Kingston

Residential Intensification / New Community Design Guidelines
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Executive Summary

Introduction
Brook McIlroy Planning & Urban Design / Pace Architects (BMI/Pace) was retained in 2009 by the City of Kingston to conduct an urban design study, the primary focus of which is to develop principles, guidelines, and implementation strategies to guide future development in the City. Specifically, the study addresses new residential development achieved through intensification and the creation of new communities as well as the design of the amenities which support those communities, including streets, open spaces, and community centres.

This document outlines best urban design practices for residential intensification and new communities. The document includes guidelines that may be implemented through future revisions to the City of Kingston Official Plan and Zoning By-laws, and through technical design standards, such as the Subdivision Design Standards. Section Six of the document contains a list of action items that are issues of concern that have been identified through this process. The issues identified will require a review of operational and cost implications for the municipality, as they represent a change in the level of service.

Public Consultation
The project includes a three phase consultation process, which follows an open house / workshop format and is used to facilitate feedback from the community and stakeholders. The initial open house / workshop is used to develop the first principles and directions for the guidelines. The second is used to present and discuss the draft document and recommendations, and the final is used to present the finalized set of guidelines to City Staff and other stakeholders.

Guiding Principles
The feedback received through the public consultation process, as well as the input received through discussions with City Staff, has led to the creation of a set of guiding principles. These principles have informed the development of the urban design guidelines. The guiding principles are as follows:

New Communities:
1) Foster attractive communities and a sense of place;
2) Create compact, walkable mixed-use communities;
3) Provide a variety of housing types;
4) Provide access and visibility to open spaces;
5) Create a sustainable natural heritage and open space system;
6) Encourage environmentally sustainable development;
7) Create a street network for active transportation including walking, cycling, and transit; and
8) Integrate cultural heritage resources.

Residential Intensification:
1) Protect and preserve stable residential communities;
2) Develop guidelines that are context appropriate;
3) Foster attractive developments which add to the existing sense of place;
4) Provide a variety of housing types;
5) Ensure compact, walkable mixed-use development;
6) Encourage environmentally sustainable development; and
7) Integrate cultural heritage resources.

Goals and Objectives
In a general and holistic sense, the goal of the urban design guidelines for residential intensification and new communities is to provide a framework for the provision and maintenance of a safe, efficient, and harmonious environment, which recognizes, values and supports the specific aspects of the built and natural environment that contribute to an area’s sense of place and significance of the community.

In conformance with Section 8 of the City of Kingston Official Plan, the urban design guidelines for residential intensification and new communities will be used to:

- Clarify the strategic direction and design objectives of the Official Plan;
- Complement and enhance any design considerations in development applications; and
- Assist in the preparation of any future Secondary Plan, Community Improvement Plan, or other relevant planning documents.

Residential Intensification – The Official Plan targets a 9% increase (from 21.6 to 23.5 units / net hectare) in urban residential density by 2026. The urban design guidelines for residential intensification aim to direct this intensification, and provide an appropriate implementation framework to effectively achieve these targets. This will be accomplished through the creation of an environment where new buildings, and additions/renovations to existing buildings, seamlessly integrate into the existing built fabric.

New Communities – The Official Plan establishes a minimum density target of 37.5 residential units / net hectare for the development of all new communities. Achievement of this target is necessary in order to support transit. The Official Plan also sets out clear priorities for the phasing of new communities, in order to ensure that new development occurs in a planned and orderly manner. The urban design guidelines for new communities aim to direct this growth, and provide an appropriate implementation framework to effectively achieve these targets.

Implementation
In order to achieve the goals and objectives of the Official Plan, the urban design guidelines for residential intensification and new communities contain a number of implementation recommendations. These recommendations highlight several tools which the City can use in order to ensure the appropriate implementation of the guidelines. These tools include policy and process amendments, including the application of provincial policy tools, education programs, and monitoring and updating processes.
1.1 Overview

The primary focus of this study is to develop principles, guidelines, and implementation strategies to guide future development in the City of Kingston. Specifically, this study addresses new residential development achieved through intensification and the creation of new communities, as well as the design of the amenities which support new residential populations, such as streets, open spaces, community centres, etc. For the purpose of this document, the following definitions apply:

**Residential Intensification** - This refers to the introduction of additional residential density within the context of an existing built-up area. This typically applies to well-established residential communities, such as the area immediately surrounding Queen’s University, which has been subject to significant amounts of intensification in recent years in order to accommodate an increase in housing demand for students and permanent residents. It also applies to underdeveloped areas of the City where intensification is desirable, including sites along major mixed-use urban corridors, such as Princess Street.

**New Communities** - This refers to the creation of new master planned communities, on either large undeveloped sites (Greenfield or Brownfield) or underdeveloped sites (Greyfield). This applies to all such lands, either within or outside of the Urban Boundary, which are designated for future growth.
1.2 Document Structure

The City of Kingston Residential Intensification & New Community Design Guidelines consists of six sections:

1.0 Introduction: Introduces the guidelines, including structure, process, consultation and application.

2.0 Analysis: Provides a brief context of the City of Kingston, including location and history, as well as the existing urban structure. A summary of the relevant policy framework is provided, outlining the Urban Growth Strategy, the City of Kingston Official Plan, and the Kingston Transportation Master Plan. In summarizing the Official Plan, the new policies introduced in Section 8: Urban Design and in Sections 9.5.31-9.5.35 (as they relate to Section 41 of the Planning Act) are considered in detail as they are new and will have an impact on development.

3.0 Design Guidelines for New Communities and Streets: Provides guidelines that are applicable to the creation of new communities outside of the existing built up areas, and the design of streets and street elements.

4.0 General Design Guidelines: Provides general guidelines for both residential intensification areas, as well as new communities, including residential and mixed-use buildings, sustainability and barrier-free design.

5.0 Design Guidelines for Residential Intensification: Provides guidelines specific to residential development in the existing built-up areas of the City.

6.0 Implementation Recommendations: Provides recommendations for a variety of implementation strategies to assist in the adoption of these guidelines.
1.3 Process

The City has initiated an urban design study to address the design issues related to the intensification of existing built-up areas and the design of new communities. The study recommendations include guidelines for new communities and residential intensification.

The focus of the recommendations for new communities is to address ways in which the City’s Greenfield and Brownfield sites should be developed in order to create new complete communities. The urban design guidelines for new communities include a set of criteria and general guidelines for the creation of compact, mixed-use communities, which are centered on key open spaces and natural features. Pedestrian orientated streetscapes framed with a variety of built form will be used to shape key community streets. A mixture of housing, institutional, employment, and retail uses will attract residents of all ages, providing more complete communities in proximity to school, work, recreation, culture and shopping.

The focus of the residential intensification guidelines is to implement the City’s goal of creating an environment where old and new buildings are well integrated, and to assist property owners in planning appropriate building renovations and new construction in the City’s existing built-up areas. The urban design guidelines identify the elements and controls which can assist in the sensitive integration of new development patterns and structures in Kingston.

The approach includes the establishment of a design framework that builds on the specific characteristics of Kingston. This includes those areas which, through intensification, will transition into desirable new main streets and boulevards. These controls include building setbacks, step-backs and massing; the use of visual angular planes; and building podium and street edge design. The approach also balances the design vision for new communities with a practical understanding of development realities in order to achieve a defensible and implementable strategy for the on-going growth of Kingston.

Over time, incremental changes can occur in well established communities to enhance the character of the street.
1.4 Consultation

A three phase consultation process was conducted to facilitate feedback from the community and stakeholders.

The public consultation included one public workshop to develop first principles and directions for the guidelines, one public open house to present the draft recommendations, and one final presentation to Planning Committee to present the final Residential Intensification and New Community Design Guidelines. At each of the two public meetings the public was asked to provide comments and direction on the ideas presented.

1.5 Application of the Guidelines

The document is intended to assist City Planning Staff, land owners, developers and the public with clear tools to guide the design of new residential intensification projects and communities. It is not the intention of this document to alter the existing street configurations when the City undertakes capital reconstruction programs.

This document outlines best urban design practices in residential intensification and new communities. The document includes guidelines that may be implemented through future revisions to the City of Kingston Official Plan and Zoning By-laws, as well as action items, which are listed in Section Six: Implementation, that can be implemented pending further study.

As the best practices outlined in this document become common practice, the guidelines will evolve. The illustrative examples shown in the document provide one example of how the guidelines can be applied, and are not intended to exclude other standards that meet the intent of the guidelines.

The recommendations of this study do not apply in instances where site or area specific studies have been completed and where guidelines and recommendations for those respective sites or areas are in place, such as the Downtown and Harbour Area Architectural Guidelines. In these cases, such recommendations supersede the recommendations of this study.

To avoid duplication within the guidelines, users will be required to reference the sections that are relevant to their design project or application. General Guidelines apply to all new development within the City of Kingston, while specific guidelines are provided which apply to either residential intensification or new communities.

Through the Zoning By-law review process, updates and recommendations will be made that have the opportunity to influence or supersede these guidelines. Such documents would include the proposed Old Sydenham Heritage Area Conservation District Plan.
Section Two: Analysis
2.1 Context

2.1.1 Location

The City of Kingston, located in Southeastern Ontario, is situated along Lake Ontario at the mouth of the St. Lawrence River where the Thousand Islands begin. The population of Kingston’s city proper is 117,207. This area spans approximately 450 km² and has a density of 260 persons per km². Kingston also has a Census Metropolitan Area population of 152,358, which spans approximately 1,906 km² with a density of 77 persons per km².

Highway 401, which runs north of the urban area of the City, is the principal access route into Kingston. The City is in close proximity to the United States Border with New York State, and provides seasonal ferry service to Cape Vincent, New York as an alternate route to and from the United States. The City is situated along the Windsor to Quebec City transportation corridor, and is home to several city and inter-city transportation services. This includes Kingston Station, which provides VIA Rail service; the Norman Rogers Airport, which provides regular service to nearby municipalities including Toronto; the Kingston Bus Terminal, which provides inter-City service to multiple locations as well as service to Toronto and Montreal; and Kingston Transit, which provides local transit service.

Kingston’s economy is centered on public sector institutions and establishments. The most prominent sectors are related to health care, education, government (including military and correctional services), and tourism and culture.
2.1.2 History

The area was originally settled by the French in 1673 on a traditional Mississauga’s First Nation site, known to the natives as Katerokwi (this commonly translates to Cataraqui). The French named the settlement Fort Cataraqui, which later became Fort Frontenac. The fort was captured and destroyed by British forces during the Battle of Fort Frontenac, which took place in 1758 during the Seven Years War.

Under British control, the area became a receiving centre for fleeing refugees of the American Revolution. The rapid influx of United Empire Loyalists greatly contributed to Kingston’s heightened reputation as the primary community of Southeastern Upper Canada. The expanding settlement, which now comprised primarily of United Empire Loyalists and Mohawks from the Six Nations in New York State, formed a significant part of an expanding population in the area at the end of the 18th Century.

During the war of 1812, Kingston was the base for the Lake Ontario division of the Great Lakes British naval fleet, which was responsible for engaging in a vigorous arms race with the American fleet based in Sackett’s Harbour, New York. Both sides fought for control over Lake Ontario. In the years following the war, the British built Fort Henry and a series of distinctive Martello towers, which guarded the entrance to the Rideau Canal from Lake Ontario.

After construction of the Rideau Canal was completed in 1832, Kingston became the primary military and economic centre of Upper Canada. The Town of Kingston was incorporated in 1838, with the largest population of any urban centre in Upper Canada. However, this title was soon lost to the City of Toronto.
The City of Kingston was incorporated in 1846. Because of its significant role, Kingston was chosen as the first capital of the United Canadas and served in that role from 1841 to 1844. The first meeting of the Parliament of the United Canadas was held on June 13, 1841. However, the Town was considered to be too small in comparison to Toronto and Montreal, and lacked important amenities. Additionally, Kingston’s location made it vulnerable to American attack. As a result, the capital was moved to alternating locations in Montreal and Toronto, and finally to Ottawa in 1857. Consequently, Kingston's population growth slowed.

During the late 19th and early 20th Century, Kingston remained an important Great Lakes port. It was also known for its role as a centre for the construction of ships and as the home of the Canadian Locomotive Company, which was at one point the largest locomotive works in the British Empire.

Kingston grew at a moderate pace throughout the 20th Century through a series of land annexations in adjacent Kingston Township. In 1998, the City amalgamated with Kingston Township and Pittsburgh Township to form a new City of Kingston, with boundaries which now encompass large rural areas north of Highway 401 and east of the Cataraqui River.

Kingston has a rich history as an important military location, a role which continues to play a significant part in the City’s growth and development.
2.1.3 Current Issues

The City of Kingston is now facing a number of challenges associated with current trends in urban development as well as the various effects of amalgamation. Many of the City's new communities contain design elements which sharply contrast with traditional community design characteristics. Among other things, this includes disproportionately large garages, generous pavement widths, substantial setbacks between garages and the front entry facade, and less than ideal side yard setbacks.

In the years following amalgamation, the City was faced with the challenge of consolidating service delivery between the former municipalities as well as updating and consolidating a tremendous number of now outdated policy documents. Among these documents are former official plans, strategic plans, and zoning by-laws.

The City’s Planning Staff have since undertaken a tremendous amount of planning, policy and design work in order to address these issues. To date, this has resulted in the creation of a consolidated Official Plan, a Transportation Master Plan, a Cycling and Pathways Study, a Draft Parks and Recreation Master Plan and an Urban Growth Strategy. All of these documents and initiatives have been referenced and considered in the creation of these guidelines.

The following pages provide an overview of the development of Kingston’s existing urban structure and identify potential future intensification areas.

*Residential intensification, if not carefully considered, has the potential to undermine the integrity of Kingston’s rich heritage character.*
2.1.4 Existing Architectural Character

The City of Kingston has a diverse character of residential buildings. The detailing of architectural elements such as windows, doors, porches and roofs provides a varied character upon which new development should build. New buildings should not mimic the existing character of buildings but have the opportunity to highlight and enhance the City’s varied character and diversity. These pages highlight the diversity of architectural character and the high quality materials that are typically found in Kingston’s established residential areas.
2.2 Existing Urban Structure

Water

The City of Kingston is situated on the north side of Lake Ontario at the mouth of the St. Lawrence River and the foot of the Cataraqui River. The Cataraqui River, which forms the eastern edge of Downtown Kingston, is the primary entrance way to the Rideau Canal. The Little Cataraqui Creek is located immediately west of the Little Cataraqui Creek Conservation Area and branches out into a series of smaller rivers and streams. Kingston’s west side is home to a large inlet adjacent to the Lemoine Point Conservation Area and Norman Rogers Airport.

Kingston is also situated adjacent to the Thousand Islands, which straddles the Canada - U.S. border within the St. Lawrence River. The region spans approximately 80 km, including 1,793 islands in total, ranging in size from over 100 km² to smaller islands occupied by a single residence and smaller outcroppings.
Open Space and Natural Heritage

The City of Kingston is home to a rich and extensive open space and natural heritage system. This system includes a handful of large conservation areas, including the Little Cataraqui Creek and Lemoine Point Conservation areas. It also includes trails; woodlands; parks; public gardens; other open spaces; and a public waterfront along Lake Ontario and the Cataraqui River.

Kingston is also home to the Rideau Trail, which extends 387 km from Kingston to Ottawa. The trail provides the City with a network of walking, hiking, snowshoeing and cross-country skiing trails. Other trails include the Downtown Waterfront Pathway, the Kingston and Pembroke (K&P) Trail, and a portion of the Lake Ontario Waterfront Trail.
The City of Kingston contains an intricate network of provincial and municipal highways; as well as Major Arterial, Arterial, Collector, and Local Roads. Much of the City's street network, specifically those located in the downtown and inner-city area, were originally designed and laid out over two hundred years ago. The City’s older and more established neighbourhoods developed following a rigid grid-like street network. The City’s newer and less established neighbourhoods have been developed following street patterns which are typically found in post-war suburban developments. Major bridges in Kingston include the Lasalle Causeway, which spans the Cataraqui River between Downtown Kingston and Barriefield; the Bath Road Bridge, which spans the Little Cataraqui Creek; Centennial Drive bridge, which spans both the west branch of Little Cataraqui Creek and the C.N.R. mainline; Princess Street overpass; and the Division Street Overpass.
The City of Kingston contains a large number of surface parking lots, many of which are found on large sites situated along major Arterial Roads. These sites provide a unique opportunity for large-scale redevelopment, intensification, and the clustering of an appropriate mix of uses, which in turn, encourages increases in mass transit ridership.

