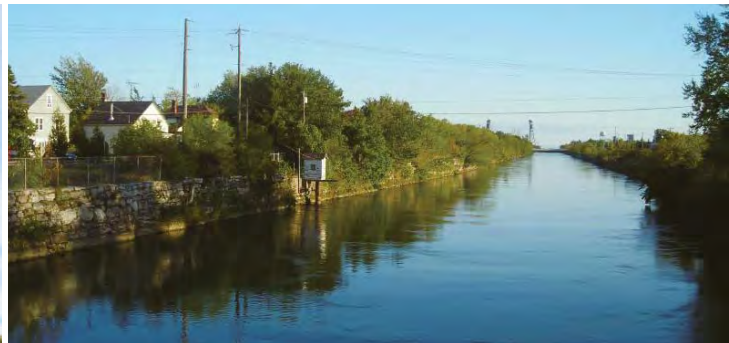


# OLDE HUMBERSTONE

MAIN STREET AREA - CITY OF PORT COLBORNE  
COMMUNITY IMPROVEMENT PLAN,  
URBAN DESIGN & STREETScape GUIDELINES

December 12, 2008





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# 1. INTRODUCTION



This Community Improvement Plan (CIP) for the Olde Humberstone Main Street commercial district was prepared by LANDinc in association with Meridian Planning Consultants Inc. and AECOM Engineering (formerly TSH), for the City of Port Colborne over the winter and summer of 2008.

The Olde Humberstone Main Street area began as a small inland settlement called Stonebridge (later to be called Petersburg and then Humberstone Village) from what was originally a partially drained cranberry marsh. This low-lying area was chosen as the perfect route for the extension of the Welland Canal from Port Robinson to Lake Erie. The Welland Canal created a safe passage for ships from Lake Erie to Lake Ontario, and brought shipping to Humberstone and the Niagara Region. By the early 1900s, Olde Humberstone was a stopping ground not only for people travelling east-west along Main Street, but also those seafarers travelling north-south along the Welland Canal. Many businesses flourished due to area's strategic location along the highway and the Canal.

For over 150 years, the City of Port Colborne and the Village of Humberstone evolved together with the growing use of the Canal. In 1918, Port Colborne was officially declared a town with a population of 2837. The Town and Village continued to grow towards one another geographically until their eventual amalgamation in 1952. The two settlements resulted in two downtown cores, one growing north-south alongside the canal (Port Colborne) and one growing east-west (Humberstone) following the "Road to the Waterloo Ferry". With direct access to Lake Erie, a substantial harbour, and water-front and shoreline improvements as a result of the Canal, the Port Colborne's commercial core grew more swiftly than the Humberstone core. In 1966, Port Colborne attained the status of 'City'. Towards the end of the 20th century, Port Colborne began to focus more of an effort on developing tourism and promoting cultural and recreational facilities as its industrial base began to decline.

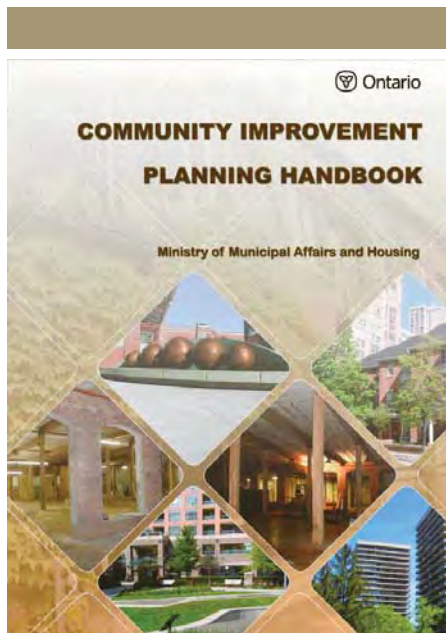
## 1.1 Plan Purpose:

Today, the Humberstone core is in need of targeted strategic improvements to initiate and regain the vitality it once had. Many of its heritage buildings have fallen into disrepair and there are substantial unfilled commercial gaps in the street. The original street-related building character is being replaced by buildings that have been set back to accommodate parking lots (creating a commercial strip feel). Consequently, the overall streetscape character has deteriorated. Furthermore, there is a clear lack of branding and identity, signage is poorly conceived, and one of the biggest assets - the historic canal, has been fenced off with chain link fence for safety/security reasons.

This document outlines a strategy for revitalizing the Olde Humberstone area of Main Street following the structure of the Provincial CIP (refer to page 4 for the study area). This report will provide the City of Port Colborne with the recommended mechanisms to realize positive change for Main Street by enacting strategic policies geared towards public and private investment in the street.

This document works in concert with the previous, "The Port Colborne Gateway: HUMBERSTONE : Plan for Revitalization" (Peter J. Smith & Company, Inc., 2007). This document and process summarized the community vision for the Olde Humberstone Main Street area and fulfilled much of the public participation component of the CIP process. The 2007 Plan also provided the background study necessary to enable the study area boundary to be eventually designated as a Community Improvement Project (CIP) Area. The recommended boundary is the focus of this present plan which provides more detail on the projects, incentive programs, and public investment priorities for realizing the CIP while strictly adhering to the recommended Provincial CIP structure.





## 1.2 The Community Improvement Plan Approach

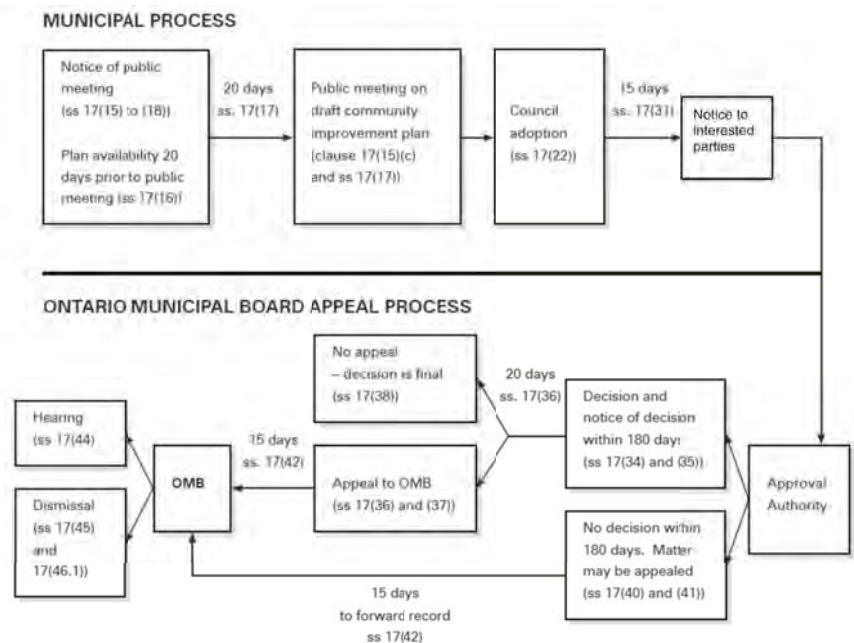
A Community Improvement Plan (CIP) is enabled under section 28 of the Planning Act. The approach allows communities to revitalize targeted community assets (downtowns, waterfronts, open spaces, etc.) in a way that reflects local vision, goals and objectives.

Through community improvement plans, municipalities can:

- Focus public attention on local priorities and municipal initiatives,
- Target areas in transition or in need of repair, rehabilitation and redevelopment,
- Facilitate and encourage community change in a coordinated manner,
- Stimulate private sector investment through municipal incentive-based programs

A CIP allows municipalities to trigger and invest in municipally driven programs (infrastructure, property acquisition, land assembly, signage, landscape and streetscape improvements, etc.) and incentive based programs (grants, loans, property tax assistance, facade programs, heritage programs, brown field remediation, etc.). Essentially, the approach provides a means and a strategy for municipal, provincial and federal investment in such a way as to trigger private investment for revitalization.

The CIP approach is described in detail in the Community Improvement Handbook (Ministry of Municipal Affairs and Housing, 2006). However, changes in legislation since that time have changed the approval process, eliminating the need for approval by the Minister or the Region. The approval must follow essentially the same process as an Official Plan Amendment. Once a decision is made and notice has been given, and after the 20 day appeal period has expired with no appeal to the Ontario Municipal Board, the Plan comes into effect. The following diagram illustrates the process.



Public Notice Process (incentive-based programs). Source: Community Improvement Planning Handbook, 2006



### Relevant Official Plan Policies

As noted previously in section 1.1, Humberstone’s “Plan for Revitalization” was prepared for the City in 2007 by Peter J. Smith & Company Inc. The purpose of this work was to develop a plan to revitalize Main Street from Highway 58 east to Highway 140. The strategy provided background studies, an urban design plan and economic opportunities for this corridor to revitalize itself, and importantly for this proposal, encompassed the Olde Humberstone area. The 2007 Plan, involving extensive public participation, provided the necessary background study to identify the corridor to be eventually designated as a Community Improvement Project Area.

In trying to ensure proper revitalization of the area, Council passed an amendment to the Zoning By-law by placing a freeze on development until such time that the City has:

1. Completed detailed exterior Urban Design Guidelines.
2. Completed and adopted a Community Improvement Plan addressing special design policies.
3. Amended the Official Plan to contain policy framework for the enabling of Site Plan Control to conform with the Urban Design guidelines for new development.
4. Amended the Site Plan Control By-law requiring all development to be subject to Site Plan Control.
5. The City is presently in the process of completing a Brown field Strategy/Community Improvement Plan where certain lands within this study will be identified.

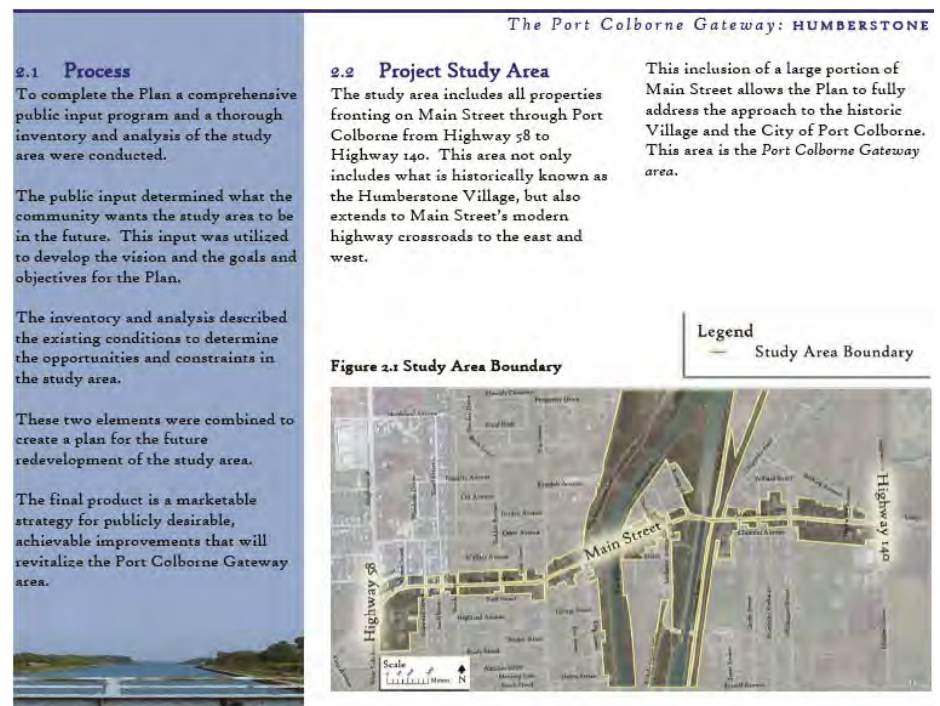


Figure is an excerpt from the Plan for Revitalization (2007) Peter J. Smith & Company Inc.

### 1.3 Study Area

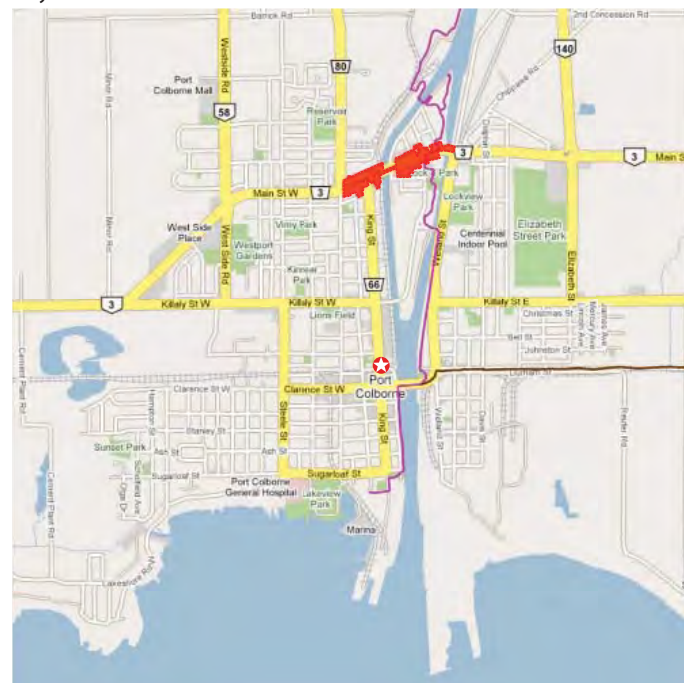
The general study area are those properties which front on Main Street West from the eastern intersection of Elm Street to the western intersection of the new Welland Canal, including the Right-of-way (ROW). This area is illustrated in red in the figures below. The reason for choosing this boundary is that the area represents the historic commercial downtown core for Olde Humberstone. This is where the greatest concentration of heritage buildings are located and where the traditional 'Village Core' still resides. The lower figure illustrates the relative location and connection between the CIP area and downtown Port Colborne. This Report (including the Streetscape Master Plan), extends beyond the CIP limits to include adjacent properties that are influential or that have potential to contribute to the revitalization of the streetscape.

Niagara Region

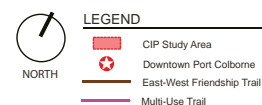


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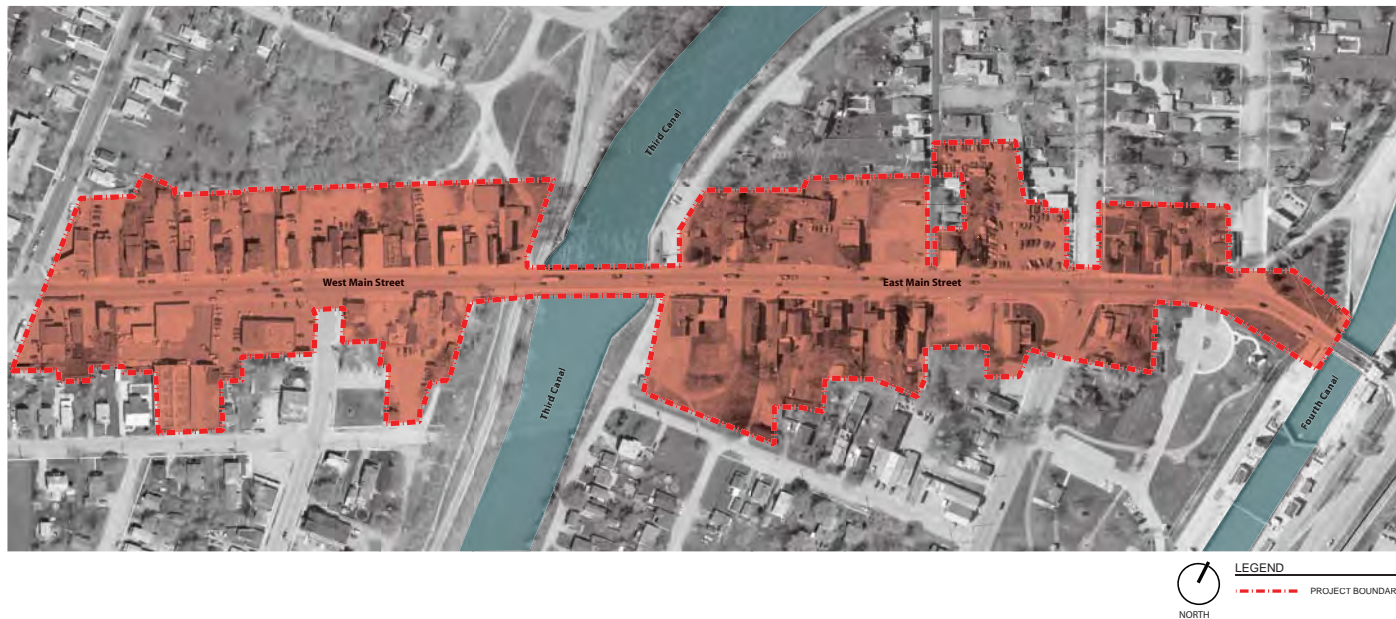
City of Port Colborne



<http://maps.google.ca/maps?hl=en&tab=wl>



Olde Humberstone CIP Study Area







## 1.4 Community Vision, Goals & Objectives

The 25-year vision of Main Street is a bustling, active and relevant mixed use street that caters to pedestrians and vehicles by balancing the street's role as both a conduit and a destination.

The community vision for the Olde Humberstone Main Street commercial district can be defined as follows:

The Olde Humberstone Main Street commercial district will become a dense, mixed use village core with animated and comfortable pedestrian spaces, specialized goods and services and facilities that invite residents to walk or bicycle to obtain daily needs and, in so-doing, informally interact with their neighbours. The canals will again become a focal point for street activity and will be an important part of the image of Olde Humberstone.

### Goals & Objectives

The Streetscape Master Plan is the culmination of the community's planning principles and the site opportunities and constraints. The focus of the Village core should be to:

- Promote the establishment of a compact, pedestrian-oriented village center consisting of vibrant and dynamic mixed use areas, and residential living environments that provide a broad range of housing types for an array of housing needs,
- Promote a diverse mix of residential, business, commercial, office, institutional, educational, and cultural and recreational activities for workers, visitors, and residents,
- Promote the health and well-being of residents by encouraging physical activity, alternative transportation, and greater social interaction,
- Create a place that represents a unique, attractive, and memorable destination for visitors and residents, and
- Enhance the community's character through the promotion of high-quality urban design.

The following goals and objectives outline the community vision for the area:

#### 1. Main Street will become a vibrant, attractive and walkable community

- The traditional 'Village Core' character will be encouraged, replacing the 'commercial strip' character. Parking will not be permitted between the street and new buildings.
- Significant gaps along the street will be infilled with mixed use buildings of sympathetic and consistent architectural scale and style to the existing buildings. Street level will include active commercial uses, upper levels may include mixed uses.
- The Main Street streetscape character will be attractive and iconic. Trees will provide a canopy wherever possible, light standards and street furnishings will reflect the period style, sidewalks will be wide and where appropriate, cafe's will extend out into the sidewalk, trails along the Canals will link pedestrians to Main Street, signage will be attractive and will reinforce the street brand, and ample opportunities for sitting or appreciation of civic art will be present.
- The Canal, now a liability, will again become an opportunity and focal point for Main Street.
- On-street parking will be encouraged where feasible and rear lot parking will be provided in a continuous, coordinated fashion with access to storefronts through unique alleyways and shared vehicle/pedestrian driveways.
- Architectural design controls will ensure the harmony and rhythm of buildings on Main Street. A facade program will encourage private upgrading of existing facades on the street.
- Signage standards will be developed and enforced to ensure high quality private signs along Main Street.



- The Village core will be directly accessible to the Canal open space network and trails.
- The Village core will showcase sustainable design principles and excellence in neo-traditional architecture and site design.
- Main Street will continue to provide for safe traffic volumes as an important regional thoroughfare (Highway 3 with Annual Average Daily Traffic (AADT) Count of 6,500) but it will also focus on becoming a destination instead of a conduit.
- A pedestrian greenway will be established along the Canal linking downtown Port Colborne with the Olde Humberstone's Main Street.
- Ideally, a new public building (library, community centre, etc.) will be built on the street in the next 10 years.
- The 'Island' portion of Main Street (section between the two Canals) will be identified and branded as an Island to build on the uniqueness of the Village core.
- Create safe, efficiently placed sidewalks that include bump-outs to minimize the street crossing distance.
- Create incentives for private reinvestment in the street (tax breaks, facade programs, contaminated lands clean-up grants, etc.)

## **2. The Olde Humberstone Village Core should be a memorable place for both residents and visitors**

- As more than just a commercial street, the Main Street should act as a compelling central place for residents with services and activities that are needed regularly.
- Open spaces should be scaled and structured to facilitate regular community and cultural events.
- Main Street's public realm should facilitate programming such as holiday events, civic events, charity events, etc.
- The public realm should be well integrated with adjacent uses. Special considerations should be made for designing the public realm to integrate with uses such as cafe's, book stores, libraries, the canal, restaurants, etc.
- Memorable open spaces should be integrated into the street fabric
- The scale of the streetscape and buildings along Main Street should be comfortable for pedestrians.
- Lighting should be designed for people, not cars. Highway standards should be replaced with pedestrian-scale lighting including facade and storefront lighting.
- The streetscape inspiration should draw from and respect the unique canal and lock history of Olde Humberstone.



### 3. Main Street will become a focal point for tourism

- The VIC located at the Fourth Canal will be expanded to create a canal interpretive centre and performance amphitheater. Lock 8 Park will be enhanced to include a canal interpretive program that will be developed alongside canal trails.
- The CIP area will be branded as a significant, 'must-see' tourism destination with heritage architecture, unique stores and experiences, thoughtfully designed open spaces, civic art and canal artifacts and memorabilia.
- The Weir Bridge and Lift Bridge will showcase the Canal using interpretive lookouts perched over the water. High quality parks and urban spaces will be built around the Canals that are safe, comfortable, and pedestrian friendly.
- A branding program will highlight the area using the CIP Internet, tourism print collateral, maps, civic signage, and interpretive planning/programming.
- The introduction of specialized festivals and events will encourage year-round use of the Main Street area.
- A variety of tourist attractions in public spaces along the Main Street corridor will be created and programmed.
- Consistent and coherent wayfinding and directional signage will be installed along Main Street to promote tourism destinations and street amenities.

### 4. Main Street will employ Sustainable Design Principles

- Encouraging active transportation (i.e. walking, bicycling, inline skating, skateboarding, manual wheelchairs, etc.) and supporting this mode of transportation with the appropriate infrastructure encourages people to bicycle, walk, etc. to work and other destinations and encourages healthy and active living among residents. From an environmental perspective, active transportation reduces energy consumption and reduces air pollution. In order to implement an active transportation network, development must be supported by an efficient public transit system.
- Livability is typically achieved through urban design guidelines and architectural controls that produce an urban environment that is pedestrian-scaled, aesthetically pleasing, and provides residents or visitors with an authentic sense of place.
- Promoting the installation of street trees reduces the urban heat island effect and creates a more pleasant microclimate for pedestrians and parked cars.
- The International Dark-Sky Association is currently developing a model light ordinance with the Illuminating Engineering Society (IES) of North America and it is recommended that the City review this standard when completed for possible future adoption. The new light standards must ensure IES light levels are maintained for vehicles on Main Street while recognizing dark sky compliance standards.
- Open space greenways along the Canal will connect neighbourhoods and downtown Port Colborne to the Olde Humberstone Main Street area, thereby encouraging walking and discouraging vehicle use.
- Bike racks and seating will be installed on both sides of the CIP area to encourage biking and walking.
- Connections between neighbourhoods and access to open spaces and recreation amenities need to be improved, and implemented in areas where they are currently lacking.



- An interpretive program will be developed to encourage pedestrians to remain longer in the Olde Humberstone area to learn of the important natural and cultural history of the area.
- Any new public buildings built along the street should employ LEED silver or greater standards.

## 1.5 Summary of Public / Stakeholder Process:

### 2007, Olde Humberstone : Plan for Revitalization

The Plan for Revitalization was a study prepared by Peter J. Smith that provided a strategy to revitalize Main Street from Highway 58 east to Highway 140. The public's involvement in the Plan played a crucial role in guiding the planning process. Several different methods were utilized to gather public input including a vision session with the Steering Committee, a focus group comprised of local business owners; an issues identification public meeting and a prioritization open house and public meeting. Also, four Steering Committee meetings throughout the process were conducted for continued input into the Plan. To obtain input from the public, necessary to develop the Plan, the following questions were posed:

- What is your ideal vision for the future of the Olde Humberstone District?
- List the top three assets in the Olde Humberstone District that help facilitate business.
- List the top three improvements needed in the Olde Humberstone District.
- What changes need to be made to attract shoppers and visitors to the Humberstone district?
- Are there any other issues, large or small, that we should be aware of as we continue the Community Improvement Plan?
- What are your top three priorities for the improvement of the Port Colborne Gateway study area?

Based on public and staff input, and analysis of existing conditions, the strategy provided background studies, an urban design plan and economic opportunities for this corridor to revitalize itself. The resulting plan provided the necessary background study to enable the corridor to be eventually designated as a Community Improvement Project Area.

**2008, Olde Humberstone Main Street CIP and Urban Design & Streetscape Guidelines**

An Advisory Committee was formed to assist in the development of the CIP through periodic review and discussion. This input was invaluable to the Consultant Team not only as a source of information but also in terms of developing a CIP that considers the various stakeholder perspectives and issues.

The Advisory Committee was comprised of representatives from The City of Port Colborne, The Gateway Association, Niagara Region and the St. Lawrence Seaway Authority. In addition, various community members provided assistance not only in the procurement of information but also in terms of identifying the issues.

At the onset of the project, a stakeholder workshop was held to identify some of the key issues for the study area. When asked what should be some key outcomes of this study, the Advisory Committee listed:

- Maintain current traffic volume but decrease traffic speed and increase safety. Reduce pedestrian vehicle conflict
- Celebrate history (canals, architecture) in visible ways,
- Improve pedestrian amenities. Residents first, tourists second,
- Increase the commercial and residential potential of the street. Infill gaps with high quality architecture,
- Create the impetus to improve the quality of existing buildings,
- Make parking plentiful, accessible and attractive,
- Connect regional and local trails and bikeways to Main Street,
- Make the street maintainable,
- Make the area a commercial destination. Get people out of their cars.

Following the workshop, the draft plan was presented to the Advisory committee periodically for review and the final document was presented to Council and the Public on November 24, 2008.



## 2. ANALYSIS

The following chapter outlines many of the considerations which informed the recommendations for the study area (streetscape design and programming, open space design and programming, design guidelines, planning policies, administration, and phasing). The 'Site Inventory and Analysis' Plan is a graphic representation of the opportunities and constraints of the study area (see page 13). There is also an analysis of transportation conditions, rail line constraints, bridge considerations, infrastructure, parking, municipal administration, and previous study summaries. In addition, this chapter includes an assessment of vernacular architecture under the subsequent headings of Building Setbacks and Building Massing and Rhythm. These analyses help inspire a design vocabulary that builds on Olde Humberstone's unique character.

### 2.1 Transportation - Highway 3 Analysis (jurisdiction of the Regional Municipality of Niagara)

Main Street (Highway 3) through the City of Port Colborne is classified as a Regional Arterial roadway and operates as a connecting link to Provincial Highway 3 on either end of the City.

#### Traffic Volume and Speed Limit

According to the 2004 Region of Niagara Traffic Volumes Book, Main Street through the City has an Average Annual Daily Traffic (AADT) volume of approximately 14,000 vehicles per day.

The posted speed limit on Main Street within the City limits is 50 km/h. This speed limit is in accordance with Section 128 of the Ontario Highway Traffic Act (HTA) and is the default speed limit within a city setting, and therefore meets driver expectations. It should be recognized that simply changing the posted speed limits has little effect on driver behaviour. The Transportation Association of Canada (TAC), Geometric Design Guide for Canadian Roads, 1999, notes that "Arbitrarily posted reduced speed zones are...not likely to operate effectively. To be effective, the posted speed should be consistent with prevailing topographical and development conditions and subject to reasonable enforcement."

A posted speed of less than 50 km/h is normally reserved for roadways with special situations and/or characteristics, for example a local roadway which runs through a school zone.

Overall, a balance needs to be achieved between effectively moving vehicles along Main Street and providing a safe environment for all users. A 50 km/h speed limit within a City setting represents both a good balance between mobility and safety, as well as meeting driver expectations.

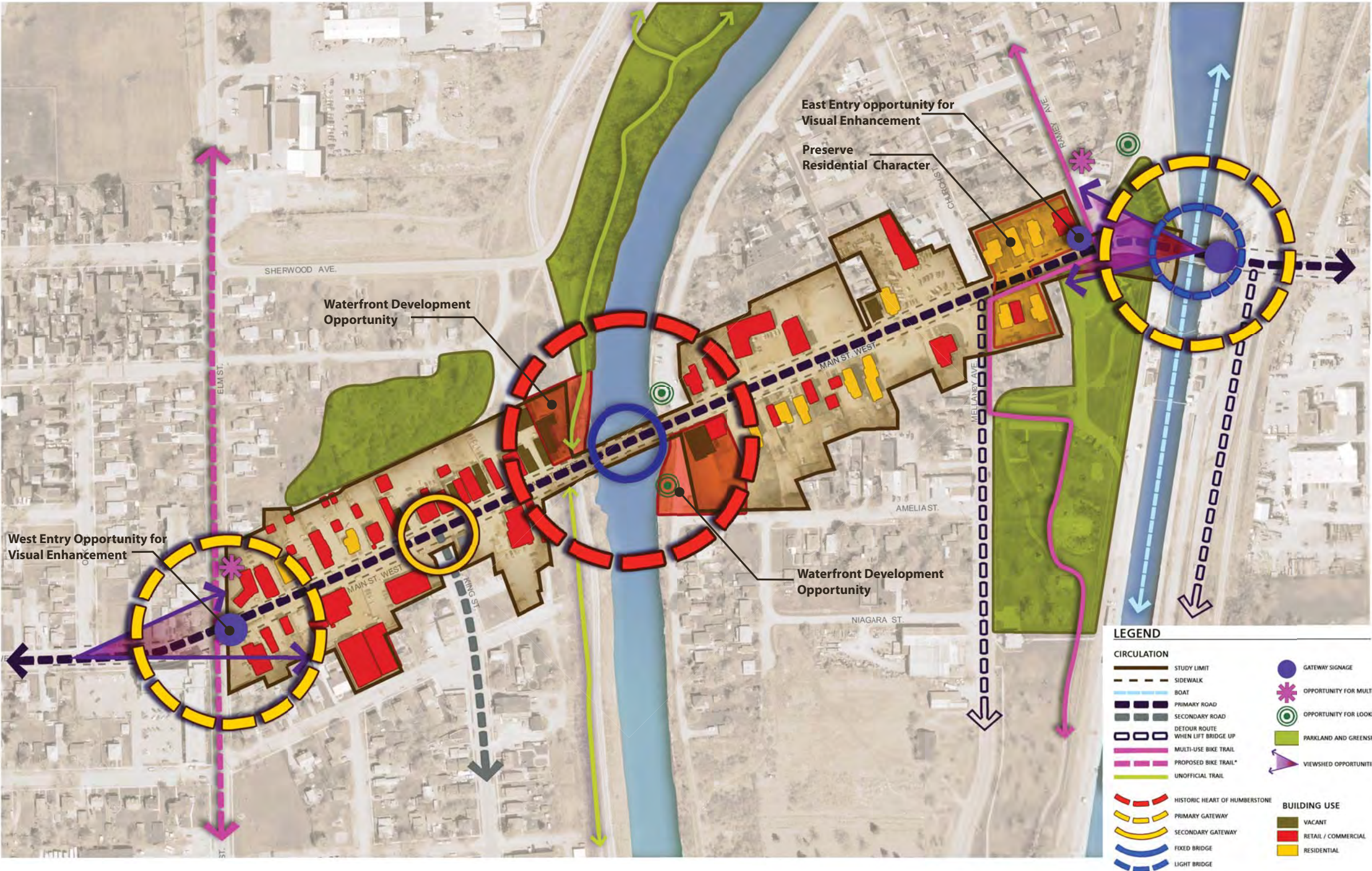
#### Potential for Roundabout at Main Street East & Canal Service Road East

The previous report from 2007 (Peter J. Smith) suggested that roundabout at the intersection Main Street East and Canal Service Road East be examined further as an alternate form of intersection control. Further review of the intersection indicates that there is insufficient right-of-way at the intersection for the implementation of a roundabout. The proximity of the intersection to the Canal (and the Lift Bridge) on the west side and the railway right-of-way on the east side prohibits a roundabout within the dimensions required to serve the needs of the roadway; in vehicular capacity, road user safety and design vehicle accommodation (i.e. large trucks, buses, etc.). Roundabouts typically require more area at the junction than a conventional intersection, especially when dealing with two-lane roadways.

Therefore, the installation of a roundabout at the intersection of Main Street East and Canal Service Road East is not recommended at this time.







CITY OF PORT COLBORNE

Olde Humberstone Community Improvement Plan

Site Inventory & Analysis Plan N.T.S

December 2008





### Building Setbacks

The existing building setbacks from the Right-of-way (ROW) along Main Street within the CIP area vary. The greatest difference can be observed on those properties on Main Street, between the Lift Bridge and Mellanby Avenue. The building setback on these properties ranges from 8 to 12 metres from the Main Street property line. Further emphasizing the residential perception of this section of Main Street is the ROW itself which is also wider in this area than elsewhere along Main Street. While there are other residential buildings further west along Main Street, these are perceived as commercial in character due in part to their proximity to the roadway. The result is that the CIP area is perceived to contain two distinct zones - a residential zone at the east end of the site which transitions at Mellanby Avenue into a commercial zone.

The wider ROW also allows for the survival of larger street trees. For this reason, the largest street trees along the CIP corridor are located in this residential zone, further reinforcing a distinction with the commercial zone.

### Building Massing and Rhythm

Analysis of the existing building footprints along the street in terms of their size and relative location to adjacent buildings and properties lines revealed that there are many gaps in the streetscape. In addition to the large spaces between buildings, there are also several street-front parking lots which further erode the perception of the streetscape.

Infill opportunities were identified by examining the quality of the existing buildings and the spatial relationship between them.

The majority of the pre-WWI buildings represent the history of Olde Humberstone and should all be retained (and restored) if this is structurally feasible.

Buildings that should be removed include those that are on properties with extensive vacant street frontage (parking lots) or that are out of character with a traditional main street, and / or are in a state of significant disrepair. This also includes properties which, although economically viable, currently make minimal aesthetic contribution to the ideal ambiance of Main Street. A significant number of the buildings along Main Street fall into this category and the highest priority for infill should be given to vacant lots.

While up-grading to guideline standards is encouraged, it is the owner's decision if this is achieved through renovation / addition or through demolition and rebuilding.



