

7.0 APPROVALS AND IMPLEMENTATION

The preceding sections of these guidelines have outlined urban design concepts and objectives for the development of industrial and commercial areas in the Town of Caledon. The *Guidelines* will assist in controlling development within these areas to ensure the desired image is achieved. They should be used as a model for Zoning By-Laws and to evaluate proposed subdivision plans and site plans.

It should be recognized that the success of any plan is highly dependant upon its implementation. This will require a long-term commitment and cooperation from all the stakeholders involved including: the Town of Caledon, developers and business owners.

7.1 APPROVALS

It is recommended that the *Industrial / Commercial Design Guidelines* be adopted as policy by the Town of Caledon Council. Once adopted, the Town's Planning and Development Department will be responsible for the coordination and implementation of the *Guidelines*.

These guidelines are intended to be read in conjunction with all other applicable policies, guidelines or legislation. Should there be a conflict in this regard, the Town of Caledon Planning and Development Department should be notified immediately and shall be responsible for resolving such conflicts.

7.2 IMPLEMENTATION

In addition to the provisions of the Zoning By-law and all other applicable policies, guidelines and legislation, Developers/Builders will be required to comply with these guidelines throughout the design and construction process. As stated in the *Town of Caledon Site Plan Manual* the applicants are required to retain qualified professionals (e.g. engineers, architects and landscape architects) to prepare the necessary reports, plans and drawings

Development proposals will be reviewed for compliance with the *Industrial / Commercial Design Guidelines* by Town of Caledon staff. The Developer/ Builder must also comply with the requirements of any other approval agency.

Innovative design solutions which do not strictly adhere to the performance standards prescribed in these *GUIDELINES* may be considered based on their merits provided the overall spirit of the guidelines is maintained. It is intended that the *Industrial / Commercial Design Guidelines* will provide a sufficient level of flexibility in their interpretation by the Town Staff.

Modifications to the *Guidelines* may be necessary in the form of an amendment or special policy, and specific guidelines for new development areas in the Town of Caledon may be adopted by Council from time to time. Developers/Builders should consult with Town staff to ensure they have the most up-to-date information.

These Guidelines are intended to be used at both the subdivision and site plan stages of development. At the subdivision stage, an overall design master plan is to be submitted which is then later refined and detailed at the site plan design stage.

7.3 ZONING

In new development areas, where future industrial/commercial lands are not currently zoned for such uses, these guidelines shall assist in the establishment of appropriate zoning standards. In established industrial/commercial areas with existing zoning, the zoning by-law establishes legal minimum standards, however certain aspects of these guidelines may recommend higher standards. In such cases, the Town of Caledon shall make best efforts to implement the guidelines, as appropriate, taking into consideration existing site conditions and site context.

7.4 DESIGN BRIEF

For more complex applications, the Town of Caledon may request an applicant to submit a "Community Design Brief", the exact scope and content of which will be determined through discussions with the applicant. In general, the brief will allow the designer to demonstrate

how the design guidelines have been addressed. Where the application varies from the guidelines, the brief provides the designer with an opportunity to offer a rationale for such variances. The brief will help facilitate the Town's review of these more complex applications.

7.5 DESIGN REVIEW CHECKLIST

The design checklist is provided as a guide to designers and to assist the Town staff in reviewing development applications from a design perspective. It provides a synopsis of design features which need to be addressed and evaluated with each development proposal. The checklist will ensure that these design guidelines are implemented in a consistent and coordinated manner with each application.

SITE PLANNING ELEMENTS (checklist)

- Any existing trees to be preserved? (location, grades, planting-in-lieu)
- Any heritage buildings on the site?
- Any residential land uses adjacent to the site?