The long-term development of Kingston’s surface parking lots will have a significant impact on the City’s growth and development patterns, population distribution and overall density, property values, housing affordability, livability, public transit availability and efficiency, and the City’s overall ability to remain competitive in an increasingly globalized economy.
Existing Buildings

The City of Kingston contains a diversity of typologies in its existing building stock. A figure-ground analysis reveals that the City’s older and more established neighbourhoods, typically found in the downtown and inner-city areas, are very compact and densely populated. As development moves away from these areas, it becomes less densely populated, less compact, and characterized by greater setbacks from adjacent roadways. This indicates a transition of values in the development community over time from the creation of intimately scaled neighbourhoods for pedestrians to generously scaled communities for motorists.

Older, more established communities provide opportunities for intensification through renovations, additions, and infill development. Large, undeveloped parcels within the existing built-up area provide opportunities for large-scale intensification through mid-rise and mixed-use developments.
Heritage Areas

The City of Kingston is home to a significant stock of heritage properties, as well as two Heritage Conservation Districts. Heritage properties are scattered throughout the City, with concentrations in the downtown, within and immediately surrounding Queen's University, St. Lawrence College, the former Kingston Psychiatric Hospital, Portsmouth Village, Fort Henry, Barriefield Village, and the Cataraqui Cemetery.

The Barriefield Village and Market Square areas are the City’s existing Heritage Conservation Districts, although the Official Plan identifies seven other areas of the City that may be suitable for the creation of future Heritage Conservation Districts.

In addition, the Rideau Canal and Kingston Fortifications are designated UNESCO World Heritage sites.
2.3 Policy Framework

2.3.1 Urban Growth Strategy (2004)

As the population of the City of Kingston increases by approximately 33,100 people by 2026, the Urban Growth Strategy evaluates where and how this growth should be accommodated. The key recommendations of the Urban Growth Strategy, outlined below, support intensification:

- Manage costly infrastructure improvements and expansions using all available planning mechanisms to prevent capacity hoarding, premature land development and to avoid unnecessary financial pressures on the City.
- Provide a modest supply of additional urban land to accommodate Kingston’s projected growth rate.
- Promote diligence in accommodating increased residential density, mixed land use and additional employment opportunities within the existing Committed Development Area to accommodate projected growth without unnecessary outward expansions.
- Establish a new Princess Street transit priority, Mixed-Use Corridor in the Official Plan, from the harbour to Midland Avenue, to provide a focus for transit supportive, higher density development.

To emphasize the significance of intensification, the Urban Growth Strategy recommends that zoning provisions and secondary plan policies implement minimum density targets. This is recommended throughout the City, but can be achieved more easily in new communities where retrofitting would not be required.
2.3.2 City of Kingston Official Plan (2010)

General Residential Intensification

The Kingston Official Plan sets out the land use planning objectives and policies that guide physical development and redevelopment, protection of natural and cultural heritage, resource management, and the necessary supporting infrastructure. It is the primary objective of the Official Plan to direct growth and land uses in the City until 2026. The Official Plan supports intensification to promote compact built-form, alternative modes of transportation (i.e. walking, cycling and transit), a mix of uses, and increased densities. It directs the highest forms of intensification to the Central Business District Centre, the Kingston Centre, the Cataraqui Centre and the Princess Street Corridor. Modest levels of intensification are also encouraged at the edge of existing communities and near transit routes and community facilities, to ensure that existing urban infrastructure does not become under-utilized as household size decreases.

The Official Plan recommends a 9% (from 21.6 to 23.5 units/net hectare) increase in urban residential density by 2026, achieved through larger scale developments, the expansion or conversion of existing buildings, and the redevelopment of vacant, under-utilized, or brownfield sites and infill developments. For mixed-use buildings along Princess Street and in the Centres, the Official Plan sets a minimum density target of 75 dwelling units/net hectare. For new residential development, including large-scale developments and Greenfield areas, the City has set a transit-supportive density of a minimum 37.5 residential units/net hectare. For the peripheral areas of communities located within the existing built-up residential areas, higher densities are permitted.

The Official Plan promotes growth management that maintains, restores and enhances the natural heritage system. Development is not permitted on lands adjacent to significant natural heritage features without careful assessment to ensure there are no negative impacts on the ecosystem. The Central Cataraqui Region Natural Heritage Study (Cataraqui Region Conservation Authority, 2006) identifies a system of natural features and areas within the City. The Official Plan has incorporated the findings of the study into six schedules and associated policies.

In addition, the City’s goal is to conserve and enhance cultural heritage resources through the power and tools provided by the Ontario Heritage Act, the Planning Act, the Environmental Assessment Act and the Municipal Act. These tools include heritage impact statements, site plan control provisions, use of design guidelines, and the promotion of adaptive re-use. This includes both the Rideau Canal and Kingston Fortifications, which are designated UNESCO World Heritage sites, as well as the City’s two Heritage Conservation Districts and other designated heritage properties.

The Official Plan specifically promotes the protection of Heritage Conservation Districts, under Part V of the Ontario Heritage Act, while allowing for compatible new development. Barriefield Village and Market Square are existing Heritage Conservation Districts. Other areas under investigation, include:

- Old Sydenham Ward (being prepared);
- Princess Street Corridor from Barrie Street to the Great Cataraqui River;
- King Street from Portsmouth Village to Barrie Street;
- Portsmouth Village;
- the properties facing onto Alamein Drive;
- the Village of Westbrook;
- Cataraqui Cemetery; and,
- St. Lawrence Ward.
New development within a Heritage Conservation District must follow the Heritage Conservation District Plan and must maintain the buildings, features and landscapes, the topography, and archaeological sites and resources. With the exception of Heritage Conservation District Plans, heritage legislation is not a tool which can be used for the urban or architectural design of new construction.

Section 8: Urban Design

Section 8 (Urban Design) of the new Official Plan requires that urban design guidelines be used to:

• clarify the strategic direction and design objectives of the Official Plan;
• complement and enhance any design considerations in development applications; and,
• assist in the preparation of any future secondary plan, community improvement plan, or other relevant planning documents.

The policies within Section 8 aim to ensure that the projected intensification targets be accommodated through compatible infill development that respects cultural heritage resources, existing housing stock, and the stability of communities. This is to be accomplished through a combination of site plan control review and preparation of zoning standards and urban design guidelines.

Furthermore, the policies of Section 8 promote the creation of pedestrian-friendly streetscapes and vibrant neighbourhoods through the consideration of barrier-free design, streetscapes and public spaces, views, gateways, etc.

Site Plan Control

In Section 9.5.31, under Section 41 of the Planning Act, the Official Plan designates the entire City of Kingston as a Site Plan Control Area. This affords the City greater control over the development process, requiring the submission and approval of detailed site plans and drawings, including the location and proposed design of all buildings, prior to the approval of a development application as set out in the Site Plan Control By-Law. As demonstrated in Section 9.5.34, these provisions can be used to provide greater control over the detailed design of the building, including the scale, character and appearance of building and its individual elements (e.g. dormers, etc.), and the inclusion of sustainable design elements in the public realm.

Through this process, the City aims to ensure development that is safe, accessible, and sustainable while being compatible with adjacent neighbourhoods regarding scale, buffering, siting, design, transportation, etc.
2.3.3 Kingston Transportation Master Plan (2004)

The Kingston Transportation Master Plan outlines the City’s vision and strategic direction for the development of its transportation networks, programs and priorities in order to meet the forecasted transportation demands for 2026. The Kingston Transportation Master Plan is consistent with the goals of intensification by emphasizing:

- walking as an active, environmentally friendly preferred mode of travel;
- a desire to increase the modal share for cycling trips in the City;
- a desire to increase the percentage of commuter peak hour trips by transit to 11% (from the current 3%); and,
- the need to reduce the demand for automobile travel and to optimize the existing street network while meeting the infrastructure needs of all modes.

In addition, the Kingston Transportation Master Plan aims to satisfy the above objectives by making efficient use of the existing infrastructure and providing the facilities and services to encourage walking, cycling and transit as priority modes, before providing significant capital investments for street based solutions and new transportation infrastructure.

The Kingston Transportation Master Plan is based on 13 principles, derived from the City’s Action Plan. Satisfying these principles should result in a transportation network that supports intensification, where appropriate, and the development of new communities. The principles are:

1. Plan for increased densities and more mixed land use.
2. Promote walking as the preferred mode of person trips.
3. Increase opportunities for cycling as an optional mode of travel.
4. Provide higher quality transit service to increase its attractiveness relative to the private auto.
5. Create an environment in which automobiles can play a more balanced role.
6. Plan parking supply and price to be in balance with walking, cycling, transit and auto priorities.
7. Improve the efficiency of the urban goods distribution system.
8. Promote inter-modal and inter-line connections.
9. Promote new technologies, which improve urban mobility and help protect the environment.
10. Optimize the use of existing transportation systems to move people and goods.
11. Design and operate transportation systems, which can be used by people with disabilities.
12. Ensure the urban transportation decisions protect and enhance the environment.
13. Create better ways to pay for future urban transportation systems.

The Kingston Transportation Master Plan’s detailed transit plan supports land use patterns that promote transit use, introduces new services on strategic corridors, supports future higher frequency service in higher density areas, responds to opportunities in planned centres of employment and residential development where emerging travel patterns represent new transit opportunities, and limits the maximum walking distance to transit service to 400 metres.

In addition, as recommended throughout the Kingston Transportation Master Plan, the City is currently undergoing a Transit Routing Review.
Section Three: Design Guidelines for New Communities and Streets
3.1 Introduction

The Official Plan establishes a minimum density target of 37.5 residential units / net hectare for the development of all new communities. Achievement of this target is necessary in order to support transit. The Official Plan also sets out clear priorities for the phasing of new communities, in order to ensure that new development occurs in a planned and orderly manner.

**Priority 1:** Large undeveloped lands, within the established Urban Boundary, which have the necessary servicing capacity in place for new communities.

**Priority 2:** Lands identified as “Area Specific Phasing” which are within the established Growth Boundary, but subject to area specific policies.

**Priority 3:** Areas identified as “Future Development Areas”, which are outside the established Urban Boundary and suitable for the development of new communities in order to accommodate the long-term growth of the City.

**Priority 4:** Areas identified as “Special Planning Areas”, which are inside the established Urban Boundary and presently unavailable to accommodate new development, because of their commitment to existing institutionally-related uses.

New residential dwellings should be constructed at a scale and mass that fits the size of the respective lot.
In its effort to accommodate new growth, the City of Kingston is facing a number of issues pertaining to the design and construction of new communities.

- In some instances, new residential dwellings are being constructed at a scale and mass that does not fit the lots, with inadequate setbacks. Reduced side yard setbacks, for example, are leading to the construction of overlapping roof forms in some newly constructed communities.
- Garages are becoming a dominant feature of front building façades, reducing the amount of habitable ground floor space and negatively impacting the look of new residential dwellings.
- Cul-de-sacs and bulbed corners are becoming a preferred method of Local Road design. This reduces the number of physical connections throughout new communities, and can have a negative effect on pedestrian circulation and snow removal operations.
- Long, uninterrupted blocks are being developed. This is giving conflicting cues as to the appropriate speed of vehicles and can undermine the safety of pedestrians and cyclists.

These guidelines address these issues, among many others, and establish a clear set of design criteria, which should be met in order to ensure new communities achieve a high design standard.
In designing successful new communities within the City of Kingston, the following steps, in order of importance, should be considered:

**Step 1 – Identify Natural Heritage Features**
One of Kingston’s greatest assets is its vast system of natural heritage features. These systems provide the City with invaluable natural amenities, which encourage both passive and active outdoor recreational uses as well as active transportation. Natural features provide an escape from day to day urban living. They provide the City with much needed breathing space, and enhance local tourism by enticing visitors. The preservation and incorporation of such features should be given the highest level priority when new communities are being designed and developed.

**Step 2 – Locate Parks and Open Spaces**
A community’s major focal points are its parks and open spaces. These spaces provide important natural amenities at the community scale. They encourage both passive and active outdoor recreational uses, social interaction, and provide essential space for community events and gatherings. Through the community design process, both larger Neighbourhood Parks and smaller Urban Parks should be centrally positioned and linked with existing natural heritage features to create an extension of this green network directly into the community.

**Step 3 – Provide Community Centres and Amenities**
Community centres house some of the most important functions of a community including schools, libraries, community facilities, and shopping areas. Community centres also house transit amenities and are ideal locations for the provision of higher density mixed-
use buildings. As a result, community centres should be centrally positioned and highly accessible to local residents. Generally speaking, they should be situated within 400 metres (5 minute walk) of major community parks and all local residents.

**Step 4 – Create Circulation Networks**

Circulation networks are significant structuring elements of communities. They are responsible for linking local residents with important community elements, amenities, adjacent communities, and the City of Kingston at large. New communities should be designed and developed based on a strong circulation network, which incorporates and provides sufficient access for all forms of transportation including pedestrians, cyclists, transit riders and motorists.

**Step 5 – Determine Appropriate Building Orientation and Design**

The orientation and design of buildings can greatly influence the way in which a street and/or community are perceived. Buildings (residential, mixed-use, institutional, etc) oriented to face their adjacent street with appropriate massing and setbacks provide a sense of enclosure and appropriate scale. This is enhanced with the provision of street trees, which over time form a canopy over the street. Similarly, buildings which are designed with appropriate materials, sufficient glazing, and context appropriate architectural detailing, provide streetscapes with an element of aesthetic quality, distinction, and a sense of place. When appropriate orientation and design are combined, communities are able to establish a sense of identity. Opportunities for casual surveillance should provide local residents and site visitors with a sense of comfort and improved perception of safety.
3.2 Guiding Principles

Through the development of similar urban design guidelines, combined with public consultation, eight guiding principles have been derived to ensure the development of successful new communities. These principles are:

1. Foster attractive communities and a sense of place;
2. Create compact, walkable mixed-use communities;
3. Provide a variety of housing types;
4. Provide access and visibility to open spaces;
5. Create a sustainable natural heritage and open space system;
6. Encourage environmentally sustainable development;
7. Create a street network for active transportation including walking, cycling, and transit; and
8. Integrate cultural heritage resources.

The eight guiding principles will ensure the development of successful new communities.
3.3 Natural Heritage Features, Parks and Open Spaces

The City of Kingston has a very extensive system of natural heritage features, parks and open spaces including Lake Ontario, the Great Cataraqui River, Cataraqui Bay, Little Cataraqui Creek Conservation Area, and a number of large and small parks, including Cataraqui Park, Confederation Park, Lemoine Point, Molly Brant Point, etc. Where residential buildings are located adjacent to these features, careful design consideration should capitalize on this relationship while minimizing any potential negative impacts.

The protection of natural heritage features and the integration of parks and open spaces should be carefully considered when developing new communities.
3.3.1 Natural Heritage Features

Significant natural heritage features should be protected through a careful balance of preservation and integration.

The design of new communities should have strong visual and physical links to parks and open spaces as well as natural environmental features, including valleys and watercourses.

a) Key natural heritage features in the City of Kingston must be preserved to protect natural vegetation, ecological functions and the cultural landscape.

b) A significant amount of the perimeter (greater than 50 percent is encouraged) of natural features should be bounded by streets and/or open space, as opposed to private residential development to maximize public access, and significant views while increasing ecological awareness. Direct visibility and access to woodlands, stream corridors, and other natural features should provide area residents and local schools with opportunities for outdoor education. However, access should be restricted where necessary.

c) Sensitive environmental features must be adequately buffered and linked to other features to ensure that the natural heritage system is protected, enhanced and restored (as stated in the Official Plan), and that ecological systems are not negatively affected through residential intensification or the development of new communities.

d) Opportunities to develop appropriately designed higher density buildings adjacent to natural features should be explored to maximize views and awareness of the landscape. Such developments must be appropriately set back from the natural features and must demonstrate compatibility with adjacent land uses with respect to sunlight access, views and privacy.

e) Natural drainage networks must be maintained to retain functional surficial drainage and watercourses and to support storm water management infrastructure such as storm water management ponds.

f) Streets and paths should be used to connect adjacent natural areas.
3.3.2 Parks and Open Space

Parks and open spaces, combined with natural heritage features, should create a linked natural network that supports active transportation and recreation.

Parks and open spaces should be the core organizational elements of new communities. Like in the existing urban areas, parks should always be bound by streets and should be distributed within walking distance of the majority of residents.

The Parks and Recreation Master Plan identifies that major parks and open spaces should be placed within 800m of all City residents. For the purpose of this study, it is recommended that Urban Parks, which are smaller than major or intensely used parks, be located within a 400m walking distance of residents.

It has been determined that there is a need for new larger parks with sports fields and recreational amenities. The location of new parks and open spaces (large and small) should be determined prior to all other design considerations.