### Mid-block Cross-walks

There are currently no mid-block cross-walks within the study area. According to the City of Port Colborne Traffic Operations Study, 2003, Section 5.2.1 speaks to uncontrolled pedestrian crossings of main streets. That section of the report references the Ontario Traffic Manual (OTM) Book 11, Pavement Markings, which states:

“Careful consideration should be given to installing cross-walks at uncontrolled locations where vehicles would otherwise not stop. The presence of a marked pedestrian crossing may create a false sense of confidence on the part of pedestrians, particularly children, who may enter the cross-walk expecting that approaching drivers will see them and stop. A discrepancy may exist between pedestrians’ expectations and the expectations of approaching drivers who may not expect to find a pedestrian crossing at an uncontrolled location. If a cross-walk at an uncontrolled location is deemed necessary, its safety may be enhanced by the addition of advanced markings, warning signs and illumination.”

In addition to the safety concerns regarding vulnerable road users within the City, the Operations Study Report goes on to note that “the use of uncontrolled pedestrian crossings of major streets is not recommended given the potential liability associated with them. If ... the City is considering installing a new crossing, it is recommended that the OTM guidelines for signage and marking of pedestrian crossovers be implemented at the uncontrolled locations.”

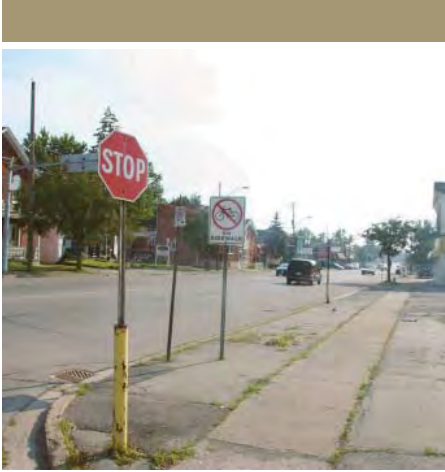
While mid-block crossings at uncontrolled locations are generally not encouraged by the Region for implementation on Regional Arterial roadways, the City may wish to examine if any locations warrant a Pedestrian Priority Signal (PPS). These are traffic control systems that are intended to serve only pedestrians at desirable crossing locations, and are actuated by pedestrian push buttons and display stop indications on the main street when activated.

### Intersection Bump-outs

Bump-outs, or curb extensions as they are often referred to, are a horizontal intrusion of the curb into the roadway resulting in a narrower section of roadway. The purpose of a curb extension is to reduce vehicle speeds, reduce crossing distance for pedestrians, increase pedestrian visibility and to prevent parking too close to an intersection.

There are currently no intersection bump-outs within the study area. While these treatments can be used on all street corners, the turning radii of large trucks and buses need to be taken into account to ensure maneuverability. Furthermore, curb extensions can force cyclists further into the path of motorists and can increase snow removal costs in the winter.





### TAC Standards

Design standards are referenced from the Geometric Design Standards for Canadian Highways published by the Transportation Association of Canada (TAC) and from the Port Colborne Traffic Operations Study conducted for the City by AECOM (formerly TSH) in 2003/2004.

Criteria	Value
Design Speed	60 km/h
Posted Speed	50 km/h
Through Lane Width	3.7 m Recommended
	3.5 m Minimum
Turning Lane Width	3.3 m Minimum
On-Street Parking Lane Width	2.8 m Minimum
<b>Turning Radii at Intersections</b>	
Collector to Collector Roadways (such as Elm Street, King Street, Mellanby Avenue)	15 m Minimum
Others	12 m Minimum
<b>Turning Lanes</b>	
<ul style="list-style-type: none"> <li>Note: City of Port Colborne Traffic Operations Study referred to for minimum requirements for storage. Existing conditions either meet or exceed report recommendations</li> </ul>	
Taper Length (Typical)	30 m Minimum
Existing Parallel Lengths Noted as:	
Left Turn Westbound on Main at Elm	35 m
Left Turn Westbound on Main at King	40 m
Left Turn Northbound on King at Main	50 m
Right Turn Eastbound on Main at King	25 m
Left Turn Northbound on Mellanby at Main	30 m
Left Turn Southbound on Mellanby at Main	20 m
Right Turn Eastbound on Main at Mellanby	55 m + 5 m Taper
Left Turn Westbound at Mellanby	30 m
Left Turn southbound on Ramey	30m taper + parallel length of 20m
<b>Mid Block Cross Walks</b>	
Notes:	
<ul style="list-style-type: none"> <li>Consider passive pedestrian crossings with warning signage and standard 3.0 m paint lines. Review on an ongoing basis with Pedestrian Cross Over (PXO) Intersection Pedestrian Signal (IPS) warrants.</li> </ul>	
<ul style="list-style-type: none"> <li>Ensure clear view of pedestrians (i.e., no street furniture or trees).</li> </ul>	
<ul style="list-style-type: none"> <li>Multiple crossings are not suggested due to safety concerns recognizing high percentage of truck traffic through the Highway 3 corridor.</li> </ul>	

### Intersection / Driveway Entrance Turning Radii

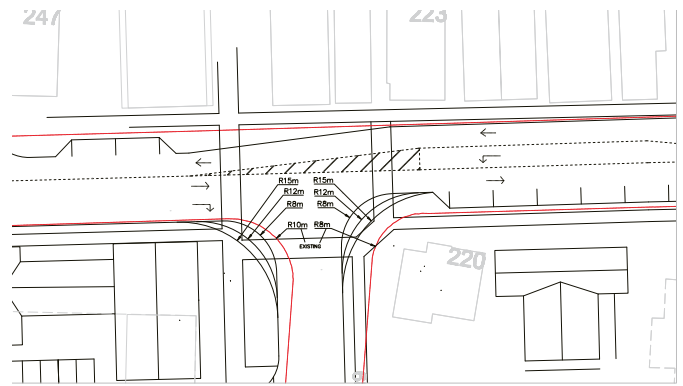
In order to accommodate the turning requirements of various vehicles, intersections need to be developed to include an appropriate turning radius for the type and speed of vehicles they are intended to accommodate. Typical TAC radii for use in an urban setting range between 7.0 metres and 15.0 metres. For commercial driveway entrances, radii between 4.5 metres and 12.0 metres are recommended.

In collaboration with Niagara Region, Engineering Section, the design team examined the effect of various turning radii at the three key intersections within the study area. The proposed radii listed in the table below represent a balance between pedestrian safety and vehicular movement. The following diagrams illustrate the current alignment and the various potential turning radii for the three major intersections within the CIP. The proposed CIP road alignment is illustrated in red. Please note that these radii are preliminary and further, more detailed study is required before such dimensions can be finalized.

The TAC standards favour easy movement of cars sometimes at the expense of pedestrians. For instance, the Model Urban Design Guidelines for the Regional Municipality of Niagara, which attempts to balance vehicular circulation with pedestrian safety, encourages 5-8m radii for arterial roadways and collector roads, 5-6m for local streets.

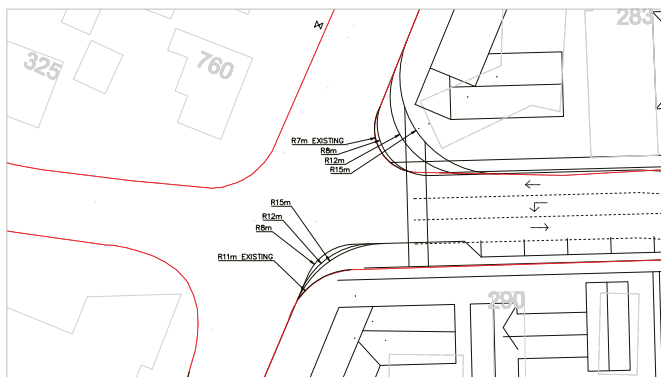
Clearly a balanced approach between vehicles and pedestrians needs to be achieved for Main Street turning radii.

Intersection	Corner w/ Main St.	Existing Radii	Proposed Radii
Elm St.	NE	7	12m
	SE	11	15m
King St.	SW	10	12m
	SE	8	12m
Mellanby Ave.	SE	4	15m
	NE	8	8m
	NW	4	8m



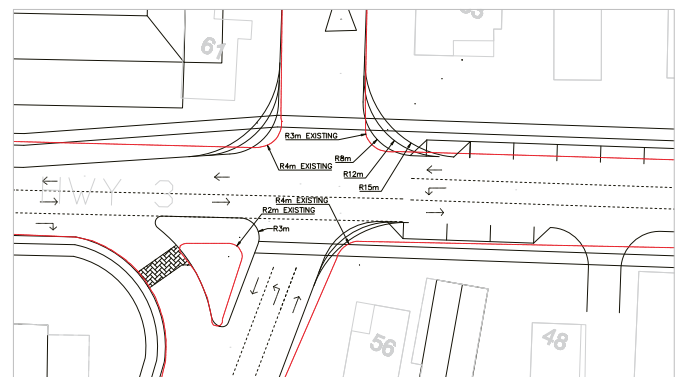
**KING ST. INTERSECTION**  
SCALE 1:250

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SEPT 24 / 08



**ELM ST. INTERSECTION**  
SCALE 1:250

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SEPT 24 / 08



**MELLANBY AVE. INTERSECTION**  
SCALE 1:250

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### Roadway Lighting Standards

The roadway lighting will be undertaken to the Regional Urban Lighting Design Standards and will be specific to the luminaires ultimately selected for the CIP area.

The existing corridor lighting is noted as typical of provincial lighting standards through urban areas in Ontario. As illustrated in the photograph to the left, the lighting system is comprised of lights mounted on existing wooden hydro poles with cobra head mounting arms and luminaires located over the roadway. Spacing for the poles in the Main Street corridor is noted to vary within the 20m to 30m range at present.

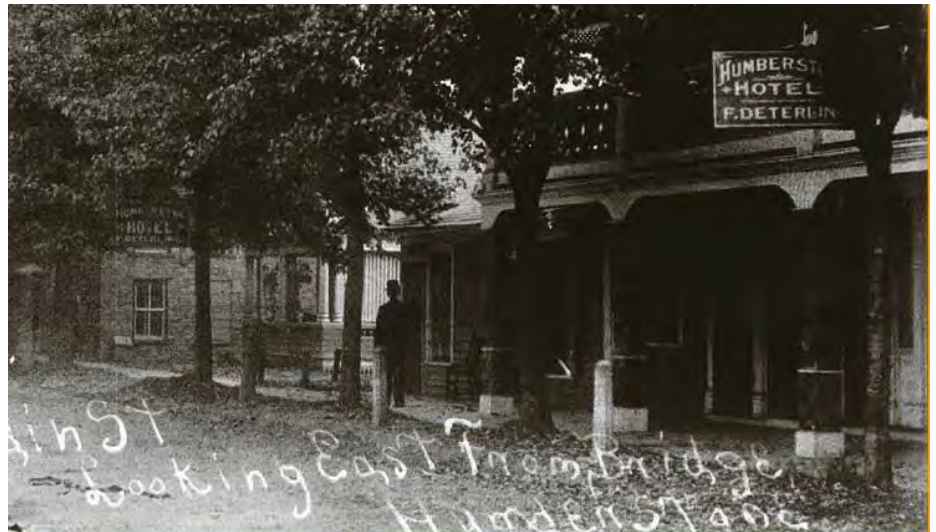
Future roadway lighting components which may be proposed and installed by the City, as part of the Urban Streetscape Improvements, will be subject to review and approval by the Niagara Region and will be required to comply with "The Regional Municipality of Niagara, Design and Operation of Roadway Lighting Standards and Specifications, February, 2003". Future lighting may take a variety of forms such as the current status quo of overhead lighting arms (cobra heads) mounted on existing wood utility poles, or new decorative lighting poles with pole top luminaires which highlight the pedestrian friendly urban environment and contribute to the streetscape aesthetics.

Pole spacing and hence corridor lighting costs are noted to be a factor of the style of lighting, luminaire type, mounting height and width of roadway, relative to the design requirements for the corridor. In general, spacing for poles decreases (more poles needed) with lower lighting heights and in some cases lighting on both sides of the street may be required in order to meet criteria for minimum roadway lighting needs.

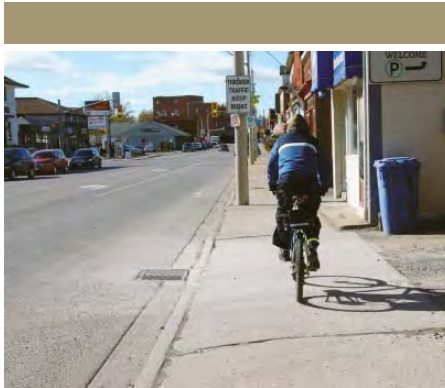
### Street Trees

Much of the heavy canopy that historically lined Main Street within the study area has been removed. The high salt quantity used for de-icing practices creates an inhospitable environment for most vegetation. Also, poor growing conditions and aggressive pruning practices to prevent vehicles from clipping branches has resulted in a bare street as illustrated in the photograph to the top-left.

For the installation of street trees in the urban environment, a setback guideline of 10 metres from the projected curb is typically observed to minimize interference with motorist or pedestrian/cyclist visibility. Please note that this is a guideline and individual situations and tree species merit individual solutions.







### Bicycle Lanes

Dedicated bicycle lanes are currently absent along Main Street. Consequently, cyclists must decide to either share the roadway with heavy, fast truck traffic or to ride illegally on the sidewalk. Signs have been posted along Main Street that clearly communicating that such practices are prohibited. Despite this illegal riding on the sidewalk is a regular occurrence, posing significant threat to pedestrian safety.

A review of a cross-section of Main Street indicates that there is currently insufficient asphalt width to implement dedicated bicycle lanes while providing on-street parking. The minimum and maximum asphalt width is 6 metres and 15 metres, respectively. Furthermore, The Regional Bikeways Master Plan Study (2003) does not identify Main Street West as a planned on-street bicycle route. The sidewalk width should not be compromised to facilitate the provision of on-street bicycle lanes. In order to retrofit bicycle lanes, an additional 2.4 metres minimum (3.0 metres recommended) of additional pavement width, not including the gutter pan, would be required. The dedication of a bike lane along Main Street, in the vicinity of Mellanby Avenue is crucial in order to facilitate the needs and safety of cyclists using the connecting trail systems, outlined in the following section.

Analysis of the study area also reveals that there is currently a lack of bicycle site furniture such as racks and stands for cyclists to lock their bicycles to along the CIP area. Consequently, poles and other inappropriate street elements are used - the bicycles often creating obstacles for pedestrian movement along the sidewalk.



### Connecting Trails

Niagara Region's main cycling trail, the Greater Niagara Circle Route, traverses the CIP area in that it enters from the north along Ramey Avenue, crosses Main Street and then continues south along Mellanby Avenue, through Lock 8 park and into downtown Port Colborne. This paved trail system includes the Welland Canals Trail (3m wide) and the Friendship Trail (3m wide). The latter of these connects Port Colborne with Fort Erie.

There is a strong emphasis placed on trail connections throughout the Region. To this effect, Niagara Region, in cooperation with Tourism Niagara, has published a Bicycling Map that includes major trails and back roads.

There are also numerous regional cycling tours that travel through Port Colborne, while connecting the greater Niagara Region. One example is the Ontario's Niagara Wine Region Cycling Tour package that is typically completed in either 5 or 8 days.

([http://www.randonneetours.com/tours/canada/niagara\\_8\\_days\\_itinerary.htm](http://www.randonneetours.com/tours/canada/niagara_8_days_itinerary.htm)) .





### Public Transit and Bus Linkages

There is currently public transportation that runs north along King Street and turns east bound onto Main Street. There is however currently no bus stop within the CIP area. As Main Street becomes a centre for activity, a bus stop should be considered.

In terms of a regional bus connection, there is a Port Colborne -Welland transit link that services the overall community. It is not routed through the CIP area but near it, running south bound on Hwy 58.

## 2.2 Railway Crossing / Rail Trail Feasibility

The railway on the west side of the weir is owned by the City of Port Colborne and operated by Trillium Rail for local area businesses. There are approximately three train crossings per week at this location.

Pedestrian trail setbacks adjacent to rail tracks vary considerably from jurisdiction to jurisdiction. CN's minimum trail setback is 2.75 metres from the centre line of the track and a fence for separation is preferred. The busiest rail line in Canada (Dartmouth Cove), has a 2.75-3 metre setback for an urban greenway for approximately 1 kilometer downtown. The Region's Model Urban Design Guidelines suggest a 10 metre setback from the rail centre line. The setback of the current access road along the existing rail line is 10 metre on average.

Negotiations with the railway would be required in order to define the various requirements (security fences, lighting, drainage, maintenance, etc.) necessary to establish a multi-use trail adjacent to a live rail track. Use of the rail Right-of-way may not be a problem, as the land is owned by the City.

The potential of creating a multi-use trail along the west side of the rail line between Olde Humberstone and downtown Port Colborne should be a short-term goal for the City of Port Colborne in partnership with Trillium Rail as this would provide the most direct link between these two centres. The existing service roadway is already used informally by many residents on a daily basis. Longer-term, the City should explore extending the trail to downtown Welland.



## 2.3 Infrastructure

A review of the City's capital improvement program indicates that there are no infrastructure improvements scheduled for Main Street West in the near future. There are also no capital works projects on the Region's boards. There does not appear to be any capacity issues within the storm water/drainage, sanitary, freshwater, hydro or telecommunication systems which would limit expansion of the Humberstone core.

### Hydro Transmission Lines

The current overhead transmission lines that run along the Main Street corridor could potentially be re-located. Options for relocation include underground and moving them off of the roadway Right-of-way and onto private property. It should be noted that there are no overhead transmission lines on the south side of Main Street from the City Tavern (202 Main Street) to the Home Hardware store (270 Main Street). However, lines do cross over King Street near the intersection with Main Street.

The burial of power lines would be extremely costly. Relocation to private property would require extensive easements to be created and would also be extremely costly. It is recommended that the local power authority, Fortis, be contacted for further information on these items.

### Storm Water System Infrastructure

The current storm water infrastructure is within the jurisdiction of Niagara Region. This current system has been designed primarily for road drainage purposes and it is noted that there is minimal additional capacity available. If occupancy were to increase in a substantive manner on Main Street, including the development of numerous additional hard surface parking areas, the City would require additional storm system capacity and outlets based on specific design areas. The staging of CIP components must carefully consider the area stormwater management and drainage pipe upgrade requirements as a critical criteria item. In particular, it is noted that the extensive parking areas proposed north of Main Street (east and west of the canal) could be facilitated by utilizing new outlets directly to the Weir Canal. The parking area east of the Weir on the south side of Main Street would either require a new outlet to the Weir Canal or may tie into the existing storm system with outlets to the canal just north of the bridge. The parking areas west of the Weir on the south side of Main Street may use a combination of stormwater management on site and connections to adjacent storm pipes (subject to capacity considerations). Any new outlets or revision to existing systems will require approvals from applicable agencies/authorities such as SLSA, MOE, NCA, DFO, and MNR.

### Sanitary System Infrastructure

The current sanitary infrastructure has not reached capacity at this time. However, if occupancy increased in a substantive manner on Main Street, the City would require further review of the various systems, including sanitary, as part of the planning / zoning plans for the intensification of the area.

### Fresh Water System Infrastructure (Potable Water)

The current water infrastructure is comprised of cast iron water main pipes of 300mm diameter size which were installed in 1923. In this regard, it is proposed that the water mains on Main Street be replaced as a minimum requirement of any streetscape works as the existing pipes are currently beyond their design service life and it is current municipal practice to replace cast iron water main pipes as a component of overall system improvements whenever possible.

The stubbing of connections to properties while roadway upgrades are underway is encouraged if the future property use and demand are apparent.



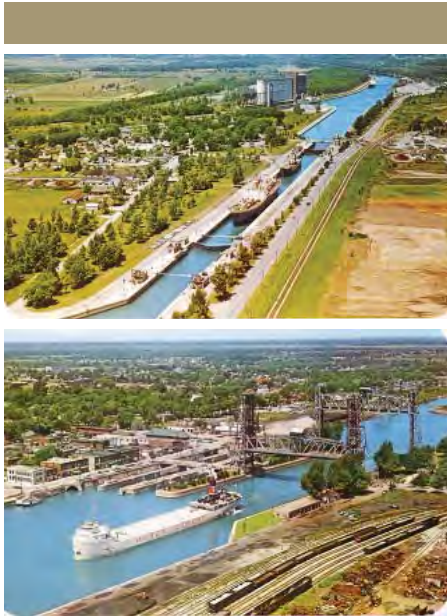
## 2.4 The Seaway

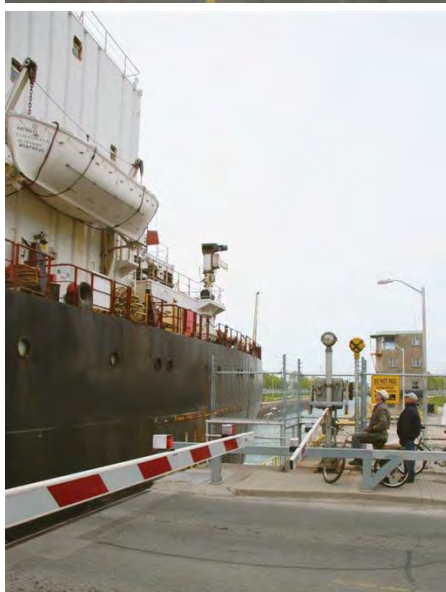
### Third Canal (Weir Canal) and Weir Bridge

The CIP area is bisected twice by channels of the Welland Canal, thereby creating an island between them.

The western waterway is an active channel for the St. Lawrence Seaway Authority. It is a weir channel and is not intended for "canal" use. The bridge crossing is a solid concrete structure, able to withstand considerable additional weight. In terms of maintenance, cranes must be able to perform required maintenance to the bridge structure from at-top the bridge on both the south and north sides. Due to the size of the crane trucks, the bridge is closed off to traffic when this occurs. There is a ramp adjacent to the east side of the canal edge at the north face of the bridge. This ramp allows for maintenance vehicles to access the bridge for periodic maintenance. The ramp must accommodate a pick-up truck and a dump-truck and allow them to come as close to the bridge as possible. The water of the weir is very dangerous, especially on the north side of the bridge.

Safety is a great concern for the Seaway Authority and consequently, 6 foot high chain link fence has been added for security purposes. It should be noted that the presence of the fence around the waterway severely limits any possible shoreline assistance if a person or boat became entrapped in the canal. A more contextually sensitive approach to the bridge railing design would see the jersey barriers removed, a grade separated sidewalk installed (even if only on the north side), a new 42"-48" safety railing designed, lighting incorporated and life preserver stations installed. The 6 ft. high chain link fence on the bridge should be removed. Currently, one of the most objectionable appearances within Olde Humberstone, the Weir Bridge rejuvenation has the opportunity to revitalize the appearance of Main Street and celebrate the importance of the Canal.





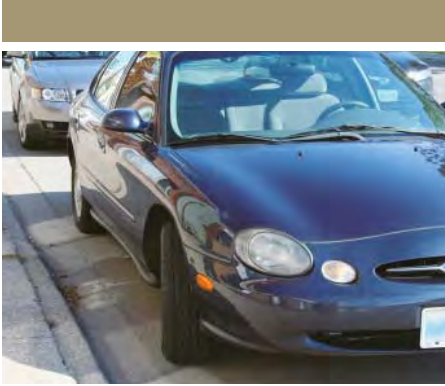
#### Fourth Canal and Lift Bridge (Bridge 19A)

The Fourth Canal, also known as the Welland Ship Canal, was completed in 1932. Under the jurisdiction of the St. Lawrence Seaway Authority, it remains an active channel for ship traffic. A lift bridge with a large concrete counterweight is located immediately east of the study site but is included in this analysis because of its influence on the streetscape experience within the study site.

The roadway through the bridge is comprised of a single travel lane in both east and west directions. A pedestrian sidewalk is located on both sides, adjacent to metal crash barriers. When a ship is traversing the bridge span, traffic control arms lower on both sides of the bridge and west bound traffic and east bound traffic are redirected to Welland Street and Mellanby Ave, respectively. The Seaway Authority has provided a pedestrian shelter, located on the south side of Main Street, west of the bridge for pedestrians however, this shelter is seldom used. The roadway surface immediately adjacent to the bridge is aligned with the bridge roadway to allow large transport trucks to lower and lift their loads in order to pass under the bridge structure – this would not be possible if there was any curvature or median in the roadway. The fence on the Lift Bridge is original – it is also lower and of a decorative nature relative to that of the Weir Bridge. There are security cameras located in the vicinity of the bridge that are used for operational purposes relating to the barrier operations for roadway and pedestrian traffic. They also ensure that the lift bridge operation is carried out safely without any conflicts arising. It is critical to maintain an unobstructed view from each camera to the bridge for security purposes. The current maximum vessel length permitted through the Canal is 225.5 metres.







## 2.5 Parking Conditions

A detailed parking study is beyond the scope of the consultants' terms of reference for this project. The following summary of existing parking conditions presents an overview of Main Street standards and requirements.

### Parking Standards

With respect to accessible parking spaces within the City of Port Colborne, City Planning & Bylaw has a requirement for a minimum of one accessible parking stall to be included in every parking area. Additionally, one accessible parking stall for every 50 parking stalls is required.

The City does not have a standard for snow storage space within a parking facility. If the parking facility is owned/maintained by the City, the City will clear and remove snow from the parking area, as necessary. Generally, the City experiences fewer visitors during the winter months than during the summer months, and therefore parking demand is typically much lower, leaving adequate space for snow storage.

In reference to parking stall and isle dimensions, the following standards should be used when developing new parking areas:

- Stall width = 2.4 metres – 3.0 metres (2.9 metres desirable);
- Stall depth = 5.8 metres;
- Isle width = 6 - 7.9 metres.

When examining on-street parking, City staff advise the use of a minimum distance of 10 metres from the projected curb line of an intersection and the nearest parking stall. With respect to parking adjacent to the railway, a minimum distance of 30 metres on approach and 16 metres on remote of the railway Right-of-way are recommended.

### Existing Parking Conditions

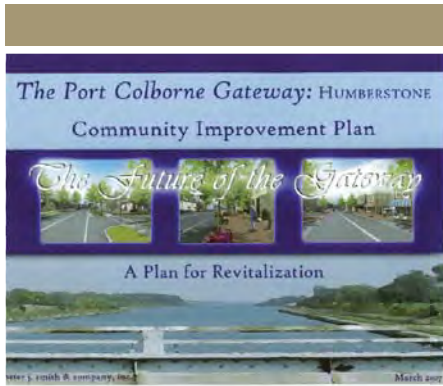
There are currently approximately 50 parallel parking stalls within study limits, along Main Street. Parking opportunities are further supported by a municipal lot with approximately 10 stalls, located off King Street.

Most of the parking within the CIP occurs on private land, on lots. Some of the largest parking lots are located along property frontages, creating a "strip mall" character along the street. The other opportunity for parking exists behind the buildings along Main Street although there is little signage to communicate to drivers who are unfamiliar with the area. Drivers access these parking lots (only some of which have a paved surface) via shared driveways that punctuate the sidewalk numerous times.

Maximizing the potential for parking opportunities within each lot and assuming no easements, there is currently 290 off-street parking spaces within the existing commercial properties of the study site. Several commercial properties on Main Street were excluded from this count because they lack the 2-way access required for rear parking.

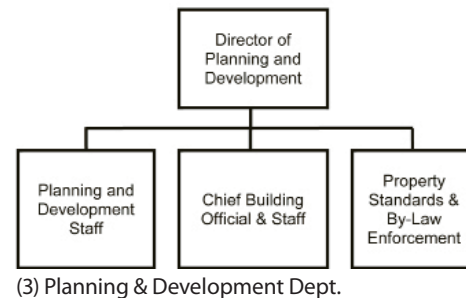
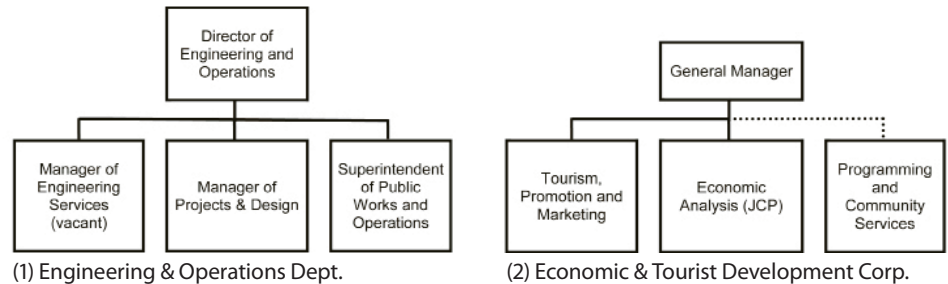
However, aerial photography and site observation suggests that some easements or informal agreements are already in place, allowing for parking opportunities on commercial properties that otherwise have no access. This increases the number of off-street existing parking opportunities to 350 and provides on-site parking for five additional businesses. Perceived off-street parking opportunities (i.e.: former car dealership at the corner of Main Street and Mellanby Avenue) were not included in this parking analysis.





## 2.6 Municipal Administration

The process of municipal administration is illustrated in the organizational flow charts below for the (1) Engineering and Operations Department; (2) Economic & Tourist Development Corporation; and (3) Planning and Development Department.



## 2.7 Previous Study Outcomes

### Plan for Revitalization (2007)

This comprehensive work was prepared for the City of Port Colborne by Peter J. Smith & Company, Inc. Its purpose was to strategize the revitalization of Main Street from Highway 58 east to Highway 140. Specifically, this work includes background studies, the development of an urban design plan and the identification of sustainable economic opportunities for the study area - including the Olde Humberstone area. Throughout, the process involved extensive public participation. The resulting plan serves as the background document that now allows the corridor to be designated as a Community Improvement Project Area (CIP). This work is directly and greatly relevant to the CIP as it serves as a foundation document, clearly identifying the economic, environmental, and social relationships between the Olde Humberstone area and the surrounding urban context.



### Region of Niagara's Model Urban Design Guidelines (2005)

In 2005, Niagara's Regional Council identified Smart Growth as a priority for the Region and consequently adopted ten Smart Growth principles. To implement the Smart Growth agenda, a number of initiatives were launched including addressing brown fields, the protection of agricultural areas and downtown redevelopment. As a progressive step, the Region commissioned the firm of Brook McIlroy Planning + Urban Design to prepare a set of guidelines that would facilitate the broad implementation and promotion of the ten Smart Growth principles as future development and redevelopment occurs. The ten Smart Growth principles are:

- Create a mix of land uses
- Promote compact built form
- Offer a range of housing opportunities and choices
- Produce walkable neighbourhoods and communities
- Foster attractive communities and sense of place
- Preserve farmland and natural resources
- Direct development into existing communities
- Provide a variety of transportation choices
- Make development predictable and cost effective
- Encourage community stakeholder collaboration

This document informs the current streetscape project by outlining the Smart Growth principles and offering guidelines that can be adopted or adapted in future development. In doing so, Port Colborne in conjunction with the other municipalities in the Region, can collectively move towards Smart Growth development.

### Region of Niagara's Regional Policy Plan (2007)

This comprehensive document outlines the policies for physical, economic, and social development for Niagara Region. In the case of planning, the Region and each local municipality share direct responsibility. Consequently, both the City of Port Colborne and Niagara Region are responsible for the regulation of any development within the study area. The following are sections of Niagara Region's Regional Policy Plan that are directly relevant to this CIP:

- Section 3 - Regional Strategy
- Section 4 - Economic Development and Tourism
- Section 5 – Urban Areas
- Section 9 – Transportation

The various sections include objectives and policies that directly inform the CIP to ensure compliance.



**Heritage Conservation Districts: A Guide to District Designation Under the Ontario Heritage Act (2006)**

This provincial document forms part of the Ontario Heritage Tool Kit. Its central goal is to ensure the long-term protection and enhancement of Heritage Conservation Districts for the enjoyment of current and future generations. Apart from providing general background information pertaining to the heritage conservation process in Ontario, what is particularly relevant to this CIP study is that it also assists in the identification of advantages and disadvantages of heritage district designation and explains if and how funding grants may be obtained.

**The City of Port Colborne New Official Plan (2006)**

This long-term, formal and comprehensive planning document addresses the growth and development within the City of Port Colborne for a 20-year period. It addresses economic development and includes development control tools, policies relating to the subdivision of land, community improvement policies, and development incentives. Operationally, it works in conjunction with the planning policy established by the Province of Ontario, the Regional Niagara Policy Plan and the Smarter Niagara Community Level Planning. Its goal is to maintain and / or enhance the quality of life enjoyed by its citizens.

With regards to the, this document describes the general vision for Port Colborne in 2025 and provides a framework of criteria that address transportation (walking, cycling and transit), open space and the enhancement of the public realm, built form and landscape design guidelines and historic structures and character districts.

**Standards and Guidelines for the Conservation of Historic Places in Canada (2003)**

With the goal of encouraging the long-term conservation of Canada's historic places, this federal document serves as a resource for sound, practical guidance for decision making when planning for, intervening and using a historic place. Within the context of this CIP, the standards and guidelines within this document were used for their general information and definition of preservation, rehabilitation and restoration.



## 2.8 Design Vocabulary / Inspiration

To create a memorable and unique streetscape experience, the aesthetic for the street details should be rooted in the deep industrial marine history of Port Colborne. The use of traditional construction materials (limestone lock stones, steel, rivets, timbers) and traditional looking construction techniques (stone walls, industrial structures, etc.) will help to coordinate the image of the street with the Canal, while creating a distinct streetscape character. The street will be a visual extension of the Canal, yet it will be useable, memorable, and unique.



### 3. THE PLAN



The vision for Main Street provides a context for realizing a short, medium and long-term strategy for the street. 'The Plan' for Main Street outlined in this chapter is a summary of community inspired strategies that culminated in a 25-year vision of the study area. Some of the projects will require public - private partnerships to be realized; some will require public-public partnerships (the City, the Seaway Authority, The Regional Municipality, etc.). The following text and images describe the recommended physical improvements for the Main Street area.

It is important to emphasize that the design concepts illustrated in this plan are conceptual and reflect a 25-year vision for what the study area could become. The final design and specific locations will be determined via detailed engineering design exercises and some concepts may require further study.

The concept for the CIP area is centered on the idea and recognition that the street is simultaneously both a conduit for circulation and a place. The resulting Master Plan respects this balance while celebrating the presence of the Canal.



