a larger radius may be required.

6.2 Step 2 – Terms of Reference Review and Approval

Town approval of the LVIS TOR is required prior to the commencement of landscape and visual assessment work. Staff will review the TOR and approve in writing or request changes or additions.

6.3 Step 3 - Study Separation

Methodology	**The Methodology Used For The Impact Analysis.**
Regulatory And Planning Documents	A review of regulatory and planning documents and any applicable visual and landscape impact policies. The review shall include but not be limited to the District Municipality of Muskoka Official Plan (MOP), Town of Huntsville Official Plan (HOP) and Community Planning Permit By-law (CPPBL).
Context Review	The LVIS shall include a description of the surrounding area including land uses, built form, and any scenic landscapes or landmarks. The information should include a description of the physical environment, visual and landscape character and the nature and extent of human presence.
Documentation Of Baseline Conditions	The extent and condition of existing views and associated landscape resources is the baseline against which physical changes will be compared, and visual and landscape impacts evaluated. Viewpoints will be pre-selected in consultation with Town staff in the TOR review and approval process. All viewpoints must be investigated and documented with photographs to verify visibility of the proposed development. Site visits will be required to the subject lands, all roads and public lands within the study area. Upon field verification, views with predicted visibility may prove to have no visibility due to conditions not captured in the mapping. Photographic documentation of this finding is required. Viewpoints are stationary and should represent the worst-case scenario for visibility in each area. On roads or trails where there is

	a series of viewpoints with similar visibility of the proposed development, it is acceptable to select and document a representative viewpoint. In this circumstance, provide a linear measurement for the length of travelled roadway with similar visibility of the proposed development. For the purposes of documenting existing viewsheds, the Proponent will provide the following items unless otherwise noted in the TOR: • Viewpoint locations map, to scale, showing proposed development, viewpoint numbers, and direction of view on an air photo base map, where possible • View photographs for all numbered viewpoints, panoramic images where applicable • GPS/survey coordinates of each viewpoint • Recommended viewpoints for demonstration of proposed development and analysis Note: Every LVIS will address views from public roads and public lands. Public lands include navigable waterways such as Fairy Lake, Lake Vernon, Peninsula Lake, and the Muskoka River.
Demonstration Of Proposed Physical Changes	Physical changes include the proposed built form and any associated changes to the surrounding landscape. For the purpose of demonstrating the proposed changes, the Proponent will provide the following items unless otherwise noted in the TOR: • Site plan(s), to scale, showing the location and layout of all proposed development and including proposed site alterations, i.e., vegetation removal, grading, etc. • Architectural plans and renderings, where possible, showing the height of all built form, ground and finished floor elevations, window placement, building materials, colours, and exterior lighting Viewpoint photographs for selected viewpoints; label photos to indicate the location and extent of proposed development; indicate the direction of view and the distance to the proposed development; use flags and map bearings wherever possible to accurately locate the proposed development within the viewshed • Photo simulation(s) for selected viewpoints
Evaluation Of Physical And Landscape Impacts	As defined in within the Terms of Reference, a V*isual Impact* is change *to the existing cultural and natural landscape from a viewpoint*, *usually associated with proposed development*. A *Landscape Impact* is *a change to the existing natural, built and cultural elements that contribute to the overall appearance of a*

	place. To evaluate the visual and landscape impacts on the scenic resources of Huntsville, the proponent will provide the following items unless otherwise noted in the TOR: • Visibility analysis for each selected viewpoint (i.e., development is fully visible, partially visible, not visible) and the conditions impacting visibility (i.e., distance, deciduous roadside vegetation provides screening during leaf-on conditions) • Landscape character analysis reviewing the landscape features in the selected viewpoint and potential impacts. The landscape features (Woodlands, tree line, waterbodies, ridgelines, landmarks, etc.) within the viewpoint are assessed (i.e., no change, low, medium or high) for landscape character sensitivity, magnitude of landscape change and magnitude of visual change • Analysis of overlook and shadowing impacts • Analysis of planning and regulatory policies and relevant background information • Analysis of the visual impact during different seasons. Winter vs Spring/Summer/Fall Analysis must account for viewer height, position, and distance. The viewing height of the average observer is between 1.5 to 1.8 meters above ground level. The viewer is assumed to be stationary and looking towards the proposed development in all circumstances. Posted speed limit, speed of travel, mode of travel, direction of travel, and level of traffic are not valid considerations because they do not impact visibility for a stationary viewer. The immediate area in front of the observer and up to approximately one (1) kilometer from the viewpoint is considered the foreground of the view. In the foreground, landscape details can be easily discerned. The background of the view is the distant area that lies beyond the foreground. In the background, landscape patterns rather than details or features are seen. Even at over one (1) kilometer, structures that skyline above the horizon line of the landscape can be discerned as a distinct feature as they break the pattern of the landscape. Lands or structures hidden from view by topography or vegetation are in the visual shadow.

Recommendation Of Visual And Landscape Mitigation Measures	Certain mitigation measures can minimize the impact of development. Where visual impacts are identified, the LVIS will include the following:
	• Description of proposed mitigation measures and how they address specific visual and landscape impacts;
	• Description of the recommended Landscape Buffer Strip width along rear and side lots;
	• Categorize the proposed mitigation measure. There are broadly three categories of mitigation.
	  ○ Primary or design measures – that are developed through the design process and have become integrated into the proposal. Such primary measures may be generated by the professionals advising the project or in response to consultation with stakeholders. They typically include general site arrangements, retention of landscape assets such as trees or inclusion of key views onto and from the site. Building colour palettes and construction materials are also examples of primary design measures and should be considered in all instances.
	  ○ Good construction practice – to keep the development as acceptable as possible during the construction phase but also protect natural assets such as trees so they remain as long-term features in landscape.
	  ○ Secondary measures – those measures that are taken to address any residual adverse effects after the first two categories of mitigation. This could typically include hedge and tree planting or provision of alternative access arrangements.
	• Design drawings illustrating proposed mitigation measures (e.g., architectural plans, landscape plans)
	Note: Proposed mitigation measures are subject to Town review. Upon review, staff may require additional mitigation measures to be considered and/or request further examination of proposed measures through photo simulations.