**Neighbourhood Parks**

a) Neighbourhood Parks should be located along major streets, and, where possible, at the terminus of streets and open crescents to create an attractive public realm and enhance safety through casual surveillance.

b) Highly visible parks and open spaces should form a linked network to provide a variety of safe recreation and movement options between new communities and intensification areas.

c) Neighbourhood Parks should generally be between 1.2 to 3 hectares in size and Urban Parks should be at least 0.15 hectares in size.

d) Wherever possible natural feature networks should be maintained and created to ensure a sustainable environment for plants and wildlife.

e) Natural features, such as woodlands and watercourses, should be preserved and integrated into parks and open spaces as a means of maintaining a sense of connection with the original landscape.

There is a need for larger parks with sports fields and recreational amenities in the City of Kingston.
Naturalized and indigenous plantings are to be used wherever possible.

f) Park entrance design should provide amenities including visitor drop-off (parking area, lane and/or transit stop), pedestrian scale lighting, and signage to assist in orientation and use of park amenities.

g) Parks and open spaces should be designed to serve the diverse needs of the community, including facilities for passive (e.g. walking trails, community gardens, seating areas, park pavilions, interpretive displays, etc.) and active recreation (e.g. sports fields, skating rinks, etc.).

h) Highly visible connections should link the major park amenities and facilities through walkways and bicycle paths.

i) Vehicular connections through parkland should be limited to emergency and maintenance vehicle routes, and access to major park facilities and parking areas.

j) Provisions to buffer residential areas from lighting, noise, traffic and parking areas should be provided through landscaping and appropriate setback treatments.

k) Neighbourhood Parks may be directly connected to school sites to encourage mutual use of outdoor facilities. At such locations, the park size, design and programming should conform to individual school board requirements. Sharing agreements can include parking facilities. In this instance, maintenance and cost sharing agreements shall be developed to identify partnership responsibilities.

Urban Parks

a) The location of Urban Parks should be determined in advance of the community design to ensure that Urban Parks are not relegated to left over unusable parcels.

b) Urban Parks can be as small as one or two residential lots.

c) A network of smaller Urban Parks should provide connections through communities and contribute to their structures and identity.

d) Where possible, Urban Parks should be open to a minimum of two sides of the public street, 50% of the park perimeter, or whichever is greater. It is accepted that this cannot be achieved where the park is located at a mid-block connection.
Urban Parks should be open to a minimum of two sides of the public street, 50% of the park perimeter, or whichever is greater.
3.3.3 Multi-use Trails

Provide alternative transportation options, and recreational and tourism opportunities through a well-connected trail network.

Kingston’s network of multi-use trails runs through a rich and beautiful natural heritage and open space system, creating an extraordinary asset to the City. Among these are the Downtown Waterfront Pathway, the Kingston and Pembroke (K&P) Trail, and a portion of the Lake Ontario Waterfront Trail. New communities should be designed to incorporate new connections to the City’s existing trail network, as well as to optimize opportunities for the expansion of the network through the creation of new multi-use trails.

a) New recreational trails should connect to existing trail networks, streets, parks, open spaces and natural heritage features to create a linked trail network that provides pedestrians and cyclists with connections and recreation opportunities.

b) Trails should link to core activity areas such as community centres, mixed-use areas, and nearby employment and commercial land uses. They should create strong links between new communities, open space, and appropriate natural heritage features.

c) The design of the recreational trail should reflect the function and nature of the type of open space it occupies. However, trail widths should range from 3-4 metres wide to allow for two way cyclist or pedestrian passage.

d) Multi-use trails should be designed to distinguish between walking and cycling/roller blading areas to minimize conflicts.

e) Nature trails should include multiple access points. The design of access points should consider that people arrive by a variety of means, including car, foot, bicycle, or transit. Entrances should also be designed to accommodate persons with physical disabilities and therefore include stable yet permeable surfaces.

f) Where appropriate, trails should include adequate amenities, such as seating, waste receptacles, lighting, signage, route information, and educational and historic information. Amenities should be designed according to site-specific conditions.

g) Trails located within sensitive natural environments, such as those adjacent to the Little Cataraqui Creek or Butternut Creek, should be constructed of low impact materials that are porous and stable, such as crushed rock, wood chip paths, or board walks. All trails should be designed according to site-specific conditions.
The design of the recreational trail should reflect the function and nature of the type of open space it occupies.
3.4 Sustainable Community Design

3.4.1 Block and Street Network Design

Blocks and streets should be flexible and well-connected to promote legibility, accessibility, and to accommodate a variety of lot sizes.

Kingston’s new communities should be characterized by a well-connected grid of collector roads, local roads and lanes, characterized by short block lengths, similar to that which has helped make Kingston’s older and more established communities so successful. This allows traffic to dissipate to local destinations, reduces congestion, promotes walkability and improves public transit and emergency vehicle access.

For guidelines related to the design of new streets, please refer to Section 3.5: Streets.

a) To maximize connections for vehicular, cyclist, and especially pedestrian traffic, streets should be based on a grid pattern that is modified in response to natural open space, built heritage or existing street conditions.

b) Bulbed corners should be avoided. The requirement for new communities to have a more connected grid structure will reduce opportunities for their use.

c) New transit routes shall be organized around a network of through streets to allow the City to serve new communities efficiently.

d) Where the topography of a site constrains grid-based block development, cul-de-sacs could be seen as an appropriate form of block design.

e) Where ending streets or cul-de-sacs occur, pedestrian connections should be provided to enhance the level of connectivity through the community.

f) Where the topography of a site does not constrain grid-based block development, cul-de-sacs should generally be discouraged to reduce interruptions to the flow of pedestrian and vehicle traffic.

g) In existing communities, opportunities should be pursued to connect ending streets to adjacent or new development. The number of connections should be maximized for permeability.

h) Kingston’s new communities should provide a variation in block sizes and street layouts to encourage the development of a mix of housing forms and densities.

i) Block lengths should not exceed 250 metres and should generally range between 200 and 250 metres.

j) In special circumstances, where a block is longer than 250 metres, a through-block pedestrian walkway or a mid-block parkette should be provided.

k) Mid-block connections should be a minimum width of 3.5 metres. Downcast pedestrian-scaled lighting should be provided as required.

l) Where desirable, rear lanes could be considered to eliminate the need for driveways and street facing garages. Appropriate locations for rear lanes could include properties along collector roads or facing open spaces.

m) Pavement widths, on Local Roads, should be conducive to cycling.
When new stormwater management ponds are required, they should be incorporated as a community asset.
3.4.2 Community Structure

A sustainable community is diverse, well connected and walkable and characterized by a strong respect for local identity and natural heritage.

Kingston’s communities play a significant role in developing the City’s identity and character. This is especially evident regarding the older and more established communities of the inner-city, which help define Kingston’s unique heritage character. These communities, which demonstrate the City’s early history of urban growth, are some of its most desirable, attractive, and livable communities. Kingston’s new communities should take cues from the successes of these communities. They should be distinct and identifiable, with a strong sense of place and a well-defined structure.

a) New communities should generally be designed to include:
   - **Community Centre**: The community centre should contain a variety of uses, services and amenities such as community facilities, community retail, small scale employment areas, residential, open spaces, community gardens, and access to transit.
   - **Community Edge**: Communities should have an edge that defines their extent. The edge is generally located within walking distance of the centre and may be typically defined by:
     - Urban infrastructure, such as Arterial Roads or railway lines,
     - Natural features, such as public parks and open spaces, agricultural lands, watercourses, etc.
     - Community facilities such as schools, large parks, large format retail, etc; and/or
     - The edge of an adjacent community.

b) Areas in close proximity to the community centre, a transit corridor, or an employment district should be of higher density to provide a ‘critical mass’ of population that can sustain commercial and community activities and transit systems. Density should generally decrease towards the edge of a community. Higher density is encouraged at the edge in instances where it is adjacent to large open spaces such as Neighbourhood Parks, or arterial or collector roads.

c) Natural heritage features with appropriate natural buffers are encouraged to define the edges or centres of new communities and should be easily visible to create a strong sense of local identity.
New communities should be distinct and identifiable, with a strong sense of place and a well-defined community structure. New communities should include a clear centre as well as an edge that defines their extent.
3.4.3 Community Edge Interface

The community edge should provide a positive interface between new communities, future communities and adjacent open space areas.

A ‘positive’ interface should be achieved at the edge of communities to provide connections to existing and future communities and to create opportunities for overview and public access from streets and adjacent developments. Therefore, streets and developments that face open space, and are designed to connect to existing and new communities, are encouraged.

a) Wherever possible, the perimeter of parks and other public open spaces and natural features should be faced with single-loaded streets. Generally, a minimum of 50% of the total perimeter should be bounded by the public street right-of-way.

b) Where the open space or natural feature perimeter is bounded by private properties, flanking lots on open crescents are encouraged (lots directly adjacent to the open space, without the separation of a street or lane). Lots facing onto park areas should be subject to architectural and landscaping controls to provide a high quality interface between these uses.

c) Where the edge of new communities is situated abutting a private utility easement or railway right-of-way, the minimum separation distance should be 30 metres. In addition to separation, public open space buffers, linear parks, and street right-of-way buffers should be considered as an alternative to ‘back-lotting’.

d) Where the edge of new communities abuts existing built up areas, new roadway and pathway connections should be provided to link with the existing network.

e) Where the edge of new communities abuts lands designated for development, adequate space should be allocated, where appropriate, for the dedication of future roadway and pathway connections.
3.4.4 Lot Sizes and Variety

A variety of lot sizes and shapes should be provided to ensure a diversity of housing types, sizes, and designs.

Lot sizes and variety have a direct impact on development costs, density, and affordability. Development should achieve an appropriate balance of large and small lot sizes and a variety of development types, sizes and designs for new communities in Kingston.

a) Generally, lot shapes should be simple and rectilinear so as not to limit design and siting options. However, variations to the traditional lot may be considered to manage slope, property boundary, or density issues.

b) Corner lots should have adequate width to permit appropriate building setbacks from both streets.

c) Irregular lots, corner lots, and some mid-block lots may be developed as small Urban Parks, providing comfortable areas for passive recreation, attractive landscaping, or public art.

d) Lots adjacent to community centres, public transport facilities, or higher amenity areas such as parks and environmental features, as appropriate, should be designed to support higher density development.
3.4.5 Transit Supportive Design

Transit should be treated as a central function of new communities, where facilities are attractive, convenient, and situated where pedestrian activity is high.

Community design should promote transit and provide a development framework that supports an increase in public transit ridership. This will help ensure that the City of Kingston is able to meet its target of increasing public transit ridership from 3% in 2002 to 11% in 2027. Development should support adequate densities and a range of complementary uses. Transit facilities should be convenient to use and should be situated at key destinations, where pedestrian activity is high, and where sufficient pedestrian connections are provided. Community design should make facilities for transit as attractive as possible to help reduce street congestion and pollution.

a) Communities should provide a mix of land uses and higher residential densities at key locations to generate pedestrian traffic and activity throughout the day, making transit as attractive as possible.

b) Auto dependent uses should be discouraged at the community centre, such as drive through retail and car wash facilities.

c) Compact development forms support transit. Higher density development should be located in close proximity to major transit facilities such as a train station or bus interchange.

d) Access to local transit routes should be located within a short walking distance of most uses (approximately 350-400 metres).

e) Transit facilities should be located at public places such as community centres, Neighbourhood Parks and public open spaces, schools, and community facilities such as a library or gallery.

f) Trails and bicycle routes should link to transit facilities. Secure bicycle parking and storage space should also be provided where appropriate.

Transit facilities should be situated at key destinations, where pedestrian activity is high, and where sufficient pedestrian connections are provided.
3.4.6 Community Facilities

Community facilities should be treated as focal points and activity nodes in new communities.

a) Community facilities such as schools, libraries, day cares, and churches should be located as a focal point. These buildings should be integrated into the community, and should generally be situated at or near the community centre.

b) To promote visibility, maintain community focus and ensure efficient use of land and building resources, compatible community buildings should be sited in close proximity or in the same facility. A variety of shared use options should be explored, including:
   - Multi-purpose cafeteria and gymnasium;
   - Art, science, and computer classrooms for junior and adult education;
   - Library combining functions of both a municipal branch and school facility;
   - Hardscaped and grassed playing field; and/or,
   - Parking facilities.

c) Community facilities should incorporate the highest standards in environmental sustainability, through both site and building design.

For additional guidelines related to sustainable building design, please refer to Section 4.5.
3.5 Streets

Accommodate active transportation (i.e. walking, cycling and transit) on safe, well designed streets.

The City of Kingston’s street network is comprised of arterial roads, collector roads, local roads and lanes. While these streets serve an important functional role in the movement of goods throughout the City, they are equally important as a place for members of the community to meet and socialize. The careful design of boulevards, and inclusion of pedestrian amenities, will ensure pedestrians and vehicular traffic safely share the streets.

Streets may be designed in a variety of ways. This section provides a few examples of appropriate street designs. As development applications are received and reviewed, the City of Kingston will consider options which differ from the examples given in this document, provided they meet the technical standards of the municipality.

Street design should focus on minimizing pavement width as much as possible, in order to provide sufficient space for snow storage, boulevard elements, sidewalks, and transition zones.

a) Opportunities for narrower right-of-ways can be explored where there are alternative options to accommodate travel and cycling lanes, sidewalks, utilities, and other streetscape elements.

b) A primary consideration of the design and construction of new streets should be the City’s requirements for maintenance and snow clearing.

While this section provides direction regarding elements of street design, and gives examples that are pertinent to existing areas as well as new communities, it is not the intention of these guidelines to require the alteration of existing street configurations when the City undertakes capital reconstruction projects.

Not only are streets necessary for the transportation of persons and goods throughout the City, they are also important spaces for social interaction between members of the local community.
3.5.1 Collector roads

Collector roads should reflect their role as community connectors and pedestrian destinations.

Collector roads connect Local Roads to one another, to intersecting Collector Roads, and to Arterial Roads. As a result, the design requirements for Collector Roads should be more substantial than Local Roads.

a) Collector roads should be designed to serve a variety of functions, including transit, connections between communities, and connections to Local Roads.

b) On-street parking should be permitted on both sides of collector roads (2.5-2.8m wide each) where adjacent to mixed-use areas.

c) Bicycle lanes should be provided on both sides of the street (1.5m wide each). The placement of bicycle lanes should adhere to the standards set by the City of Kingston. Generally, it is recommended that bicycle lanes be placed between the travel lane and the on-street parking lane. However, the placement of the bicycle lane between the on-street parking lane and the curb may be appropriate in some instances.

d) Travel lane widths should be as narrow as possible to accommodate wider boulevards (3.25-3.5m wide).

e) Barrier curbs are required for all Collector Roads.

f) Alternatives to single access driveways to individual properties should be explored in order to reduce the number of curb cuts along the street. This may include joint access driveways or rear lanes.

On Collector Roads, on-street parking should be provided on either side of the street where adjacent to mixed-use areas.
Sample Collector Road - Residential (Boulevard Next to Curb)

The illustration above demonstrates what a Collector Road may look like in a residential condition.
Sample Collector Road - Residential (Sidewalk Next to Curb)

The illustration above demonstrates what a Collector Road may look like in a residential condition.
Sample Collector Road - Mixed-Use

The illustration above demonstrates what a Collector Road may look like in a main street condition.
3.5.2 Local roads

Local roads should reflect their role as community streets and social gathering places.

Local roads play a dual role, both as community socialization spaces and as transportation corridors. The design requirements, while less substantial than Collector Roads, should create ‘intimate’ pedestrian-scaled streetscapes that promote walking and residential activities, but discourage speeding and through traffic.

a) Local roads should be designed with a narrow pavement width (3.25-3.5m wide each) to reduce traffic speeds.

b) Although the City does not designate parking lanes or spaces on local roads, the width of the asphalt should be wide enough for two traffic lanes (3.25-3.5m wide each), and one on-street parking lane (2.5-2.8m wide).

c) It is encouraged that sidewalks be placed on both sides of the street. In cases where this is not feasible, the on-street parking lane should be provided on the side of the street that contains a sidewalk.

d) Barrier curbs are required for all Local Roads.

e) Bicycle movement is considered to be a normal part of Local Road traffic movement, so no dedicated bicycle infrastructure is required.
Sample Local Road - Residential (Boulevard Next to Curb)

The illustration above demonstrates what a Local Road may look like in a residential condition.
Sample Local Road - Residential (Sidewalk Next to Curb)

*The illustration above demonstrates what a Local Road may look like in a residential condition.*
3.5.3 Lanes and Driveways

Driveways should not be a dominant feature of the property. Lanes should be designed to function as public streets.

For the purpose of this document, the term “lane” refers to double-loaded rear access roads, being either privately or publicly owned and maintained. Lanes may be used in residential areas in new communities, or in mixed-use areas to service commercial uses and provide access to structured and below-grade parking.