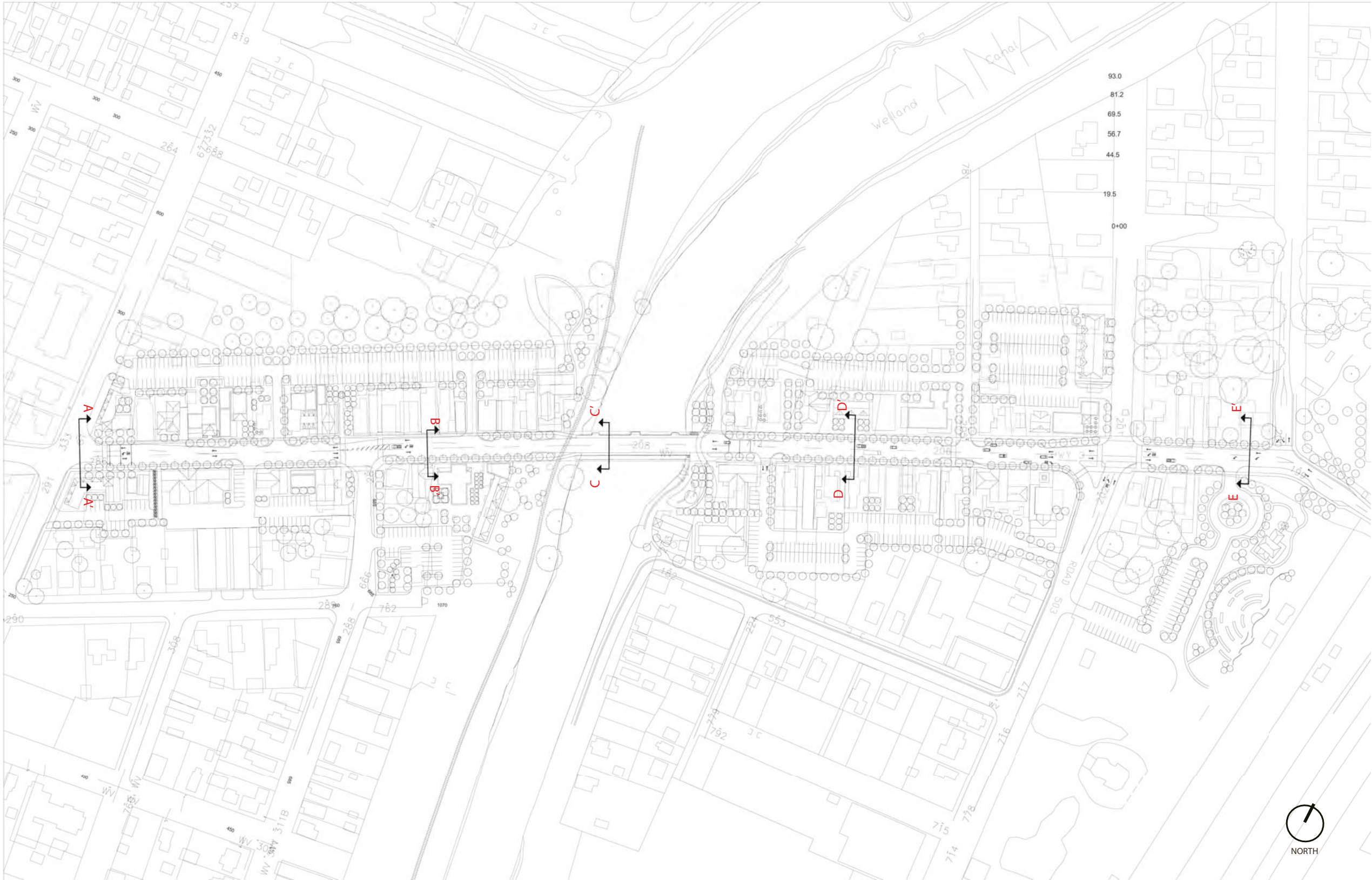




CITY OF PORT COLBORNE  
Olde Humberstone Community Improvement Plan  
Streetscape Master Plan

December 2008



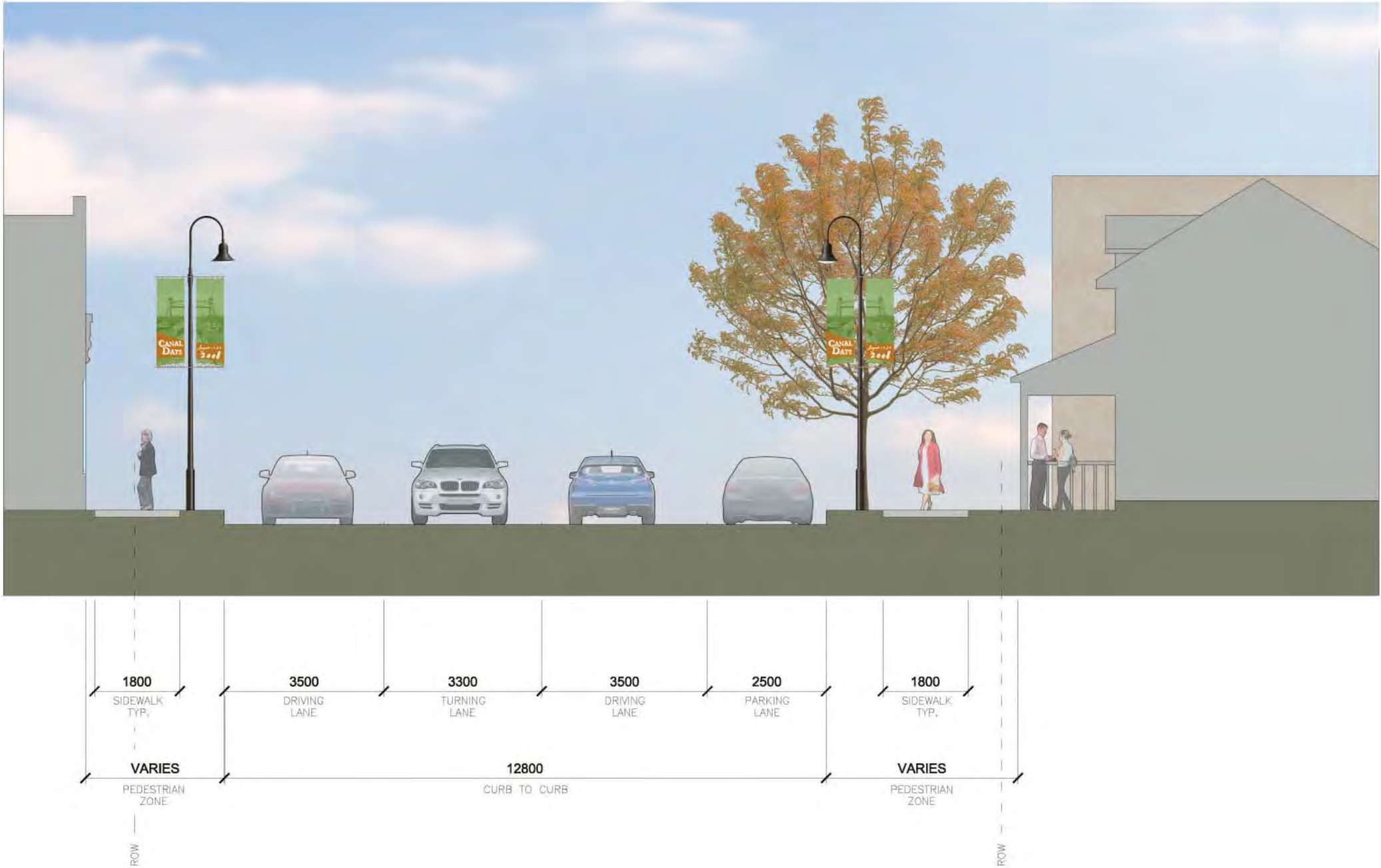


Section Key Map



Section A-A' - Main Street Entry at Elm Street



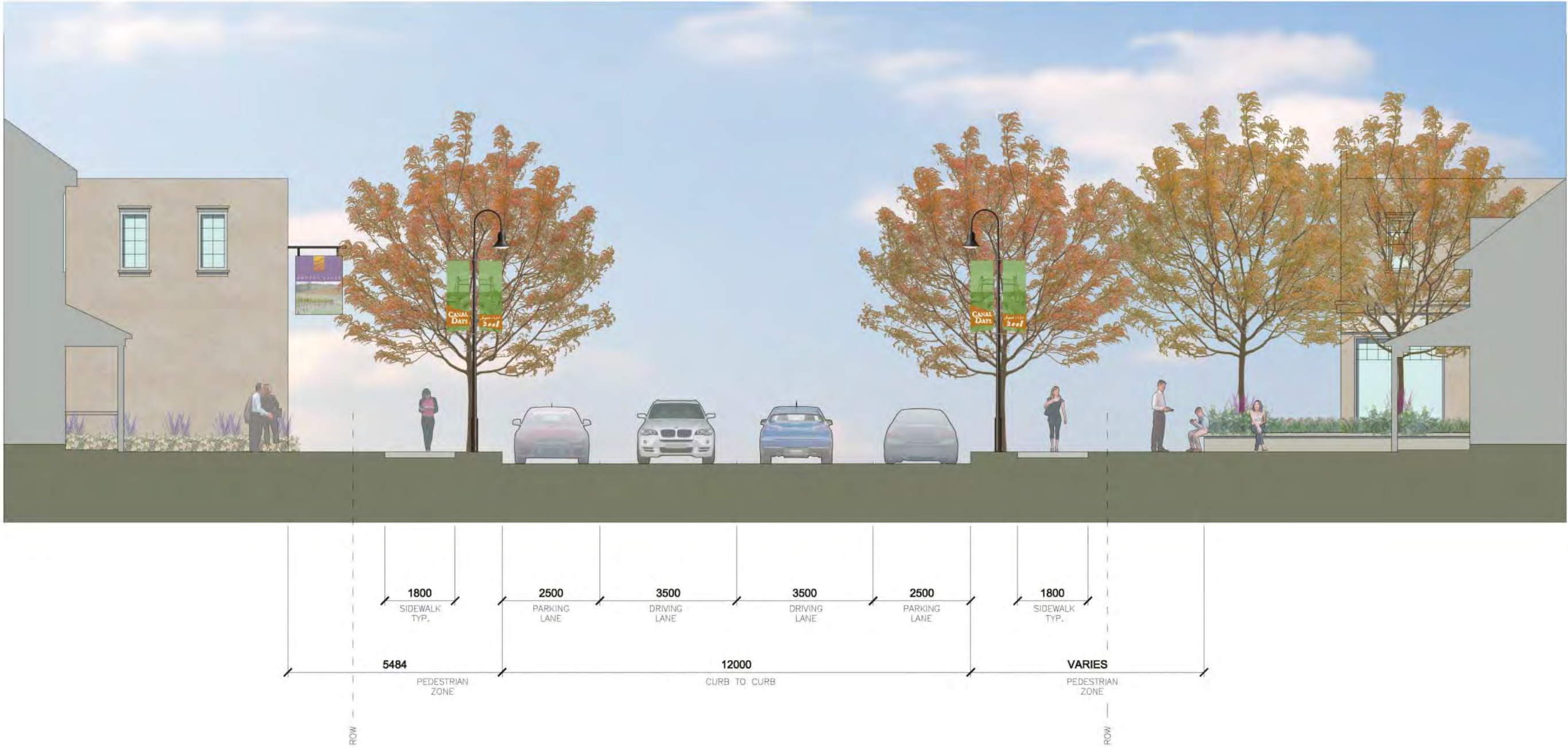


Section B-B' - Main Street West (Mid-Block) with parallel parking





Section C-C' - Main Street at enhanced Weir Bridge



Section D-D' - Main Street East (Mid-Block) with parallel parking





Section E-E' - Main Street East at Lock 8 Park



### 3.1 Plan Framework - Functional Plan

The following functional plan illustrates the generalized planning strategy for the study area. To summarize the plan:

- The eastern gateway (Lift Bridge) needs to be identified as the entry point into the Village core and the entry point to the Island. This will require substantial landscape and signage improvements on the east side of the canal and improvements to the Visitor Information Centre (VIC), including a dedicated left-turning lane.
- The VIC area at Lock 8 Park should evolve into a richer tourism anchor including a Welland Canal Interpretive Centre, a revamped VIC and gift shop, an ice cream stand, an artifact plaza, a performance amphitheater, programmed events, expanded parking lot (to accommodate tour buses), interpretive canal walk, etc.

The concept for the CIP area is centered on the idea and recognition that Main Street is simultaneously a movement corridor and a place. All of the subsequent design that evolved from this idea aims to balance this dual function.


















- Humberstone Hall would be expanded and the heritage character now compromised would be restored.
- The Mellanby Avenue intersection would be upgraded.
- Many of the existing significant gaps between buildings along the street would be infilled.
- On street parking would be rationalized.
- Sidewalks would be upgraded and furnishings added.
- Buildings setback from the street (often separated by parking lots) will be re-located to the Right-of-way limit
- Both bridges would become pedestrian oriented and showcase the Canal. Lighting, interpretive panels, banners would be added, and the chain link fence would be removed.
- A full canal-side public realm development will be added to the north and south east side of the Weir Bridge. Canal Bank Street adjacent to the Weir Bridge will be terminated at Amelia Street to provide public open space at the bridge-head. Weir Road will be re-designed and re-constructed at its juncture with Main Street to de-emphasize its function as a road while simultaneously emphasizing the plaza and pedestrian scale of the proposed coincident plaza adjacent to the Canal.
- A multi-use trail along the rail line will be formalized and developed to link Humberstone Main Street to downtown Port Colborne.
- Parking for individual properties would be relocated in the rear of existing properties and individual driveways would be consolidated. Existing driveways would be either infilled as expansions or would become "courtyards", connecting the new parking lots to the businesses on Main Street.
- The King Street intersection would be upgraded with bump-outs, cross-walks, wayfinding and rest stations.
- The Elm Street intersection would be significantly upgraded, including the use of architecture to strengthen its role as a gateway.
- Dedicated turning lanes would be added on Main Street where they are required and feasible.
- A village signage and wayfinding strategy would be added
- Events programming for the street would be considered.





December 2008

LEGEND

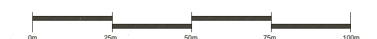
- |   |                              |   |                           |   |                                      |
|---|------------------------------|---|---------------------------|---|--------------------------------------|
|  | Mixed-Use Residential        |  | Pedestrian Connection     |  | CIP Study Area                       |
|  | Residential                  |  | Vehicular Connection      |  | Gateway Entry                        |
|  | Civic Space                  |  | Main Street / Hwy. #3     |  | Commerical Zone - East Entry Gateway |
|  | Commercial                   |  | Humberstone Walking Trail |  | Bicycle Staging Node                 |
|  | Naturalization & Green Space |  | Multi-Use Bicycle Trail   |  | Lookout Views to Canal               |
|  | Parking Area                 |  | Proposed Bicycle Trail *  |   |                                      |

\* Per Regional Niagara Bikeway Master Plan, April 2003



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www.landinc.ca

Scale 1:2000







### 3.2 Olde Humberstone The 25-Year Vision

In 2030, Olde Humberstone has become a haven and a destination for local residents, tourists and small business. Special signage, lighting, street trees, sidewalks and streetscape elements reinforce the downtown as a special place to visit, play and live.

Many unique businesses have located to the area to capitalize on the many advantages offered by the compact, walkable and visually pleasing downtown atmosphere. The area resident population has expanded as developers and residents recognize the advantages and conveniences of living and working downtown. A vibrant population supports year-round economic activity and increases the viability of shops and services and provides a unique alternative to strip malls and big box commercial developments found in other regional service centres.

New buildings have been built on the previous parking lots which used to create unfriendly gaps in the street. Now, buildings line the busy streets, yet parking is still nearby and convenient. Older heritage buildings have been renovated and commercial activity permeates every facade on the street with active storefronts. In many places, traditional indoor commercial use has spilled outside onto the sidewalks creating cafe's, and unique sidewalk shopping. On-street parking is maintained on busy streets, and several important downtown parking lots have been constructed which are readily accessible and easy to find because of visible civic signage. A wayfinding program helps people find their way around. Alleyways have become mid block connections full of life, colour, art and activity. Street furnishings, lighting, unique branding and signage, and a successful facade program have made Olde Humberstone a year-round destination for residents while increasing the length of the tourist season.

Realizing the strategic importance of investing in its Canal frontage, Humberstone has taken the steps to construct a canal greenway to link Olde Humberstone and downtown Port Colborne.

The bridges which link Olde Humberstone "Island" to the east and west mainlands have been reinvented as important civic structures to recognize the contributions of the Welland Canal over the years. Interpretive panels and special lighting adorn the bridges and relate the rich cultural history.

Lock 8 Park has expanded to include an active and unique amphitheatre, a full Welland Canal interpretive centre, visitor information centre and gift shop. The destination is a must see experience that relates the history of the Canal in a meaningful and insightful way to residents and visitors. Outside the new facility, an artifact park and performance area has been created for more regular programmed events. Visitors come from Toronto and elsewhere for the unique experience of watching movie classics projected onto passing ships after dining in one of Main Street's several award-winning restaurants.

Sustainable design principles have been employed from the very first development to ensure that Olde Humberstone becomes a showpiece for sustainable design practices. While some developers were initially skeptical, and concerned about additional costs, the approach has proven to be a valuable marketing tool for Port Colborne and its businesses. Olde Humberstone supports year-round recreational activities.

The rail line that bisects Olde Humberstone and Main Street has become an important rail passenger link between outlying communities and downtown Port Colborne as increasing fuel costs start to limit personal vehicle usage. The Canal's multi-use greenway has become even more important for cyclists and pedestrians.

Olde Humberstone is regarded as a unique water-front destination with its award-winning streetscapes, accessible and attractive venues, parks and other open spaces containing playgrounds and works of public art, a pedestrian-friendly streetscape, and themed signage and lighting. Sidewalks are covered by a continuous tree lined canopy and awnings from new businesses complete the dynamic, vibrant streetscape. By 2030, Main Street has been transformed into a strong and internationally recognized compact water-front commercial centre.



### 3.3 Physical Improvement Projects

- There are numerous physical improvement projects for the study area. Many of these celebrate the Canal and recognize the value of a water-front location. These projects are described below spatially from east to west.

#### Lift Bridge Gateway and Surrounding Landscape Improvements

- Landscaping at entrance: The chain link fences on both sides of Main Street should be relocated down the slopes of the Canal to significantly reduce their visibility. The current entry into Olde Humberstone from the east end feels akin to driving into a gated penitentiary compound. While the need for securing the Canal is well understood, the 2-3 metre grade change from the street to the canal platform provides an opportunity to relocate the fence to the bottom of the slope, thereby effectively reducing its visual dominance. Hardy native shrubs (pyracantha, rose, hawthorne, etc.) could be planted along the slopes to increase security. The entire entrance gateway should be attractively landscaped and illuminated at night.
- Gateway Sign: The Lift Bridge affords a unique opportunity for branding. The Olde Humberstone logo (described later), could be mounted to the blank concrete counterweight and be lit with a number of creative lighting options. The placement of the two gateway signs establishes a sense of arrival and demarcates the Olde Humberstone district as a distinct place. These signs also provide the visitor with an introduction to the signage aesthetic and logo.
- Pedestrian and ornamentation improvements to the bridge: In contrast to the Weir Bridge, the Lift Bridge is a good example of the traditional industrial aesthetic that exemplifies this era of lock construction. While some general cleanup and painting is required, the bridge is both functional and has great potential to be an attractive and memorable icon. The yellow entry railing should be replaced with a higher quality railing. The guardhouse on the north east side of Main Street should remove the boarded-up windows and replace them with traditional period windows. These boarded-up windows are suggestive of Main Street to follow.





#### Lock 8 Park Enhancement as a Substantial Tourism Site

- **Artifacts:** The addition of unique artifacts of the Welland Canal. Ideally, the park would be designed as an 'art' park, however, the art would be historic artifacts that would convey the history of the Canal. The use of water play could be explored and would be relevant with the theme of the Canal.
- **Welland Canal Interpretive Centre:** A dedicated, fee based interpretive centre would be developed to explain the workings and evolution of the Welland Canal and its economic significance to Canada. The interpretive centre would be part of an overall gateway centre with combined visitor information centre (VIC), gift shop, and small food service venue.
- **Canal Theatre:** An outdoor amphitheater on the Canal for dedicated events, presentations, festivals, performances, and activities. If feasible, a large tanker could be used as a backdrop for various events with a digital projector projecting images on the hull as a backdrop. This projector could also be used to project information on each passing ship on either the hull or a screen. Coupled with a countdown clock system strategically located on Main Street to tell visitors about timing for passing ships (setting the clock would be part of the lock-keepers regular duties). The area should also include a wayfinding trailhead, and other information on passing ships.
- **Expanded Parking:** The parking lot would be expanded to provide more spaces for the expanded centre and allow for buses and RV's.
- **Canal Interpretive Walk:** An interpretive walk would be developed along the Canal complete with interpretive panels and hands on displays, podcasts and other interpretive means.
- **Left Turning Lane:** from Main Street into Lock 8 Park.
- **Relocate overhead wires:** wires that cross through the park and across the Main Street gateway should be relocated underground.



Lock 8 Park Enhancements



**Mellanby Avenue Intersection Upgrade**

- Enlarge the landscaped island to the extent of the current white striped paint. Add landscaping and directional signage.
- Add cross-walks and bump-outs across Main Street: Ensure lane widths are a minimum of 3.5 metres on Main Street and add bump-outs and cross-walks
- Gateway to commercial district marked by stone wall on NW corner
- Maintain Left Turn Lane onto Main Street from Mellanby Avenue South

**Weir Bridge Enhancements**

- The Weir Bridge enhancements are focused on improving the pedestrian experience including the perception of the Canal while maintaining the bridge's function as a thoroughfare for traffic. Safety is a concern on the Weir Bridge – especially considering the strong currents in the weir. However, an alternative to the existing 6 ft. height chain link fence would be a curved horizontal safety chain link fence that doubles as a beacon and marker for the bridge.
- One of the key issues to be addressed through the proposed works is the perception of the Canal. To facilitate this, lookouts are proposed along the bridge. These lookouts would include seating and provide a beautiful vantage to look out over the Canal. The central larger lookout is to have interpretative signage explaining the changes the Canal has undergone since the original Stone Bridge – the origin of Olde Humberstone. The pedestrian railing should be decorative and no higher than 4 ft. and should match that of the Lift Bridge – which is an original metal guard fence. Planter boxes filled with colourful annuals should run along the outside of the railing on both sides of the bridge. Finally, new light standards with banners illuminate the bridge and connect it visually to the adjacent streetscape.



#### **Olde Humberstone Civic Plaza - Creation of Public Space**

The east side of the Weir Bridge affords significant opportunities for a public open space venue centrally located on Main Street. By relocating Canal Bank Street, sufficient space would be freed up for a significant open space overlooking the Canal. On the south side of the Canal, the space could be coordinated with a new waterside development.

- A mixed use Canal view development could be constructed overlooking the Weir. The Master Plan shows ground floor commercial uses like restaurants, pubs, or coffee shops embracing the Canal and opening onto a modern public open space with canal-side cafe's, a recirculating water feature the helps illustrate the hydraulic rational for the Weir, canal gardens, an interpretive plaza overlooking the Canal and naturalized slope plantings. The Canal in this area is very dangerous and steps need to be taken to fence off the river in a non-obtrusive way. The design shows a lower 6ft. high terrace with canal stones stepping down to the river and a fence on the lower terrace. In that way, the upper terrace looks over the river without being impeded by the fence on the lower terrace. The fence should be designed as a thematic art rail which tells the story of the original canal in this location. The Master Plan illustrates one existing building that has been removed to maximize the space in this public area, however, that would occur in a later phase. Several new mixed use buildings are shown on the Master Plan in this area with lower floor commercial and upper storey office or residential use. An expanded rear lot parking lot is shown to the east of this new development.
- This public space extends to the north side of Main Street, connected by a cross-walk. Weir Road has been redesigned in order to open up this important space as an extension of Olde Humberstone Civic Plaza. This space would have some of the same character as the south side space, with steps down to the canal, and an upper public terrace while maintaining bridge maintenance access.



Olde Humberstone Civic Plaza - Plan View





Olde Humberstone Civic Plaza - Axonometric View

**Infill Potential**

- **Mixed Use Infill:** There are many potential infill development opportunities within the CIP area. The Canal is also a significant asset in terms of opportunity for water-front development which typically has higher land values. Water-front views are considered an amenity.

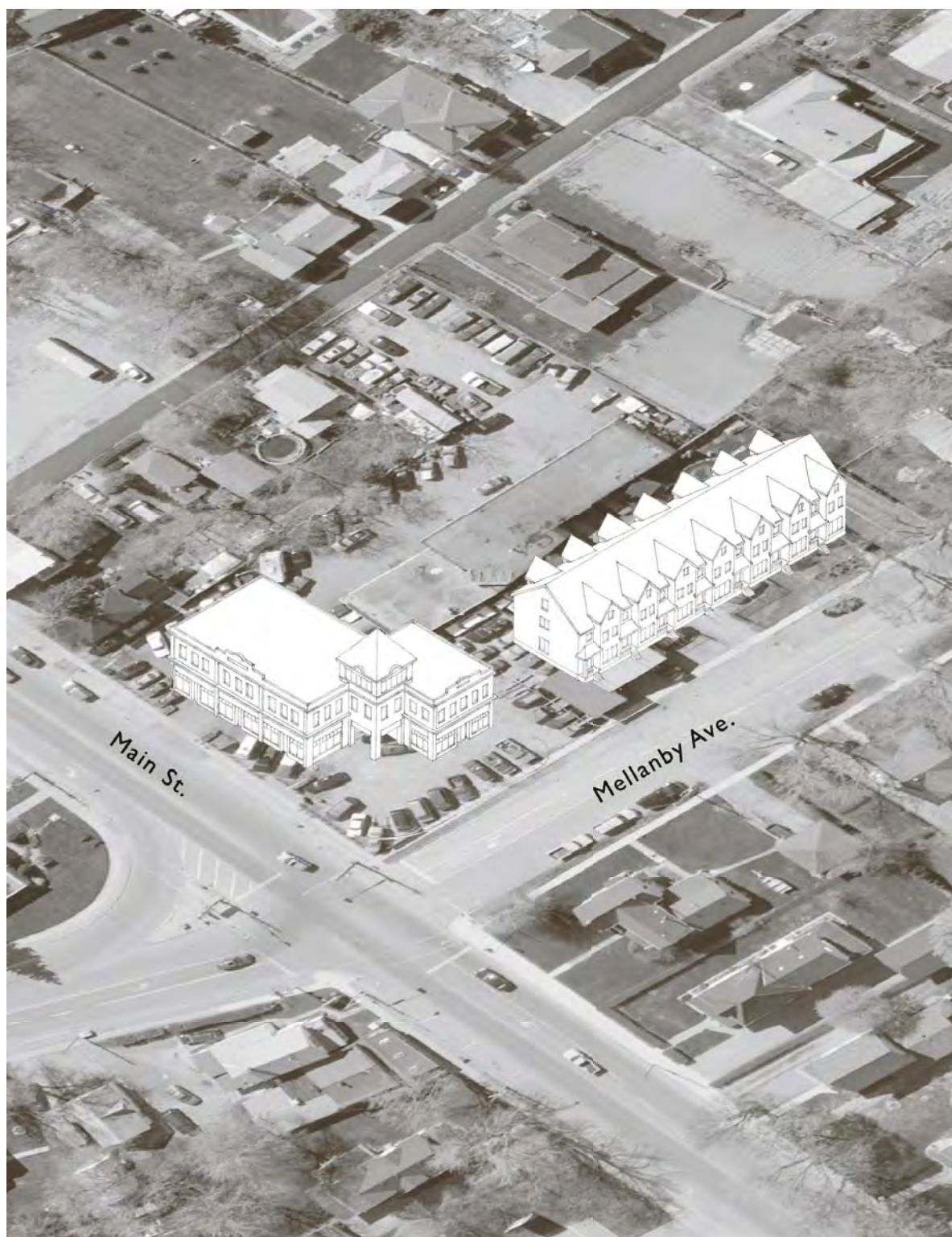
An incentive program for redevelopment including a combination of property tax incentive and brownfield tax incentives (BFTIP) needs to be developed to encourage infill (incentive programs are described in Chapter 6). Urban Design and Signage Guidelines have been drafted to ensure coordinated building form on the street for infill development (Chapter 5). The infill buildings illustrated below and to the left would typically be residential with mixed use / commercial on the main floor. A main floor commercial integrates the building with the street.

The following page illustrates potential infill for a section along the north side of Main Street from address 237 to 273. The figures are presented as elevations of the street. The fold-out plan on the following page illustrates the locations and form of the proposed buildings and their associated landuse.



Main Street (East of Weir Canal) - Infill Potential - Axonometric View





Main Street & Mellanby Avenue Intersection - Infill Potential - Axonometric View

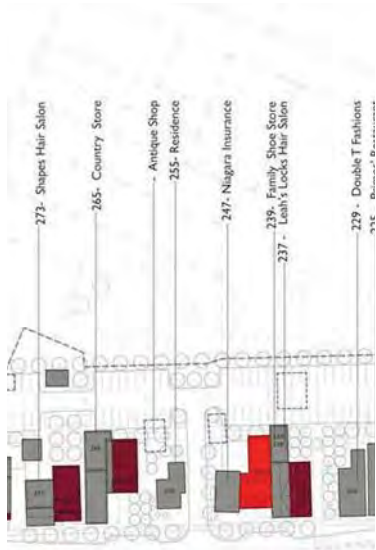




Elevation: Existing Condition along Main Street



Elevation: Potential Infill Condition along Main Street



Key illustrating the elevation area

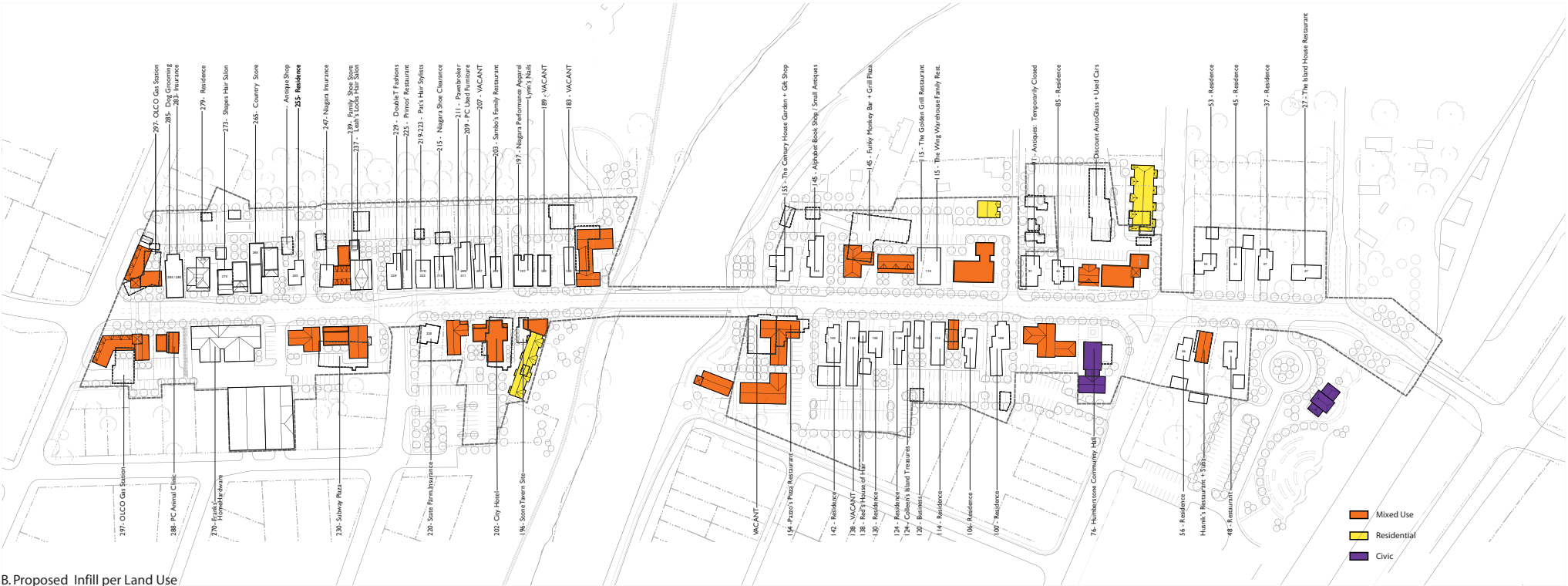


Elevation: Potential Infill Condition with street trees along Main Street





A. Proposed Infill



B. Proposed Infill per Land Use





Courtyards + Pedestrian Alleys

- Pocket parks are created as an extension of the sidewalk and transition into creative niches and pedestrian walkways that connect the rear, shared parking lots with the street front. These small parks also serve as place for rest with ample seating and shade from tree bosques. Key locations may contain a water feature with falling water, diminishing the perception of traffic noise. The plan excerpt shown on the left is located at the King Street intersection. A key map at the bottom of the is page illustrates the locations of main connecting pedestrian alleys.
- Side entrances to businesses and studios located at the rear of the buildings or cafe and patios.
- Pocket parks are created as an extension of the sidewalk and transition into creative niches and pedestrian alleys.







### Rear Lot Parking

- Consolidated rear lot parking is proposed wherever possible along Main Street. Currently, each individual property is accessing their rear area via a driveway. These driveways cross the sidewalk, compromising the integrity of the sidewalk and creating safety issues for pedestrians. The current arrangement also limits the amount of parking that can be achieved due to space configuration challenges on individual properties. A more efficient approach is to consolidate the rear lots to create a continuous band of parking in the rear. The benefits of this approach are:
  - More parking is possible due to better optimization of space,
  - There are fewer driveways crossing the sidewalk, making it safer for pedestrians,
  - Wayfinding stations are more accessible to anyone parking in these areas,
  - It allows property owners to maximize their side-yards to create alleyways or expand their building (provided side yard setbacks are reduced to a zero lot line policy),
  - Access in and out of rear parking areas is controlled,
  - Parking revenues (if applicable) can be shared amongst the property owners through central ticketing,
  - The parking lots can be managed by an overseeing agency. That same agency can oversee cost share parking lot upgrades to create high quality lots with asphalt and landscaping via an easement over the property,
  - In some cases, street utility poles and lines can be relocated to rear yards as part of the parking lot upgrades. This also increases the space for street trees.
- The challenge with this approach is organizing property owners. In the case of the Olde Humberstone Main Street, this will need to be coordinated via formation of a Community Improvement Committee (refer to Chapter 6). Another challenge is that with an easement over the property, rear lot building expansion can be limited (this can be offset by allowing zero lot development and encouraging height increases up to 3 stories: refer to Chapter 5),
- The parking lots should be arranged to create central wayfinding stations (and ticket stations if applicable),
- In many urban districts and authorities around the world, this approach is termed “shared parking” and is being increasingly encouraged.