Adjacent Streetscape

- Major or minor road?
- Curb or ditches (culvert treatments)
- Street tree spacing and species
- Hydro pole locations
- Is the lot in a priority location? (Corner Building / Edge Building, T-Intersection, Stormwater Management Pond)

1. Building relationship to the street

- Building frontage setback
- A continuous landscape connection
- Sight lines
- Relationship to neighbouring buildings

2. Site Access & Circulation

- Visibility of access points
- Can access points be consolidated?
- Definition of on site vehicular routes
- Pedestrian routes
- Surface materials for vehicles
- Surface materials for pedestrian routes

3. Parking Areas

- Location of main parking
- Location of visitor parking
- Visibility of parking
- Landscape treatment of parking
- Peninsulas to break up large areas
- Lighting of parking areas
- Snow storage locations

4. Outdoor Storage

- Screened on corner lots
- 2nd lot from corner screening
- Major roads
- Type of screening
- Height of screening

5. Loading, Service & Garbage Areas

- Not to be directly visible from the street
- Are they part of the building footprint?
- Garbage at rear of building?
- Avoid conflicts with neighbouring properties

6. Buffers & Landscape Strips

- Front and flank yard strip (minimum 12, 9 or 6 m)
- Side yard strip (minimum 1.5m)
- Need for rear or side drainage easement

Site Planning Elements (checklist continued)

7. **Display Areas**
 - Location
 - Size
 - Integration with landscape
8. **Outdoor Amenity Areas**
 - Location
 - Microclimate
 - Amenities provided
9. **Site Lighting**
 - Pedestrian routes
 - Floodlighting of building
 - Security
 - Spill-over to adjacent sites to be avoided
 - Parking area standards to avoid clutter
 - Co-ordination with landscaping
10. **Signage**
 - Avoid tall freestanding pylons
 - Illumination
 - Compatible with scale, colour etc.
 - Building address, and fascia signs visible
 - Co-ordination with landscaping plan
11. **Micro Climate & Energy Efficiency**
 - Siting of buildings
 - Landscape treatment

ARCHITECTURAL DESIGN GUIDELINES (checklist)

1. **Building Design**
 - Front elevation
 - Individually designed
 - Compatible with adjacent buildings
 - Office and plant compatibility
 - Office and plant unification
 - Compatible with adjacent buildings
 - Articulated roof form
2. **Wall Articulation & Openings**
 - Fenestration
 - Articulation of blank walls
 - Primary entrance as focal point
 - Weather protection for primary entrance
3. **Exterior Materials and Colours**
 - Type of material
 - Maintenance free
 - All elevations have same main wall cladding
 - Compatibility of different materials
 - Colour compatibility
4. **Exterior Equipment**
 - Screened from public view
 - Organization and compatibility of exterior equipment elements
 - Screening integrated into building design

LANDSCAPE DESIGN GUIDELINES (checklist)

1. **Building Entrance, Foundation and Features**
 - Complimentary to architecture
 - Emphasis on main entrance
 - Framing of building
 - Soften building foundations
2. **Site Entrance & Signage Features**
 - Definition of site entrance(s)
 - Planting at base of free-standing signs
 - Visibility of façade
3. **Site Frontages and Buffer Areas**
 - Compatibility with streetscape
 - Compatibility with neighbouring landscapes
 - Screen front yard parking
 - Diversity of hard and soft elements
 - Size of frontage
 - Natural elevated landforms
 - Density of plant materials
4. **Outdoor Storage and Perimeter Screening & Fencing** (Refer to details)
 - Height of screening
 - Walls, fences, planting or a combination
 - Planting to soften solid screens
 - Side yard outdoor storage (chain link?)
5. **Parking Lot and Driveway Enhancements**
 - Planting to screen from street
 - Peninsulas plantings
6. **Drainage Swales**
 - No plantings in bottoms of swales
 - Native trees along rear lot lines next to swales
 - Native trees and shrubs next to public streets
 - Sodded swales
 - Curbed parking areas next to swales
7. **Snow Storage**
 - Well draining areas for snow storage
8. **Plant Material**
 - Location
 - Species
 - Size, Height and Spread
9. **Lawn Areas**
 - Boulevards
 - High-profile landscaped areas
 - Swales
 - Strip next to hard surfaces & curbing
10. **Walkways**
 - Materials