Lanes
a) Lanes could be considered where development fronts onto a Collector Road network, and should also be considered to provide access to parking on narrow lots, and in mixed-use areas.

b) Where lanes are required to provide access to residential parking facilities, the primary façade of the building should not face the lane, nor should primary at-grade access to the building be provided from the lane.

c) Rear lane single car garages are encouraged to attach as a pair to provide a consolidated appearance.

d) Areas at the end of lanes should be set aside for snow storage.

e) The use of permeable materials is encouraged where sufficient drainage exists, as low traffic levels permit the use of less durable surfaces.

f) In cases where block lengths are in excess of 250 metres, an additional access point should be provided for lanes in a central location.

g) Snow storage locations should be identified with the design of new lanes.

Lanes could be considered where development fronts onto a Collector Road network.
h) To maintain adequate distance between the vehicular traffic on the lane and the rear of the garage, a minimum setback of 0.5 metres should be applied between the garage and the edge of the rear lane.

i) Lanes should provide a minimum right-of-way width of 6 metres with a minimum 0.5 metre setback to the garage wall.

j) Where parallel parking for property owners is desirable on the lane, a setback of 2.8m setback should be provided between the right-of-way and the garage.

**Driveways**

a) Measures should be taken to reduce curb cuts along the street to increase opportunities for landscaping treatments and more continuous pedestrian access. Service driveways should be coordinated with those of parking lots, and delivery, loading and refuse areas should be coordinated and large enough to accommodate the needs of all users.

b) Corner lots should generally have driveway access from the minor street, with the exception of townhouse blocks, back-to-backs and semi-detached housing.

c) Permeable surfaces are encouraged to minimize run-off.

d) Driveway widths, as well as driveway curb cuts, should be no wider than the width of the garage, which should be limited to no more than 50% of the width of the house.

*Driveway widths, as well as driveway cuts, should be no wider than the width of the garage.*
3.5.4 Boulevard Design

Create boulevards that combine safe, unobstructed pedestrian travel routes with places to stop and socialize.

The boulevard refers to the area of the street between the front property line or building face, and the edge of the curb. Well designed boulevards are important elements throughout the City of Kingston for accommodating the significant increase in pedestrian traffic associated with the proposed residential intensification and development of new communities. The individual components of the boulevard include:

**Street Furniture and Landscape Zone:** As a best practice approach, the Street Furniture and Landscape Zone should be located between the sidewalk and vehicle traffic. The zone contains landscaped areas with site furnishings, and infrastructure facilities such as benches, bicycle locks, transit shelters, and utilities.

**Sidewalk:** Dedicated to the movement of pedestrians, the sidewalk can be a multi-use trail or a pedestrian clear path. As a best practice approach, it should be located adjacent to buildings or the property line. The sidewalk should remain clear of obstructions, horizontally and vertically, at all times.

**Transition Zone:** Located between the sidewalk and the building or property line, this zone provides a dedicated area for window shopping, spill-out retail, building entrances, street furniture and signage.

- **a)** Boulevards should reflect their adjacent land use (i.e. wide sidewalks in mixed-use or commercial areas).
- **b)** The sidewalk should be constructed of brushed concrete to facilitate pedestrian movement and barrier-free accessibility.
- **c)** Where sidewalks cross driveways, they should be continuous and constructed of brushed concrete.
- **d)** Limited use of feature paving bands constructed of materials other than asphalt (including pavers, impressed concrete or concrete) may be used. These materials may continue across driveways and signalized intersections to indicate pedestrian priority.
- **e)** Boulevards should be planted with street trees located within the Street Furniture and Landscape Zone.
- **f)** Double rows of trees may be used in key areas such as adjacent to open spaces and where a wider boulevard exists.
- **g)** Continuous sidewalks should be provided on both sides of collector roads and, where feasible, on both sides of Local Roads. Sidewalks should be at least 1.8 metres wide. This guideline represents an enhanced level of service from current City practices, which require a minimum sidewalk width of 1.5 metres.
- **h)** A landscape strip of 1-2 metres should be located on both sides of Local Roads.
- **i)** A 0.75 - 1 metre wide Transition Zone buffer should be situated between the sidewalk and the private property boundary.
The illustration above depicts those roadway and boulevard elements which can be incorporated to comprise a streetscape.
3.5.5 Crosswalks

Clearly marked crosswalks provide safe opportunities for pedestrian movement.

The City of Kingston has a strong focus on post secondary education. These uses create a significant amount of vehicular and pedestrian traffic throughout the City, and especially in areas surrounding the university and college campuses. As students, faculty, and members of the community arrive and depart continuously throughout the day, the flow of pedestrian and vehicular traffic does not conform to the typical “rush-hour” patterns found in other cities. Because of this, it is essential that the City of Kingston has a continuous system of crosswalks to ensure the safe coexistence of vehicles and pedestrian traffic.

a) Crosswalks should be continuous and connected to adjacent sidewalks. The location of crosswalks and design of curb cuts should conform to the policies inherent in the Ontarians with Disabilities Act.

b) Crosswalks should be clearly designated for safety, with appropriate surface markings or variation in surface treatment, and signage.

c) Additional mid-block pedestrian signals and courtesy crossings with specialized markings and signage may be considered at locations with high pedestrian volumes.

d) Traffic signals that accommodate pedestrians should be timed such that pedestrians have adequate time to clear the crossing. Audible signals and pedestrian countdown devices will be considered on a case-by-case basis.

Crosswalks should be clearly marked in order to promote pedestrian safety at signalized intersections.
3.5.6 Street Trees

Locate street trees to enhance the existing urban tree canopy while minimizing distractions to vehicular traffic.

Mature street trees provide shade for pedestrians, reduce the urban heat island effect, enhance the visual and environmental qualities of the street, and provide a buffer between the pavement, sidewalk and buildings. The existing residential communities within the City of Kingston have a significant number of well established street trees.

a) Street trees should be located within the Street Furniture and Landscape Zone and should be offset between 1-1.5 metres from the curb to accommodate snow storage, large vehicle movements, and to minimize salt damage.

b) Ideally, trees should be spaced at 6-9 metre intervals.

c) Careful consideration should be given to the type and location of trees to ensure that higher branching trees are positioned to ensure there is no interference with truck traffic, sight lines, utilities, rooftop solar panels, etc.

d) Existing street trees should be preserved wherever possible, as mature street trees create a greater sense of enclosure along streets.

e) Supplemental street trees should be considered in an existing community where the existing tree canopy is reaching the end of its life-cycle.

For additional guidelines related to street trees, please refer to Section 4.5.3.
3.5.7 Street Furniture

Consistent, carefully located street furniture encourages active streetscapes.

Street furniture contributes to the creation of a unique streetscape, and can be used to identify significant areas in the City of Kingston, including the waterfront and significant older built up areas (e.g. Old Sydenham Ward, Barriefield Village, Market Square, etc.). In addition, street furniture is an essential component of a pedestrian-supportive streetscape, offering opportunities for rest, social interaction, and casual surveillance.

a) Street furnishings should be developed within an overall concept and should provide a consistent and unified streetscape appearance that is appropriate for the area context.

b) Street furnishings should be placed in a coordinated manner that does not obstruct pedestrian or vehicular circulation.

c) Street furniture should be placed so as not to impact sidewalk maintenance, particularly snow removal. Specifically, the provision of street furniture should not result in a requirement for hand shovelling in order to provide proper sidewalk access.
3.5.8 Transit Amenities

Augment existing transit initiatives through the design of high quality transit infrastructure that will continue to promote active transit in the City of Kingston.

The public transit system within the City of Kingston promotes a number of initiatives aimed to increase ridership, promote accessibility for users of all ages and abilities and encourage the combination of active modes of transportation (i.e. walking, cycling and transit). Some of these initiatives include:

- Rack and Roll – provides access to bike racks on all buses during cycling months.
- Easier Access Transit Service – provides accessible buses on a number of key routes.
- Park and Ride – various facilities across the City provide areas for transit users to park their cars before taking a bus into the downtown.

a) Where appropriate, including along the side of a collector street with high pedestrian traffic, transit stops may include a shelter for weather protection and seating.

b) Where provided, transit shelters should include basic amenities, including seating, waste receptacles, lighting, and route information. At a minimum, transit stops should include route information.

c) Sidewalks should connect directly to transit shelters to encourage active transit use and to ensure safety and convenience.

d) Transit stops should have barrier-free access and be located in a way that does not interfere with pedestrian movement.

e) Transit shelters located on the sidewalk or boulevard should be located 300mm clear of the sidewalk in order to allow sufficient space for snow clearing.

f) In heritage districts or distinct neighbourhoods, the design of transit shelters should reflect the identity and character of the area.
### 3.5.9 Lighting

Well-placed lighting standards create safe, active streetscapes.

Downcast, pedestrian-scaled lighting enhances safety and visibility on streets. In key areas, lighting can be used to accent special features, such as buildings heritage properties, landscaping, signage, etc.

a) The design and location of lighting should consider sustainability and the impacts of light pollution, including:
   - energy efficiency;
   - directional lighting that reduces wasted energy;
   - induction lighting;
   - solar power; and,
   - street reflectors and sensors (to help regulate brightness and when lights turn on and off).

b) Downcast pedestrian-scale lighting should be provided in high traffic pedestrian areas.

c) All lighting should be located within the Street Furniture and Landscape Zone.

d) Consideration should be given to providing additional pedestrian-scale lighting in areas with a high volume of pedestrian activity, such as key intersections, transit stops, trail crossings, mid-block connections, etc.
3.5.10 Utilities

Enhance the streetscape through hiding and combining utilities.

The coordinated design and integration of service infrastructure and utilities will contribute to the visual quality of Kingston’s streetscapes. Utilities must be considered as an integrated component in building design and the public realm.

a) In residential communities, Utilities should be buried below grade, typically in the boulevard section of the right-of-way, where feasible. The use of a joint utility trench is encouraged for access and maintenance benefits.

b) Opportunities should be identified for grouping above grade utilities in single locations where feasible (i.e. the flanking yard of the public right-of-way). Such locations should be guided by the location and hierarchy of streets, storm water management facilities, parks and other components of the open space system, as well as utility access considerations.

c) Utilities, including utility cabinets, transformer vaults, hydro metres and gas metres, should be incorporated into building design, where feasible. Where this is not feasible, utilities should be placed in discrete locations and/or screened from public view, where they will not interfere with pedestrian movement or transit stops.

d) New and innovative solutions for integrated utility services should be explored to minimize street clutter. Products that incorporate street lighting and telecommunication facilities within the same pole are encouraged.
3.6 Parking

As residential intensification occurs and new communities develop, a variety of parking will be appropriate to support increased densities, including surface parking, on-street parking, structured parking and private driveways.

In new communities, where surface lots are required, parking areas should be designed to minimize their visual impact and to allow for redevelopment as future building sites. Therefore, the layout of buildings should consider site access, landscape and site servicing that will permit the long term intensification of these sites. In residential intensification areas and new communities, structured parking will facilitate the most efficient use of land.

Decorative stone is used as a permeable surface treatment

Trees are used to shade vehicles and pedestrians. They also break up the continuity of the surface parking area

Parking can be provided in many forms, including on-street parking, surface parking, structured parking, and private driveways.
3.6.1 Surface Parking

Surface parking lots should be appropriately located, well landscaped and visually divided into smaller courts to minimize their impact on the public streetscape.

To support the retail uses on streets such as Princess Street and Division Street, and in the areas around Queen’s University, there is an abundance of surface parking lots. Similarly, surface lots will be a viable option for some buildings within new communities. Ultimately, these surface lots will become prime opportunities for further intensification. However, in the interim, they should be carefully designed to minimize their impacts on the public realm.

a) Large areas of uninterrupted parking should be avoided. The total amount of parking should be minimized through shared parking between adjacent properties, particularly in the evenings, weekends and other off-peak periods.

b) Surface parking areas should be located at the rear of buildings. Where parking areas are adjacent to a public sidewalk, adequate buffers, such as landscaping or bollards should be provided between parked vehicles and the sidewalk.

c) Planting strips, landscaped traffic islands and/or paving articulation should be used to define vehicle routes and define smaller parking ‘courts’ that provide pedestrian walkways, improve edge conditions and minimize the aesthetic impact of surface parking.

d) The amount of landscaping should be proportionate to the overall parking lot size, but generally, 1 tree for every 8 parking spaces is recommended.

e) Where parking areas must be situated adjacent to the sidewalk, a landscaped buffer should be located between parked vehicles and the sidewalk. This buffer should be located within the private realm to not reduce the total sidewalk width.

f) Landscaping, or other parking area screening devices, should not obstruct the primary building façade or total visibility of the parking area.

g) Distinctive pavement and/or markings may be used to indicate pedestrian crossings.

h) Pedestrian-scaled lighting should be provided along pathways to enhance visibility and security.

i) Preferential parking for bicycles, energy efficient vehicles and car-share services are encouraged.

j) Service and drop-off area circulation should not interfere with pedestrian circulation.

k) Where appropriate, permeable paving should be considered to promote drainage.

For additional guidelines related to sustainable surface parking, please refer to Sections 4.5.2 and 4.5.4.
The illustration above demonstrates appropriate design measures for surface parking areas.
3.6.2 On-Street Parking

On-street parking is encouraged in order to enhance safety on streets in new communities.

On-street parking is encouraged wherever possible to animate the street, reduce vehicle speeds and serve as a buffer between pedestrians and vehicles. To encourage on-street parking, appropriate design standards for streets, including curb extensions which create additional roadway width to be dedicated to on-street parking, should be developed.

a) Parallel on-street parking is preferred over perpendicular or angled parking to minimize the overall width of the street and optimize sight-lines.

b) On-street parking may be situated within curb extensions, where appropriate.

c) Curb extensions should be landscaped with street trees or low level ground cover and be designed to accommodate snow loading.

Parallel on-street parking is preferred over perpendicular or angled parking to minimize the overall width of the street and to optimize sight lines.
3.6.3 Structured Parking

Structured parking should seamlessly integrate into surrounding communities.

Due to the limestone that the City of Kingston sits on, underground parking may not always be a viable or feasible option. To ensure this does not result in large surface parking lots, above ground structured parking should be considered. Above ground structured parking can be incorporated into new mixed-use buildings, maintaining a positive urban environment and allowing for a greater number of spaces and more efficient use of land.

a) Parking structures fronting onto streets or open spaces should be developed, with an active at-grade use to provide attractive façades, animate the streetscape and enhance pedestrian safety.
b) A vertical mix of parking and residential/office above should be considered a preferred development model, with parking on the lower floors and residential or office above. Shallow retail or office units should face the street minimizing the visual impacts of the structured parking lots.
c) Vehicular access to parking structures should be located at the rear and/or side of buildings away from main building frontages and major streets.
d) Pedestrian entrances for parking structures should be located adjacent to main building entrances, public streets or other highly visible locations.
e) Parking within a structure should be screened from view at sidewalk level and the street-level wall should be enhanced through architectural detailing and landscaping.
3.7 Servicing and Loading

Servicing and loading areas should be appropriately located and screened from public view.

Where servicing and loading areas are required, they should not be visually obtrusive.

a) Loading docks and service areas should be located at the side or rear of buildings and should be screened from public view.

b) Servicing enclosures should be constructed of materials that complement the main building (e.g. no chain link fencing).

c) Service and refuse areas should be paved with an impervious surface of asphalt or concrete to minimize the potential for infiltration of harmful materials.

d) Service and refuse areas should not encroach into the exterior side or front yard setback.

e) Loading and service areas may occupy the full rear yard if adequate landscape edge and buffer treatments are provided.

Servicing enclosures should be constructed of materials that complement the main building.
3.8 Semi-Private Open Spaces

Semi-private open space should be designed to provide a high level of comfort and safety for pedestrians.

Semi-private open space is landscaping and/or open space within private property that is perceived to be shared public amenity space. These spaces provide opportunities for socialization and can function as gathering spaces within an intimate, semi-private environment.

- Semi-private open spaces should be directly accessible from public sidewalks and constructed of materials equal in quality and appearance with those of the main buildings.
- Semi-private open spaces should be in view of occupied indoor areas.
- Where appropriate, buildings are encouraged to include semi-private open space in the form of rooftop amenity space.
- Interior courtyards of buildings should be designed to maximize sun exposure through the massing and location of tall building elements.
- Paving materials should be high quality, easily replaceable and low maintenance.
- Site furnishings (e.g. play equipment, public art, shelters, signage, fencing, etc.) should be manufactured from high quality, durable materials.
- Plant materials used in landscaping should be low maintenance, pest and disease resistant and placed to ensure clear views into and out of amenity spaces.