#### On street Parallel Parking:

- Add on-street parking in areas indicated on the Master Plan: Ensure stall dimensions are no less than 6.25 metres x 2.2 metres.

The following chart illustrates current and proposed building areas in relation to the number of parking stalls required per 100m<sup>2</sup>.

Land Use	Current Building Area (m <sup>2</sup> )*	25-YR Building Area (m <sup>2</sup> )	Change in Building Area (m <sup>2</sup> )	Required # Parking Stalls (Current)**	Required # Parking Stalls (25-YR Plan)**	25-YR Proposed Number of Units per Dwelling Type
Mixed Use	0	2676	2676	0	27	2
Residential	10325	19555	9230	103	196	24
Commercial	20402	18462	-1940	204	185	12
Civic	7220	18040	2676	72	180	-

\* Current Building Area - No distinction made between mixed use and commercial properties.  
Area based on building footprint and assumes average of 2.5 stories

\*\* Required current / proposed parking is calculated as 1 parking stall / 100m<sup>2</sup>

\*\*\* Proposed Number of Units based on 800m<sup>2</sup>/unit for Residential, 1150m<sup>2</sup>/unit for Mixed Use, 1500m<sup>2</sup>/unit for Commercial



#### Rail Trail to Downtown

A formalized multi-use trail should be routed from Main Street (west of the rail line) to downtown Port Colborne. The trail would be a multiple use asphalt trail, 3 metres wide with ample rest stops, interpretive lookouts, lighting and other trail amenities. This trail will be the public link from downtown Port Colborne to Olde Humberstone and eventually to downtown Welland. The trail between Port Colborne and Welland may involve expansion of the existing trail. This stretch of multi-use trail will likely need to be shared with the bicycle trail planned for this area (4-5 metre width will be necessary for a shared trail).

#### Cycling Facilitation

Two dedicated bike nodes are proposed with facilities for bike lock-up along both the current Friendship Trail and the proposed trail along Elm Street (as per Regional Niagara Bikeways Master Plan, 2003). See Functional Plan.

With regards to the section of the trail that transects the CIP area, it is safest to provide a crossing at Ramey that links directly with Lock 8 Park. This would eliminate the need for a short section of the existing route on Main Street and Mellanby Avenue

#### Canal Slope Naturalization

Butterfly meadow: The slopes along the canal, in and adjacent to the CIP area, should be planted with native species to create a meadow.

- Installation of Nest Boxes for owls and birds: These should be installed along the slopes of the Canal in the butterfly meadows. These boxes will provide habitat for bees, insects, butterflies and birds, thereby softening the harsh streetscape and integrating with the streetscape planting.





### King Street Intersection Upgrade

The King Street intersection marks the gateway between Olde Humberstone and access to downtown Port Colborne. This intersection should therefore receive special treatment. This includes vertical plinths on both the east and west sides of King Street and matching columns on the north side of Main Street. Low walls help to accent and articulate the focal point. Planting beds are used to soften the impact of the walls. As there is insufficient space on the north side for street trees, a large planting bed is used to enhance the intersection while increasing the distance between the sidewalk and the curb. This is important in terms of pedestrian safety. The paving pattern of the cross-walk helps to connect the north and south sides of the street as does the ornamental tree planting which begins in the pedestrian alley on the north side and continues on the south side of the street - unifying the two spaces.

Add Cross-walks and bump-outs across Main Street: Ensure lane widths are a minimum of 3.5 metres on Main Street and add bump-outs and cross-walks.

- Bury the transmission lines that currently cross King Street at the intersection with Main Street.

### Cenotaph Park Upgrade

The 25-year Plan contains an enhancement to the small parkette off King Street that contains a cenotaph. The parkette itself is smaller in order to accommodate parking requirements and access. To compensate for this, the park is enhanced through a formal walkway and tree planting.

### Sidewalk Enhancement

The existing sidewalk varies in width and condition along the length of Main Street. Currently, the sidewalks are punctuated by driveways on almost every adjacent property. The Master Plan minimizes the driveway crossings by consolidation and requires the sidewalk to have precedence over asphalt driveways (i.e. The sidewalk should extend across driveways instead of asphalt driveways breaking up sidewalks). This reinforces that pedestrians have the right-of-way over cars on sidewalks.

- Sidewalk Travel Surface: The new travel surface should be no less than 2.2 m wide and should extend from the right-of-way (ROW) leaving no green strip between the sidewalk and the ROW. Sidewalks should be constructed of concrete according to "Best Practices for Concrete Sidewalk Construction" (NRCC, No. 54, June 2002).
- Amenity Strip: The "amenity strip" is the sidewalk between the travel surface and the curb. This area often is used for placing amenities like trees, bollards, seating, trash, newspaper stands, etc. In keeping with the natural limestone theme, tumbled limestone pavers should be used for the amenity strip. In addition a soldier course and of pavers should be added along the Right-of-way.
- Street Furnishings: The proposed paving pattern provides ample room to house new street furnishings such as benches, phone booths, planters, newspaper/magazine racks, wayfinding signs, etc. The 0.6 m wide strip at the street line will house a wide variety of furnishings, which will enhance the pedestrian experience on the street.

## A RETURN TO THE TREE-LINED STREET



The following tables outline the various tree species (and their characteristics) that should be considered for implementation within the CIP area.

Small—Medium Sized Trees

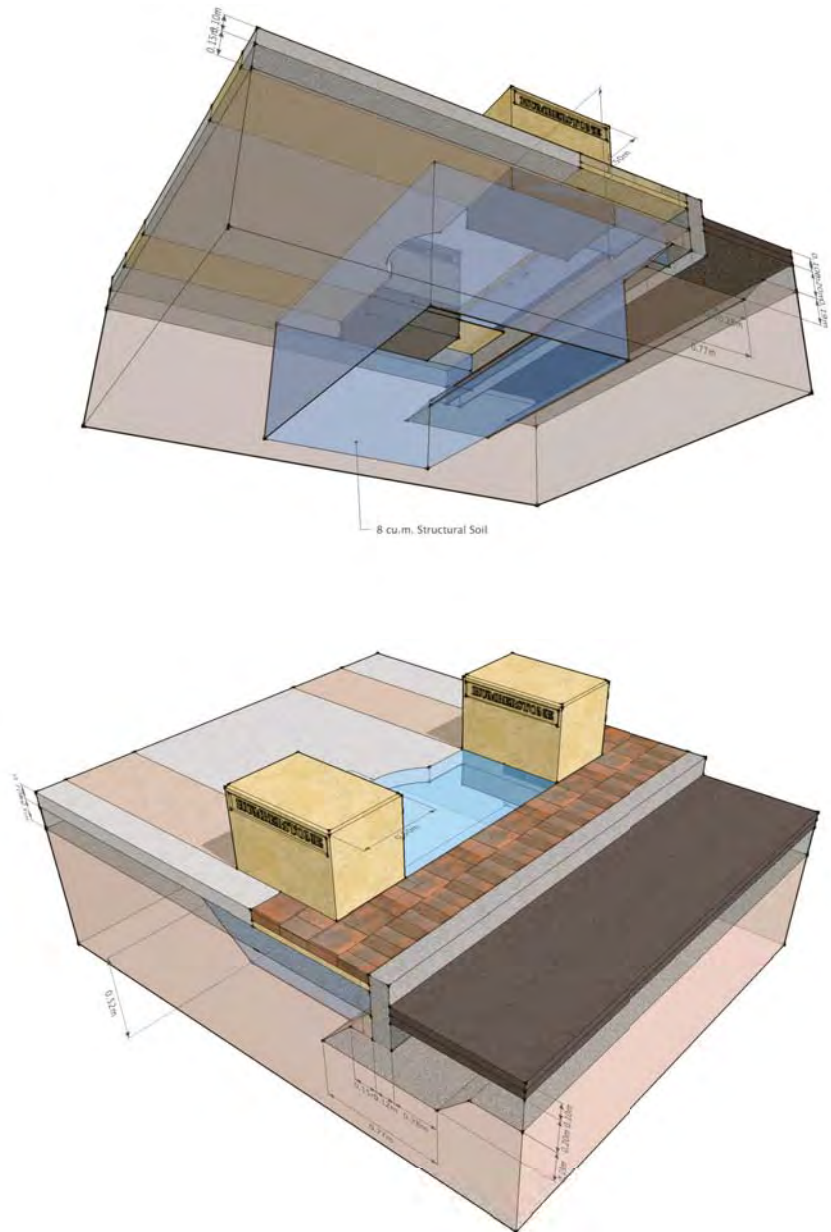
Botanical name	Height	Spread	Flowers	Fall Color	Comments/Notes
<i>Acer campestre</i>	30	30		Yellow	Good Ornamental
<i>Acer ginnala</i>	30	25	Yellow - Green	Orange to Scarlet	Good boulevard tree
<i>Crataegus crus-galli</i> <i>Inermis</i>	25	30	Small White	Orange to Scarlet	Red persistent fruit.
<i>Crataegus phaenopyrum</i>	25	20	Small White	Scarlet	Thorny.
<i>Magnolia grandiflora</i> <i>Victoria</i>	25	20	White	Evergreen	Allow limbs to grow to ground
<i>Pyrus calleryana</i>	35	12	White	Reddish Purple	Smaller than Aristocrat, may break up in snow.
<i>Quercus robur</i> <i>Fastigiata</i>	35	15		Yellow / Brown	Narrow and Columnar
<i>Syringa reticulata</i> 'Ivory Silk'	25	20	Creamy White	Green	Attracts birds & butterflies
<i>Tilia cordata</i> <i>De Groot</i>	30	20		Yellow	Compact, suckers less than other Lindens.

Large Trees

Botanical name Common Name	Height in feet	Spread in feet	Flowers	Fall Color	Comments/Notes
<i>Acer platanoides</i> Columnar	40	15		yellow	Good close to buildings.
<i>Acer platanoides</i> 'Emerald Queen'	50	40	yellow	yellow	Shallow roots
<i>Acer platanoides</i> 'Parkway'	40	25	yellow	yellow	Will naturalize if planted next to open areas
<i>Acer rubrum</i> Bowhall	40	15		yellow orange	Suitable for smaller planting areas
<i>Carpinus betulus</i> 'Fastigata'	40	30		yellow orange	Clean and attractive
<i>Fagus sylvatica</i>	60	50		Reddish-Bronze	Broad Pyramidal
<i>Ginkgo biloba</i> "Princeton Sentry" - Male Selection	50	30		golden yellow	Upright & Conical
<i>Gleditsia triacanthos</i>	45	35	not noticeable	yellow	Do not confuse with Sunburst
<i>Platanus acerifolia</i> (suggested street tree selection)	70	65		yellow-green	Good in urban environments
<i>Prunus sargentii</i> Columnaris	35	15	pink	orange to	Requires little
<i>Tilia americana</i> Redmond	35	20	fragrant	yellow	Pyramidal, needs water.
<i>Tilia cordata</i> Chancole	35	20	not noticeable	yellow	Pyramidal.
<i>Tilia cordata</i> Greenspire	40	30		yellowish	Symmetrical, pyramidal form.



- Street Trees: A “floating sidewalk” design as illustrated below, should be employed to maximize the gas exchange for street tree roots in the sidewalk. Such a design allows for a much larger root zone for the trees extending under the sidewalk. The table below shows the possible urban tree species that could be used. In all cases, ideally 8-10 cu.m. of soil per tree should be provided to ensure proper growing conditions. Ideally, bollards should be placed on both sides of the tree to minimize snowplow damage.



Sidewalk Enhancement - Street Tree Pit Details (with limestone seating block/tree guards)

- Overhead power lines should be relocated underground if possible as part of the streetscape improvements and to maximize tree canopy on the street. Transformers will need careful strategic placement so as not to impede the pedestrian experience. Alternately, power lines could be relocated to the rear of properties on Main Street over time. Many communities in Canada have used this approach as a cost saving alternative to underground power.

Seating block/Tree guards: Limestone lock blocks litter the shoreline and would make ideal seating blocks/tree guards. The blocks could be sand blasted with the Humberstone District Logo as illustrated in the floating tree sidewalk illustrations on the previous page.

- Bollards: There are a great variety of marine mooring bollards used along the length of the Canal since its inception. The idea of re-using mooring bollards as street bollards is an appropriate way to tie the cultural history to the new street design while separating cars from pedestrians.
- Dropped curb ramps for wheelchairs and carriages must be placed at all crossing points and should be a minimum of 1.5 metres wide. Non-slip surfaces should be incorporated into the concrete and have a gradient of less than 5% with a flare to meet flush at the roadway. Ramps should be incorporated into building entrances where possible.
- Sidewalk bump-outs should be added at every sidewalk and every street intersection. These "bump-outs" serve to define the intersections while shortening the distance pedestrians must travel to cross the street. They also increase the distance between the sidewalk and the curb, increasing pedestrian safety. These areas can be designed to incorporate street trees, planting beds, benches, and information kiosks so long as site-lines can be preserved. Tactile features on the ground should be used at all cross-walks for the visually impaired.

#### Light fixtures and Pole standards

The International Dark-Sky Association is currently developing a model light ordinance with the Illuminating Engineering Society of North America and it is recommended that The City of Port Colborne review this standard when completed for possible future adoption. It is proposed that the current highway class cobrahead style of street lights be replaced with pedestrian-scale lighting. The new light standards must ensure IES light levels are maintained for automobiles on Main Street but should also recognize dark sky compliance standards.

In 2008, LED lighting for exterior use remains insufficiently evolved. Over the next 2-3 years, there may be exterior LED lighting on the market that would be ideally suited to lighting Main Street. Ultimately, the potential for utilization of LED will be based on cost, performance, and availability. If LED is not available when implementation commences, 250 Metal Halide lamps are recommended.

Threaded banner arms (and possibly plant baskets) should be integrated from the outset on all new light standards. A typical banner design is suggested later in this chapter. Banner arms must ensure adequate clearance for snow removal equipment and other large vehicles.

The proposed 5 metre high light poles should include g.f.i. convenience outlets near the top of each pole and two, 450mm long banner arms with threads. Poles should be spun concrete as opposed to aluminum as the structural integrity of the poles has to withstand the high wind conditions, especially on the Canal Bridge. All main pole fastenings, such as anchor bolts, should be hot-dipped galvanized or high strength stainless steel and should be concealed.

The Proposed Lighting Diagram illustrates the lighting plan for the study area including Main Street, the rear-shared parking lots and the pedestrian connections between them.








CITY OF PORT COLBORNE

Olde Humberstone Community Improvement Plan  
Proposed Lighting Diagram

December 2008


LEGEND

- Main Street Lighting - Single Fixture
- Parking Lot Lighting - Single Fixture
- Parking Lot Lighting - Double Fixture
- Pedestrian Lighting - Single Fixture
- Pedestrian Lighting - Sconce Fixture

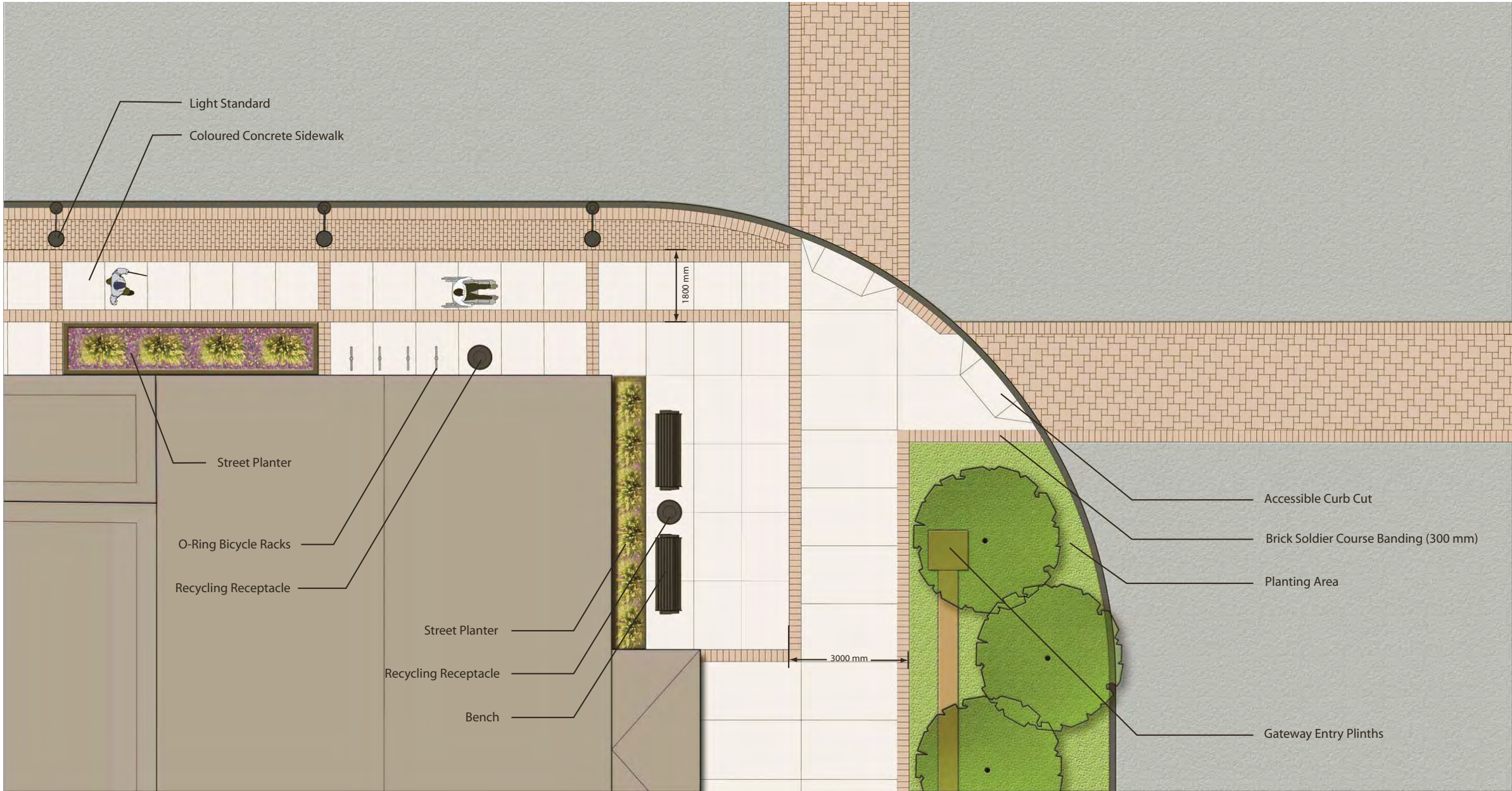
  
NORTH

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www.landinc.ca

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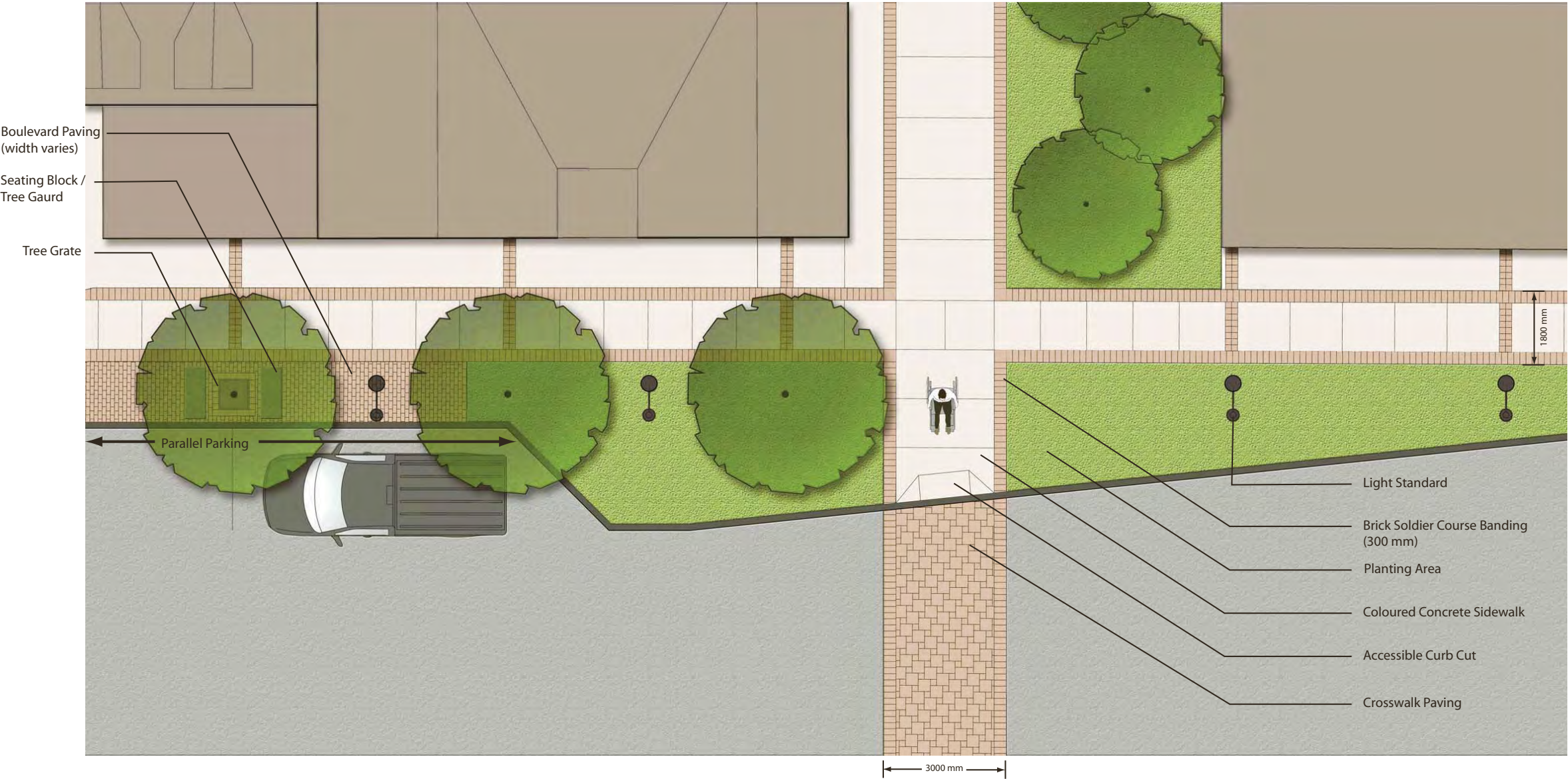
CITY OF PORT COLBORNE

Olde Humberstone Community Improvement Plan

Typical Sidewalk Layout - Enlargement 'A' N.T.S

December 2008





CITY OF PORT COLBORNE

Olde Humberstone Community Improvement Plan

Typical Sidewalk Layout - Enlargement 'B' N.T.S

December 2008



### 3.4 Furnishings

The following furnishing standards should be considered when choosing street furniture for Main Street.

#### **Benches, bicycle racks and trash receptacles**

Benches, trash receptacles and bike racks should be manufactured of the same material and be from the same design family. The color should match the color of the light poles and fixture housings.

Benches should generally be 1.8 metre in length with backs. They should be located so as not to interfere with snow removal and should be fixed in position with surface mounts. The style should be functional, modern and not based on furniture of direct historical reference.

### 3.5 WiFi Internet access

The introduction of a wireless Internet access network on Main Street is an “invisible” improvement that will promote more use of the downtown. The network would be an important feature, bringing the Internet free to users of laptops and handheld devices. The WiFi “hot spot” would also permit visitors to download interpretive content such as images, videos and audio features. These could be ‘keyed’ to interpretive panels throughout the downtown.



Fredericton, New Brunswick has integrated traditional and wireless technologies to create Fred-eZone, a free, community-wide Wi-Fi network providing residents, visitors and businesses with mobile broadband access from virtually anywhere within the City. The network enables Fredericton to better differentiate itself from other cities and towns, increasing its ability to attract and retain knowledge industries that are looking for a location that offers an innovative, productive and exciting environment.



### 3.6 Community Branding

A brand is more than a colourful graphic logo, slogan, or tagline created by a graphic designer to grab attention. These marketing elements are merely one arm of a brand's marketing strategy, rather than the brand itself. Branding involves analyzing the strengths, weaknesses, opportunities, competition, resources, and character of a community. It reflects these elements to create a collective of perceptions, messages, and mechanisms that a logo just happens to be a part of.

Community branding is rooted in:

- The relationship between the user and the place,
- The emotions and experiences users have when they interact with the place,
- The central, timeless essence or soul of the place and its intangible, emotional core,
- The mind of the user and the connection between the user's own personal identity and their experience at the place, and
- A powerful set of promises that deliver a relevant and distinctive experience, promising the same feelings and experiences every time the place is experienced.

#### Why Brand a Community?

Branding presents a promise and vision statement that ultimately impacts how a community presents itself internally and externally.

An effective brand:

- Creates competitive advantage,
- Increases tourism,
- Encourages outside dollars to the community,
- Creates and sustains additional jobs,
- Recruits and retains talent,
- Attracts new businesses, spurring economic development,
- Fosters a sense of pride and satisfaction for current residents,
- Builds long-term growth,
- Creates added value, beyond physical assets,

#### Building a Brand

The foundation for identifying and developing an effective brand starts with the information. Examine how the community currently presents itself to the world. This includes identifying market, demographics, services, resources, and the like to uncover just what does, or does not, contribute to the identity of the community.

"Everyone in your town knows what the brand is. It is why they live there. It is what they do on the weekend. It is where they take people who visit. It is how they relax, what they miss when they are away, and why they want to raise their kids there. Put all that together and you have your brand."

Once the information has been gathered, priorities are set to determine whether the new brand will serve to refresh, revitalize, or completely reinvent the community. Moreover, it is crucial to remember that community branding is a process that requires continual refinement and analysis. After the foundation work has been completed, the development of a brand package, including a marketing plan, can begin.



### Market

Three distinct but overlapping markets are the focus of the development of a brand mark for Olde Humberstone – residents, businesses, and visitors. Various development strategies all depend on attracting more of all three. Targeting residents – both existing and new of Olde Humberstone will further develop and sustain pride and a sense of belonging in the community. Identifying and developing the intrinsic connections that exist between residents will solidify a collective sense of belonging based on a shared history, culture, and consciousness. This collective identity can be identified through their attachment to a unique product or mark that is rooted in Olde Humberstone’s own history, landscape, and/or culture.

### Brand Mark Direction

The framework for developing a brand mark for Olde Humberstone already exists to some extent. Aptly coined the “Village on the Canal” by both residents and tourists, the Canal features prominently in the historical, physical, and psychological landscape of the community. Olde Humberstone is most well known as being a quaint village on the Canal, and has a significant vested equity in its association with it. Historically, the Canal is the reason for the town’s existence. As the foundation of a brand mark for Olde Humberstone, the Canal also transcends time, acting as a simple iconic reminder of where Olde Humberstone is, and has been, as a community.

Brand values for the Canal include its position as a gateway, its environmental influence, its draw for boating and other water-based activities, as well as its nationally significant technological ingenuity.

Brand development for Olde Humberstone will involve unifying the intrinsic themes or iconic elements of the area into a distinctive, readable, and identifiable mark. This mark will include both image and colour elements than can be incorporated in a broad range of applications (e.g.: from information signage and publications to decorative treatments in the streetscape).

### Brand Mark Strategy

The strategy for developing the brand mark begins with the development of a graphic logo and tagline. Civic incorporation, marketing, and business development of this logo and tagline follow. Aspects of each of these strategic areas are highlighted below.

To be truly effective, it is critical that the next phase of the Olde Humberstone’s brand development is over arching and that the elements within are interconnected. The brand mark strategy, i.e. the conceptual logo and tagline – “The Village on the Canal”, must be fully incorporated into the municipality’s proposed marketing, civic improvement and business development initiatives. These brand elements must also be utilized within specific strategies found therein. The judicious use of the brand mark, from the introductory website level, through to its coherent placement within tangible civic components within the Village and tourism and marketing programs will ensure that Olde Humberstone will be presented to the viewer as a special place within a saturated market.



### Business Collateral

Accordingly, it is important that this professionalism is carried throughout all business related collateral, i.e. business marketing brochures, municipal planning documents, associated webcasts and throughout the municipality's business development and building departments. The following collateral should be developed for the Village:

- Letterhead, envelopes, stationary package, businesses cards, fax sheets.
- A prospective developers package, potentially including a folder, or a brochure, or a booklet that speaks directly to the Village's desire to work to encourage high quality developments. The Master Plan should be presented in this booklet. The package should be mailed to all prospective developers (residential and commercial). To this end, the Village should work with the planning commission to ensure timely approvals (but with high quality architectural design controls).
- A prospective business owners package. The Village should identify gaps in services and should develop an active strategy to recruit business expansion in the Village. This would include a brochure about Olde Humberstone (highlighting the Master Plan and long-term).
- A prospective resident package. This may be hard copy or a downloadable PDF file from the City's website; highlighting the benefits of living in a walkable, condensed, active lifestyle, year-round community. The piece should focus on the water-front, trails and other community amenities.
- An Olde Humberstone tourist map illustrating places to go, eat, sleep and the area's unique amenities. The map should be readily available from the website and other key locations. The map could be 11 x 17 double sided with a business directory on the reverse.

### Civic Branding

To realize and complete the Village's brand mark potential, it is extremely important that it is used in future municipal capital and operational projects. The use of the brand mark, and the logo in particular, within the civic realm is a tangible way of rounding out and reinforcing this iconic element. Its use must be incorporated in a rational, succinct, complementary manner – enhancing, not dominating the specific application.

Accordingly, implementation must be well considered. With regard to both existing and proposed streetscape developments, the brand mark can be inserted into the site furnishings and amenities, i.e. benches, bike racks, lamp standards, planters, etc. To ensure an over arching civic identity, this use should also be extended to trailhead signage and trail markers, municipal signage – information, wayfinding, identity sign elements, interpretive panels and to municipal infrastructure and facilities. The incorporation of the brand mark is important from both a resident's and especially a visitor's perspective. With regard to signage and wayfinding elements, it provides an immediate visual link indicating that users are either where they should be or serves to provide directional information. These amenities will help to further strengthen Olde Humberstone's image, thus assuring a memorable and pleasing visit. For residents, the inclusion of the brand mark into civic facility signage will also create identifiable markers that will serve to complement other initiatives.

Used in combination with the aforementioned elements, this integration into tangible civic initiatives will realize the complete potential of the Olde Humberstone's brand mark.

### Logo Design

A logo design can be approached in a number of ways, but generally it should convey an immediate message about the subject matter to the public – in this case, visitors and residents. This immediacy – or “recognizability,” – can be achieved through a realistic representation (e.g. the Canal) or it can be something more enigmatic and abstract (e.g. sails, water, etc.). The concepts developed for this project apply this theory, as they illustrate a range of visual styles that vary from visual suggestion to literal illustration.

There are two parts to the logo for Olde Humberstone’s Main Street; the wordmark and the brandmark. The wordmark “Discover the Village on the Canal”, can be used with or without the graphic logo on signage, banners or other branding material. The use of a historic serif font and the introduction of a wave or ‘tilde’ separates the tag line (Village on the Canal) from the place name (Olde Humberstone) and suggests a historic canal community.

The logo depicts an abstraction of the island and Main Street corridor. Unlike other more literal civic logo’s, this logo design is simple recognizable, and memorable.





### 3.7 Signage

Coordinating community signage is another aspect of coordinating the Humberstone's brand. A full detailed civic signage strategy is beyond the scope of this report, however, the following pages suggest at the elements that could become the basis for a future sign program for the Village. A more detailed schematic design would be required before obtaining fabrication quotes.

The following hierarchy of signage is recommended for Olde Humberstone Main Street:

- Gateway Signage;
- Directional Signage;
- Wayfinding Sign & Event Kiosk;
- Interpretive Panels;
- Banners;

Like the landmark, it is important that the signage be consistent in terms of the same design vocabulary. Since Olde Humberstone is well known as a marine / water-front village, the signage theme picks up on naval details including industrial steel, rivets, cables, and canvas.

#### Wayfinding Strategy

Wayfinding is a spatial problem solving process that results in a successfully concluded journey. Research indicates that a wayfinding strategy must begin with a clear understanding of cognitive perception; specifically how different people recognize and navigate their immediate environment.

The wayfinding directional panels and kiosks are to be positioned in anticipation of visitors' travel patterns into and through Olde Humberstone at a pedestrian level. To effectively meet wayfinding needs, the proposed installation sites anticipate concentrated visitor activity areas; such as district entry points, locations existing the parking areas, and open spaces/ seating nodes.

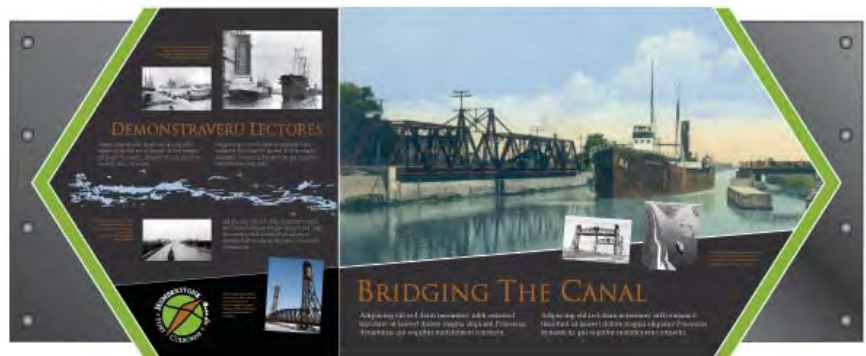


### Colour, Signs, Banners, and Kiosks

Through the use of consistent colours and design aesthetics, the Main Street Wayfinding Strategy provides a highly visible, cohesive signage hierarchy at both the vehicular and pedestrian levels. From both of these perspectives, a succinct delineation of Olde Humberstone is achieved through the installation of the gateway signs, street signage and pageantry banners. For the pedestrian, the placement of immediately recognizable wayfinding kiosks at highly visible locations will be critical to ensure that directions to available amenities are easily obtained and understood.

The use of banners and street blades through the Olde Humberstone Village will provide further emphasis on the area's specific boundary and identity. Both of these elements would be located along Main Street only. It is proposed that the banners would be located on alternating street light poles.