6.4 Step 4- Submission and Review Process

A LVIS submission will include the following information:

- Cover page outlining project name and location, author, submission/revision date;
- Written report outlining the proposed development, study area, study process, investigative methods, data, applicable policies, and findings;

- Table of recommendations in conclusions section of report.
- Maps, plans, and other graphics provided to-scale including a ratio and bar scale and a north arrow
- All materials provided in a non-proprietary and digital format (e.g., PDF file) at a resolution that can be viewed or printed in large formats and remain legible

To be considered complete, an LVIS submission must meet the criteria outlined in this document. An incomplete submission will require revision and resubmission to ensure that the criteria have been met.

Review of the LVIS by Town staff and other agencies will occur upon receipt of complete submission and can result in the following scenarios:

6.4.1 LVIS is accepted

The submission is complete, and Town staff accept the findings of the LVIS. The accepted LVIS contributes to decision-making on the application in concert with other studies. Critical details derived from the LVIS may be included in a Site-Specific Exception, Condition of Provisional Approval or Conditions of Approval for applications under The Planning Act or other legislation. These conditions or comments may include specifications for building height or location, the extent of built form, and/or specific requirements for vegetative screening.

6.4.2 LVIS is not accepted

The submission is complete; however, Town staff do not accept the findings of the LVIS. Alterations to the development proposal to further mitigate visual impacts may be requested. Additional assessment and resubmission may be required, with the Applicant's agreement. If no agreement can be reached, the differing conclusions on the LVIS will be provided to Planning Council for a decision on the application.

A4: Performance Standards Checklist

The following performance standards have been inserted within Section 2.5 of the Community Planning Permit Bylaw (CPPBL) and have been summarized below.

Where a variation to two or more of the performance standards noted in 1 or 2 above are considered, a Class 3 Community Planning Permit shall be required.

1.0 Step-Backs

- A minimum Step-Back of 3m is required from the building façade for all additional storeys facing the front, and exterior yard;
- A minimum Step-Back of 3m is required from the building façade for all additional storeys facing the interior side yard except where a property abuts an Urban Residential – Low (UR1) precinct or Urban Residential - Shoreline (URS) precinct;
- A minimum Step-Back of 1.5m is required from the building façade for the third storey facing the interior side yard and a minimum 4.5m Step-Back is required from the building façade for all additional storeys where a property abuts an Urban Residential – Low (UR1) precinct or Urban Residential – Shoreline (URS) precinct; and
- A minimum Step-Back of 3m is required from the building façade for all additional storeys facing the top of bank of a steep slope.

2.0 Landscape Buffers

- Will be applied in addition to Section 2.12 of the CPPBL;
- A minimum 5m wide Landscape Buffer shall be required;
- Existing mature vegetation is to be maintained for the purposes of landscape buffers to providing sufficient visual screening;
- A minimum of (1) mature tree per every $10m^2$ is required in the buffer;
- Where existing mature vegetation is not present, abundant, or satisfactory, Landscape Buffers will be double the minimum requirements as noted in Section 2.12, and will be planted in accordance with the Revegetation Guideline in Appendix B,
- Where landscape buffers need to be planted, a privacy fence will also be included along the full length of the lot lines to provide continuous solid screening in accordance with Section 2.8 of the CPPBL; and

- No variation shall be granted for reduced landscape buffers along the interior and rear lot lines of a property;

3.0 Rooftop Mechanical Penthouses

- Need to be screened from public view ;
- Need to be setback a minimum of 3m from the building edge;
- Preferably located in the centre of the building rooftop;
- Will not cover an area that is less than or equal to 60 per cent of the total floor area of the top storey;
- Will not exceed 4.5m in height;

4.0 Parking Lots and Underground Parking

- Surface parking areas will not be located in front yards between a building line and street lot line ;
- Underground parking areas that exceed 1.8m above finished grade will be required to integrate the space above finished grade into the design of the building and/or enclosures in clad materials and/or colours that are consistent or complementary to the building.

5.0 Windows and Balconies

- Where a building has a commercial use on the first storey, a minimum of 75 per cent of window surfaces are required to be transparent;
- Where balconies face an interior side yard, the minimum interior side yard setback is required to be 7.5m.

6.0 Amenity Area

- For mixed use developments, on site bicycle racks that can accommodate a minimum of 1 bicycle per commercial unit will be provided abutting the public street;
- On site bicycle parking/storage will be provided at a rate of 0.2 spaces per residential unit.
- On site bicycle parking/storage shall be 0.6m wide by 1.8m in length and can be provided horizontally, vertically, or stacked and be contained within the building;

- A combination of indoor and outdoor amenity areas for occupants of the development will be required at a minimum rate of 2.0m^2 per dwelling unit. Amenity areas do not include areas within the dwelling units and areas of exclusive use;
- Indoor and outdoor amenity areas may include but are not limited to the following;
    - Accessible rooftop or terraces;
    - Seating lobby areas;
    - Courtyards;
    - Outdoor patio areas;
    - Play areas;
    - Sports courts;
    - Fitness areas;
    - Event room or lounges; and
    - Swimming pools.