Semi-private open spaces should be in view of occupied indoor areas, and should maximize sun exposure through the massing and location of tall building elements.
3.9 Residential Buildings in New Communities

3.9.1 Site Design

Site design in new communities should strive to balance modern day values with the successful built-form characteristics of traditional communities.

In Kingston’s more established communities, the distance between building façaades generally ranges between 24-26 metres. In contrast, the City’s newer communities have a general façade separation distance of 30-33 metres. This difference can be accounted for by the introduction of front yard garages, as opposed to side or rear yard garages, which were once the norm. When vehicles are parked at the side of the house or in the rear yard via a single driveway or shared right-of-way, the setback from the property line can be reduced and thus the distance between building facades decreased.

The intention of the following guidelines is to balance traffic and vehicular requirements with the successful built-form characteristics of traditional communities in Kingston to achieve functional and safe movement options for all modes of transportation. The guidelines aim to promote appropriate front, side and rear yard setbacks for single family and semi-detached dwellings to control lot coverage, provide adequate private open space, situate buildings in close proximity to the right-of-way, and to ensure adequate separation between adjoining buildings in Kingston’s new communities.

The following section provides a number of options for the development of residential properties, and is not intended to preclude the use of other viable options.

Sites in new communities should contain appropriate front, side and rear yard setbacks for single family and semi-detached dwellings.
Setbacks for Single Family and Semi-Detached Dwelling - Front Yard

a) A range of front yard setbacks along any street is recommended in order to achieve a diversity of setbacks on the streetscape. However, front yard setbacks should be a minimum of 3 metres and a maximum of 5 metres.

b) 1.5 metres of this minimum setback, from the front property line, should be a "no encroachment" zone. The remaining setback may contain non-habitable building elements (e.g. porches, steps, roof elements, etc.).

Side Yard

a) Side yard setbacks should be a minimum of 1.2 metres (including roof overhangs) but 3.5 metres for lots with a garage located in the rear yard accessed by a driveway. The maximum allowable asphalt width is 2.5m.

b) On a lot abutting a non-residential use, including a walkway, the minimum interior side yard setback should be 3.5 metres.

Rear Yard

a) There should be a minimum rear yard setback of 7.5m measured either to the rear property line or, in instances where a garage is present in the rear yard, to the face of the garage which is closest to the residential dwelling.

b) In instances where a garage is present in the rear yard, there should be a minimum setback of 0.5m between the rear property line and the face of the garage which is closest to the rear property line.

c) Rear yard decks / porches and garden sheds should be permitted as rear yard encroachments, provided the rear yard is a minimum 7.5 metres in length excluding rear yard garages that are attached to the dwelling or at the rear of the property.

d) It is recommended that a 50 square metre landscaped amenity space (excluding driveways) be maintained for single detached and semi-detached dwellings and 45 square metres for duplex, triplex and townhouses.

Setbacks for Townhouses - Front Yard

a) A range of front yard setbacks along any street is recommended in order to achieve a diversity of setbacks on the streetscape. However, front yard setbacks should be a minimum of 3 metres and a maximum of 5 metres.
A range of front yard setbacks is recommended, but should be between 3 to 5 metres. Side yard setbacks should be 1.2 metres unless abutting a non-residential use, where the setback should be 3.5 metres. Rear yard setbacks should be a minimum of 7.5 metres measured either from the rear property line or the rear garage, whichever is closest.
b) All units should have a minimum front yard ‘no encroachment’ area of 1.5 metres. In some situations, this 1.5m can be located within the right of way to reduce the visual size of the street. This can occur only when there is 1.5m between the property line and the sidewalk. The balance of the setback may be encouraged with non-interior building elements including porches, steps, roof elements, etc.

**Side Yard**

a) End units should have a minimum side yard setback of 1.2 metres.

b) On a lot abutting a non-residential use, including a walkway, the minimum interior side yard setback should be 3.5 metres.

**Rear Yard**

a) There should be a minimum rear yard setback of 7.5m measured either to the rear property line or, in instances where a garage is present in the rear yard, to the face of the garage which is closest to the residential dwelling.

b) In instances where a garage is present in the rear yard, there should be a minimum setback of 0.5m between the rear property line and the face of the garage which is closest to the rear property line.

c) Rear yard decks / porches and garden sheds should be permitted as rear yard encroachments, provided the rear yard is a minimum 7.5 metres in length, excluding rear yard garages that are attached to the dwelling or at the rear of the property.

For general guidelines related to the site design and orientation of residential buildings, please refer to Section 4.2.1. For general guidelines related to the built form, height and massing of residential buildings, please refer to Section 4.2.2. For general guidelines related to the articulation and detailing of residential buildings, please refer to Section 4.2.3. For general guidelines related to the appropriate use of materials on residential buildings, please refer to Section 4.2.4.
3.9.2 Garages and Driveways

Garages should not be a dominant feature of residential dwellings in new communities.

The primary issue regarding residential parking throughout Kingston’s recently constructed communities, is the dominant proportion of the garage over the house façade. This limits opportunities for ‘active’ design features such as front porches and windows, front facing rooms, and public safety through casual surveillance of the street from the house.

Garages

a) To reduce the dominance of the garage along streetscapes in new communities, and to achieve the principle of a balanced house façade to garage, attached garages located at the front or side of the house should be no wider than one half the width of the house.

b) There should be no projection of the garage from the front face of the house where there is no front porch, and no more than a 1 metre projection where there is a front porch. All measurements must be made from the primary building facade.

c) Where dwellings have a front yard garage, a minimum 6 metre setback is recommended between the front of the garage and the front property line to accommodate one vehicle without disrupting the sidewalk.

d) Garage design should be complementary in character and quality of detail to the principal dwelling, and include high quality construction materials, adequate windows and appropriate architectural details.

e) For dwellings less than 12 metres wide, interior one-car garage dimensions should be a minimum 3 metres wide by 6 metres deep. A maximum width of 5 metres may be applied to permit a one-car garage with storage.

f) On dwellings greater than 12 metres wide, interior two-car garage dimensions should be a minimum 5.5 metres wide by 6 metres deep.
Paved driveways should be as narrow as possible, and should be no wider than the width of their respective garage.

**Driveways**

a) The width of paved driveways on private property, as well as driveway cuts at the curb, should be as narrow as possible. In no case should they be wider than the width of their respective garage.

b) Driveway space located between the house and adjacent street should be limited to the width required for access to a garage or other required parking spaces.

c) Permeable surfaces are encouraged for driveway paving.

d) Curb cuts should be spaced to preserve the maximum number of on-street parking spaces.

e) Corner lots located at the intersection of Collector and Local Roads should have driveway access from the Local Road.

Parking may be provided through the incorporation of front attached garages, rear attached garages, lanes, or shared driveway parking.
3.9.3 Building Design

New residential dwellings should be well proportioned and designed, and oriented toward the street, creating a sense of enclosure.

a) All buildings should be oriented towards streets and/or open spaces to provide a sense of enclosure and enhanced safety through “eyes on the street.” This can be further enhanced by maximizing the number of windows facing the street or open space.

b) Living spaces i.e. living rooms, dining rooms and, where appropriate, kitchens should face directly on to the street to support a visual connection between the street and the residential population.

c) Currently, the majority of new residential dwellings are between 1 and 2 storeys. In future developments, a variety of building heights up to 3 storeys should be considered.

d) Wherever possible, extreme roof pitches with oversized roofs should be limited.

e) On corner or flanking lots, create dual façades that address both streets through the use of wrap-around porches, sun rooms, bay windows and side entrances. Building design should emphasize visibility and the potential role of corner buildings as landmark or orientation structures within the community.

f) Consideration should be given to the appropriate design of the dwelling relative to solar orientation for heating and cooling.
Section Four: General Design Guidelines
Within the City of Kingston, residential intensification and the development of new communities will result in a variety of new buildings, including residential buildings (i.e. single and semi-detached dwellings, townhouses, and apartments) and mixed-use buildings (e.g. retail at grade with residential/office above). In each case, a number of the guidelines recommended to create successful buildings are similar for residential intensification and new communities. The following sections present general design guidelines for buildings, sustainability and barrier-free design. For additional guidelines, specific to new communities and residential intensification, please refer to Section 3 and Section 5 respectively.

To promote a diverse community and accommodate a wide demographic (i.e. couples, families with children, single parents, seniors, people with special needs and others), residential intensification and the design of new communities should strive to provide a full range of housing types to meet the City’s population growth targets, including:

**Single and Semi-Detached Dwellings:** The guidelines for single and semi-detached residential buildings provide flexibility in design that encourages a model of development that will enhance the look and feel of communities and integrate with existing communities.
**Townhouses:** Townhouses will provide more compact, higher-density housing choices than single or semi-detached dwellings and, in some instances, may share amenity space. Townhouses may provide the transition between low-density/low-rise housing and more intense multi-residential forms.

Variations in townhouse form include back-to-back units, stacked units or a courtyard configuration, but generally townhouses should comprise a continuous row along the street within a 2-4 storey building. Each unit should have an entrance from the street at or near grade-level.

**Apartments:** Within the City of Kingston, low and mid-rise apartment buildings are encouraged in key locations such as along Collector Roads, at gateway locations and adjacent to large open spaces and major community uses.

**High-Rise Buildings:** In the City of Kingston, intensification may present opportunities for the development of high-rise buildings in key locations (e.g. major intersections, adjacent to Arterial Roads, etc.). Generally, high-rise buildings are those that exceed 12 storeys. They should be carefully designed and articulated to minimize shadowing and maximize sky views. Each building should be unique but should also fit within its surrounding context.
4.2.1 Site Design and Building Orientation

Ensure new buildings promote a continuous street edge and a strong public face through buildings that address the street.

a) All buildings should be oriented towards streets and/or open spaces to provide a sense of enclosure and enhance safety through “eyes on the street.”

b) On corner or flanking lots, create dual façades that address both streets through the use of wrap-around porches, sun rooms, bay windows and side entrances. Building design should emphasize visibility and the potential role of corner buildings as landmark or orientation structures within the community.

c) Where front entrances are located in a side yard, the primary façade may be perpendicular to the street providing the façade that addresses the street has attractive architectural design.

d) Where setbacks vary on both sides of a proposed dwelling, the average of the two setbacks should be used.

e) Slight variations in front yard setbacks should be permitted to provide a more interesting streetscape and/or to integrate and preserve an existing natural feature (i.e. mature tree).

f) Back-lotting should not be permitted unless demonstrated to be a positive feature (i.e. buffer from industrial uses).

g) Taller buildings (i.e. mid-rise apartment buildings) should be oriented to minimize shadows cast on adjacent open spaces, buildings and streets as much as possible.

h) Privacy fencing should be limited to screening the back or side-yard only, and where a property abuts a non-residential use.
4.2.2 Built Form, Height and Massing

The built form, height and massing of residential buildings should be sensitive to adjoining areas, and the City of Kingston as a whole.

a) The height of new residential buildings within the City of Kingston should be determined through context sensitive analysis and should consider adjacent properties, land-use and transit access. Single detached, semi-detached and townhouse dwellings may range between 2 to 4 storeys, while mixed-use and apartment buildings may range between 4 to 12 storeys.

b) Access to green roofs should be excluded from the overall building height.

c) Buildings above 3-4 storeys (i.e. mid-rise apartment buildings) should be stepped back with a well-defined base or street wall, to control the overall massing of the building, minimize shadow impacts on adjacent properties and create additional outside amenity space (i.e. rooftop gardens). The building base should be designed and massed to create a pedestrian oriented streetscape.

Mixed-use and apartment buildings can range between 4 and 12 storeys, provided they incorporate appropriate setbacks and step-backs which reduce shadow impacts and create appropriate transitions to adjacent residential areas.
4.2.3 Building Articulation and Detailing

The design of residential buildings should result in a mix of buildings that contribute to an attractive, animated and safe streetscape.

Access and Entrances

a) Main entrances should face public streets and be directly accessible from public sidewalks.
b) Main entrances should be designed to provide weather protection, and can include features such as awnings, recessed entries, front porches, porticos and verandas.
c) On the ground floor, apartment and multi-tenant buildings should provide individual unit entrances to create an active streetscape.
d) Secondary entrances should not be dominant, but should be easily accessible and convenient to service, loading and parking areas.
e) The design and location of building entrances should adhere to the principles of Crime Prevention Through Environmental Design. For example, building entrances should provide visibility between indoor and outdoor areas to enhance opportunities for natural surveillance. Likewise, in apartment dwellings, pedestrian access to parking and service areas within the principal building should be situated near exposed communal areas (i.e. exercise areas or meeting rooms).
Façade Design

a) Despite a mix of architectural styles in the City of Kingston, design and construction quality should be consistent and reflect a high level of craftsmanship.

b) Consistent rhythms of similar details and architectural elements should be used to reinforce the continuity of the street and create a strong community character.

c) Buildings should use a variety of materials and architectural details, both vertical and horizontal, to break up the façade.

d) Buildings should not have blank façades. Flanking façades should have a design and materials standard equal to the front façade.

e) Facades at the base of the building, particularly those which face streets, parks, and open spaces, should exhibit increased architectural detailing to give attention to the prominence of these building faces.

f) Buildings with frontages exceeding 12 meters in width should be divided into functionally and visually smaller units through the use of façade articulation, internal courtyards, and networks of connected walkways and landscaping.

g) To ensure garages are not a dominant feature of the community, dwelling façades should have greater architectural expression than garage façades.
Windows

a) Buildings facing or flanking a street, lane or open space should provide a generous amount of window openings to encourage strong visual connections between the private dwelling and public street.

b) Housing should be designed with habitable rooms (i.e. living room, dining room, kitchen) facing the street to enhance safety through “eyes on the street.” The façades of these rooms should be comprised of a substantial percentage (30-40%) of surface window area (i.e. bay windows).

c) Flanking walls should include at least 20% surface window area.

d) Window design should be primarily an expression of the interior dwelling use (i.e. larger windows in more public rooms, such as living rooms, kitchens, etc.).

e) Windows should be arranged to enhance views, and provide natural ventilation and light, without sacrificing privacy to the primary or adjacent dwellings.

f) Skylights and clerestory windows are encouraged to enhance natural light. Skylights should be coordinated with other roof and building elements and located behind the roof ridge away from public view. Clerestory windows (a row of narrow windows at the top of a high wall, usually above adjacent roofs) should be detailed to provide a structural and coordinated connection between the building wall and roof.
Roofs, Gables and Dormers

a) A variety of roof-lines and shapes should occur within each residential block, but new buildings/additions should maintain a consistent scale and height with adjacent buildings.

b) Roof materials/colours should complement the building materials and the overall building design.

c) Roof elements (e.g. chimneys, dormers, pitches, vents, etc.) are positive design elements and should be designed as distinct elements and used to provide variety from one dwelling to the next. For additional guidelines related to the appropriate addition of dormers, please refer to Section 5.4.2.
Porches and Building Projections

a) Building projections (i.e. porches, decks, canopies and stairs) are encouraged as transitional elements that provide access, amenity space and weather protection.

b) Balconies should be provided above the ground floor of low-rise apartment buildings and above the 2nd or 3rd floor of taller, mixed-use buildings.

c) Balconies should be designed as integral parts of the building.

d) Slight design variations are encouraged to create distinction, but continuity of scale and proportion is recommended between buildings.

e) Porch and deck dimensions should be large enough to accommodate furnishings and ensure their active use. The minimum depth for porches and decks should be 2 metres.

f) Steps to porches should have generous proportions and a gentle rise and run to encourage safety and active use.

g) Wraparound porches/verandas are encouraged on corner lots or other locations where the side yard of the dwelling is visible.

h) For residential units on the ground floor with direct access from the street, privacy should be enhanced through the creation of a private and/or semi-private outdoor amenity space.
4.2.4 Materials

Finishing materials should be of a high quality and should extend to all sides of the building, including projections.

a) Finish materials should extend to all sides of the building, including building projections.

b) Building materials should be chosen for their functional and aesthetic quality as well as their energy and maintenance efficiency.

c) Preferred cladding materials include brick, stone, metal, glass, in-situ concrete, pre-cast concrete, and stucco. Vinyl siding, plastic, plywood, concrete block, tinted and mirrored glass and metal siding is strongly discouraged.

d) Building materials should not be used to replicate other materials.

e) Lintels, cornices and other details are recommended within brick and stone walls to minimize the strong visual effect of these materials.
4.3 Large Lot Residential Buildings

Within the City of Kingston there is a diversity of residential building types and lot sizes. This guideline section applies specifically to Kingston’s larger lots singles which have a predominantly bungalow building stock but also to large lot buildings in new communities.