At the implementation phase of this component, it is important that the finalized sign designs be resistant to minor vandalism, i.e. graffiti, and be easily and inexpensively amended in the event of tenant change or addition.







Street Banners

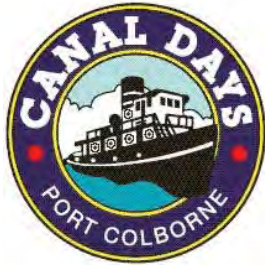


District Street Blades



Wayfinding Panel





### 3.8 Programming and Events

#### Existing Events

While there are no events specific to the Main Street CIP area, some activities and events are held at Lock 8 Park. Such events are typically spearheaded by the Gateway Association. However, with a focus on linkages and connections between Old Humberstone and downtown Port Colborne, the following is a list of Port Colborne events (2008), some of which may potentially be facilitated within proposed Olde Humberstone venues.

February – Sportsfest: a city-wide event encompassing tournaments, indoor and outdoor sporting activities, youth activities and a sport celebrity event. Venues include pool, area schools, arenas, the Roselawn Centre, and local bars. The City Tavern located on Main Street currently serves as an informal gathering place for participants.

March - Top Hat Ceremony, Lock 8 Park: celebration of the opening of the canal for the season

March / April - Easter Egg Hunt, West Street: BIA activity

May - Museum activities begin for season

May - Circle Trek (cycling) Seaway Park

May - Marina Activities begin, boat ramp opens

May - Nickel Beach opens

May - Lion's Club Home Show at West side Arena

June - Marina Annual Boat Show

June - Showboat theatre season begins at the Roselawn Centre, Fielden Avenue

June - Scotty Walleye Fishing Tourney

June - Lake to Lake Bike Race

June - Optimists Day in the Park (HH Knoll Lakeview Park)

June - Flavours of Niagara Food Wine and Jazz Festival at HH Knoll Lakeview Park: - 3 day food festival, usually taking place on the last weekend of the month. Events may include Canada Day activities

June - Canal Fest Car Show at Lock 8 Park - Large Car Show with vendors, crafts, exhibits. Usually a shuttle service is provided to link this event with the Food Festival

July - Canada Day activities at HH Knoll Park, Folk Arts Council BBQ (may occur in tandem with Flavours Festival)

July - Antique Power Show, rural

July - Lion's Club Carnival at Lion's Field, Killaly Street W. - 5 day carnival

July - Walleye Derby's and ongoing activities at Marina

July - Ongoing Museum activities

July - Showboat theatre activities continue at the Roselawn Centre

August - Canal Days Marine Heritage Festival : 4 day city-wide event encompassing multiple activities and attractions. Venues include West Street, Seaway Park, HH Knoll Park, Downtown Market Square, West side arena, east side arena, Roselawn centre, Museum, Lock 8 Park. All activities are linked by shuttle service, Main Street is on the route, but no specific activities in Humberstone except that which occurs at Lock 8 Park

August - 444 Fishing Tourney, ongoing marina activities, regatta

August - Showboat season continues

August - Museum activities continue

Sept / Oct / Nov. - no events, city venue activities continue, Nickel Beach closes Labour Day

December - Christmas in Port Colborne activities include Santa Claus Parade, Gateway activities at Lock 8 Park, Roselawn activities, Downtown BIA activities, museum activities throughout the month

December - Casco New Years Eve celebrations, West Side Arena. New Years Eve fireworks on West Street

#### **Future Events**

Within the CIP area of Olde Humberstone, the Master Plan illustrates amenities and public open space which would accommodate and facilitate public events and gatherings. It is suggested that any future city-wide events be organized and expanded to include both Olde Humberstone and downtown Port Colborne, in order to emphasize the importance of the link between these two areas.



## 4. POLICY & PRINCIPLES

The Policy and Principles chapter provides assurance that the goals and objectives of the Community Improvement Plan (CIP) meet with those and are not contradicted by the Official Plan (OP) and Zoning Bylaw. It also provides a rationale for the guiding design principles embedded within this CIP. In addition to comments on the Official Plan and Zoning By-law the City's Site Plan Control By-law is also referenced in this section.

### 4.1 City of Port Colborne – New Official Plan

This Community Improvement Plan (CIP) for the Olde Humberstone Main Street in the City of Port Colborne has been developed in order to target strategic improvements to aid the area in regaining the vitality it once had. To achieve the improvements envisioned for this area, the following general principles apply. They will help to generate the required changes necessary not only to spur reinvestment within the study area but also to help transform the area into a vibrant and memorable commercial node.

This Community Improvement Plan intends to:

- Encourage 'on-street' and rear lot parking and discourage front yard 'on property' parking
- Encourage mixed use development
- Maximize canal-front accessibility and use
- Minimize the number of driveways across sidewalks
- Encourage sidewalk use for cafe's, etc.
- Encourage public and private art
- Use the rail line to create a public multi-use trail connection to link Olde Humberstone to downtown Port Colborne
- Encourage zero-lot line development
- Treat alleyways as important public places
- Maximize the gateway potential of the bridges
- Respect the area's heritage and resist recreating a false history in new buildings
- Encourage high quality street related buildings
- Establish a 2.5 storey height limit at street edge





#### Port Colborne Official Plan, 1978

The 1978 Official Plan remains in use until the approval of the New Official Plan (October 2006), is passed and it replaces the 1978 document. The CIP study area is within the Commercial designation with the exception of the few houses on the north side of Main Street between Mellanby and Ramey, which are Urban Residential.

Section L Community Improvement Policies provides guidance on the objectives of community improvement, the selection of community improvement areas, and provides authority to Council to pass a by-law to designate an improvement project area and direct the preparation of a Community Improvement Plan.

Section L (b) Objectives, provides direction for community improvement planning. The policies encourage building rehabilitation, revitalization of the downtown core, reduction of land use conflicts and promotes tourist, commercial, service and shopping uses in the downtown core.

Section L (c) Criteria for Area Selection, also provides criteria for the selection of a Community Improvement Area providing the area meets 16 listed criteria. Under Section L (d) Community Improvement Areas, the criteria were applied to the City and five Community Improvement Areas were identified, the study area of this CIP is identified on area 4 on Schedule D to the Official Plan.

Section L (e) Implementation provides authority to Council to pass a by-law to designate an improvement area and direct the preparation of a Community Improvement Plan.

#### New Official Plan (revised Draft October 2006) – Summary Comments

Although the New Official Plan has not yet been approved by the Region, the City of Port Colborne's New Official Plan is generally supportive of all the above noted goals of the CIP. Specific sections are quoted below indicating that the CIP is generally in alignment with the Official Plan. However, Chapter 3 Section F would require amendment due to a contradicting policy regarding height in the downtown area, the New Official Plan references 6 stories where the CIP references 2.5 stories at the street edge. A modification to the Official Plan would be required to enshrine to the 2.5 storey limitation within the study area if the Official Plan is approved as currently written. We recommend that the Official Plan be modified to reflect this height limitation. Alternatively, zoning could be used to limit building height.

Prior to final approval, the Official Plan should be amended to contain policy framework for the enabling of Site Plan Control to conform with the Urban Design guidelines established in this CIP for new development.

Prior to final approval of the New Official Plan, there is an opportunity to insert a special policy referring to this CIP and the goals and objectives of the urban design component of the study. Consideration should be given to developing a special policy that reflects the intent of this CIP and embeds it within the New Official Plan.





## 4.2 New Official Plan (rev'd Draft October 2006) – Review Chapter 2 – Our Vision

The following provides a summary of the CIP related policies in the draft Official Plan.

### Section B – Strategic Directions

The policies quoted below clearly demonstrate a general philosophical alignment with the principles and objectives of the CIP and are supportive of the general intent of this Plan including support of mixed use development, improved access to the water-front and improvements to public spaces and trails.

B1c. In the urban area, residential intensification will be promoted with a flexible approach that encourages a mix of housing types and densities appropriate to location.

#### B4. Enhancing Public Areas

Residents want an attractive and walkable community. Further attention to the water-front, the Canal, the downtown, Main Street and other important corridors and places in the municipality is required to support tourism, economic development, and quality of life.

B4a. Build upon assets such as the market area, West Street / canal promenade and trails with further public investments.

B4b. Continue to improve public access to the water-front by acquisition and development of public spaces.

B4c. Continue to improve recreation and cultural facilities focusing on current and future community needs, while also providing amenities for tourism.

### Section C – Strategic Planning Policies

The policies quoted below clearly demonstrate a general philosophical alignment with the principles and objectives of the CIP and are supportive of the general intent of this Plan. Policies that support the objectives of this CIP in Section 3 also include Walking, Cycling and Transit Policies Heritage, Character and Urban Design Policies. Continuing to invest in streetscaping, public spaces and working cooperatively with business owners is identified in this section which also demonstrates the alignment of this document with the CIP.

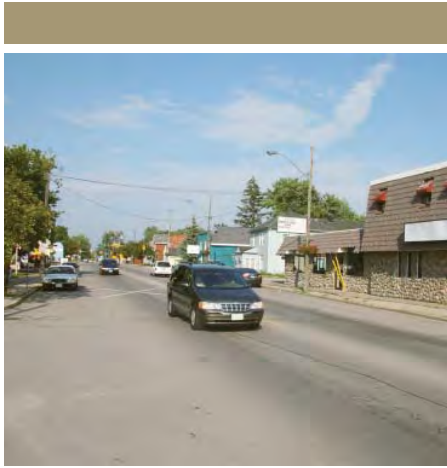
C1d1. The downtown is recognized as one of the City's primary commercial districts, and the City will continue to work with property owners, business associations and other community groups to enhance the area.

C1d2. The City will continue to support the designation of the downtown as a Community Improvement Project Area and a Business Improvement Area (BIA), and support and encourage marketing and beautification efforts by the Downtown Development Association.

C1d3. Public investments in the downtown that contribute to the beautification of the area will be continued, such as streetscaping and the creation of public spaces and facilities.

C1d4. Increasing the supply of housing in the downtown, and maintaining and upgrading existing housing are encouraged as a means of meeting the diverse housing needs and maintaining the downtown's long-term prosperity.

C1e2. Public investments that support tourism development will be continued, such as: (a) beautification of areas of the City, such as the downtown and Main Street, the water-front and lands adjacent to the Welland Canal.



(b) creation of public spaces and facilities;

(c) creation of facilities, including but not limited to trails, that support bicycle tourism;

(d) support for the designation of national historic sites;

(e) enhancement of natural features and historic assets; and,

(f) acquisition of water-front property for public purposes.

#### C3a. Parks and Open Space Hierarchy

C3a1. The existing system of interconnected parks and open space shall be expanded and enhanced utilizing the City's Culture and Recreation Master Plan as a guide.

#### C7a. Walking, Cycling and Transit

C7a1. From environmental, health and traffic management perspectives, non-automobile modes of transportation are the preferred methods of commuting within the City and full consideration will be given to accommodating pedestrians and cycling in the design and evaluation of any new development.

C7a2. Sidewalks are required on one side and encouraged on both sides of all new streets, in order to promote walkable neighbourhoods and have regard for the Ontarians with Disabilities Act.

C7a3. Bicycle racks will be provided at all new public facilities and will be required, through site plan control, for any new non-residential private development.

C7a4. The municipality will implement a program to install bicycle racks at all existing public facilities over time.

C7a5. Investments in new off-street cycling trails and on-street bike lanes will be focused in the downtown and water-front areas, although this should not deter investment in other cycling trails where appropriate.

C7c1. In the review of development applications, the City will implement the Ontarians with Disabilities Act,

C8c3. The sidewalk network should be designed to connect to the adjoining recreational trail networks.

C8c4. Street furniture should be coordinated to ensure a consistent and unified streetscape.

C8c5. Utility boxes such as telephone junction boxes and electrical transformers should be sited with regard for their visual impact on the streetscape.

#### C9f. Downtown and Main Street Heritage Character Sub-Area

C9f1. The Downtown and Main Street Heritage Character Sub-Area is identified due to:

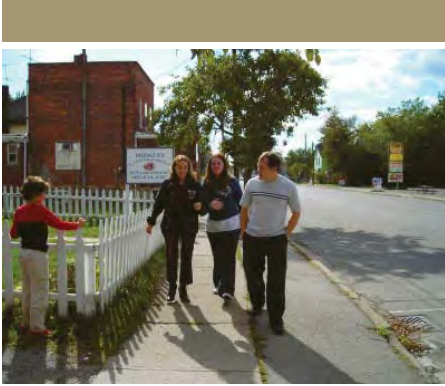
(a) the unique streetscapes and built form arising from the period when the area was first developed; and/or,

(b) pedestrian-scale development which is characteristic and supportive of traditional downtown areas.

C9f2. In addition to the Design Guidelines for the Downtown or Urban Neighbourhood designation as appropriate, the following design guidelines shall also apply:

(a) Wood, cementitious board, red clay brick, or natural stone is encouraged as the primary finish material, and aluminum siding, vinyl siding or stucco is discouraged.





(b) Mature trees will be preserved and new residential development will incorporate landscaping, including but not limited to mature trees, that maintains the character of the neighbourhood.

(c) The use of tinted or mirrored glass is discouraged.

(d) Signs should be made of wood, with carved or painted lettering.

(e) Restaurants and cafés are encouraged to incorporate a covered outdoor seating area with the building facade.

(f) Walkways extending from the public sidewalk are encouraged to be constructed of non-fixed materials such as interlocking pavers. Cast-in-place concrete is discouraged.

### Chapter 3 – City Wide Land Use Policies

Here we find numerous policies that support the goals of the CIP however, the height limitations noted in this section are different from those identified in the CIP. This will require further discussion and an OPA to rectify.

#### Section F – Downtown

F3a. Development will be consistent with the placement and character of the surrounding built form.

F3b. The maximum height of buildings is six (6) storeys.

F3b1. Fourth, fifth and sixth storeys of buildings will be progressively stepped back.

F3c. Proportions of alterations, additions and new buildings should complement the proportions of the surrounding heritage buildings.

F3d. Buildings with commercial uses at grade should maximize the amount of glazing and entries to create visual interest and to animate the sidewalk.

F3e. Large building blocks should have facades that appear to be a collection of smaller buildings in keeping with the narrow proportions of the heritage built form.

F3f. Buildings should generally maintain the established building line for the front yard setback.

F3g. Where vehicular access is required from the front to the rear of the property reduced standards for driveway widths should be encouraged.

F3h. Where pedestrian access is required from the front to the rear of the property a minimum 3.0 metre walkway and outdoor lighting should be provided.

F3i. All buildings should front on and be oriented to the street.

F3j. Corner buildings are visually prominent and the side elevations should be given equal design treatment as the main street facade, and the building identity at corner locations will be reinforced by taller building elements such as towers, entrance structures or roof elements.

F3k. Buildings at the terminus of streets should, where appropriate, employ building elements and details that reinforce the landmark position of the buildings. F3l. Canopies and awnings are encouraged as a means of weather protection for pedestrians.

F3m. Service and loading areas should be oriented to the rear of the building.

F3n. All parking areas should be placed at the rear of buildings and accessed from side streets so as to maintain a continuous building edge and a pedestrian-friendly street environment.



F3o. Where parking areas are adjacent to side streets, a landscaped buffer such as hedge or tree planting should be placed between the sidewalk and parking area.

F3p. Larger parking areas are encouraged to incorporate landscape edge treatments along public streets and landscaping medians to break up large areas of asphalt, and should be designed as follows:

F3p1. Screening should be provided between parking areas and adjacent residential properties.

F3p2. Buffers should be located at the perimeter of the property line adjacent to parking areas and laneways to accommodate landscaping and tree planting.

F3p3. Landscaped islands should be placed at the ends of all parking aisles.

F3p4. Parking aisles with a length of more than 15 stalls should be broken up with landscaped islands.

F3p5. All parking islands should be planted with hardy, strongly branched and salt tolerant trees.

F3p6. Large parking areas should be broken up with linear pedestrian only sidewalks planted with a consistent row of trees.

F3q. Commercial signs should be of high quality, complementary to the historic character of the Downtown, and not backlit.

F3r. Where possible, community facilities and institutional uses should be located adjacent public open spaces or at the termination of primary streets or view corridors to emphasize civic presence

F3s. Townhouses and multiple-unit housing without at-grade commercial uses should:

F3s1. Have frontage on a local road.

F3s2. Be aligned parallel to the street from which the principal entrance should be visible and accessible.

F3s3. Consider overall form, massing and proportions, and the rhythm of major repetitive building elements and roof designs to create a street facade that is composed of a consistent and attractive variety of building elements.

F3t. Buffering shall be provided between commercial establishments and other land uses. This shall include grassed areas and appropriate planting of trees and shrubs, and / or the provision of other suitable screening materials. Type of trees and shrubs must be approved by the Municipal Gardener or Director of Operational, Planning and Development Services.

## Chapter 6 – Community Improvement

A. The draft Official Plan provides a solid basis for continued Community Improvement in the City. Section 6 – Community Improvement includes the following policies:

A1a. The City will accomplish community improvement through:

A1a1. Ongoing maintenance, rehabilitation, redevelopment and upgrading of areas characterized by: deficient, obsolete or deteriorated buildings; land use conflicts; deficient infrastructure; deficient social, community, or recreational services; and / or economic instability;

A1a2. Establishment of programs to encourage private sector redevelopment and rehabilitation that addresses identified economic development, land development, environmental, housing, and/or social development issues/needs;



A1a3. Designation of Community Improvement Project Areas, the boundary of which may include all or part of the city's urban area;

A1a4. Preparation, adoption and implementation of Community Improvement Plans.

#### A3. Community Improvement Plans

A3a. Community Improvement Plans (CIP's) shall be prepared and adopted to meet one or more of the following objectives:

A3a1. Encourage the renovation, repair, remediation, rehabilitation, or other improvement of lands and/or buildings;

A3a2. Encourage the preservation, restoration, adaptive reuse and improvement of historically or architecturally significant buildings and properties; A3a3. Encourage the restoration, maintenance, improvement and protection of natural habitat, parks, open space, and recreational amenities;

A3a4. Encourage residential and non-residential in-fill and intensification;

A3a5. Encourage the construction of a range of housing types;

A3a6. Encourage the construction of affordable housing;

A3a7. Reconcile and ameliorate existing land use conflicts and minimize or avoid future land use conflicts;

A3a8. Maintain, upgrade and improve municipal services and public utilities;

A3a9. Improve vehicular and pedestrian traffic flow;

A3a10. Encourage transit supportive land uses (such as higher densities of development around a planned transit node) and improve the quality and accessibility to transit;

A3a11. Encourage off-street parking, provide municipal parking facilities where feasible and appropriate, and accessibility to parking facilities;

A3a12. Promote the ongoing viability and revitalization of the downtown, water-front, and other general areas requiring community improvement;

A3a13. Encourage the remediation and redevelopment of brown fields;

A3a14. Support existing or potential business improvement areas;

A3a15. Improve environmental conditions;

A3a16. Improve social conditions;

A3a17. Promote cultural development;

### 4.3 Site Plan Control By-law

The Site Plan Control By-law for the City of Port Colborne will require amendment requiring all development within the study area to be subject to Site Plan Control.

### 4.4 Zoning By-law 1150/97/81

#### Existing Zoning Designation

The majority of the properties within the study area are zoned CC-Central Commercial with the exception of two lots zoned P-Public (parkland) and a few properties on the north side of Main Street between Mellanby Avenue and Ramey Avenue that are zoned R2-Second Density Residential. In addition, a by-law amendment was passed to place a freeze on development in the area by placing a H-holding symbol on all of the lands within the study area.

In order to implement the Plan, Council should set aside an annual budget for grants to private landowners. The total budget should be based on targeted accomplishments. For example, significant improvements to three properties per year over 5 years would result in almost 25 per cent of the properties being improved. Based on a maximum grant per property of \$15,000, a \$45,000 per year budget may be sufficient to encourage significant change.

Improvements to the streetscape have proven to encourage revitalization of buildings and lands adjacent to those streets. The City has indicated that in partnership with the Region, it is anxious to move forward with physical improvements to Main Street.

In addition, the community improvement activities should be phased to ensure co-ordination and partnership opportunities with the Niagara Region. Regional incentive programs are described in the following section.

#### **1. Lifting of the H-holding symbol**

The holding symbol will need to be removed from the lands within the study area at the completion of this CIP by the passing of a by-law amendment.

#### **2. Building Height**

The CIP recommends building height be limited to 2.5 stories whereas the CC zoning permits 20 metres. A zoning by-law amendment will need to be passed to restrict the height in the study area to 2.5 stories (10 metres).

#### **3. Zero Lot Line Setback**

To achieve the desired zero lot line setback within the study area, the lands zoned R2 will require a by-law amendment to be passed to change the front yard setback from 6.5 metres to require no minimum setback.

#### **4. Parking**

The Zoning By-law requires that parking be provided on the same lot as the building that requires the parking. Consideration should be given to this policy to assure it is supportive of the intent of the CIP, which promotes on-street parking, or parking behind buildings, and discourages parking in the front yard. Although the placement of individual parking spaces can be influenced and directed via the site plan review and approval process, consideration for leniency within the parking standards to allow some off site parking (for employee's as an example) would be more supportive of the pedestrian oriented development encouraged within the study area.

Port Colborne By-law Enforcement should be consulted with to ensure there are no additional by-laws restricting on street parking within the study area.

Many smaller downtown areas permit parking within a specified distance of the use for which the parking is required, (100-200 metres) provided that the parking arrangements are registered on title.

#### **5. Land Use and Mixed Use Development**

Generally the CC zoning is supportive of mixed use as residential uses are permitted as accessory uses to the commercial uses in the CC zone except in combination with certain specific commercial uses (ie. gas stations, car sales, services stations, etc.) provided they are located entirely above the ground floor and do not occupy more than 80% of the gross floor area of the building. There is no conflict here with the intent of the CIP. However consideration should be given to limiting auto oriented uses such as the ones referenced above (gas stations, car sales, services stations, etc.). This type of land use is not consistent with the intent of the CIP and to limit or disallow the amount of this type of development would require an amendment to the By-law.



## 5. URBAN DESIGN GUIDELINES



The following design guidelines have been assembled to direct the appropriate form, scale and character of development in the Olde Humberstone Village and, in so doing, ensure that the community vision for Main Street is realized through thoughtful and insightful design of both the public and private realm. The guidelines ensure that current building owners and potential new developers who might benefit from the incentives offered through a CIP (Chapter 6), can only do so by following the formulae that will contribute to an overall positive streetscape character and experience.

In 2005, as part of its Smart Growth objective, the Niagara Region adopted “Model Urban Design Guidelines” so that local municipalities might consider the appropriate guidelines for local adaptation and possible adoption. The guidelines outlined in this document build on the regional guidelines to ensure a character that is distinct for Olde Humberstone, yet one that is in keeping with regional Smart Growth objectives. The italicized guidelines in this chapter are taken directly from the Regional model guidelines.

In the case of Main Street, the area is rich in history but relatively low in original architectural diversity. Many of the fine historic buildings have been lost, leaving vacant lots behind. Some that remain have changed considerably over the years, blurring the original architectural style often beyond recognition. Only three of the original historic buildings within the CIP boundary are designated historic properties: 155 Main Street, 76 Main Street, and 145 Main Street

While the cultural history of Olde Humberstone is strong and remains to be rediscovered through public streetscape enhancements, the guidelines presented in this report recognize that (re)creating a false architectural history is not consistent with modern heritage planning approaches or responsible urban design ideals. Instead, future design or renovations should hold up the few existing high quality heritage buildings as a yardstick for the quality of new development on the street. The scale, texture and rhythm of the streetscape should be informed from the street’s past while integrating and enhancing the representative historic styles that remain.

The entire CIP area can be considered a “mixed use” designated area which encourages a healthy mix of living, shopping, working and recreating. The urban design guidelines can be broken down into:

1. Mixed Use Design Guidelines;
2. Renovation Guidelines;
3. Signage Design Guidelines;
4. Landscaping Guidelines;

There are no guidelines recommended for the public realm because the principles which guide the shape of the proposed public realm Streetscape Plan (Chapter 3) have been inferred and interpreted from the Transportation Association of Canada (TAC) guidelines, the Model Urban Design Guidelines, CPTED Guidelines, Dark Sky Guidelines and other Smart Growth Public Realm guidelines.

With regards to architecture, often heritage design guidelines catalogue a series of recognizable and identifiable architectural styles, from Georgian/Loyalist through Queen Anne, and the various forms of Victorian. This exercise is not beneficial to Olde Humberstone, because the majority of the existing buildings do not conform to these labels, and it would not be appropriate to impose these constraints on those who wish to build or renovate in Olde Humberstone.

Rather than determining whether a proposed design is consistent with the specific characteristics of Late Victorian Italianate, for example, it is more important to determine whether such a proposal is consistent with the much more general characteristics of Olde Humberstone, past and present.



### Urban Design Guideline Key Objectives

The key objectives of the urban design guidelines are to:

- Preserve and accentuate the unique cultural legacy of Olde Humberstone,
- Achieve and activate the Region's Smart Growth initiatives and principles,
- Coordinate the appearance, function and character of the private realm along Main Street within the study area,
- Create a high quality village core destination with year-round appeal to Port Colborne residents,
- Improve the comfort and quality of the public realm,
- Ensure a coordinated approach to redevelopment and infill on the street,
- Encourage new infill development and redevelopment while preserving and enhancing existing high quality built form,
- Ensure that the Olde Humberstone core is a comfortable and vital destination for shopping, work, recreation and living,
- Improve safety and security through high quality design,
- To improve the image and usability of the City of Port Colborne's gateway community,

Elements of continuity and uniformity are still required. These will be provided by the City through uniform paving, lighting, signage, street tree planting, etc. and they will be complemented by the private sector through adherence to the remainder of these design guidelines.



## 5.1 Land Use & Building Placement

### 1. Land Use

The ground floor of all new developments along Main Street shall be dedicated to commercial uses only with no more than 10% of the floor area dedicated to upper storey access. Drive-throughs are not permitted on Main Street;

Residential apartments and commercial offices above street level shops should be encouraged at locations adjacent to main street areas. Mixed use development contributes to increased street animation, safety, supports transit, and economic vitality.

Rear facades should also be upgraded and maintained in much the same way as storefronts, particularly when an opportunity exists to create active retail space, e.g. back-of-lot cafe, or as part of a larger community improvement plan.

Buildings should have a strong relationship to the street, both by use and form.

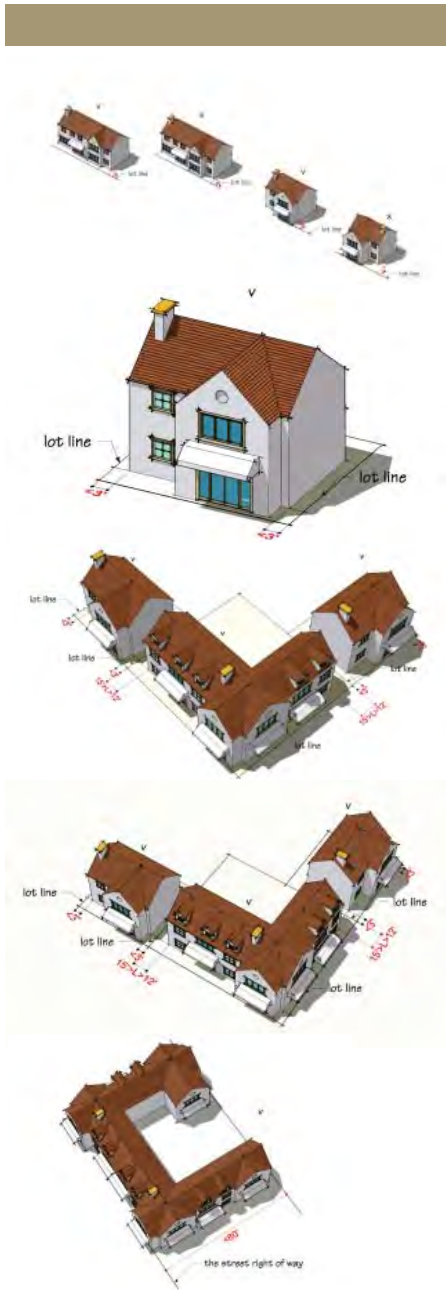
### 2. Corner Sites

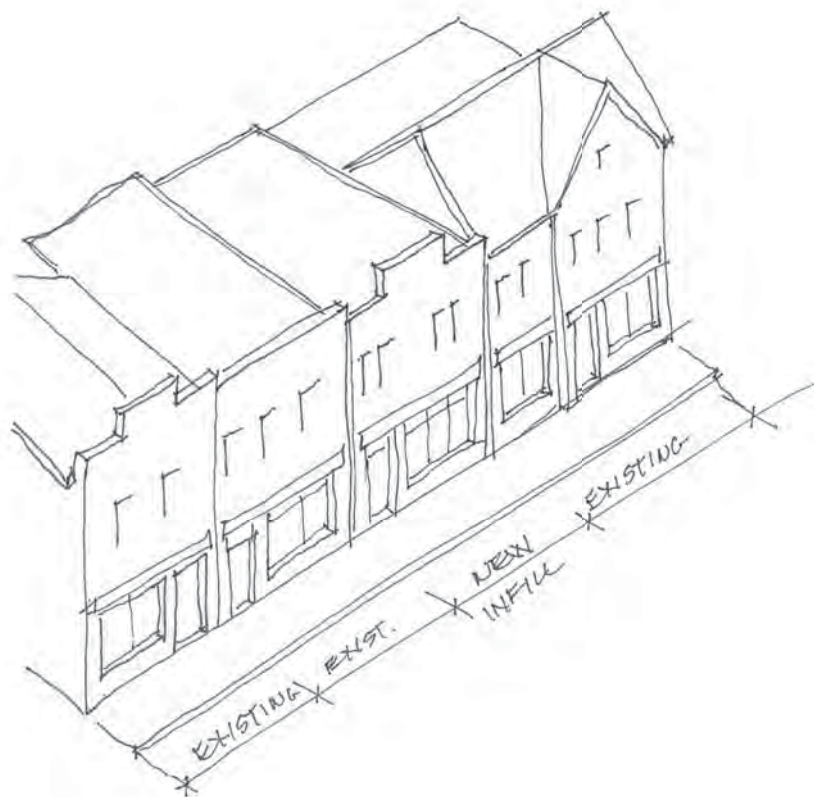
Architecturally undervalued corner sites should be designated for future redevelopment to be occupied by buildings designed to take full advantage of these locations. There should be a respective of setbacks and pattern of building usage on both the predominantly commercial Main Street and the predominantly residential side streets.

### 3. Street-Front Setbacks

In the case of Olde Humberstone Main Street, there is no continuity and uniformity of 'street wall' that is typical of commercial main streets. On the contrary, the plan form of the street frontage is currently quite fragmented and disharmonious. This is an understandable result of mixing some original heritage commercial buildings, some single family houses, some strip-mall style frontages and some vacant lots.

Realistically, it is not possible to create the 'archetypal' main street frontage as found on West Street in Port Colborne, nor would this be appropriate. This kind of commercial frontage was never part of Olde Humberstone's history. With a concerted and creative effort by the City, their consultants, and the Main Street residents, however, a less continuous but still visually rich harmony can be created that respects the variety that currently exists.



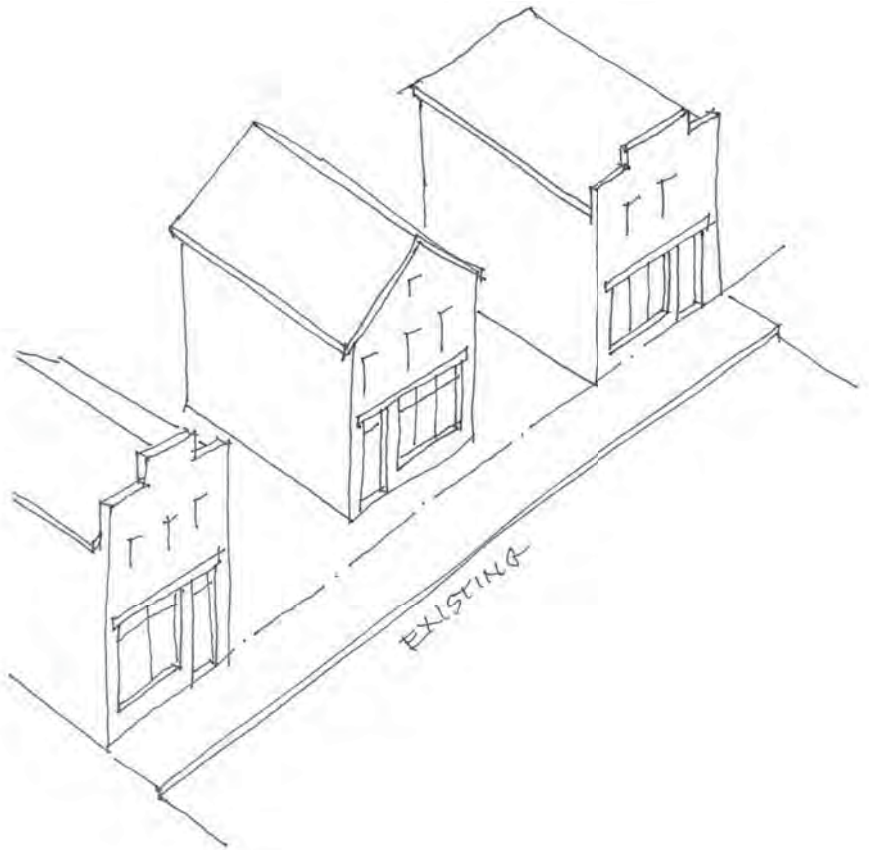


When the existing street facades on either side of a proposed infill development site are uniformly set at the lot line, the proposed infill development should maintain this uniform street setback.