These areas typically have a wealth of green space and a very specific character that is in keeping with the era in which they were constructed. The primary character of the neighbourhood is influenced by the spacing between buildings across the street and the spacing between side by side housing. These guidelines identify recommendations to preserve the existing neighbourhood character, accommodate additional density where appropriate and to expand existing housing footprints through renovation or reconstruction.

![An example of a 1950's - 1960's style suburban development.](image)

*The City of Kingston contains a diversity of building types and lot sizes, including large lots with bungalows.*
4.3.1 Renovations and Additions

Renovations and additions to existing buildings should respect the existing context of the area and the design of the existing building.

These guidelines aim to protect the look and feel of existing ‘large lot’ communities and to prevent the construction of disproportionate housing sizes and types on the lot. The guidelines aim to allow for an appropriate increase of housing size while protecting the character of the community. The guidelines also look to inform appropriate housing styles and to prevent the construction of french chateau or mansion style homes that would have the potential to degrade the overall character of these areas.

a) Renovations and additions to existing buildings should maintain the existing street setbacks and be consistent with the adjacent properties.

b) Building form, height and massing should be consistent and sympathetic with the character of the area. For example, where additions include a second storey dormers can be used to maintain a lower roof height.

c) Building form, height and massing should be appropriate with the area.

d) Additional building storeys should not exceed 10.7 metres or as outlined in the zoning bylaw.

e) Driveways should not be wider than the garage and should not take up more than 1/4 of the width of lot or be wider than 6 metres, which ever is less.

f) Building finishes should be in keeping with the existing materials and should be consistent with the adjacent properties. Materials such as vinyl siding are not recommended.

g) When adding a second storey the detailing of the second storey should be consistent with the first and should reflect the period in which the original home was constructed in window proportions and sizing.

h) Generally, when planning for an addition the footprint of the addition should not exceed more than 1/3 of the footprint of the original house.

The diagrams above demonstrate the possible build-to envelope (based on the setbacks established in this document), and how an appropriate addition (at 1/3 the total building footprint plus the additional volume of a full second storey addition) might fit within this envelope.
4.3.2 New Multi-Unit Buildings

Intensification should be concentrated along major roads or on the outskirts of existing single family residential areas.

a) Preferred locations for intensification sites (multi unit residential) are adjacent to major roads or on the outskirts of existing single family residential areas to ensure that there are minimum traffic impacts and direct access to transit.

b) Designs for new multi-unit low rise residential should be in keeping with the character of the existing areas.

c) New buildings should not exceed the maximum building heights prescribed for the area.
4.3.3 New Single Family Homes

New single family homes should respect the existing context of the area, reflecting existing setbacks, building heights, and orientation.

a) Where it is determined that an existing dwelling is to be replaced by a new house, or an infill lot is proposed to be developed, the existing setbacks, allowable building heights and the design of the new house should be in keeping with the adjacent residences, primarily in setback from the street, driveway widths and front yard treatment.

b) Existing distances between houses should be maintained as much as possible.

c) Existing trees and plantings should be maintained, protected and preserved.

d) Building finishes for new buildings should be consistent with the adjacent properties. Materials such as vinyl siding are not recommended.

e) In determining an appropriate building size the guidelines for additions and renovations in Section 5 should be observed.

f) Garages and driveways should not be the primary focus of new houses.

g) Living spaces i.e. living rooms, dining rooms and where appropriate kitchens should face directly on to the street to support a visual connection between the street and the residential population.
As residential intensification occurs in the City of Kingston, and as new communities are developed, mixed-use buildings are encouraged to create a more urban streetscape. These buildings are recommended along collector roads, the Princess Street Corridor, within new Community Centres, and within the four Centres identified in Schedule 2 of the Official Plan. They should have active retail uses at grade with “spill-out” opportunities (i.e. café patios, retail displays). Above this, residential and/or office uses are recommended to enhance safety through opportunities for casual surveillance.

4.4 Mixed-Use Buildings
4.4.1 Mixed-Use Site Design and Building Orientation

Mixed-use buildings should promote a consistent, pedestrian-supportive streetscape with a variety of public amenities.

a) Buildings should be sited parallel to public streets and open spaces.

b) Buildings should generally be designed with continuous street façades. Variations in setbacks may be used to incorporate opportunities for public open space, mid-block pedestrian walkways and/or main entrance ways.

c) Where setbacks vary on both sides of a proposed building, the average of the two setbacks should be used.

d) Outdoor amenity areas (i.e. gardens, courtyards and forecourts) should be provided at the front, side, or rear yard, or on the roof of buildings, and should be located adjacent to indoor amenity spaces.
4.4.2 Built Form, Height and Massing

Create a strong street edge and a human scaled environment through appropriate built form, height and massing.

a) The Official Plan recommends the placement of taller buildings adjacent or near commercial areas or centres, on the periphery of neighbourhoods, near parkland or open spaces, and on arterial and collector roads with transit. Taller buildings should be designed to reinforce the prominence of these locations through appropriate massing, building projections, recesses at-grade, lower storey design and open space treatments.

b) A 4.5 metre floor-to-ceiling height is recommended at-grade to create a strong street presence and allow for flexible commercial space.

c) Mixed-use buildings should have a 3-4 storey building base, highlighted by architectural elements such as entrances, canopies, large areas of glazing and retail opportunities, to create a pedestrian-scaled streetscape.

d) Above the building base, a minimum 1.5 metre step-back is recommended to reduce the overall building mass and provide a transition to adjacent residential communities. This also creates usable outdoor amenity space (i.e. terraces, green roofs).

e) The maximum height of the streetwall is determined by 80% of the ROW width. Additional building height beyond that should conform to a 45 degree angular plane to determine the location of step-backs to develop an appropriate building envelope.

f) Shadow analysis is also recommended on a building-by-building basis to identify impacts.

Shadow analysis, a maximum streetwall height and an angular plane are encouraged to determine an appropriate building envelope.
4.4.3 Building Articulation and Detailing

Create an active, attractive public realm through mixed-use buildings with a distinct image and quality.

a) The façades of large buildings should be designed to express individual commercial or residential units through distinct architectural detailing, including entrance and window design.

b) Despite the use of various architectural styles within the City, the design and material quality should be consistent and building materials and finishes should be complementary.

c) A significant amount of the building frontage on the ground floor and at building base levels should be glass to allow views of the indoor uses and create visual interest for pedestrians. Clear glass is preferred to promote the highest level of visibility.

d) Building entrances should work in conjunction with retail uses and can be expressed and detailed in a variety of ways including large entry awnings, canopies or double-height glazing. Retractable awnings and canopies may encroach into the public right-of-way provided a minimum of 2.5 metres of vertical clearance is provided. Permanent awnings or canopies that encroach into the public right-of-way may require a permit.

e) Where residential uses are included above retail uses, separate entrances should be provided.

f) Buildings should incorporate architectural details such as vestibules, recessed entrances, covered walkways, canopies and awnings to provide weather protection.
4.5 Sustainability

The City of Kingston is home to many significant natural heritage features, including Lake Ontario and the waterfront, and an extensive network of open spaces, ponds, streams, rivers, ravines and woodlands. Therefore, sustainable design should be at the forefront of all development initiatives to ensure construction and maintenance of new and renovated buildings minimizes adverse impacts on the natural heritage system. On smaller lots, on-site storm water management is an important consideration, while other initiatives (i.e. green roofs, rooftop gardens, green walls, etc.) are recommended to reduce the urban heat island effect.

The preservation and conservation of cultural heritage resources is also an important sustainable action. For example, the preservation of heritage properties provides an opportunity to achieve environmental, historical, aesthetic, and cultural goals.

In addition, there are opportunities to promote sustainability within the public realm, including landscaped streets and public spaces. A broad tree canopy shades buildings and reduces summer energy costs, and trees and other vegetation also improve storm water treatment by filtering out pollutants before they enter the storm drain system.

As outlined previously in Section 2.3.2 of this document, the Official Plan and Planning Act allow the municipality to request the inclusion of sustainable design elements in the public realm, as well as the sustainable design of building features.
4.5.1 Sustainable Building Design

The development of new buildings through residential intensification and new community design should minimize adverse impacts on the environment.

a) New buildings should seek Leadership in Energy and Environmental Design (LEED) certification, or an equivalent design standard.
b) Mixed-use, commercial and apartment buildings should provide flexibility in the building floor plate, envelope and façade design to accommodate a variety of uses over their lifespan.
c) Waste management, water use reduction and waste water technologies should be explored where possible.
4.5.2 Sustainable Material Choice

The choice of construction materials, in both the public and private realm, should minimize extraction, production and transportation costs.

a) Where possible, construction materials should be recycled to reduce the environmental impacts of extracting and manufacturing new materials. If there are no salvageable materials available, efforts should be made to purchase materials from demolition sales, salvage contractors and used materials dealers.

b) Adaptive re-use is encouraged to reduce dependence on new materials. The energy efficiency of existing buildings should be carefully considered when assessing the potential for re-use.

c) New construction materials should be locally sourced to reduce the impacts of transportation. Canadian products are generally designed to withstand our climate.

d) Construction materials should be durable and should be considerate of life cycle costing to avoid premature replacement.

Permeable surface treatments, including permeable pavers or asphalt, should be considered to promote on-site water retention, thus reducing dependency on the City’s storm sewer and combined sewer system.
4.5.3 Sustainable Landscaping

Landscape materials should be chosen for durability and ease of maintenance.

- **a)** Recommended landscape materials should include non-invasive, non-cultivar species that are native to the City of Kingston to support sustainable urban biodiversity. Species that are generally drought resistant and require minimal maintenance are also encouraged.
- **b)** Existing significant trees, tree stands, and vegetation should be protected and incorporated into site design.
- **c)** New trees should be planted to contribute to the City’s existing tree canopy. Where the rhythm of existing trees is interrupted, new trees should be planted as infill to maintain a continuous canopy.
- **d)** Landscape design should incorporate strategies to minimize water consumption (i.e. use of mulches and compost, alternatives to grass and rainwater collection systems).
- **e)** Where feasible, new developments are encouraged to explore opportunities for urban agriculture, such as rooftop gardens or space for community gardens.

*New trees should be planted to contribute to the City’s existing tree canopy, which helps reduce the urban heat island effect.*
4.5.4 Sustainable Storm water Management

Residential Intensification and the development of new communities should not negatively impact existing storm water management infrastructure.

A number of areas within the City of Kingston, particularly in the older areas of the City (i.e. downtown and around the Queen’s University campus), are serviced by a combined (storm water and wastewater) sewer system. Over the years, increased development in these areas has resulted in a system that is operating at, or near capacity. While this system will eventually be replaced, it is important that residential intensification in the interim does not put additional strain on these facilities. The following guidelines will help to accommodate storm water on-site in these areas, but can also be beneficial in the development of new communities.

a) Site design should reduce impervious hard surfaces wherever possible. The surface area of driveways and parking areas should be as small as possible within allowable standards.
b) Porous pavement, and landscaped areas with adequate size and soil conditions, should be maximized to capture roof drainage and increase the total amount of water run-off absorbed through infiltration.
c) Rain barrels or cisterns can be designed into new buildings to accommodate grey water irrigation.
d) Vegetated or “green” roofs are recommended, especially in areas with minimal landscaping, to minimize water runoff, improve building insulation, and provide additional outdoor amenity areas.
e) In larger parking areas, vegetative or grassy swales should be incorporated on the perimeter of the site to catch storm water. These drainage basins should be planted with native plant materials that thrive in wet conditions or left to naturally re-vegetate.
f) Well-drained snow storage areas should be provided on site in locations that enable melting snow to enter a filtration feature prior to being released into the storm water drainage system.

An illustrative example of a swale located within a surface parking lot.
4.6 Barrier-Free Design

Users of all ages and abilities should be able to safely navigate all components of the public realm.

The City of Kingston is making significant progress toward achieving a barrier-free city. This is being achieved through the assistance of the City’s Municipal Accessibility Advisory Committee, who provide advice and recommendations to City Council on matters related to accessibility. The move toward achieving a barrier-free city has also been aided by the creation of the City of Kingston 2010 Accessibility Plan (2009 – updated annually) and the City of Kingston Facility Accessibility Design Standards (2009).

Residential intensification and the development of new communities within the City of Kingston can refer to the recommendations provided in the documents above, while also applying the principles of universal design, to create spaces and buildings within the community that are accessible to persons of all ages and abilities.

a) All public areas, including sidewalks, parks, etc. as well as semi-private open spaces, should be barrier-free. Street trees, landscaping, seating, public art and signage should not obstruct the path of travel.
b) Access structures such as ramps should be designed as integrated components of buildings.
c) Curb ramps should provide barrier-free connections between the street, pedestrian walkways and parking areas.
d) In high activity areas, the use of multi-sensory indicators (tactile, visual, and/or audible) can assist in orientation and the recognition of potential hazards to persons with disabilities.
Section Five: Design Guidelines for Residential Intensification
5.1 Introduction

Intensification is development or redevelopment that increases a site’s overall density (i.e. larger scale developments, the expansion or conversion of existing buildings, and the redevelopment of vacant, under-utilized, or brownfield sites and infill developments) in a way that minimizes adverse impacts, and promotes the most efficient use of the existing servicing and transportation infrastructure.

The City of Kingston Official Plan targets a 9% increase (from 21.6 to 23.5 units/net hectare) in urban residential density by 2026. The City of Kingston Residential Intensification Urban Design Guidelines aim to direct this intensification, and provide an appropriate implementation framework, to effectively accommodate the targets established in the Official Plan. This will be accomplished through the creation of an environment where new buildings, and additions/renovations to existing dwellings, seamlessly integrate into the existing built fabric.

The types of residential intensification that are appropriate within the City of Kingston include:

**Additions/Renovations to Existing Buildings** – The development of additional residential units through the expansion of an existing building. This is most likely to occur along Local Roads in existing low-rise residential communities, such as the communities within walking distance of Queen’s University.

**New Infill Buildings** – Development on vacant or under-utilized lots in established areas, including both residential dwellings and mixed-use buildings. New infill buildings are most likely to occur on vacant lots within established residential areas, and along Collector Roads which are characterized by large setbacks and an abundance of surface parking, such as sections of Princess Street.
Heritage Context Infill Buildings – The development of new infill buildings, or additions/renovations to existing buildings, that are located adjacent to heritage properties, older buildings within heritage areas (as identified in the Official Plan), or within a Heritage Conservation District (i.e. Market Square or Barriefield Village). Heritage context infill could include all types of residential buildings.

Where residential intensification is proposed in the City of Kingston, it is important that infill buildings and additions/renovations to existing buildings respond to their specific contexts and be complementary to the existing built form with respect to building use, density and architectural detailing. Through creative and careful design, residential intensification should respect the existing context and character of a stable residential community while allowing for the evolution of architectural style and innovation in built form.

These Guidelines focus on Kingston’s rich historic context and urban character and examine those areas where residential intensification will result in additional units within existing communities. Consideration is given to architectural design, building height and massing, transitions to existing communities, etc. The urban design guidelines will identify those elements and building controls which can be used to assist in the sensitive integration of new development patterns and structures within existing residential areas.

In designing successful residential intensification projects within the City of Kingston, the following steps, in order of importance, should be considered.
Step 1 - Analyze the Site Context

The single most important consideration to be given when designing a residential intensification project is site context. The term ‘residential intensification’ is broad and can be applied to a range of contexts within the City of Kingston. This applies to well-established residential neighbourhoods, such as the area immediately surrounding Queen’s University, which has been subject to copious amounts of intensification in recent years in order to accommodate an increase in demand for off-campus student housing. In this instance, the majority of intensification takes the form of renovations, additions and small infill projects. Residential intensification also applies to underdeveloped areas of the City where intensification is desirable, including sites along major mixed-use urban corridors, such as Princess Street. In this instance, development may take the form of larger mixed-use buildings.

In both instances, consideration must be given to what form of intensification is most appropriate, and care must be given to ensure that intensification, in all forms, obeys a set of parameters and criteria, which can be established through an analysis of the context of the respective site. In other words, efforts must be made to ensure that new intensification projects fit appropriately within and have an appreciation for their respective context. All future development must occur in a way that will not compromise identified cultural heritage values and character defining elements.

Step 2 - Evaluate the Opportunities and Constraints of New Development

When planning for and designing residential intensification projects, it is important to give consideration to the potential opportunities and constraints which will arise as a result. For instance, the creation of additional residential

Among other things, residential intensification can take the form of rear yard additions or infill development.
development will generate a number of opportunities for its respective area, including the provision of new investment in the local community, and an increase in the local tax base and property values. New development also provides an opportunity for designers to enhance the existing urban form of a street, community, and the City at large.

However, potential constraints must also be considered. For instance, the provision of additional residential density will increase the local population, which will in turn increase demand for parking, utilities and services, and schools and other institutional uses. New development will also increase the need for local amenities and public realm improvements.

**Step 3 - Determine Appropriate Building Orientation and Design**

The orientation and design of buildings can greatly influence the way in which a street and/or community are perceived. Buildings, when oriented to face their adjacent street with appropriate massing and setbacks, provide a sense of enclosure and appropriate scale. This is enhanced with the provision of street trees which over time form a canopy over the street. The provision of appropriate building setbacks and step-backs will mitigate any potential shadow impacts. Similarly, buildings which are designed with appropriate materials, sufficient glazing, and context appropriate architectural detailing, provide streetscapes with an element of aesthetic quality, distinction, and a sense of place. When appropriate orientation and design are combined, communities are able to establish a sense of identity, and local residents and site visitors are provided with a sense of comfort and improved perception of safety, because of opportunities for casual surveillance.
5.2 Guiding Principles

Through the development of similar urban design guidelines, combined with public consultation, seven guiding principles have been derived to ensure residential intensification is seamlessly integrated into the existing built fabric, and conducive to pedestrian-supportive environments. These principles are:

1. **Protect and preserve stable residential communities**;
2. **Develop guidelines that are context appropriate**;
3. **Foster attractive developments which add to the existing sense of place**;
4. **Provide a variety of housing types**;
5. **Ensure compact, walkable mixed-use development**;
6. **Encourage environmentally sustainable development**; and
7. **Integrate cultural heritage resources**.

5.3 Streets

Residential intensification within the City of Kingston, including new infill buildings and additions/renovations to existing buildings, will be focused on Local Roads within existing communities and at the fringe of these communities, along more urban Collector Roads. In both cases, it is important that the scale of residential intensification reflects the function and existing character of the street.

For large-scale developments on under-utilized sites which require the design and construction of new streets, including Brownfield sites, please refer to Section 3.5.
5.3.1 Street Character

**Local Roads**
On Local Roads, residential intensification should result in new residential buildings, (i.e. single and semi-detached, townhouses and apartments) and/or additions/renovations, that seamlessly integrate into the existing low-rise residential communities. Examples of Local Roads within the City of Kingston include Albert Street and Earl Street.

**Collector Roads**
Collector roads are higher capacity streets that connect individual communities and provide access to the downtown. Generally, Collector Roads have a more urban character and higher design standards within the public realm, including wide boulevards, consistent paving, pedestrian lighting and public art. On Collector Roads, residential intensification should result in pedestrian-supportive and urban streetscapes with mid-rise, mixed-use buildings that address the street. Examples of Collector Roads within the City of Kingston include Union Street West, Barrie Street, and Alfred Street.

*Intensification along Local Roads should seamlessly integrate into the existing low-rise fabric of the established community.*

*Intensification along Collector Roads should be pedestrian supportive with an urban streetscape and mid-rise, mixed-use buildings that address the street.*
5.3.2 Boulevard Treatments

Boulevards within residential intensification areas in the City of Kingston should have an urban cross section and be designed to be pedestrian-supportive, including wide sidewalks, street trees, landscaping, transit amenities and public art. Pedestrian infrastructure and amenities should be included on both sides of the street and designed to support the street related development. In addition, boulevards should reflect the priority of active transportation and include streetscape features and landscaping that enhances the pedestrian and cycling environment.

For boulevard design guidelines, including the individual components, please refer to Section 3.5.4.
5.4 Additions and Renovations to Existing Buildings

On lots that are wider and deeper in the City of Kingston, there are opportunities for residential intensification in low-rise residential communities through the conversion of existing single family dwellings into multi-unit dwellings, and through the addition of livable space above garages, and in “granny flats” and accessory buildings. This is especially practical within walking distance of Queen’s University, where the demand for student housing makes residential intensification very feasible for property owners. To maintain the historic character of these areas, it is essential that additions and renovations to existing buildings are carefully considered to ensure that they are consistent with, and do not detract from, the existing built fabric.
5.4.1 Site Design and Building Orientation

Additions/renovations to existing buildings should maintain appropriate building/lot coverage ratios and reflect the existing heritage character.

**Front-Yard Setbacks**

a) Front yard setbacks should be a minimum of 3 metres to provide a transition between the public and private realm.

b) 1.5 metres of this minimum setback, from the front property line, should be a “no encroachment” zone. The remaining setback may contain non-habitable building elements (e.g. porches, steps, roof elements, etc.).

**Side-Yard Setbacks**

a) For dwellings with widows facing the side yard, setbacks should be 1.2 metres.

b) Where no windows are provided, setbacks should be 0.45 metres.

**Rear-Yard Setbacks**

a) There should be a minimum rear yard setback of 7.5 metres measured either to the rear property line or, in instances where a garage is present in the rear yard, to the face of the garage which is closest to the residential dwelling.

b) In instances where a garage is present in the rear yard, there should be a minimum setback of 0.5 metres between the rear property line and the face of the garage which is closest to the rear property line.

c) In all cases, additions/renovations should not result in a building depth greater than 17 metres.

d) Rear yard decks, porches and garden sheds should be permitted provided the rear yard is a minimum 7.5 metres deep. This excludes rear yard garages that are attached to the dwelling or located at the rear of the property (lane or driveway access).

**Parking**

a) The amount of parking area in a rear yard should be limited to 40% of the rear yard.

b) On extra wide lots or lots with extra large rear-yards, the maximum number of parking spaces should be directly related to the number of units and internal parking circulation should be discouraged to prevent double-loaded parking areas.

For general guidelines related to the site design and orientation of residential buildings, please refer to Section 4.2.1. For general guidelines related to parking, please refer to Section 3.6.

**Coach Houses**

a) Wherever possible, existing coach houses should be retained and re-purposed.

b) Coach houses should be complementary in character and quality of detail to the principal dwelling.

c) Where feasible, stairs to the upper coach house level should be internal, but where they are required to be external, they should be located at the side or rear of the coach house and not in the lane, and should not detrimentally affect the coach house’s character defining elements.

d) Coach house windows should be positioned to maximize street or lane overview and minimize overview of adjacent properties, and should not detrimentally affect the coach house’s character defining elements.
5.4.2 Built-Form, Height and Massing

Ensure additions/renovations to existing buildings that are consistent with the character of the community and minimize adverse impacts on adjacent dwellings.

a) Additions and renovations to existing buildings should ensure a final building that reflects the height, scale and massing of adjacent buildings.

b) Additions/renovations to existing buildings should not be greater than 1/3 of the total building volume.

c) Dormers must conform to the applicable provisions of the zoning by-law.

The diagrams above demonstrate the possible build-to envelope (based on the setbacks established in this document), and how an appropriate addition (at 1/3 the total building volume) might fit within this envelope.
5.4.3 Building Articulation and Detailing

Additions/renovations to existing buildings should not produce negative impacts on adjacent buildings.

a) Architectural features, such as windows, dormers, roofs, etc. are encouraged and should be complementary to the existing building. However, these additions cannot detrimentally affect any character defining elements protected by the Ontario Heritage Act. For detailed guidelines related to roofs, gables and dormers, please refer to Section 4.2.3: Building Articulation and Detailing.

b) Occupiable space above garages should be consistent in character and quality of detail with the principal dwelling, including materials, windows and architectural detail.

c) Stairs to the upper level should be internal, but where they are required to be external, they should be located at the side or rear of the garage.

For general guidelines related to the articulation and detailing of residential buildings, please refer to Section 4.2.3.
5.4.4 Materials

Material choices for additions / renovations should be consistent with those originally used in the construction of the existing building.

a) Additions and renovations to existing buildings should be consistent in character and quality of detail with the original materials, windows and architectural details used to construct the principal dwelling.

b) Green roofs may not be appropriate on some designated heritage properties. This should be evaluated on a case by case basis.

For general guidelines related to the appropriate use of materials on residential buildings, please refer to Section 4.2.4.

Preferred cladding materials include brick, stone, metal, glass, in-situ concrete and pre-cast concrete.
5.5 New Residential Buildings

As residential intensification occurs on vacant or under-utilized lots, there will be opportunities for new residential buildings as well. Any new buildings should promote a range of housing types within existing communities, and on individual blocks, to promote variety and diversity. Types of residential development include detached dwellings, semi-detached dwellings, townhouses, apartments and where appropriate, mixed-use buildings.

New buildings should promote a range of housing types within existing communities.
5.5.1 Built-Form, Height and Massing

The design of new residential infill buildings should be context-sensitive.

a) On blocks that lack a continuous building frontage, matching the height and width of buildings on neighbouring blocks should be considered.

b) Where larger infill developments exceed 250 meters, publicly-accessible mid-block connections should be provided to enhance pedestrian circulation.

For general guidelines related to site design and orientation, built form, height and massing, articulation and detailing and materials, please refer to Sections 4.2.1, 4.2.2, 4.2.3 and 4.2.4, respectively.

Where streets lack a continuous building frontage and there is no negative impact on the identified character defining elements of a heritage property, new developments should contain a setback which reflects an average between those of adjacent buildings.
Within the City of Kingston, there are a significant number of heritage properties, including 700 designated and an additional 500 that are under consideration for designation. For new development adjacent to any existing heritage properties, careful consideration should be given to ensure that design is context specific and reflects the heritage character of each area.

Additions to designated heritage properties, or within a Heritage Conservation District (i.e. Market Square and Barriefield Village Heritage Conservation Districts), will require further review and approval from the City of Kingston. In addition, new construction in these areas, as well as within areas of heritage character as defined within the City’s Official Plan, may require the preparation of a Heritage Impact Statement outlining alternative development approaches, mitigation measures, and other context-dependent requirements.

For additions and renovations to existing buildings, the existing stock of heritage properties should be used as inspiration to determine the mass, scale, rhythm, and materials to create a cohesive community. For new residential buildings, a balance between heritage character and creative, context-sensitive architectural design should be sought. For all residential intensification that occurs within a heritage context, the following guidelines should be used in conjunction with the general residential intensification guidelines for new buildings (please refer to Section 5.0) and additions and renovations to existing buildings (please refer to Section 5.4).
5.6.1 Site Design and Building Orientation

Heritage context infill should create a consistent streetwall.

a) Alterations to existing buildings should match the pre-established setback of adjacent buildings to ensure a continuous street wall. This is especially beneficial on sites where buildings are currently set back from the street or are missing altogether.

For general guidelines related to the site design and orientation of residential buildings, please refer to Section 4.2.1.

For general guidelines related to the site design and orientation of mixed-use buildings, please refer to Section 4.4.1.

*New buildings in older built up areas should create a consistent streetwall. Step-backs on upper levels should be a minimum of 1.5 metres.*
5.6.2 Built Form, Height and Massing

New buildings in older built up areas should not disrupt the existing scale of development.

a) New buildings and renovations to existing designated buildings or buildings within older built up areas should not mimic adjacent heritage properties, but should have sympathetic scale, massing, and height.

b) Heritage properties are to be retained and restored. Their removal is a last resort. Retaining the façade is not an acceptable substitute to the retention of the whole structure.

c) Heritage properties should generally be limited to their existing height, not including the cornice or parapet, to encourage the retention of these key features.

d) On blocks with significant heritage frontages, new buildings should have a height-to-width ratio that is similar to existing buildings.

For general guidelines related to the built form, height and massing of residential buildings, please refer to Section 4.2.2. For general guidelines related to the built form, height and massing of mixed-use buildings, please refer to Section 4.4.2.

Where appropriate, and where it will not negatively impact the identified character defining elements and values of a heritage property, new buildings should include setbacks and step-backs which are consistent with those of adjacent heritage properties. New buildings should maintain appropriate window proportions and rhythm of shop fronts, and are encouraged to incorporate green roofs.
5.6.3 Building Articulation and Detailing

New buildings, and renovations to existing buildings in older built up areas, should celebrate the heritage authenticity.

a) New buildings within older built up areas should not mimic adjacent heritage properties, but should have sympathetic window alignment, roof-lines, entrance location, ground floor treatment and materials.

b) The original façade materials on heritage properties should not be changed or covered. Façade renovation should be in keeping with the original building articulation, using those elements that are intact and replacing those that are missing or damaged (i.e. columns, cornices, openings, windows, doors, etc.).

c) Wherever possible, existing windows and doors should be restored and made energy efficient. Their replacement should be seen as a last resort.

d) Buildings should not be altered through embellishment or other decorative means against their initial stylistic intent (i.e. applying Italianate or Victorian embellishment to a modern building’s original character).

e) Additions or renovations in older built up areas should reintegrate key aspects of heritage design that have been lost through degradation or previous renovation.

f) In older built up areas, storefront design should maintain a heritage rhythm and character through recessed entries and large bay windows.

For general guidelines related to the articulation and detailing of residential buildings, please refer to Section 4.2.3. For general guidelines related to the articulation and detailing of mixed-use buildings, please refer to Section 4.4.3.

New buildings within older built up areas should not mimic adjacent buildings, but should contain sympathetic design elements.
5.6.4 Materials

Materials selected for use in heritage context infill should enhance the heritage character of the area.

a) Additions or renovations to a heritage property should use materials that match or enhance the original structure (e.g. color, texture, scale, etc.).
b) Where appropriate, heritage structures should be retained and incorporated into new developments, through adaptive re-use.
c) In all renovations/alterations to a heritage property, a heritage professional should be involved to ensure the most appropriate renovation techniques and materials are employed.
Section Six: Implementation Recommendations
6.1 Introduction

Urban design guidelines need to be implemented in four ways, through policy and process amendments, including the application of provincial policy tools, internal updates to City standards, public education programs and monitoring and updating processes.

Since some of these guidelines recommend a change in current practices and services, then as part of the implementation process there should be a review and evaluation of the cost and operational implications of these changes.

- The Provincial Policy Statement provides municipalities with tools to shape/direct urban growth and its character. Policy and process amendments take the appropriate recommendations of this document and incorporate them into the existing zoning and by-laws.
- Based on the recommendations of these guidelines, amendments to some existing City standards may be warranted. Action items will need to be addressed as necessary, and staff in all applicable departments should be circulated a copy of the final document and included in coordinating any follow-up review in resolving the action items.
- Education programs work with the City’s development industries, builders and home owners to make the recommendations of this document common practice and to determine what works best for the City and its residents.
- Monitoring and updating are necessary to be able to address site specific issues as they arise, including exceptions to the guidelines, required updates to the document and potential review and commenting processes.

Outlined in the section that follows are the tools and techniques that are available to the City for implementation. The success of the guidelines in positively shaping new development will be directly related to the implementation process.

6.2 Policy and Process Amendments

6.2.1 Directing Growth

Within the Official Plan, four areas are identified as areas where intensification is to be focused (i.e. the Central Business District Centre, the Cataraqui Centre, the Kingston Centre, and the Princess Street Corridor). To ensure that appropriately scaled and designed growth occurs in these areas, a detailed study that examines how intensification can occur in a positive manner should be undertaken. This work should include an analysis of the existing areas, including opportunities and constraints, an evaluation of the future densities and populations, a review of the transportation and infrastructure constraints and the identification of the urban character as well as the community amenities that would be required to support the ensuing population growth.
6.2.2 Planning Act Tools

The Planning Act provides several tools for municipalities to shape the character and design of urban form. Tools for shaping growth and urban character include establishing Minimum and Maximum Standards in the Zoning By-Law, Height and Density Bonusing, Plan of Subdivision, Site Plan Controls (with exterior design controls or not), reduction in Parkland Dedication Payment and the integration of a Development Permit System.

Outlined below are summaries of the tools that best address the needs of the City of Kingston.

Minimum / Maximum Standards in Zoning (Section 34)
This would include determining not only minimum and maximum building heights, but also the minimum lot sizes required to accommodate an infill project. These recommendations will be essential for future intensification areas to limit or prohibit the construction of single storey buildings in areas that should be accommodating additional density. These recommendations would result from a site or area specific study, and should primarily address the centres and corridors identified in the City’s new Official Plan to protect for future intensification. The minimum and maximum standards would need to be incorporated into the City’s Zoning Bylaw. This tool is recommended for the City of Kingston.

Height and Density Bonusing (Section 37)
Height and Density Bonusing affords additional development rights in exchange for the construction or installation of public realm improvements (e.g. transit shelter, public art, etc) and/or new community facilities (e.g. parks, day-cares, community centres, etc). Height and Density Bonusing is a demand driven tool where the demand for development is sufficient to support an environment where the added community amenity is covered by the added value of having additional development rights.