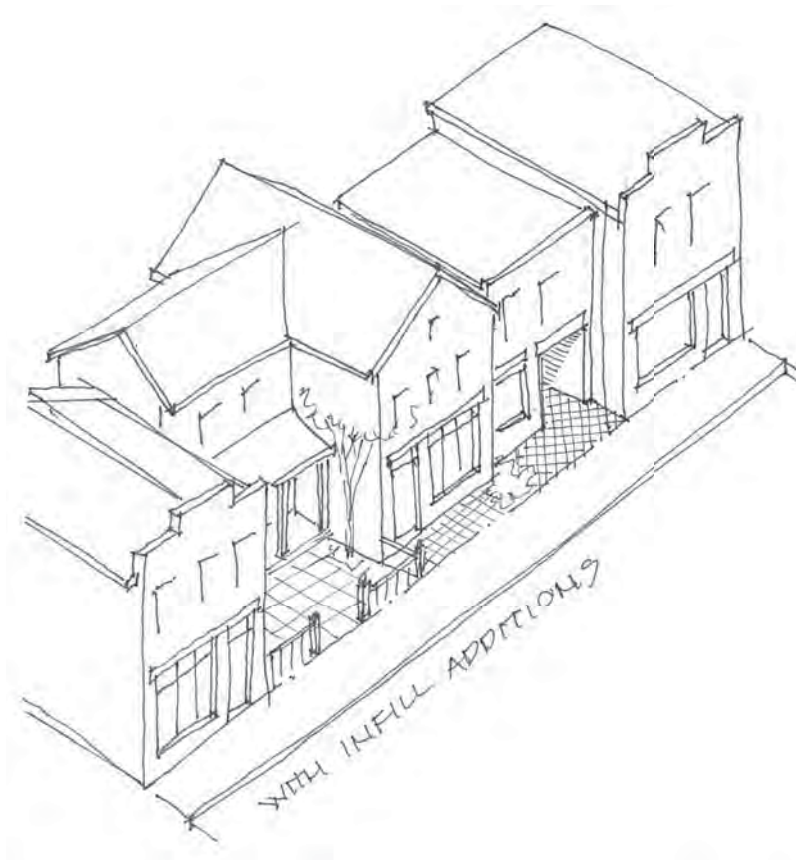


On many parts of Main Street, particularly where house-form buildings have been converted to commercial use, there is no uniform street facade in terms of setback or street wall continuity.

Where such street frontages evolve into more intensive retail usage, infill development (new construction or addition/renovation work) is permitted and encouraged. The ideal setback matches the adjacent setbacks, or their average. This is not always possible, and building owners may take advantage of the lack of uniformity by creating street front court yards and small landscape pockets to create a richly varied street front.



Where front setback is not governed by the setbacks of adjacent buildings, the main front wall of the building should be setback a minimum of zero and a maximum of 2.0 metres from the street line. When a building's front facade is staggered, the back wall plane should be setback no more than 5.0 metres from the front wall plane.

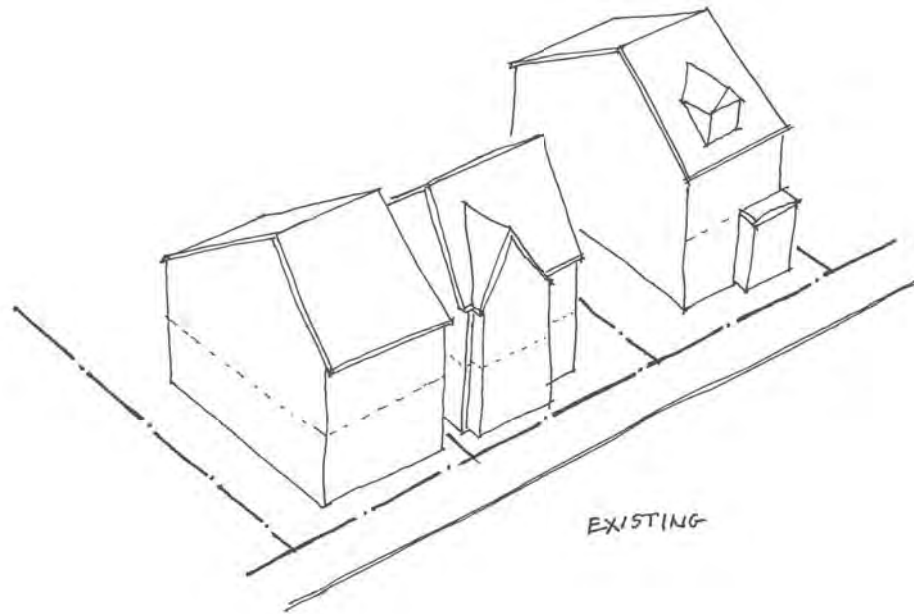




#### 4. Side Yard Setbacks

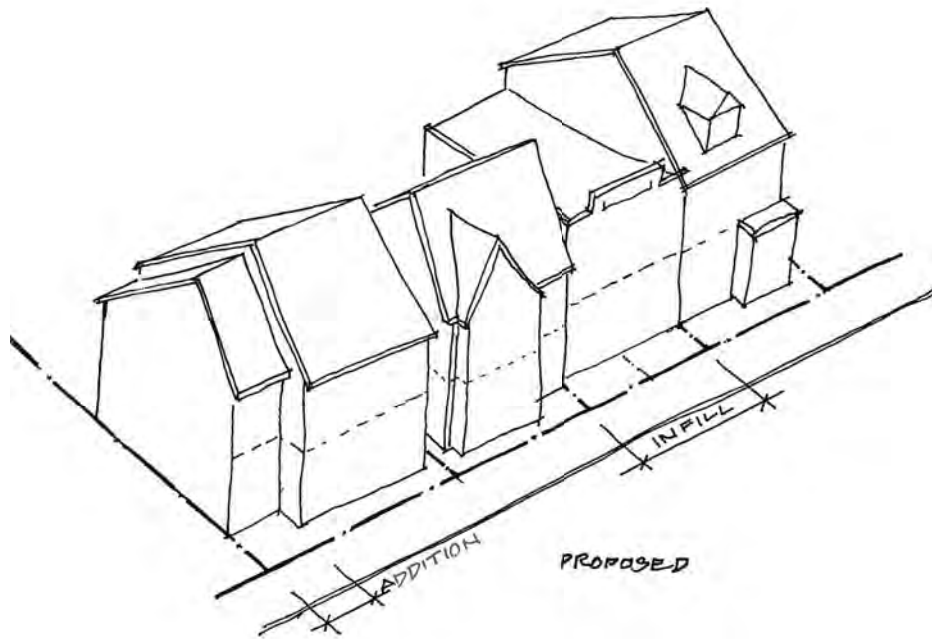
Unlike most commercial main streets, the majority of buildings along Olde Humberstone's Main Street are not zero-lot-line structures, but have side yards of varying widths. Zero lot line rules should be permitted for new construction on the main street, and to expansion of existing structures. That is; they should be permitted to build to the side lot line if this does not adversely affect the immediate neighbour.

However, because of the varied nature of the street, it should not be required to build tight to the side lot line. The existing laneways and driveways between buildings are mostly bleak spaces now, but with appropriate landscape treatment, these could be enjoyable pedestrian connections to the parking area. Public access driveways to the rear parking areas can be given enhanced treatment under the municipal street improvement program.



These spaces could provide additional frontage and access to the Main street commercial buildings from the rear-lot parking areas and can be treated in a variety of ways, such as trellised or canopied walkways. Arched laneways under second storey additions are encouraged.

Where sufficient side yard space exists on adjacent properties, the property owners should be permitted to sever and pool this land to create new zero-lot-line infill lots.



## B. Built Form and Massing

Heritage buildings, as found on typical small town main streets, are generally simple, rectangular volumes. The level of detail may be more elaborate in some cases, but the basic shape usually remains quite simple.

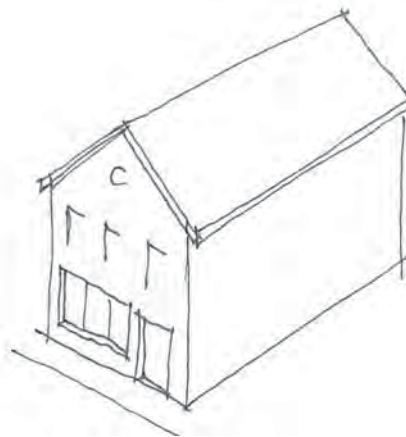
If additional space is required beyond the basic rectangular volume, then side or preferably rear additions may be found. Such additions should be similar in style or geometry to the main block of the building, but should generally be smaller with simpler detail.

True heritage buildings are not complicated shapes. Adding more and more 'heritage' elements (bays and projections, gables, dormers) does not make a building more traditional; it makes the building more pseudo.

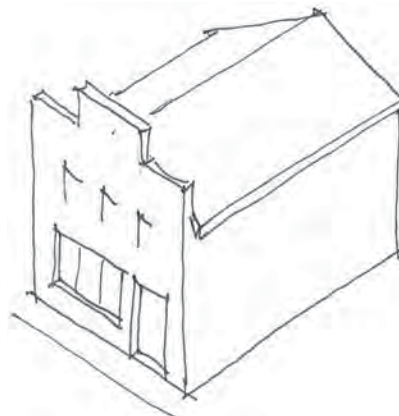
### Basic Massing Typologies

All of these typologies are based on the simple rectangle in plan. The majority of them, as is typical of commercial streetfronts, assume that the short side of the rectangle is on the street frontage. The distinguishing characteristic of these typologies is their roof form.

The simple gable roof form, with the gable end facing the street frontage, is a common residential building form. It is common in Olde Humberstone primarily because such buildings were constructed as houses and subsequently converted to commercial use.



When used as a retail / commercial structure, the gable end is often raised in the form of a 'stepped' or 'Dutch' gable. This establishes a stronger 'main street' presence on both purpose-built and renovated structures.

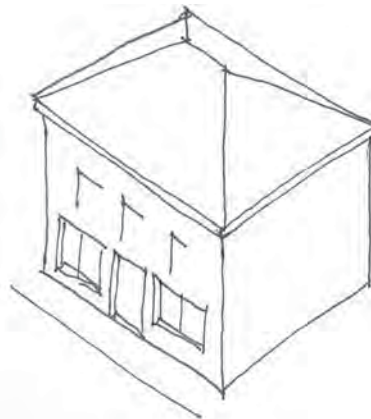




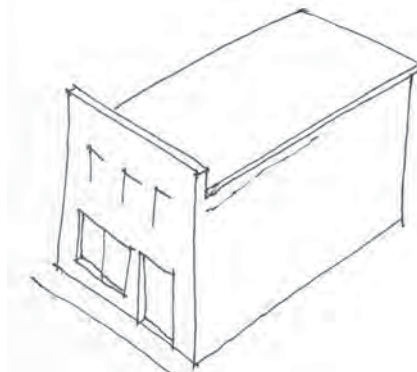
Gable roofs with the longer frontage and horizontal eave line are less frequent in Olde Humberstone, but there are some current and former examples (e.g. the Western Hotel).



Hipped or 'cottage' roofs are another form not frequently applied to 'main street' commercial buildings, with some notable exceptions. The White Block, now housing the Golden Grill restaurant, is a notable exception. Arguably one of the best buildings in the Village, it is sadly in need of restoration.



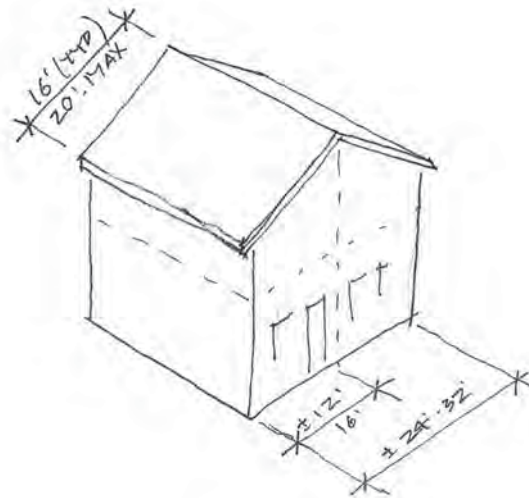
The 'flat roof' building is a misnomer, as it is never truly flat but has a minimal slope for drainage. This is the most common purpose-built retail form, both in Olde Humberstone and on main streets everywhere. It has a wide variety of facade treatments, from very plain to highly articulate. Flat roofed buildings generally have a front facade parapet, in a variety of forms.



### Building Scale

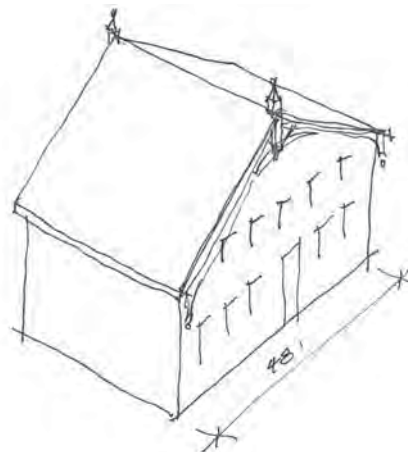
Appropriate scale can be difficult to determine because, 'heritage' buildings come in an enormous range of sizes. There are however, some generalizations that can be made with regards to the appropriateness of scale, both in the context of heritage structures of this era, and in the context of Olde Humberstone's Main Street.

A 'heritage' building is generally one that could be built with the heritage materials available in that era. In the case of 19th and early 20th century sawn and hewn lumbers, this typically meant floor joist of 12' to 16' and roof rafters up to 20', resulting in buildings (or primary bays of buildings) in the range from 24' to 32' wide.

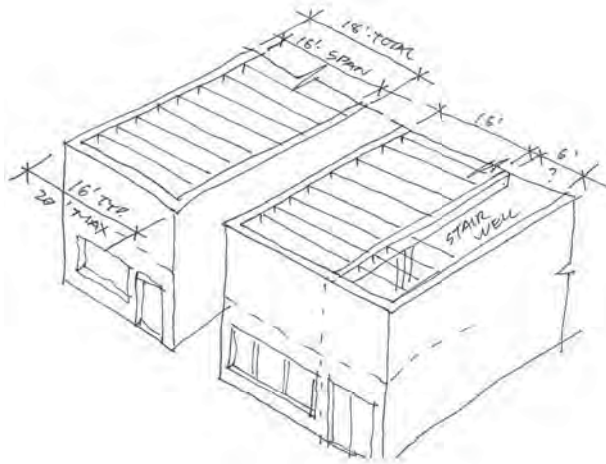


### Scale Based on Structure

Contemporary materials (e.g. pre-engineered wood trusses, engineered wood beams) allow us to build with much larger spans (40' to 50' is not unusual) but even extensive heritage detailing will not result in the transformation to a heritage facade.



Similarly, flat-roofed commercial buildings were limited by the same constraints of floor and roof joist length. This resulted in smaller store front buildings with a single bay frontage of 16' to 18'. There are examples of larger store-front buildings – some with two bays and some with one and a half, the smaller bay accommodating the staircase to the second floor. The primary street front pattern remains to be the individual 16' to 24' increment.

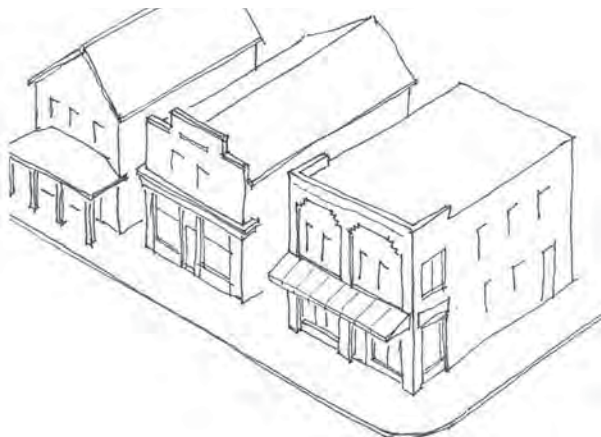


#### Scale Based on Precedent

With comparatively few exceptions, Olde Humberstone was a village of small buildings. Many of the now-commercial structures are renovated single family residences, and are predictably quite modest. Even the purpose-built commercial buildings are small, predominantly single bay as described above, and the few multi-bay store-fronts are only two or three bays in length.

#### Individual vs. Multiple structures

Built-form pattern on Main Street is a series of individual buildings, generally consistent with the previous notes on building scale. Some of these buildings are purpose-built single occupancy commercial buildings and some are individual house-form buildings adapted to commercial use. There are a number of multi-occupant buildings, but these are generally small in scale with two or three commercial tenants. It can be argued that this pattern and scale of development should continue with no change.



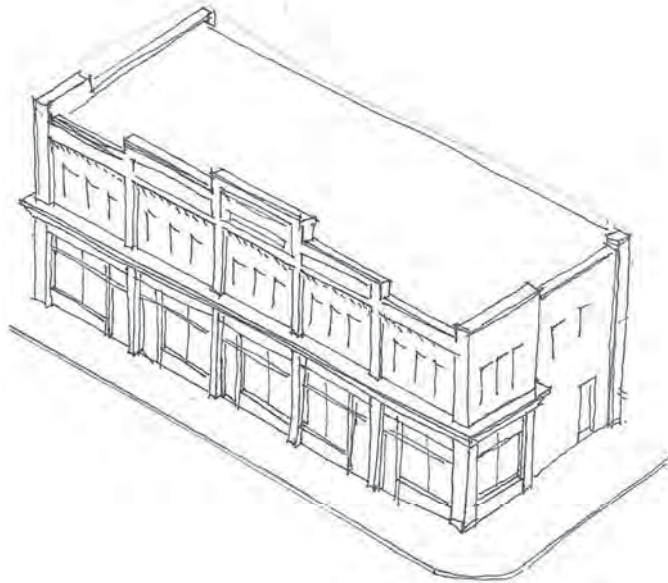


This rather mixed pattern has evolved from the era when the greater part of Main Street was still residential. The current and future reality is that, within the Olde Humberstone core area, it is clearly a commercial main street.

It can be argued as well that, if the commercial heart of the community had not neglected Olde Humberstone in favour of Port Colborne, then Main Street would have evolved into a clearly more commercial street in the latter half of the 19th century. The larger form of commercial buildings that were built on West Street in Port Colborne would likely have occurred in Olde Humberstone.

It would be consistent with the heritage character of Olde Humberstone Main Street to have some larger multiple-tenant structures, subject to the following conditions:

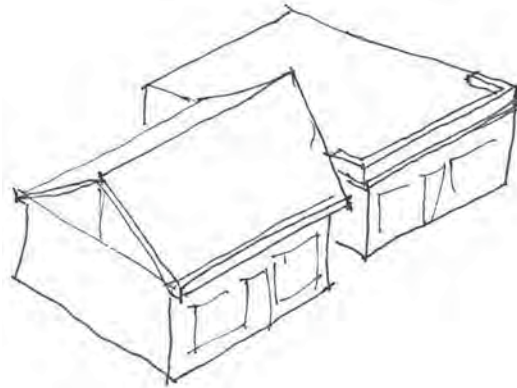
- The street facade should be expressed as individual store-front bays,
- Multiple bay structures should have a maximum of 4 bays,
- Multiple bay structures should occupy no more than 40% of the frontage of any one block,
- Smaller one or two bay structures should predominate,
- Bay size should be consistent with our previous guidelines on scale and height. (16' to 24' frontage).



### Building Height

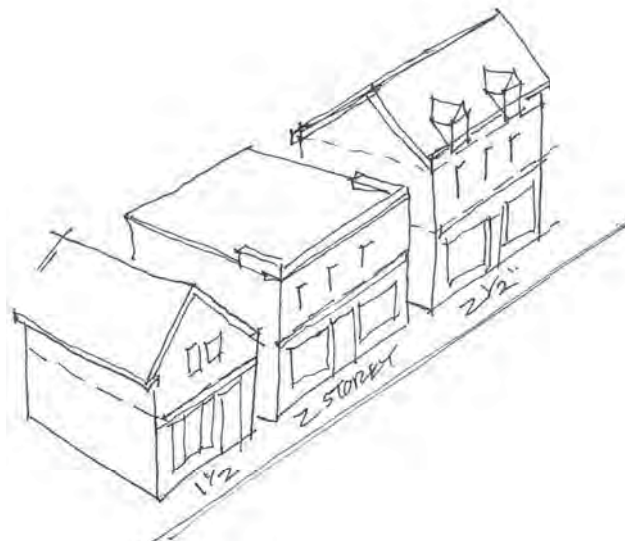
Like all other architectural/heritage characteristics, the object of a height limit guideline is to ensure that a building visually 'belongs' in its historical or current urban context. In the case of Olde Humberstone, this context is a mix of quite different low rise buildings, not all of which are valid reflections of Olde Humberstone's Main Street heritage.

While single storey buildings do exist, these do not contribute to the heritage image. New single storey buildings, particularly those with flat roofs, should not be permitted in Olde Humberstone. Single storey additions which are complimentary to existing taller structures may be considered.

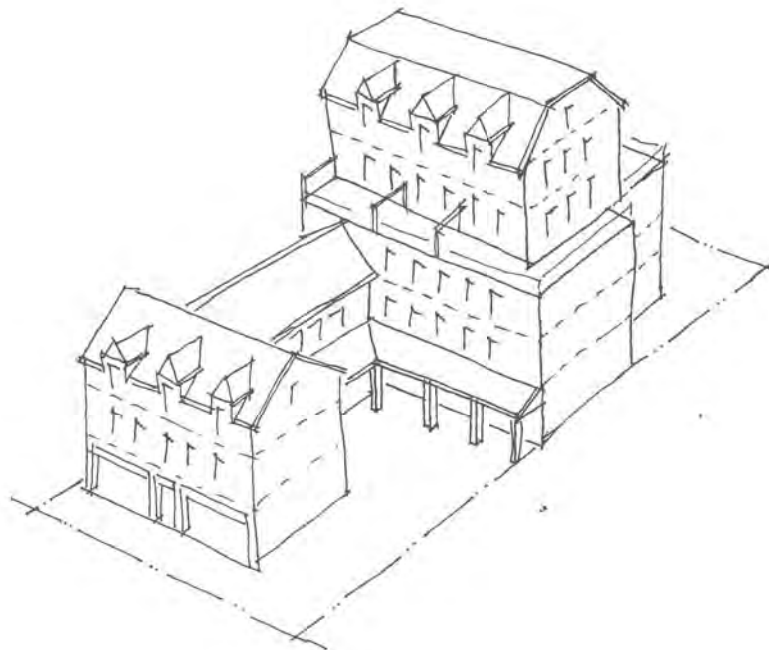
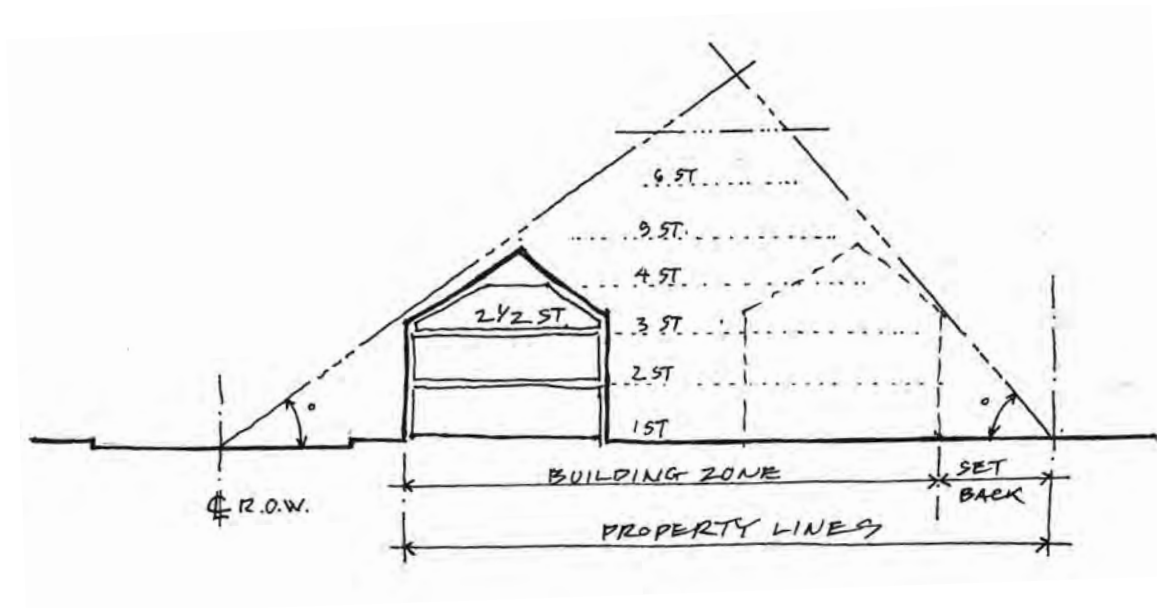


The heritage buildings on Main Street, and newer structures which are compatible with the historical pattern, are generally 1 ½ to 2 ½ storeys tall, and all future development on Main Street should be within this range. . The 3rd floor, if any, shall be incorporated into the roof design (i.e. the roof eave is no higher than the 4 feet above the 3rd floor finished floor elevation).

More specifically, any new development should match the height of its immediate neighbours, and should not deviate more than ½ storey from the average of these neighbours. Incompatible single storey neighbours may be ignored in this calculation.



The building height limits stated previously are essential to maintain the visual continuity of Main Street, and to prevent overshadowing of the adjacent residential areas. As long as these areas are protected, there may be sites where a greater height limit is permissible, to a maximum of six storeys. It would be necessary to develop a formula of angular planes in the Zoning By-law.





### Building Appurtenances

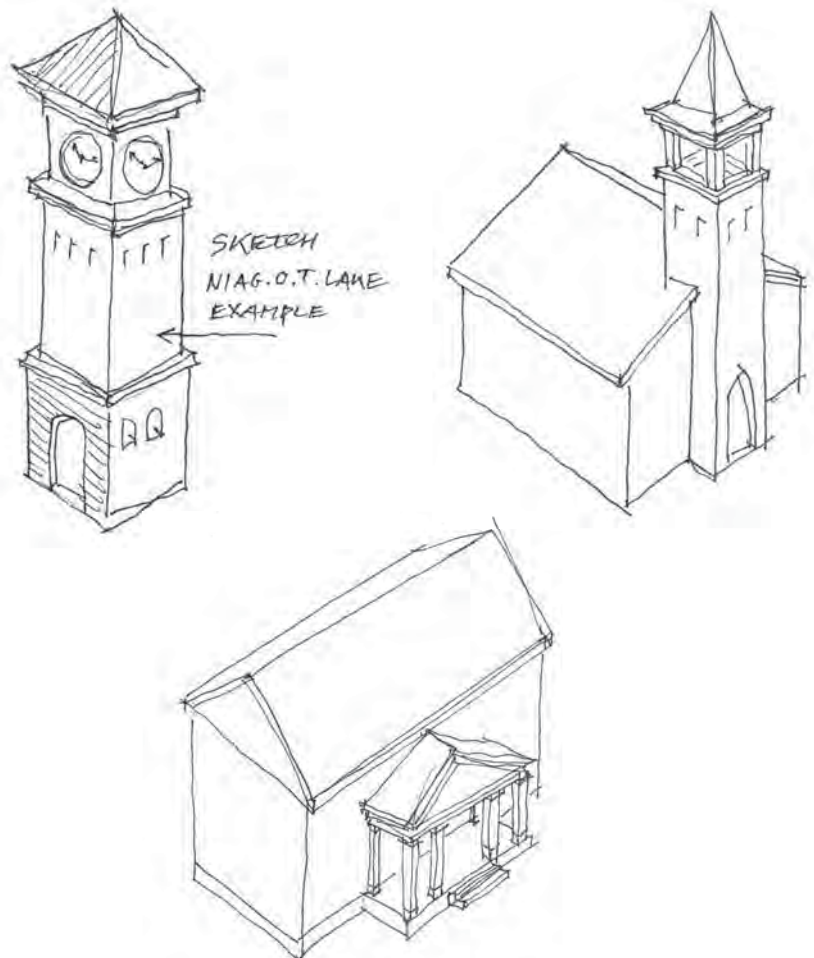
Mechanical or communication appurtenances larger than 1m sq. shall not be visible from the adjacent sidewalk. Rooftop mechanical equipment and vents should be incorporated as an integral part of the building design wherever possible. Roof top units and vents should be setback from the roof edge and screened using materials complementary to the building.

No other portion of the roof shall exceed 11.5 metres except for chimneys, cupolas, towers or projections less than 10 sq.m. in plan area.

### Landmark / Iconic structures

Heritage guidelines are tools intended to achieve consistency and harmony within a streetscape or a community. However, even the most harmonious village is not homogeneous. There are always landmarks; structures which by their very nature stand out from rather than blend in with the established patterns, structures to which guidelines cannot be strictly applied.

The clock tower is in a sense the classical example of an iconic structure, with the tower in Niagara-on-the-Lake being a prime example. Unfortunately the clock tower has been used so often, and so badly, by mall and subdivision developers that it has become a cliché.



Other examples of landmark structures appropriate to a small town setting include church steeples, fire hall towers, more elaborate entrances & porticos to civic buildings, etc. The lift bridge tower on the canal is an excellent example of a landmark structure, unique to Olde Humberstone and Port Colborne.

Architectural / heritage guidelines cannot prescribe in detail a future structure that is unique by definition. All such proposals should be carefully judged on their own merit as to whether they comply with the spirit and intent of the guidelines.

## 5.2 Architectural Design Guidelines

The following guidelines address renovation guidelines including architectural elements and additions to existing buildings. Design and construction considerations should where possible, preserve the original building fabric. This is a key section because the emphasis of future development should be placed on repair and renovation rather than replacement of deteriorated architectural features. In cases where replacement is necessary, the proposed building should match the original in character, style and scale. The replacement of missing features should be based on historical accuracy.

### Guideline Intent:

- **Balance Heritage Preservation & New Development:** The preservation of heritage assets within existing communities is a Smart Growth priority and supports the objectives for compact built form and enhancing community distinctiveness. Development sites situated adjacent to existing historic areas have general market appeal and should be developed as a catalyst for broad based urban renewal.
- **Character Sensitive:** Respect the 'original' historic character and preserve original fabric where appropriate. Contemporary additions should also be considered.
- **Conservation:** The alteration of any historical architectural feature or building should be resisted unless it is to rediscover lost features from previous renovations. The process and mechanisms for the conservation and restoration of heritage buildings should be prioritized.
- **Maximize Mixed Use & Reuse:** Mixed use development provides live/work opportunities, and contributes to vibrant and attractive neighbourhood character. Adaptive reuse should be considered as part of the conservation and restoration of heritage buildings.

### A. Architectural Character and Details

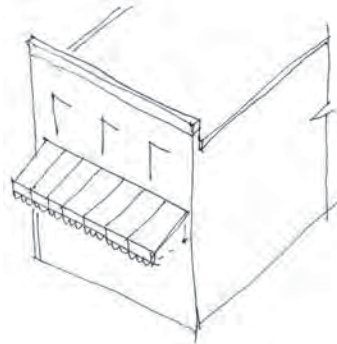
#### Porch & Awnings

Olde Humberstone as seen in the archival photographs is richly textured in its Main Street frontage, and the variety of porches and awnings on the street once made a significant contribution to this quality. Many of these porches are now gone or badly deteriorated, but their restoration or replacement would make a significant contribution to the heritage ambiance of Olde Humberstone.

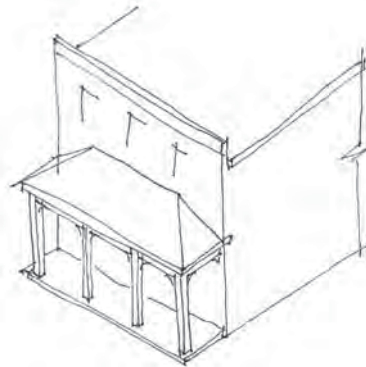
A typical commercial main street has a uniform street wall, without balconies, but in Olde Humberstone, we have the opportunity to create variety, to animate the street experience, and to re-introduce some uniformity to the street line, as well as to provide sun and rain shelter for pedestrians on the street.

### Porch & Awning Typologies

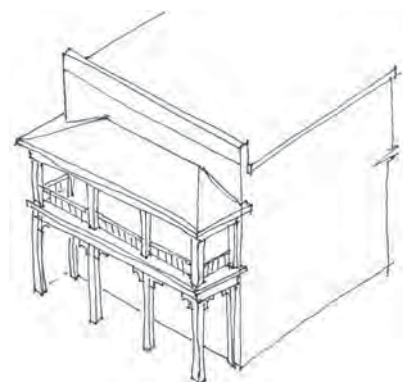
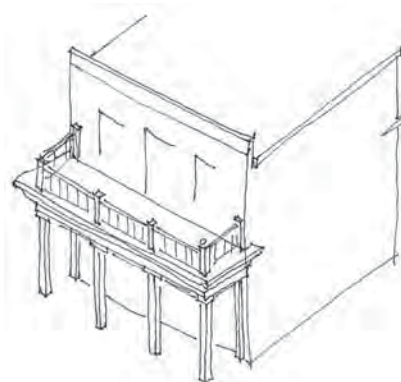
The simplest form is of course the basic canvas awning, fixed or retractable, common in the late 19th and early 20th century. These are colourful, light weight, and usually wall mounted, requiring no post supports which would inhibit pedestrian flow below. Back-lit synthetic awnings are not appropriate on Main Street.



The permanent fixed porch, with a pitched single-storey roof, was the most common configuration throughout the 19th and 20th century. It was found on many early Olde Humberstone buildings, in varying detailing (from simple to ornate).



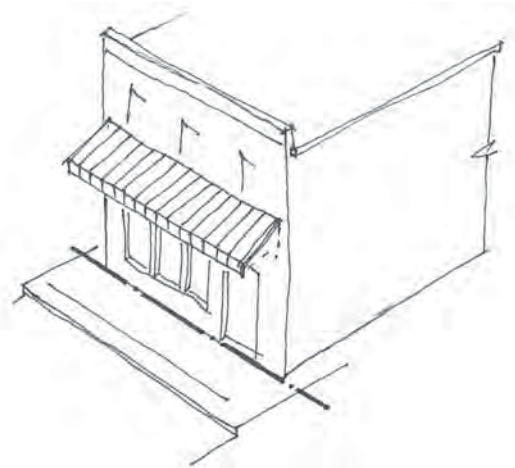
There are several two storey balconies still present in Olde Humberstone, and more precedents which no longer exist. These have an upper balcony or porch serving second storey occupants. In the archival photographs, there are also a couple of examples of two storey covered balconies, with a roof over the upper balcony. While these are not at all typical of today's commercial street fronts, they are very much a part of Olde Humberstone's history, and their re-introduction should be permitted.