Currently, opportunities for Height and Density Bonusing are provided, on a case-by-case basis, through Sections 9.5.25-9.5.30 of the new Official Plan. Providing additional height and density must be done in a cohesive and carefully considered manner. This tool does have community benefits but does not always justify the impacts of development. In addition, Height and Density Bonusing presents a challenge when applied within “form-based” zoning areas (i.e. the Downtown and Harbour Zoning By-law) or Development Permit Areas, as these processes already incorporate flexibility. Adding additional height and density needs to be considered on a site-by-site basis as it would have to exceed the existing prescribed zoning. This tool is for moderate use only.

Site Plan Control – Implemented with Exterior Design Control (Section 41)
Exterior Design Control is an essential tool in shaping the character, materiality and design of new buildings and development. It allows the City to implement the urban design guidelines through a mandatory review and commenting process. Using a design checklist, City Staff will be able to review the appropriateness of a building’s design and determine what amendments, if any, are needed. In the new Official Plan, the entire City is designated as a Site Plan Control Area. It is recommended that the existing Site-Plan Control By-Law be amended to implement the policies of the new Official Plan and Section 41 of the Planning Act.
6.2.3 Zoning Amendments

Amendments have been incorporated into the City Central zoning by-law for the design and constructions of roof dormers and gables. This clarification of policies will result in better designed and more appropriately scaled roof additions on existing and future buildings. As part of the new comprehensive Zoning By-Law, there are several similar recommendations from this document that should also be adopted. These primary recommendations could include:

- The proportion of house renovation/additions should be a maximum of 1/3 of the total building volume;
- Minimum rear yard depth of 7.5 metres;
- Front garages should not exceed more than 50% of the overall width of a dwelling;
- Driveway paving should not exceed the width of the garage; and,
- Any additional guidelines that can not be implemented through Exterior Design Controls.

Community Improvement Plan (Section 28)

Kingston already has a Community Improvement Plan that is focused on brownfields, and pertains to a small area of the older City (Block D, North Block, Inner Harbour, and Old Industrial Area). A Community Improvement Plan affords a municipality the power to acquire, hold, clear, lease and sell land in designated areas and to provide grant or loan incentives for landowners and developers to undertake sustainable activities.

Funding for necessary infrastructure improvements to support intensification within the Community Improvement Plan areas should be investigated using Tax Increment Equivalent Financing Programs.
6.3 Action Items, Future Studies & Policy Amendments

6.3.1 Action Items

Outlined in this section are the action items that require further study and consideration. The guidelines make recommendations for best practices in the urban design of new and existing communities. With some recommendations, it is recognized that immediate implementation is not possible due to required changes in current standards and levels of service, and budget implications.

**Road width and right of ways**

**Goal** - The guidelines recommend that pavement and right of way widths be designed within the smallest possible width.

**Challenge** - The challenge with this recommendation is primarily the placement of utilities within the road right of way and the provision of snow storage areas within the winter months.

**Future Action** - A coordination study to consolidate the utilities should be undertaken to minimize the distance separation between elements within the right of way. A review of the standards used in other municipalities would be a good starting point for that study.

**On-street parking**

**Goal** - The guidelines aim to reduce the amount of required on-site parking within the design of new communities, and to maximize other parking opportunities within the design of the community, including on-street parking.

**Challenge** - On-street parking is currently limited in the winter months for overnight parking, which discourages street parking as a viable alternative to on-site parking. The City requires this protocol to allow for snow clearing in the winter months.

**Future Action** - City staff can undertake a review of the limitations to on-street parking as a constant in new communities. Alternate solutions could include changing the side of the road that cars park on to allow for periodic clearing or making it the responsibility of the residents to clear the areas surrounding their vehicles.

**Laneways**

**Goal** - Laneways are overviewed in the document as a possible alternative to locating the garage at the front or side of houses. Having a portion of developments with parking and garages to the back of buildings can provide visual diversity to the streetscapes and allow for buildings to sit closer to the street, framing the public realm.

**Challenge** - Current practices within the City of Kingston are that the City does not take ownership of laneways or financially assist with its maintenance. The long-term responsibility for the maintenance and care of the laneway is transferred to the land owners and in some cases requires that a condominium agreement be established between land owners that share a laneway. This additional cost and added responsibility affects the affordability and salability of the units.

**Future Action** - A review of the City’s position relative to the public or private ownership of new laneways should be undertaken. That review should also consider that if laneways are public, there is an additional opportunity to locate utilities within its right of way. This has the added consequence of potentially reducing the right of way requirements for the adjacent street that the house faces.
Pedestrian Crossings

**Goal** - The guidelines look to prioritize pedestrian travel over vehicular travel within new communities to support active transportation.

**Challenge** - Currently, the Highway Traffic Act of Ontario provides limited rights for pedestrians at non-vehicular controlled intersections.

**Future Action** - City staff are already working to achieve more pedestrian friendly standards for street crossings in new and existing communities.

Sidewalks

**Goal** - The guidelines recommend sidewalks on both sides of the street. This is a best practice recommendation and is a common place practice in the City’s downtown neighbourhoods.

**Challenge** - With the construction of sidewalks on both sides there is an added cost to construct and maintain the additional sidewalks. It is also challenging to locate the utilities within the right of way with the City’s current policy, which does not allow for utilities to be located below the sidewalk.

**Future Action** - A review of the additional costs and challenges associated with having sidewalks on both sides of the street should be undertaken as well as the City’s policy to not allow utilities below the sidewalk. As the City strives for a more compact form, a layering of streetscape elements will need to occur.

6.3.2 Future Studies & Policy Amendments

In order for these guidelines to be implemented, no additional studies are required. However, to support the recommendations outlined in this document, more detailed studies of projected areas of intensification (as outlined in Section 6.2.1 Directing Growth) would help to encourage future infill development and direct growth. In addition, the City of Kingston has identified a need to develop design guidelines for specific development types (e.g. drive-throughs, gas stations, main streets, industrial development). These studies should be pursued, as they will further ensure appropriate intensification and development within the City of Kingston.

The City should consider the amendment of their existing Site Plan Control By-law to include Exterior Design Control (as outlined in Section 6.2.2 Planning Act Tools) afforded in the Planning Act.
6.4 Education Programs

6.4.1 Home Building Information Package

These guidelines have recommendations that direct the way home builders develop plans for new communities and buildings. The recommendations of this document are intended to assist with creating complete communities that are pedestrian-supportive, easy to navigate and diverse in housing choice.

Given these new standards for community design, it is recommended that the City work with local developers and home builders to facilitate the transition. A home builder’s information package should be prepared to navigate the guidelines and identify the core principles that the City is looking for in new community/building design.

6.4.2 Design Checklist

An Urban Design Checklist has been prepared to allow for the review of development and design proposals/applications in reference to the recommendations in this document. The purpose of the checklist is to facilitate the quick evaluation of designs to determine if a project conforms to the recommendations of these guidelines. It is recommended that designers evaluate their projects in advance of a submission to the City and identify any non-compliance on the checklist to be submitted with the application. This will assist City Staff with their evaluation and add transparency to the review process. A digital copy of the checklist should be made available on the City’s website.
6.4.3 Regular Information Sessions

On-going communication with residents and home builders about the urban design guidelines, urban infill and residential intensification should be undertaken. A yearly update / discussion forum encourages public participation and education on the design of the city and is an opportunity to highlight examples of well executed developments that meet the City’s vision.

6.4.4 Design Awards

The City of Kingston currently hosts the Livable City Design Awards every three years. These awards acknowledge best practices and help to bring awareness to good urban design and its role in the community. They should continue to be hosted every three years and should be coordinated with regular information sessions. Recognizing successful design projects at any scale should be a priority as it creates awareness of the importance of good urban design.
6.5 Implementation, Monitoring and Updating Processes

6.5.1 Implementation

**Status Quo**
Staff will implement the design guidelines as part of their review of development applications and in consultation with the public and members of the development community. It is recommended that the City make use of peer reviews wherever a second opinion or expertise in a specific field is required. If the City is finding they require peer reviews more frequently, they could transition to a more formalized Design Review Panel which focuses on larger development applications (e.g. new communities, brownfield sites, etc.).

**Urban Designer**
As part of the implementation of the Urban Design Guidelines for Residential Intensification and New Communities, it is strongly recommended that the City of Kingston create a full-time staff position for an urban designer. This could help to decrease the number of peer reviews required, and could potentially take the place of having a Design Review Panel.

**Peer Review**
Peer Review is a review process between the municipality and a third party peer reviewer that takes place following the initial review of a proposal. A Peer Review is beneficial as it allows development applications to be reviewed for their compliance with the urban design guidelines, but also independently based on the merit of the proposal.

The recommendations that result from a Peer Review focus on requirements that result in a high quality and integrated development, are achievable and financially feasible.

**Design Review Panel**
An alternative option for reviewing large scale, complex applications could be a Design Review Panel to guide, evaluate and advise on the design of these larger developments (e.g. new communities, brownfield sites, etc.). Based on an application process, the Panel should be comprised of volunteers that are qualified professionals in the field of architecture, urban design, planning and landscape architecture and can review design applications at various stages of design, including concept, schematic design and design development.

A Panel allows for greater flexibility in the application of the guidelines to achieve design excellence. The draft responsibilities and considerations for a Design Review Panel are outlined below:

**Responsibilities**
- Review of development proposals in accordance with the urban design guidelines outlined in this document.
- Review of projects proposed in the public realm (parks, streetscape treatments, municipally controlled parking, etc.).
- Provide design advice as needed.

**Considerations**
Should the City decide to implement this process, the following are suggested considerations for the Design Review Panel:
- Pecuniary interest;
- Tenure; and
- Composition of the Panel.
6.5.2 Design Guideline Updates & Monitoring

Following the regular information sessions (outlined in section 6.4.3.) a meeting of City Staff from all applicable departments should be held to discuss the outcomes and feedback received at that meeting. All recurring issues or challenges with implementing the guidelines should also be discussed. A general file can be kept on the Guideline Update and should contain a summary of guideline issues as they arise. Amendments to the guidelines should be identified as a part of that general meeting.

The guidelines will need to evolve as the City develops. For example, as infill becomes more prevalent additional guidelines might be required to address any emergent issues that are not evident at this time.

6.5.3 Exceptions to the Guidelines

When implementing design guidelines it is important to recognize that exceptions can sometime be warranted and that at times a project that strives for excellence in design can demonstrate that a specific guideline is not appropriate in that instance. It is the responsibility of the designer / developer / builder to demonstrate to the City where this exception exists and it is at the discretion of the City to support or not support that justification. In cases where the City requires further review of applications, a Peer Review Process should be undertaken.
### Design Guideline Checklist: New Communities and Streets

<table>
<thead>
<tr>
<th>Guideline</th>
<th>Page Reference</th>
<th>Comments</th>
<th>Partially Complies</th>
<th>Does Not Comply</th>
<th>N.A</th>
<th>Comments</th>
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<tbody>
<tr>
<td><strong>Residential Buildings (General)</strong></td>
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<tr>
<td>Residential building respects the character of the respective street.</td>
<td>82-83, 90-93</td>
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<tr>
<td>Residential building incorporates appropriate boulevard treatments.</td>
<td>56</td>
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<tr>
<td>Residential building promotes a continuous street edge and addresses the respective street.</td>
<td>82</td>
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<tr>
<td>Residential building contributes to an attractive, animated and safe streetscape.</td>
<td>84</td>
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<tr>
<td>Finishing materials should be of a high quality and should extend to all sides of the residential building, including projections</td>
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<tr>
<td><strong>Mixed-Use Buildings (General)</strong></td>
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<td>Mixed-use building promotes a consistent, pedestrian-supportive streetscape with a variety of public amenities.</td>
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<tr>
<td>Mixed-use building creates a strong street edge and a human scaled environment through appropriate built form, height and massing.</td>
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<tr>
<td>Mixed-use building creates an attractive public realm with a distinct image and quality</td>
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<tr>
<td><strong>Sustainability</strong></td>
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<td>New building minimizes adverse impacts on the environment.</td>
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<tr>
<td>Material choice, for both the public and private realm, minimizes extraction, production and transportation costs.</td>
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<tr>
<td>Landscaping materials are chosen for durability and ease of maintenance.</td>
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<tr>
<td>New building does not negatively impact existing stormwater management infrastructure.</td>
<td>102</td>
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<td><strong>Barrier-Free Design</strong></td>
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<td>All components of the public realm are safely navigable.</td>
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<tr>
<td><strong>Natural Heritage Features, Parks and Open Spaces</strong></td>
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<td>Significant natural heritage features are protected through a careful balance of preservation and integration.</td>
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<tr>
<td>Parks and open spaces, combined with natural heritage features, create a linked natural network that supports active transportation and recreation.</td>
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<td>A well-connected trail network provides alternative transportation options, recreational and tourism opportunities.</td>
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<td><strong>Sustainable Community Design</strong></td>
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<tr>
<td>Blocks and streets are flexible and well-connected, promoting legibility, accessibility, and accommodating a variety of lot sizes.</td>
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<tr>
<td>The community is diverse, well-connected, walkable, and characterized by a strong respect for local identity and natural heritage.</td>
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<td>The edge of the community provides a positive interface between neighbouring communities, future communities, and adjacent open space areas.</td>
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<tr>
<td>The community contains a variety of lot sizes and shapes, which ensures a diversity of housing types, sizes, and designs.</td>
<td>43</td>
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<tr>
<td>Transit is treated as a central function of the community, where facilities are attractive, convenient, and situated where pedestrian activity is high.</td>
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<td>Community facilities are treated as focal points and activity nodes.</td>
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## Design Guideline Checklist: New Communities and Streets

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<tr>
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<tbody>
<tr>
<td>Active transportation is accommodated on safe and well-designed streets.</td>
<td>46</td>
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<tr>
<td>Collector roads reflect their role as community connectors and pedestrian destinations.</td>
<td>47</td>
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<tr>
<td>Local roads reflect their role as community streets and social gathering spaces</td>
<td>51</td>
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<tr>
<td>Boulevards combine safe, unobstructed pedestrian travel routes with places to stop and socialize</td>
<td>56</td>
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<tr>
<td>Crosswalks are clearly marked, providing safe opportunities for pedestrian movement.</td>
<td>58</td>
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<tr>
<td>Street trees are located to enhance the existing urban tree canopy while minimizing distractions to vehicular traffic.</td>
<td>59</td>
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<tr>
<td>Street furnishings are consistent and carefully located.</td>
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<tr>
<td>Existing transit initiatives are augmented through the design of high quality transit infrastructure that will continue to promote active transportation.</td>
<td>61</td>
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<tr>
<td>Lighting standards are well-placed, creating safe and attractive streetscapes.</td>
<td>62</td>
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<tr>
<td>Utilities are buried in a combined utility trench, where feasible.</td>
<td>63</td>
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<tr>
<td>Surface parking lots are appropriately located, well landscaped and visually divided into smaller courts to minimize their impact on the street.</td>
<td>65</td>
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<td>On-street parking is provided, enhancing safety on streets.</td>
<td>67</td>
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<tr>
<td>Structured parking is seamlessly integrated.</td>
<td>68</td>
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<td>Private driveways are not a dominant feature of the property and lanes are designed to function as public streets.</td>
<td>54</td>
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<td>Servicing and loading areas are appropriately located and screened from public view.</td>
<td>69</td>
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<tr>
<td>Semi-private open spaces are designed to provide a high level of comfort and safety for pedestrians.</td>
<td>70</td>
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<tr>
<td>Site design balances modern day values with the successful built-form characteristics of traditional neighbourhoods.</td>
<td>71</td>
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<tr>
<td>Garages and driveways are not dominant features of residential buildings.</td>
<td>75</td>
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<td>All components of the public realm are safely navigatable.</td>
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<td>Site design and building orientation of addition / renovation maintains appropriate building and lot coverage ratios.</td>
<td>82, 114</td>
<td></td>
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<tr>
<td>Built form, height and massing of addition / renovation is consistent with the character of the community and minimizes adverse impacts on adjacent dwellings.</td>
<td>83, 115</td>
<td></td>
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<tr>
<td>Articulation and detailing of addition / renovation complement the existing building.</td>
<td>84-88, 116</td>
<td></td>
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<tr>
<td>Material choice for renovation / addition is consistent with the existing building.</td>
<td>89, 117</td>
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<tr>
<td>Built form, height and massing of new residential building respects its surrounding context.</td>
<td>119</td>
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<tr>
<td>Site design and building orientation of heritage context infill respects surrounding context and creates a consistent streetwall.</td>
<td>121</td>
<td></td>
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<tr>
<td>Built form, height and massing of heritage context infill respects scale of existing development.</td>
<td>122</td>
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</tr>
<tr>
<td>Articulation and detailing of heritage context infill celebrates heritage authenticity.</td>
<td>123</td>
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</tr>
<tr>
<td>Material choice for heritage context infill enhances the heritage character of the area.</td>
<td>124</td>
<td></td>
</tr>
</tbody>
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