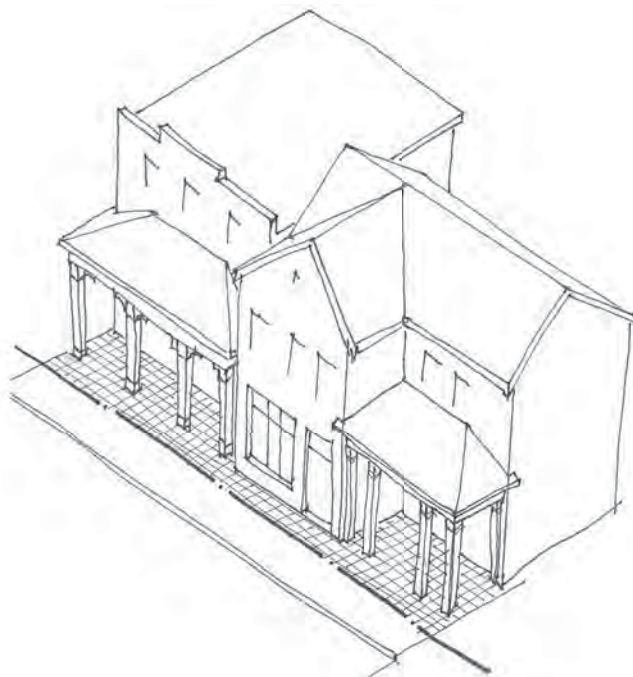
### Porch & Awning Site Location

Wall mounted awnings project beyond the building face, and it is suggested that, subject to the appropriate conditions, (clearance from utility lines, etc.) they be allowed to encroach into the municipal Right-of-way by a max. of 2.0 metres, and with a height clearance of 2.8 metres.



There are no municipal constraints on the placement of porches or awnings on private property, and property owners have considerably more flexibility in the placement of porches and awnings to enhance their street front open spaces.

Placement of porches and awnings can be used to minimize differences in setback along the street line, strengthening what is now a very discontinuous street wall.



### Porch & Awning Details

Porches in a heritage area should be heritage in character. However, as previously stated, the level of traditional detail should be subdued. Porch columns should be correctly proportioned wood. Thinner columns are traditionally used in pairs; proportionally thicker columns are used individually. When columns are placed on a raised pier, the columns are shorter and may be reduced in width while maintaining their proportions.

Columns may be round or square as required to relate to the adjacent building. They may be given a simple column cap detail or simple brackets, but not both. Continuous 'gingerbread' or dentil block detailing is not appropriate except on the more elaborate buildings in Olde Humberstone.

Cotton canvas is preferred over poly-type materials for awnings. Back-lit synthetic awnings are not appropriate on Main Street.

### Upper Story Patios

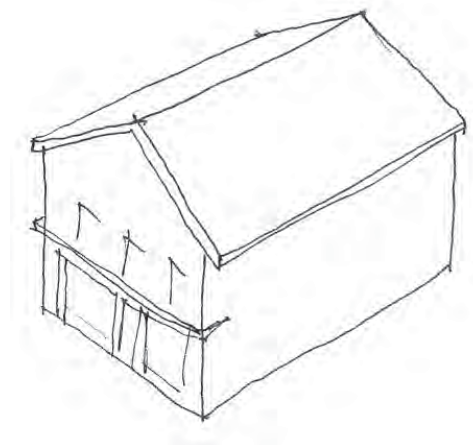
Moderately scaled second storey balconies for upper residential or offices are permitted along Main Street as there is some historical precedent for these. Larger second storey commercial (restaurant) patios are not permitted, and no balconies or patios should be permitted at the third floor level.

### Roof Forms

Olde Humberstone Main Street has always had a variety of simple roof forms, resulting from the mixed commercial and residential roots of these buildings. This variety and simplicity should be encouraged to continue.

### Pitched Roofs

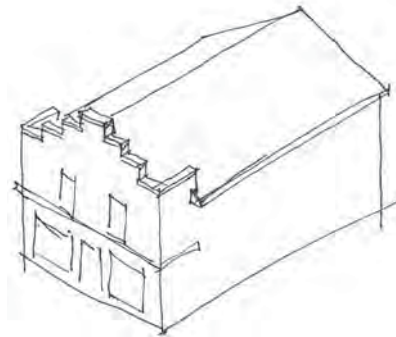
The simple gable roof is more often a residential typology. There are a number of precedents on Main Street, particularly where residential buildings have been converted to commercial use. As many of these roofs are still in use on commercial buildings, this is an acceptable precedent roof form. Traditional roof pitches generally range from 7:12 to 10:12.



Gable end trim work (barge boards, brackets, king posts) were often found on heritage buildings, and may be used with restraint. More elaborate detail does not make a building more 'heritage', particularly in a modest, predominantly working class village. 'Less is more' can apply as appropriately to traditional buildings as to modern ones. Mass produced plastic 'gingerbread' is not acceptable.

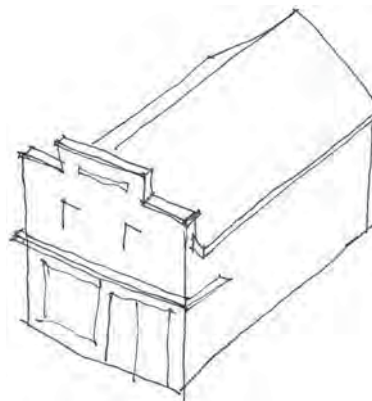


Gable roofed buildings in commercial use often articulate the street front gable end with a raised parapet. This establishes a more visibly dominant street presence, as well as accommodating larger signage for the commercial occupant.



The western gable, with a single step, is not a particularly common form in Southern Ontario, but there are a number of precedent examples on Main Street, particularly on the wood framed buildings. The multi-stepped dutch gable is a more elaborate expression found on both brick and wood structures. The dutch gable is less common than the western gable, but there are some precedents on Main Street. Both of these roof forms are acceptable in Olde Humberstone.

As most commercial / retail structures present their shorter face to the street frontage, it is less common for a gable roofed building to present the horizontal ridge and eave lines to the street front. This is also an acceptable built form in Olde Humberstone.

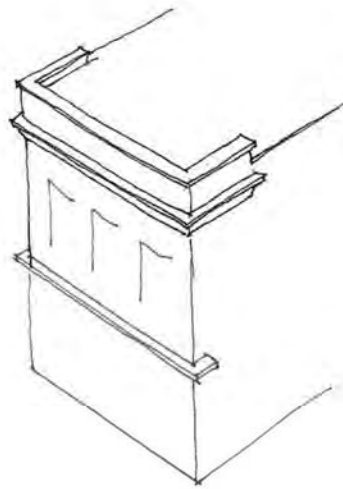




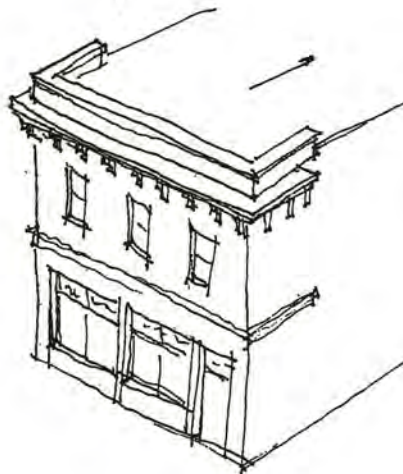
### Flat Roofs

The uniquely varied character of Main Street permits the different sloped roof forms described previously. However, the predominant form for purpose-built commercial buildings on Main Street in Olde Humberstone, and on the main streets of cities throughout Southern Ontario is the flat roof. It is important that the infill flat roofed buildings maintain the heritage character of Olde Humberstone.

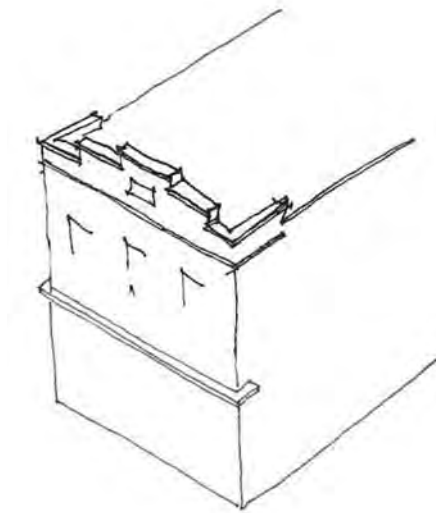
The street facade of flat roofed buildings may be quite simple, but in the traditional form, it typically has some form of cornice, parapet or other articulation to the horizontal eave line.



The most dominant form of this eave treatment is the projecting cornice, which may be a simple crown mold profile or it may be highly articulated with dentil blocks, supporting brackets, etc. Again, the 'less is more' rule should apply. Olde Humberstone's Main Street was never a grand, High Victorian street, and restraint in traditional detailing should be encouraged.



While the geometry of the Dutch gable lends itself to the facade treatment of pitched, gabled roofs, it may be lowered in profile and applied as eave line articulation to flat roofed buildings, alone or in combination with a projecting cornice set below the stepped gable.



Cornice line articulation need not project out from the wall plane of the building, but may be recessed in the form of corbelled cornice detailing. Combined with articulated pilasters, usually in brick work, this can create very appropriate heritage facades.

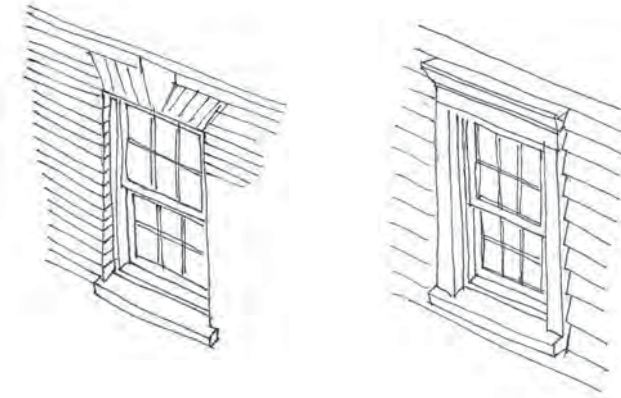
Green roofs are encouraged as a means of retaining stormwater, improving air quality and adding visual interest.



## Windows & Doors

### Windows

Windows should be detailed in a manner suitable to the adjacent wall material (e.g. the window frame should be recessed into the thickness of a masonry wall, including stucco as well as brick and stone) so that the depth of the cladding material is visible. Windows in frame/clapboard walls should be raised so that the exterior window frame extends beyond the wall.



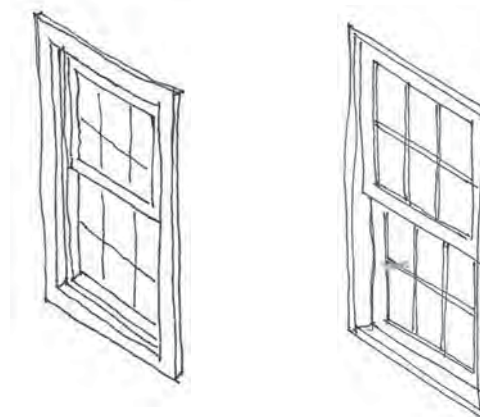
Windows should have clearly articulated sills and lintels rather than uniform 'surround' frames. Windows should ideally be single or double hung, and should be vertical in proportion.

Windows should ideally be individual wall openings, with a space between windows equal or larger than the window width. If windows must be hung together, they should be separated by a mullion thick enough to appear structural, not mullied directly to the adjacent window frame.

If windows are divided into separate panes, the muntin bars should be 'true divided lite' or 'simulated divided lite', not snap-in grills or between-the-glass inserts. Muntin bars should divide the window into vertical panes, with the proportion of the pane generally matching the proportion of the over-all window.

The most common glazing pattern in double hung windows is 6 over 6, but this may vary to suit window size and context. It is most important to keep individual panes similar in size and proportion, even when the windows in a wall plane vary in size and shape.

Arched windows do have some precedent in Olde Humberstone, on more significant masonry buildings, and may be used with restraint on some new infill development.

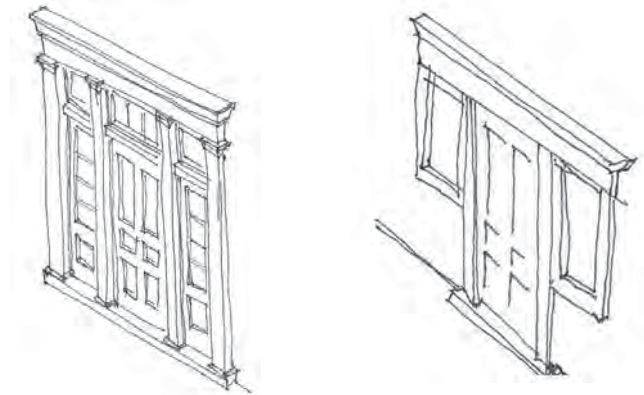




### Doors

It is appropriate for main entrance doors to have greater detail than elsewhere on the building. This may include surrounding pilasters, sidelights, transom lights, and a detailed lintel / cornice.

Sidelights and transom lights are not necessary in a main entrance door, but where they are included, they should be framed within the door surround. Sidelights should not separately frame windows placed tight against the door frame. If a door is flanked by windows rather than by sidelights, these should be separated from the door frame by a width equal to or greater than the window width.



### Store Fronts

Store front glazing (both windows and doors) should dominate the ground floor commercial frontage, to a minimum of 60% of each building frontage, and blank walls on the Main Street frontage are to be discouraged. This predominantly glazed ground floor 'shop front' should be separated from the upper stories by a clearly articulated cornice line.

This cornice line or entablature should visually relate to the supporting walls or pilasters below. It generally frames, or serves as a backdrop to the store front signage panel, although signage may be contained within the glazing panel.

Store front entablatures can be quite ornate, but it is advised that the historically traditional detailing of frontages be followed in Olde Humberstone. The most traditional store front glazing is incorporated into the frieze component of the entablature. Surface-mounted metal, back-lit sign boxes should not be permitted.

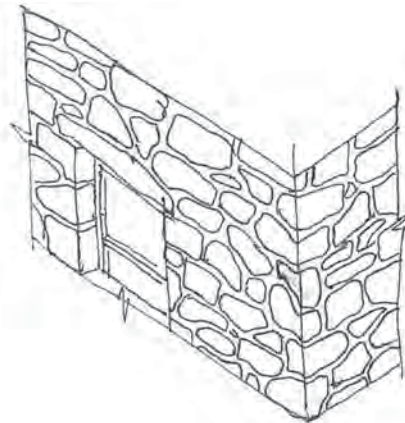


### Materials

As with all aspects of the design guidelines, the objective is to ensure that all buildings should appear compatible with the existing materials in the community. The following materials have a history of use in Olde Humberstone, and are acceptable for new construction, addition and renovation work. As with many other aspects of these design guidelines, the existing pattern of usage in Olde Humberstone is quite varied, and the resultant list of appropriate materials is similarly varied.

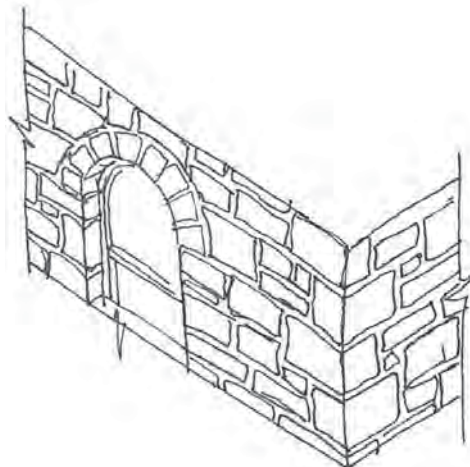
Random or rubble field stone was used on some of the early, pre-confederation buildings, such as some of the original taverns. It is no longer in use, but may be appropriate for certain reconstruction projects.

Coursed fieldstone, with rough cut faces, was often used in conjunction with ashlar (smooth cut) stone quoins, arches and lintels for a more finished appearance. The most noteworthy example is the Humberstone Hall. This material is appropriate for more formal civic or public buildings.

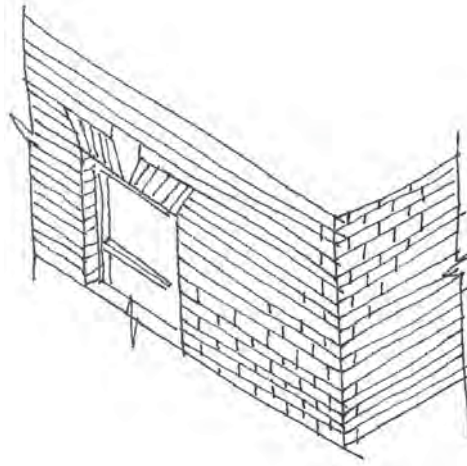


Stone may be used throughout a building facade, or it may be used as a foundation / base with brick or wood siding above. Stone should not be used when only the shop front facade is visible to the street.

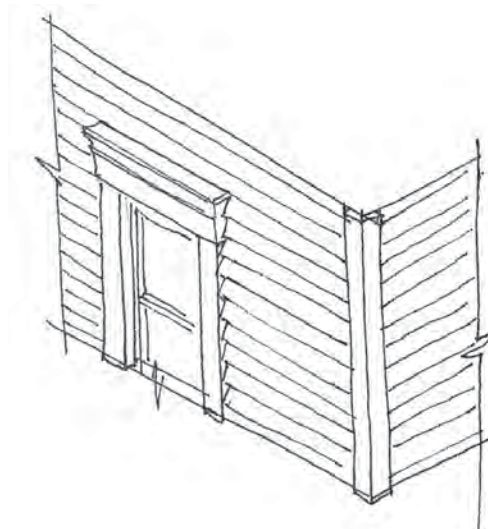
Brick is the most appropriate material for use on Main Street commercial buildings, as long as it is a deep red, burned clay brick. It has a long history in both commercial and residential use, and will likely be the most widely used material for Main Street development projects.



Wood siding (but not metal or vinyl substitutes) is an established residential material, but was used in a surprising number of early Main Street commercial buildings. Its continued use should be encouraged.



Any product that mimics a more expensive material is not permitted (e.g. stonetile); the only exception is Hardy Panel. Stucco should not be used as a principal wall material at the lower levels of a building. Vinyl siding, plastic, plywood, concrete block, mirrored glass and metal siding utilizing exposed fasteners are not permitted.





### Colours

Brick and stone work should retain its natural colour. Wood siding and trim work offer the greatest opportunity to introduce new colours, granted there are two legitimate schools of thought in determining building colours:

A) Wooden buildings should be traditional white, gray with white trim or subdued earth tones, or other acknowledged historic colours. Where sufficient evidence exists, the original colours should be re-used.

B) Vibrant colours may be permitted in order to create a sense of vitality rather than a sense of history.

### B. Building Alteration Guidelines

The following guidelines address renovation including architectural elements and additions to existing buildings. The preservation of heritage assets within existing communities is a Smart Growth priority and supports the objectives for compact built form and enhancing community distinctiveness. Development sites situated adjacent to existing historic areas have general market appeal and should be developed as a catalyst for broad based urban renewal.

Many of the guidelines for building alteration will be consistent with the general 'Architectural Character & Detail' guidelines of the previous section.

#### 1. Renovations

Where feasible, the original building fabric should be preserved and repaired. When replacement is necessary, the original character, style and scale should be matched. Replacement of missing features should be based on historical accuracy.

Original elements that lie beneath contemporary alterations should be preserved and replicated where necessary, if damaged. The alteration of any historical architectural feature or building should be discouraged unless it is to rediscover lost features from previous renovations.

When shop fronts are renovated, the original building design should be followed, using those elements that are intact, and replacing missing features.

The base panel of heritage storefronts provides a visual and functional building base. Original base panels should be maintained where they exist with materials of the same colour and texture as the display window frame, or the pilaster materials.

As the largest element of the shop front, the display window establishes the character of the facade. The continuity of large display windows should be maintained.

The display front is often divided near the top into transom windows. The transom should be maintained and any obstructions such as air conditioning units that have been inserted into this space should be removed.

Doors are a very important functional design feature of heritage buildings. The location, size, shape, and style of doors establish the most immediate impression of a building. Traditionally constructed of wood and glass and fitted with metal hardware, each style of door is designed to fit a particular style of building. The style of heritage doors should be preserved where possible, respecting the shape of the opening, the divisions within it, and the surrounding trim

Example of an existing condition (A.) and following a suggestive facade improvement (B.).

A. Before Facade Improvement



B. After Facade Improvement



In addition to providing light, views, and ventilation, windows are an important design element of a heritage building facade. The location, size, shape and style of windows help to establish our impression of the building. Replacement windows should duplicate the originals in style, type and material. Custom wood sashes should be used to provide a near-perfect match for the original. If an exact duplicate is not possible, windows with similar operation and internal divisions should be installed.

The size, location or number of openings on the main facades should not be changed, unless the property is being restored to its original appearance. In cases where the interior has been renovated and the ceiling lowered, a bulkhead or valance can finish the ceiling edge against the window. In some cases, an opaque upper pane may also be appropriate.

## **2. Additions**

Building additions should reference the building to which they are being added both volumetrically and materially. Additions should reference adjacent buildings but only if they complement the primary building.

Additions should not attempt to create the illusion that the original building volume was larger, but should read clearly as additions to that original volume. Each addition should be smaller in scale than the original volume.

When adding structure to an existing building, particularly a heritage structure, the new structure should either be identical in materials & details to the existing building or it may provide a contemporary design response which is sympathetic to the scale, materials and details of the original. Poor quality imitations of heritage styles are not appropriate building additions.

## **5.3 Signage**

### **1. Sign locations**

I. A sign board for commercial signage or awnings is encouraged above the groundfloor level. Gooseneck lighting or other front-lit architectural lighting is preferred above all sign boards that are flush to the facade. Wood signs are preferred over synthetic plastic signs.

II. Signs are not permitted above the second floor unless there is an architectural precedent for integrating its design into the building form.

### **2. Sign Types**

I. Back-Lit signs are not permitted anywhere in the CIP area, except to back-light raised lettering only, where such text is greater than 12" high.

II. Signs are permitted to be printed on awnings.

III. Painted window signs are permitted and encouraged.

IV. Changeable copy, free-standing signs are not permitted.

V. Free standing pylon signs and billboards are not permitted.

VI. Window signs are permitted and encouraged.

### **3. Projecting Signs**

I. Projecting signs are encouraged. Projecting signs can be no larger than 2.5 sq. metres and must have a clearance of 2.5 metres above the sidewalk.



## 5.4 Landscape Guidelines

### General Guidelines:

1. Native plant materials should be used wherever possible. Naturalistic plantings should be provided at the interface of parking areas with adjacent watercourses and natural heritage areas.
2. The focus should be in xeriscaping, selecting plants that require minimal watering.
3. The planting scheme should reflect a four-season approach so that plant material offers year-round interest.
4. Existing significant trees, tree stands, and vegetation should be protected and incorporated into site design and landscaping.
5. Landscape design should incorporate a wide range of strategies to minimize water consumption, including the use of native species, use of mulches and compost, alternatives to lawn and rainwater collection systems.
6. Impervious areas directly connected to the storm drain system are the greatest contributor to storm water pollution. Breaks in such areas, by means of landscaping or other permeable surfaces should be provided to allow soil infiltration, thereby minimizing discharge into the storm drain system.
7. Every 1000 sq.m. of commercial building area (or a ratio thereof) requires 1 caliper sized tree (>60 mm caliper) and 1.5 sq.m. of landscape beds (shrubs, small trees, perennials, annuals, etc.). The beds must be mulched with a minimum 3" of bark mulch. While native plants are generally preferred over non-native species, non-native species may be used if they are salt tolerant and non-invasive. Salt tolerance should be a key consideration in species selection.
8. All parking lots with a capacity greater than 24 cars require landscaped islands at the end of each row of parking (between the last stall and the travel lane). The island should be no less than 4' wide spanning the length of the parking stall. One tree (no less than 12' high) is required per island. The island should either be raised with a concrete curb, or the island should be designed to channel and store stormwater runoff as part of the overall stormwater management plan.
9. All free standing light standards in commercial developments should be fitted for hanging flower baskets. Each light must have no less than 2 sq.ft. of planting area. Baskets must be maintained with good quality plants from May 20 to September 20th each year. The exception is the light standards on the bridges. Due to the wind speeds, baskets are not appropriate on the bridges.
10. Planter boxes should run along the outside railing of both bridges and should be planted with annuals. Planter boxes must be maintained from May 20 to September 20th, each year.
11. Naturalized meadows are preferred over maintained turf areas. A suitable native meadow mix must be used in this case.
12. All commercial developments over 300 sq.m. require a planting plan which must be stamped by a member of the Ontario Association of Landscape Architects (OALA).





### Site-Specific Guidelines

#### Fences and Walls

For the small residential area at the east end of the study, the classic white picket fence is the appropriate choice for property delineation. While over-all consistency is desirable, individual creativity in fence design is encouraged. For residences located within the commercial areas of Olde Humberstone, white picket fences are permitted to identify individual properties, Wrought iron fences are also permitted.

The commercial areas of Olde Humberstone have many front yards and landscaped spaces along the street frontage. Where landowners wish to separate these spaces from the sidewalk the use of decorative wrought iron fences is encouraged. To reinforce the community's heritage, it would be ideal to re-use or re-create iron fencing as produced by Neff foundries.

Low stone field walls, under .5 metre in height, may be used as free standing garden / landscape walls, as retaining walls, or as a base for wrought iron fencing. Such walls are most appropriate in the context of stone, or stone-based, buildings. They may also be used, along the Weir Canal.

#### Amenities

Bike racks should be provided for all commercial developments with one bike space per every 200 sq.m. of commercial space. Street furniture, benches, drinking fountains, and garbage/recycling receptacles should also be placed in areas of high traffic, where necessary.

## 5.5 Site Issues

### Parking

Parking areas of new development should generally be situated at the rear of the building (unless underground) and no parking shall be permitted within the ROW and the building facade.

- I. Access to the rear lot should be shared with at least one neighbouring property on Main Street in order to minimize the amount of sidewalk crossings. An easement shall be established on the property for any new lane to ensure shared common rear yard access.
- II. No more than one lane shall be permitted per property.
- III. Each lane must include a 1.5 metre min. sidewalk from the back of the lot to Main Street.
- IV. Access lanes will only be permitted where they do not exceed 30% of the lot frontage.

Sidyard parking will only be permitted where it does not exceed 20% of the lot frontage (including the lane to access the parking).

For underground parking, access shall be from the interior or rear of the lot. There should be no access directly off Main Street.

High quality landscaping treatments should be used to define site boundaries, provide buffers between adjoining developments, and screen storage and utility areas.

The property setback of all parking areas should provide a landscaped area a minimum of 2.0 metres wide.

A landscaped island should be located at each end of every parking aisle.

Landscaped islands should be a minimum width of 2.5 metres wide and include one tree per parking row.

Planting beds and landscaped islands should include a 4 inch curb to prevent damage caused by vehicular movements and snow clearing.

On-site parking should not be permitted along the Main Street frontage.

#### **Stormwater Management**

Roof leaders at the rear of a building should be directed to a covered cistern designed to hold the 2 year-1 hour storm volume. Roof leaders at the front of the building should not drain directly across the sidewalk.

#### **Light-Pollution Reduction**

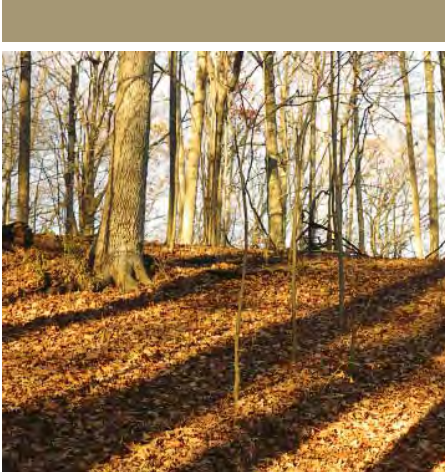
Up-lighting is not permitted except during the month of December for holiday decorations. Architectural lighting that is Dark Sky Compliant is encouraged.

#### **Water Use Reduction**

Low flow plumbing fixtures and waterless urinals are required in all buildings.



## 6. IMPLEMENTATION



This report describes a long-term 25-year vision for Main Street, Olde Humberstone which forms the basis of a CIP for the study area. The plans and proposals are consistent with both the Port Colborne Official Plan and the Regional Model Urban Design Guidelines.

The cumulative process followed by Council, staff and their consultants over the last 2-3 years has been consistent with the Provincial CIP guidelines. The City Official Plan enables this CIP to become a recognized plan for the study area and the details contained herein outline:

- Strategies for the physical improvement, intensification and strengthening of the study area
- A package of rebates, grants, loans, exemptions/credits and incentives to stimulate redevelopment, intensification/reutilization, and environmental clean-up of the study area.
- An implementation strategy that identifies the roles of the City, Gateway Association and property owners.

This chapter outlines the remaining steps needed to realize the Plan as well as the roles and responsibilities of the various stakeholders.

### 6.1 Public Realm Budget Estimates

The implementation strategy outlines how the recommended public projects may be completed in three phases. Assuming that funding is available, the work indicated should be able to be completed within 25 years. These estimates also assume program budgets will be adjusted accordingly for inflation and other unexpected cost increases.

The total implementation budget for the 25-year Streetscape Master Plan is approximately \$13.9 million dollars (2008 dollars). If the City and project funding partners are able to contribute approximately \$557,000 (2008 dollars) in capital or in-kind to the projects identified each year, all works could be completed within 25 years.

Some of the capital required may already exist within annual budgets for maintenance and renewal of the streets and other related infrastructure. A 10% contingency has been included to allow some flexibility during detailed design. An additional 10% has also been included for design and project management costs however, these will vary from 8% to 18% depending on the size, nature and the level of project management required. Exact costs will depend upon detailed designs and the bidding climate prevailing at the time of implementation. All projects require detailed design to facilitate quality implementation.

Materials and quantities were derived from measurements taken from the 1:250 geo-referenced base plan. This level of accuracy is sufficient for general planning, however, more accurate estimates will be required during the detailed design and construction stages before going to tender with proposed work. Actual costs may be plus or minus 20%. All quotes reflect October 2008 'installed' prices, not including tax. With recent ballooning petroleum prices, prices could increase rapidly in line with petroleum cost.

The budget estimate does not include costs for long-term easements, land purchases or private improvements. Miscellaneous items/costs are outlined in the various sub-area descriptions and these include allowances for grading, catch basin relocation and special features (refer to Chapter 7).

It is important to recognize that the drawings and designs in this document are conceptual only. A qualified design firm/team should be commissioned to prepare schematic and detailed design drawings and contract documents for each individual project. This additional cost has been accounted for in the cost estimate (refer to Chapter 7).



The shared rear parking lots are included within the capital works budget. However, as these are proposed on private property, it is recommended that there be a cost sharing strategy implemented between the City and a Business Improvement District Commission (BIDC). The City should be responsible for the establishment of easements and for funding the shared rear-parking lots while a BIDC would be responsible for the maintenance costs and management of the parking lots. Furthermore, there should be a grant available to the property owners for the works required in connecting their properties with the parking lots.

#### Public Realm Phasing

Priorities have been set by the project Steering Committee. Taking positive and visible small steps at the beginning is important in building momentum for the larger vision.

Initiatives with a high profile and ease of implementation have been given the highest priority. The larger and more complex projects will require time and further studies to work out the details for implementation.

There are several bodies that will need to participate to implement the 25-year Plan. The Planning Department will need to implement policies which reflect the objectives of this plan; the City's Engineering Department will need to coordinate municipal works schedules to implement many of the streetscape and park projects; The Port Colborne Economic Tourism Development Corporation will need to carry some of the projects forward (the VIC/Interpretive Centre) as well as assisting with the branding of downtown and creation of unique events; The St. Lawrence Seaway Authority will need to coordinate bridge and canal improvements; a Business Improvement District Commission (BIDC) will need to be formed to carry many of the projects forward.

#### Phasing

Forecasting a year-by-year phasing strategy is difficult without a strong sense of annual budgets. Priorities set by the Advisory Committee can be influenced by the opportunities that arise from unforeseen funding sources, new developments and private sector initiatives.

Phase One Priorities (Years 1-5)

Phase 2 Priorities (Years 6-15)

Phase 3 Priorities (Years 16-25)

### 6.3 Private Lands Revitalization - Grant Options

With the implementation of a CIP for Olde Humberstone, the City of Port Colborne will need to commit financial or staffing resources to coordinate private redevelopment within the CIP area.

The following is a brief summary of grant programs that could be made available through the City. It is important for the municipality to consider the specific works that it desires to encourage and then devise a grant program best suited to those specific works. It is recommended that the city allocate \$50,000 initially for private grants. This amount should be reviewed and adjusted accordingly each year by Council. It is typical that there be a greater initial allocation because of the grant program. This funding will serve as a catalyst for the revitalization of Main Street.

#### 1. Planning (architect/landscape architect) Fee Grant

A one-time grant of 50 per cent to a maximum of \$500 will be available toward the cost of the preparation of architectural plans for building facade improvements. The grant would be conditional on the architect being approved by the City to ensure that the guidelines outlined in this report are implemented at the design stage of the development.

Also, a one time grant of 50 per cent to a maximum of \$500 will be available toward the cost of the preparation of a site plan suitable for approval by the City in accordance with the Property Standards By-law, Sign By-law, and regular site plan requirements.



## 2. Facade Improvement Grant

The City could provide a one-time grant of 50 per cent (to a maximum of \$10,000) of the costs to assist commercial building owners in the CIP area improve a building facade on the Main Street frontage in accordance with this report. Grants for buildings in excess of two stories will be structured to provide additional funding at a rate of \$2,000 per additional storey, once the grant exceeds the maximum \$10,000. The grant will include buildings materials, labour and professional fees.

## 3. Secondary Grant

Improvements to each exterior side and rear of buildings, where the building fronts onto a sidestreet and/or backs onto a shared parking area will be eligible for a grant provided at 50 per cent (up to \$5,000) of the costs per exterior or rear building face. Where buildings exceed two stories, the grant may be increased by an additional \$1000 per storey. Grants would be paid upon completion of the work.

## 4. Sidewalk Cafe Grant

The City could provide a one-time grant of 50 per cent (to a maximum of \$2,000) of the costs to assist restaurant owners in the CIP area create or improve a sidewalk cafe. The grant would include building materials, labour and professional fees.

## 5. Application fees rebate;

These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act.

Where a property owner or business is undertaking improvements to lands and buildings in accordance with this report, the City will provide a grant equivalent to the cost of the normal application fees for approved projects in accordance with the provisions of Section 69 of the Planning Act and the City of Port Colborne Tariff of fees bylaw:

Site Plan approval (\$2000)

Rezoning (\$2500)

Minor Variance (\$530)

In the case of building permits, the property owner will be reimbursed for 50% of the fee, up to a maximum of \$500. The applicant will be responsible for all mapping and registration costs for agreements where applicable.

## 6. Property tax increment grants;

Where property improvements are undertaken in accordance with this report and result in increased assessment and therefore increased taxes, the City of Port Colborne will provide a grant equal to the property tax increase resulting from the development for up to a maximum of three years following the increase in the assessment. The grant will be equal to the municipal portion of the increased taxes between 2008 and 2011 that have resulted only from the property improvements that have been undertaken in accordance with this Plan.

Where the property is identified as a brown field site, the City will assist the property owner in obtaining a matching Provincial Grant under the Brown fields Financial Tax Incentive Program.



**7. Mixed Use Intensification grant**

A grant of up to 50 per cent of the costs (up to a maximum of \$3,000) will be provided for creating a new residential unit within a new building within the Community Improvement Area. The unit must be created in accordance with the requirements of the building code and the requirements of the Zoning By-law (as may be amended) and must have at least 90% of the groundfloor as a commercial use. Grants will be paid in equal installments over three years. The second and third installments will only be available should the residential unit remain in as a residential use throughout the duration of the grant period.

A grant of up to 50 per cent of the costs (up to a maximum of \$1,000) will be provided for the rehabilitation of an existing residential unit located above or behind an existing commercial use in the Community Improvement Area in order to increase the marketability of the unit through improvements to plumbing, electrical, accessibility, security or other improvement required to meet the current standards of the building code.

**8. Sign replacement grants;**

A grant of 50 per cent (up to \$2,000) will be available toward the cost of replacing an existing sign that does not comply with the sign design guidelines outlined in this report. Grants will be paid in equal installments over three years. The second and third installments will only be available should the business/sign remain in the Community Improvement Area.

**9. Affordable housing grants/loans;**

A grant of 50 per cent (up to \$2,000) will be available toward the cost of creating each new affordable housing unit in the CIP area. Grants will be paid after 2 years of operation of the affordable housing unit. To be considered "Affordable Housing", the City must define the requirements prior to grant approval based on provincial criteria on an annual basis.

**10. Shared Parking Grants.**

A grant of up to 50 per cent of the costs could be available for creating rear lot, paved, shared parking in the Community Improvement Area. Grants shall be provided at a rate of up to \$500 per parking space plus up to \$1,000 per each 10m (length) of access laneways. Property owners must enter into a shared parking agreement for rear lot access in order to be considered for the grant. The grant will be payable upon completion of the works.

**11. Parking Lot Improvement Grants**

Grants of 50 percent up to \$3,000.00 will be provided the business and land owners for the works required in connecting their properties with the rear, shared parking lots. Improvements will include surfacing, marking, lighting, and landscaping in accordance with the Urban Design Guidelines.

## 6.4 Niagara Region Incentive Programs

Through the Smarter Niagara Incentive Programs the Region has developed a series of incentives to be offered to private property owners within the Region for community improvement that encourages Smart Growth. The Region has set up a relationship with the lower tier municipalities whereby the Region provides funding directly to the lower tier which is then 'piggy-backed' by a financial incentive program offered by the lower tier municipality under its Community Improvement Plan. The Region is prohibited by legislation from providing direct grants to property owners.

One of the grant programs offered by the Region is the Downtown/Commercial Area Redevelopment Incentive Program. The Regional Incentive programs include:



### 1. Downtown Redevelopment Grant – Tax increment

This grant provides an annual grant equal to 80 percent of the increase in regional taxes during the first five years, followed by 60 percent in years six and seven and 40 percent in year eight and 20 percent in years nine and ten. The Region will match the proportionate share of taxes with the local municipality.

### 2. Building and Facade Improvement Loans/Grant Program

The Region's program offers a no-interest loan equal to 50 percent of the cost for an eligible facade building improvement up to \$10,000 per property. The program also includes a grant option for \$5,000.00 per property.

### 3. Downtown Development Charge Incentive Program

This program waives new residential and/or commercial development in downtown areas from requiring the payment of the regional development charges.

The Region also offers incentive programs for brown fields and heritage sites. These programs can be accessed in conjunction with the redevelopment of brownfield or heritage sites within the study area. In addition, the Region offers a series of incentives for residential conversion and intensification in downtown areas. These incentives include:

- **Residential grants/loan program**

This program is intended to promote residential development in downtown and commercial areas where the conversion of excess non-residential space into residential units or the construction of new residential units on vacant land as well as renovations to existing uses to bring them into compliance with property standards by-laws being undertaken. There are two options for this grant, one is a grant option of \$5,000.00 per unit to a maximum of 20 units per property. The other option is a no-interest loan to a maximum of \$10,000 per unit repayable over seven years.

- **Convert to Rent Grant Program**

This program is intended to promote the creation of affordable housing by converting vacant or under-utilized residential and non-residential buildings into self-contained rental residential units. The program is aimed at converting vacant or under-utilized space above street front commercial establishments in downtown areas as well as converting or under-utilized space in residential or non-residential buildings. The program provides a grant for up to \$2,000 per self-contained rental unit created up to a maximum of 20 units per property.

- **Residential Development Charges**

The Region will waive or exempt new residential development in downtown areas to remove the Regional Development Charge that may be applicable to such development once the Community Improvement Plan is approved by Council.

The Region establishes an annual budget for this grant program. It is accessed on a "first come first served" basis where arrangements have been made between the Regional Treasurer and the lower tier treasurer. Having the Community Improvement Plan in place will ensure that the Municipality is eligible for partnering with the Region on available grants.

### Public Realm Program

The Region offers financial assistance to Municipality's for improving public realm of parklands, trails and other open spaces. The program offers grants to lower tier municipalities of up to \$100,000.00 per project based on the availability of funds.

## 6.5 Grant Eligibility Requirements

1. Council shall appoint a Grant Review Committee to review applications for financial incentives. The Committee shall review all applications based on these eligibility requirements and the degree to which the project fulfills the requirements of the Official Plan, and Community Improvement Plan.
2. No improvements carried out prior to the approval of the application will be eligible for funding. Only pre-approved projects will be eligible for grants.
3. Assistance granted under any of the financial incentive programs to a particular property is not transferable to any other property.
4. Building facade grants will be granted based on a primary grant for the building facade that faces Main Street, and a secondary grant for a building side that faces a shared parking lot or shared parking lot access lane. Where a building has more than two building faces abutting a street, the City may consider a further secondary grant based on funding availability. Building Facade Grants will only be provided to the building owner.
5. Facade Improvement grants will only be available for entire building facades. Partial improvements to a portion of a building facade will not be eligible. However, one facade may be improved on buildings that have side or rear facades that are also eligible for grants.
6. The building owner or business owner and the City of Port Colborne will be required to enter into an agreement specifying the amount to be paid and the payment period. Where the agreement is between a business owner and the City, the building owner must consent to the agreement.
7. Property owners must obtain no less than two cost estimates from approved contractors prior to construction. The lowest offer will only be considered for the percentage grant contribution.
8. The CIP Program will not fund 'improvements' which are inconsistent with the guidelines of this report. This requires a consistency in design and construction approaches. Vinyl siding, for instance, will not be considered as an appropriate siding material downtown. Applicants will need to fill in an application form and submit a drawing(s) of the proposed changes for consideration prior to receiving approval to proceed.
9. When construction is complete, the owner must schedule a site inspection by the project manager to ensure the project is built as detailed in the drawings. Owners should note that deviation from the original design drawings may be grounds for not approving funding. Once the inspection is completed, the project manager will issue a letter of acceptance to the owner and will issue the funding directly to the contractor within 30 days of receipt of an invoice from the contractor and a signed and sealed letter verifying that the building owner has paid their share of the renovation costs.
10. The grant programs may be combined in a manner that will permit more than one grant per property. The maximum grant provided by the City shall be \$15,000 per property. Regional grants may provide additional funding in accordance with Regional programs and priorities. However, the expenditure on each element of the grant shall be flexible, subject to the approval of the City.
11. Grants will be available to business or property owners on the basis of one grant or combined grant (for example Planning and Design, Improved signage and Facade Improvement) per assessed building, per year. In addition, only one grant can be applied to one element of the improvement (for example, parking areas and building facades).
12. The Property Tax Increment Grant will only be available where the property and building improvements undertaken result in an increase in the municipal share of the increased taxes and exceeds \$200 per year. The actual costs associated with an individual application may be subject to an independent audit at the request of the City and at the expense of the property owner.



13. The owner will be required to register a site plan agreement on the title of the lands guaranteeing all of the improvements where grants have been provided.
14. The total of the grants and loans made in respect to particular lands and buildings under this CIP and the tax assistance as defined in section 365.1 of the Municipal Act, 2001, shall not exceed the cost of rehabilitating the lands and buildings.
15. Properties and buildings shall not have any tax arrears, outstanding utility charges or any other legal claim, lien or order that may affect the title of the land.

## 6.6 Community Improvement Staging

1. The Grant Review Committee shall review the grant program options developed in this report and will select all or a portion of the programs for consideration.
2. Council may, by resolution, inform the Committee to give priorities to specific grant programs based on limits to available funding.
3. Development in the Community Improvement Area should be staged so that improvements to infrastructure and private lands occurs in a comprehensive manner.
4. When considering applications for financial assistance, the City shall give preferential consideration to applications that are within the areas where concurrent municipal public realm improvements are being undertaken (e.g. along the Canal or at the gateways into downtown).

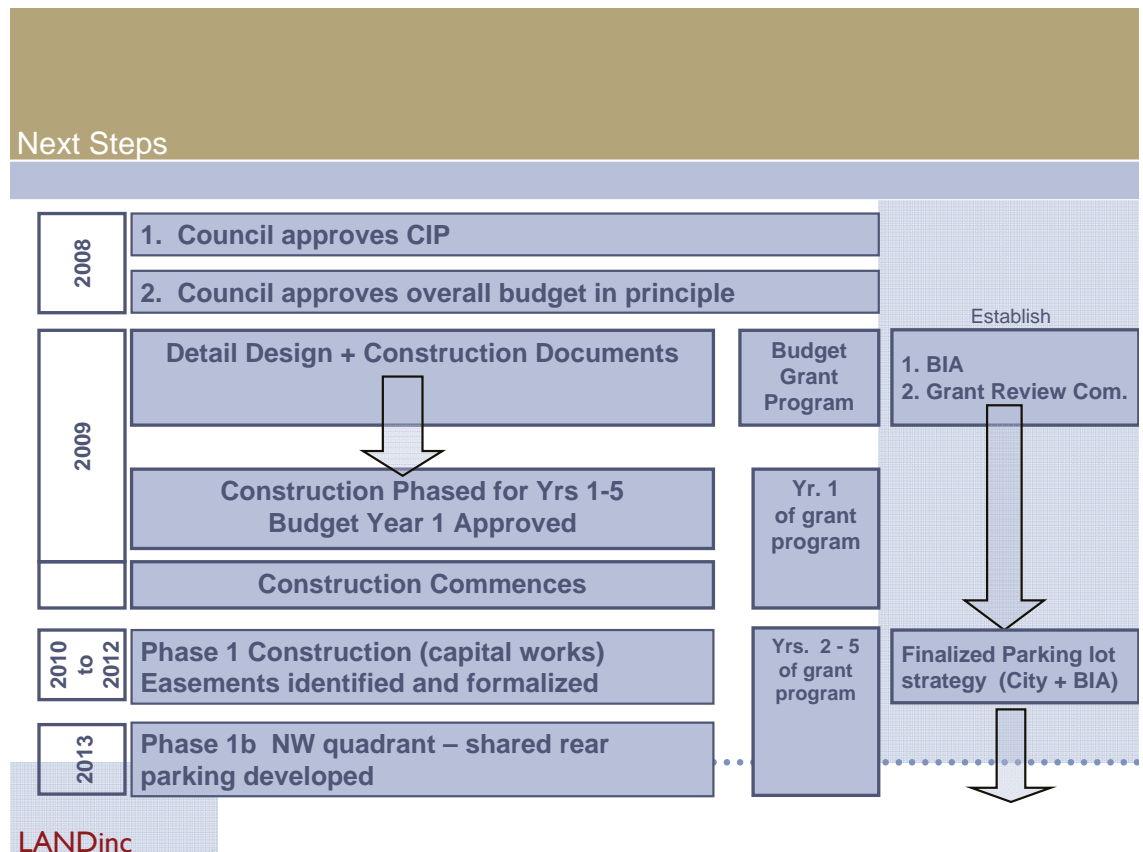
## 6.7 Next Steps to Realization of the CIP

The following steps are needed to realize the CIP for Olde Humberstone. The sequence of steps presented here is typical but may be subject to change.

1. Council approves the CIP.
2. Council approves the overall budget (based on the cost estimate presented in Chapter 7) in principle.
3. Niagara Region should be advised of the approval of the CIP for co-ordination and collaboration between various levels of government. For example, the Regional Development Charges By-law may be amended to exempt the area from such charges.
4. Implement changes in policy as suggested in this report for both the Official Plan and the Zoning Bylaw.
5. In early 2009, the City should call for tenders for the Detail Design and subsequent Construction Documents for the works involved from the curb edge to the building facades for the entire length of the CIP (Phase One). At this time, the Budget Grant Program should also be initiated with the formation of a Grant Review Committee whose function it will be to review and manage the incentive programs recommended and refine the City's strategy for incentives. A Business Improvement Development Committee (BIDC) for Olde Humberstone should also be formed. Refer to the diagram on the facing page for the general summary of the Phase One 'next steps'.
6. Develop criteria to measure and monitor success of the CIP. Measurable criteria relating to program goals may involve changes in the following:
  - employment (full and part time)
  - commercial footprint or housing units
  - property tax revenues

- usable parkland or trails
- number of businesses on the street
- contaminated land clean up
- activity on the street
- individual business revenue on the street
- bike rider ship or walking
- neighbourhood crime rate or acts of vandalism
- commercial vacancy rates
- retail and commercial bankruptcies
- unemployment within targeted groups (e.g., skilled immigrants and youth)
- daily car trips to meet basic needs

The following diagram summarizes the above described process for Phase One (presented to Council November 24, 2008):



7. Develop a marketing program to promote the public adoption of the CIP in Olde Humberstone. This could include websites, brochures, real estate marketing forums, land owner information sessions, advertising, etc.
8. Implement the remaining projects of the Plan and make adjustments as needed to ensure its continued success.

The City should coordinate regularly with the BIA to ensure objectives are being met and keep the public informed as to when grants and incentive programs will be available.

## 6.8 Other Next Steps

Beyond the steps needed to realize the CIP, there are a number of other important steps that will help revitalize Olde Humberstone and the City of Port Colborne

- The City should pursue the Facade Incentive Program with higher levels of government to determine the potential contributions. A further, more detailed facade study (above the recommendations of this report) may be required as part of this program once the details of the program are better defined.
- The City should encourage a civic art strategy for Olde Humberstone and the downtown to make Port Colborne one of the most memorable art communities in Canada.
- The City should commission a detailed civic signage strategy for Port Colborne following the general recommendations outlined in this study. Immediate priorities include better signage for parking, gateway signs, a community kiosk and street signs. The strategy should include schematic designs for every proposed sign with sufficient detail for fabrication and installation.
- An interpretive program should be developed for the City with interpretive panels or high tech podcasting tours. The program should highlight potential interpretive themes and topics, and interpretive approaches (panels, hands on exhibits, etc.). The process should start by preparing an interpretive master plan.
- The City should actively work with developers to encourage more development along Main Street.
- In the coming months and years, affected business owners and residential land owners who are interested in the development of Port Colborne as it pertains to the implementation of this CIP should direct further questioning to the Planning Department at the City of Port Colborne and the future BIDC.



## 7. COST ESTIMATE - PER PHASE

The cost estimate for proposed works associated with the Port Colborne CIP is organized by a phasing scheme which outlines a time frame for various project components to be realized. This information will function as a tool to be used by Council in the allocation and scheduling of funds in the implementation of the various projects.

These projects are organized into two categories: those directly located within the CIP area and 'enhancement' projects located adjacent to and influential to the CIP area. The Advisory Committee played an integral role in reviewing the cost estimate and determining the priorities for the CIP area. These priorities are the basis and rationale of the 25-year phasing scheme.

Phase One of the following cost estimate is anticipated to be driven by public interests (both local and regional governments). However, there is great potential for the development of public-private partnerships within the 25-year Plan that can alter the sequencing proposed here as well as cost-sharing opportunities that will reduce the public costs to the special projects in Phase 3. For example, a private interest can bring an enhancement project to fruition sooner than would otherwise occur through public means.

The following proposed cost estimate and phasing scheme aims to balance issues such as: creating and maintaining project momentum, logical construction sequencing and coordination, and potential available funding and capital works projects.

### Phase One

Through our analysis and discussions with the community, one of the biggest sustainable and commercial advantages of this main street is that it is a major regional roadway with relatively high traffic volumes. The constraints with this volume can be mitigated through the physical design of the streetscape. One of the early objectives of this phase in relation to traffic volume is the opportunity to beautify the street so visitors and residents will be able to experience a pedestrian friendly and comfortable streetscape environment. With this great opportunity it was decided that emphasizing capital costs from the curb to store front would be one of the most advantageous investments to activate Main Street. The related costs are the most significant for the entire streetscape project. However, the outcome will increase investment opportunities in current properties and reinvigorate new establishments along Main Street.

Toward the end of Phase One (4-5 years) one full quadrant (north west corner) of Main Street should be implemented to demonstrate how the rear parking can contribute to the commercial / retail and office services of the Main Street. The planning of this should commence immediately as there are a number of steps to incorporating an easement for the shared rear parking facility.

Phase One Subtotal: \$5,788,167.60 (1-5 years)

### Phase Two

The roadways should be coordinated with Regional STM systems and Water Mains.

Phase Two full shared rear parking lot facility and infill opportunities

Phase Two Subtotal: \$3,276,963.60 (6-15 years)

### Phase Three

This phase includes development of the peripheral special public spaces including Olde Humberstone Civic Plaza along the Weir Canal and Lock 8 Park enhancements. These spaces will function as attractions to Main Street while celebrating the Canal.

The public/ private projects will increase residential densities in the CIP thereby following Smart Growth initiatives and increasing the viability of Main Street businesses.

These projects may come online sooner depending on private investment opportunities.

Phase Three Subtotal \$4,636,368.00 (16-25 years)

There will be ongoing upgrades to the street and storefronts as new buildings are infilled and renovation projects develop. The detailed streetscape design needs to be sufficiently flexible to accommodate the changes and the interm private property conditions (e.g. currently many driveways are in front of property access).

The following Cost Estimate summarizes the above phasing for the CIP study area. The subsequent pages include a detailed break down of the items associated with the various capital and private projects. Please refer to section 6.1 for additional notes to consider in conjunction with this information.

### Cost Estimate Summary

PROJECT BREAKDOWN - Enhancements vs. Street Improvements						5 year	10 year	10 year
Price						Phase 1	Phase 2	Phase 3
<b>Enhancement Projects</b>								
Monument Park					\$62,688.00			\$62,688.00
Lock 8 Park					\$3,369,000.00			\$3,369,000.00
Humberstone Trail					\$156,000.00	\$156,000.00		
Olde Humberstone Public Square					\$1,408,680.00			\$1,408,680.00
<b>Total Cost</b>					<b>\$4,636,368.00</b>	<b>\$156,000.00</b>		<b>\$4,636,368.00</b>
<b>Street Improvements</b>								
Lift Bridge Enhancement					\$18,720.00	\$18,720.00	\$54,000.00	
Weir Bridge Enhancement					\$480,480.00	\$480,480.00	\$66,060.00	
Main St. - East of Weir Canal					\$2,590,804.80	\$2,590,804.80	\$1,070,592.00	
Main St. - West of Weir Canal					\$1,686,970.80	\$1,686,970.80	\$805,521.60	
Off-Street Parking - East of Weir Canal					\$829,050.00		\$829,050.00	
Off-Street Parking - West of Weir Canal					\$451,740.00	\$451,740.00	\$451,740.00	
King St. Re-Alignment					\$403,452.00	\$403,452.00		
<b>Total Cost</b>					<b>\$7,420,817.60</b>	<b>\$7,420,817.60</b>	<b>\$2,396,963.60</b>	<b>\$2,396,963.60</b>
<b>TOTAL PROJECT COST</b>						<b>\$7,576,817.60</b>	<b>\$2,396,963.60</b>	<b>\$7,033,331.60</b>

MONUMENT PARK					5 year	10 year	10 year
	Quantity	Units	Unit Cost	Price	Phase 1	Phase 2	Phase 3
<b>Demolition</b>							
Construction Prep. (Topsoil / Fine Grading)	350	sq m	\$ 5.00	\$ 1,750.00			\$1,750.00
Asphalt & Concrete Removal	150	sq m	\$ 15.00	\$ 2,250.00			\$2,250.00
<b>Hardscape</b>							
Concrete / Precast Concrete Paving with banding	150	sq m	\$ 150.00	\$ 22,500.00			\$22,500.00
<b>Landscape</b>							
Trees	15	each	\$ 600.00	\$ 9,000.00			\$9,000.00
Sod w/ 150mm Topsoil	380	sq m	\$ 8.00	\$ 3,040.00			\$3,040.00
<b>Amenities</b>							
Recycling Stations	1	each	\$ 1,200.00	\$ 1,200.00			\$1,200.00
Interpretive Signage	1	each	\$ 2,500.00	\$ 2,500.00			\$2,500.00
Park Sign	1	each	\$ 10,000.00	\$ 10,000.00			\$10,000.00
Contingency			10%	\$ 5,224.00	\$0.00	\$0.00	\$5,224.00
Design & Engineering			10%	\$ 5,224.00	\$0.00	\$0.00	\$5,224.00

LOCK 8 PARK ENHANCEMENT					5 year	10 year	10 year
	Quantity	Units	Unit Cost	Price	Phase 1	Phase 2	Phase 3
<b>Demolition</b>							
Construction Prep. (Topsoil / Fine Grading)	10000	sq m	\$ 7.50	\$ 75,000.00			\$75,000.00
Asphalt & Concrete Removal	2500	sq m	\$ 15.00	\$ 37,500.00			\$37,500.00
<b>Hardscape</b>							
Asphalt Paving	3000	sq m	\$ 45.00	\$ 135,000.00			\$135,000.00
Concrete / Precast Concrete Paving	500	sq m	\$ 150.00	\$ 75,000.00			\$75,000.00
<b>Landscape</b>							
Sod w/ 150mm Topsoil	4000	sq m	\$ 8.00	\$ 32,000.00			\$32,000.00
Planting Beds w/ 200mm Topsoil	1500	sq m	\$ 70.00	\$ 105,000.00			\$105,000.00
Trees	107	each	\$ 600.00	\$ 64,200.00			\$64,200.00
<b>Amenities</b>							
Benches	6	each	\$ 1,500.00	\$ 9,000.00			\$9,000.00
Recycling Stations	4	each	\$ 1,200.00	\$ 4,800.00			\$4,800.00
LED Parking Lot Lights	6	each	\$ 10,000.00	\$ 60,000.00			\$60,000.00
LED Pedestrian Lights	26	each	\$ 10,000.00	\$ 260,000.00			\$260,000.00
Park Sign	1	each	\$ 10,000.00	\$ 10,000.00			\$10,000.00
Information Kiosk Upgrade	1	lump sum	\$ 15,000.00	\$ 15,000.00			\$15,000.00
Skateboard Park (450 sq m)	1	lump sum	\$ 180,000.00	\$ 180,000.00			\$180,000.00
Artifact Installations	12	lump sum	\$ 35,000.00	\$ 35,000.00			\$35,000.00
Amphitheatre Concrete Retaining Wall / Seating + Stage	1	lump sum	\$ 185,000.00	\$ 185,000.00			\$185,000.00
Audio-Visual System	1	lump sum	\$ 200,000.00	\$ 200,000.00			\$200,000.00
Interpretive Centre	1	lump sum	\$ 1,215,000.00	\$ 1,215,000.00			\$1,215,000.00
<b>Infrastructure</b>							
Storm Sewer 450 mm	350	m	\$ 200.00	\$ 70,000.00			
Structures (MH/CB)	8	each	\$ 5,000.00	\$ 40,000.00			
Contingency			10%	\$ 280,750.00	\$0.00	\$0.00	\$280,750.00
Design & Engineering			10%	\$ 280,750.00	\$0.00	\$0.00	\$280,750.00



HUMBERSTONE TRAIL					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Hardscape</b>							
Asphalt Paving	360	sq m	\$ 45.00	\$ 16,200.00	\$16,200.00		
<b>Landscape</b>							
Canal edge Naturalization Planting	2000	sq m	\$ 40.00	\$ 80,000.00	\$80,000.00		
Trees	43	each	\$ 600.00	\$ 25,800.00	\$25,800.00		
<b>Amenities</b>							
Interpretive Signage	2	each	\$ 2,500.00	\$ 5,000.00	\$5,000.00		
Benches	2	each	\$ 1,500.00	\$ 3,000.00	\$3,000.00		
<b>Contingency</b>			10%	\$ 13,000.00	\$13,000.00	\$0.00	\$0.00
<b>Design &amp; Engineering</b>			10%	\$ 13,000.00	\$13,000.00	\$0.00	\$0.00
<b>Total Cost</b>				\$ 188,000.00	\$188,000.00	\$0.00	\$0.00

OLD HUMBERSTONE PUBLIC SQUARE (north + south sides of main st.)					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Demolition</b>							
Construction Prep. (Topsoil / Fine Grading)	2300	sq m	\$ 5.50	\$ 12,650.00			\$12,650.00
Asphalt & Concrete Removal	1300	sq m	\$ 15.00	\$ 19,500.00			\$19,500.00
<b>Hardscape</b>							
Asphalt Paving	200	sq m	\$ 45.00	\$ 9,000.00			\$9,000.00
Concrete / Precast Concrete Paving with banding	1500	sq m	\$ 150.00	\$ 225,000.00			\$225,000.00
4' ht. Chain link security fence (south side)	110	lin m	\$ 15.00	\$ 1,650.00			\$1,650.00
Terraced Levels (south side)	1	lump sum	\$ 100,000.00	\$ 100,000.00			\$100,000.00
Retaining Wall (north side)	1	lump sum	\$ 75,000.00	\$ 75,000.00			\$75,000.00
Look-out Over Canal Platform	1	lump sum	\$ 50,000.00	\$ 50,000.00			\$50,000.00
Curved Concrete Seating Wall	1	lump sum	\$ 35,000.00	\$ 35,000.00			\$35,000.00
<b>Landscape</b>							
Trees	47	each	\$ 600.00	\$ 28,200.00			\$28,200.00
Engineered Tree Pits incl. Detail Tree Grate (w/ Irrigation)	50	each	\$ 4,500.00	\$ 225,000.00			\$225,000.00
Sod w/ 150mm Topsoil	700	sq m	\$ 8.00	\$ 5,600.00			\$5,600.00
Planting Beds w/ 200mm Topsoil	350	sq m	\$ 70.00	\$ 24,500.00			\$24,500.00
Canal edge Naturalization Planting	300	sq m	\$ 40.00	\$ 12,000.00			\$12,000.00
<b>Amenities</b>							
Benches	8	each	\$ 1,500.00	\$ 12,000.00			\$12,000.00
Recycling Stations	3	each	\$ 1,200.00	\$ 3,600.00			\$3,600.00
LED Pedestrian Lights	18	each	\$ 10,000.00	\$ 180,000.00			\$180,000.00
Wayfinding Kiosk	1	each	\$ 15,000.00	\$ 15,000.00			\$15,000.00
Light Standard Banners (both north + south sides)	16	each	\$ 1,000.00	\$ 16,000.00			\$16,000.00
Lock-Water Feature	1	each	\$ 60,000.00	\$ 60,000.00			\$60,000.00
Bollards	12	each	\$ 350.00	\$ 4,200.00			\$4,200.00
<b>Infrastructure</b>							
Storm Sewer 450 mm Structures (MH/CB)	150	m	\$ 200.00	\$ 30,000.00			
	6	each	\$ 5,000.00	\$ 30,000.00			
<b>Contingency</b>			10%	\$ 117,390.00	\$0.00	\$0.00	\$117,390.00
<b>Design &amp; Engineering</b>			10%	\$ 117,390.00	\$0.00	\$0.00	\$117,390.00
<b>Total Cost</b>				\$ 1,361,000.00	\$0.00	\$0.00	\$1,361,000.00

LIFT BRIDGE ENHANCEMENT					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
Bridge Signage mounted on counter-weight (East façade)	1	each	\$ 10,000.00	\$ 10,000.00	\$10,000.00		
Signage Lighting	2	each	\$ 5,600.00	\$ 5,600.00	\$5,600.00		
Window installation in Security Tower facades	10	each	\$ 4,500.00	\$ 45,000.00		\$45,000.00	
<b>Subtotal</b>				\$ 60,600.00	\$60,600.00	\$45,000.00	\$0.00
Contingency			10%	\$ 6,060.00	\$1,560.00	\$4,500.00	\$0.00
Design & Engineering			10%	\$ 6,060.00	\$1,560.00	\$4,500.00	\$0.00
<b>Total Cost</b>				\$ 72,720.00	\$63,720.00	\$53,500.00	\$0.00

WEIR BRIDGE ENHANCEMENT					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Demolition</b>							
Asphalt & Concrete Removal	1050	sq m	\$ 15.00	\$ 15,750.00		\$15,750.00	
Chainlink Removal	140	lin m	\$ 30.00	\$ 4,200.00		\$4,200.00	
Railing Removal	120	lin m	\$ 30.00	\$ 3,600.00		\$3,600.00	
<b>Hardscape</b>							
Asphalt Paving	700	sq m	\$ 45.00	\$ 31,500.00		\$31,500.00	
Concrete / Precast Concrete Paving with banding	350	sq m	\$ 150.00	\$ 52,500.00	\$52,500.00		
<b>Landscape</b>							
Railing Planters	120	lin m	\$ 70.00	\$ 8,400.00	\$8,400.00		
<b>Amenities</b>							
LED Street Lights	6	each	\$ 10,000.00	\$ 60,000.00	\$60,000.00		
Benches	3	each	\$ 1,500.00	\$ 4,500.00	\$4,500.00		
Platform Look-outs	3	each	\$ 10,000.00	\$ 10,000.00	\$10,000.00		
Bridge Signage	1	lump sum	\$ 10,000.00	\$ 10,000.00	\$10,000.00		
Interpretive Signage	2	each	\$ 2,500.00	\$ 5,000.00	\$5,000.00		
<b>Architectural Elements</b>							
Decorative/Safety Fence & Bridge Beacons		lump sum	\$ 250,000.00	\$ 250,000.00	\$250,000.00		
<b>Subtotal</b>				\$ 545,450.00	\$40,040.00	\$55,505.00	\$0.00
Contingency			10%	\$ 54,545.00	\$4,004.00	\$5,505.00	\$0.00
Design & Engineering			10%	\$ 54,545.00	\$4,004.00	\$5,505.00	\$0.00
<b>Total Cost</b>				\$ 654,540.00	\$48,048.00	\$66,515.00	\$0.00

MAIN ST. - East of Weir Canal					5 year	10 year	10 year
	Quantity	Units	Unit Cost	Price	Phase 1	Phase 2	Phase 3
<b>Demolition</b>							
Removals							
Asphalt Removal	9500	sq m	\$ 15.00	\$ 142,500.00		\$142,500.00	
Concrete Removal	2150	sq m	\$ 10.00	\$ 21,500.00	\$21,500.00		
Curb Removal	860	m	\$ 10.00	\$ 8,600.00	\$8,600.00		
Excavation							
For Road	3630	cu.m.	\$ 17.00	\$ 61,710.00		\$61,710.00	
For Curbs	296	cu.m.	\$ 17.00	\$ 5,032.00	\$5,032.00		
Granular 'A'							
For Road	8720	t	\$ 15.00	\$ 130,800.00		\$130,815.00	
For Curbs	460	t	\$ 15.00	\$ 6,900.00	\$6,900.00		
<b>Hardscape</b>							
Concrete Curb and Gutter	860	m	\$ 70.00	\$ 60,200.00	\$60,200.00		
Concrete Sidewalk	1720	sq.m.	\$ 70.00	\$ 120,400.00	\$120,400.00		
Asphalt							
Asphalt repair at Curb Construction	810	sq.m.	\$ 90.00	\$ 72,900.00	\$72,900.00		
HL8HS Base Asphalt (100mm)	1510	t	\$ 90.00	\$ 135,900.00		\$135,900.00	
HL3HS Top Asphalt (50mm)	760	t	\$ 90.00	\$ 68,400.00		\$68,400.00	
<b>Landscape</b>							
Trees	84	each	\$ 600.00	\$ 50,400.00	\$50,400.00		
Sod w/ 150mm Topsoil	675	sq m	\$ 8.00	\$ 5,400.00	\$5,400.00		
Planting Beds w/ 200mm Topsoil	300	sq m	\$ 70.00	\$ 21,000.00	\$21,000.00		
Engineered Tree Pits incl. Detail Tree Grate (w/ Irrigation)	50	each	\$ 4,500.00	\$ 225,000.00	\$225,000.00		
<b>Amenities</b>							
Lock Stone Tree Protection Blocks	90	each	\$ 1,200.00	\$ 108,000.00	\$108,000.00		
Benches	11	each	\$ 2,000.00	\$ 22,000.00	\$22,000.00		
Recycling Stations	8	each	\$ 1,200.00	\$ 9,600.00	\$9,600.00		
LED Pedestrian Lights	45	each	\$ 10,000.00	\$ 450,000.00	\$450,000.00		
Interpretive Signage	2	each	\$ 2,500.00	\$ 5,000.00	\$5,000.00		
Light Standard Banners	22	each	\$ 15,000.00	\$ 330,000.00	\$330,000.00		
Fountain / Water feature	1	each	\$ 25,000.00	\$ 25,000.00	\$25,000.00		
Information Kiosk	2	each	\$ 15,000.00	\$ 30,000.00	\$30,000.00		
Public Art			1% of Overall Budget	\$ 303,372.00	\$303,372.00		
Flag Pole	1	lump sum	\$ 15,000.00	\$ 15,000.00	\$15,000.00		
Bus Bay	1	lump sum	\$ 16,000.00	\$ 16,000.00	\$16,000.00		
Street Gateway Signage	1	each	\$ 20,000.00	\$ 20,000.00	\$20,000.00		
Bike Racks	8	each	\$ 1,000.00	\$ 8,000.00	\$8,000.00		
<b>Infrastructure</b>							
(Watermain Replacement and Storm Sewer Relocations Only)							
300mm Diameter Watermain							
Pipe Installation and Trench Excavation	430	m	\$ 300.00	\$ 129,000.00		\$129,000.00	
Granular 'A' Backfill	3,410	t	\$ 15.00	\$ 51,150.00		\$51,150.00	
Gate Valves	4	each	\$ 2,300.00	\$ 9,200.00		\$9,200.00	
Fire Hydrants	5	each	\$ 3,700.00	\$ 18,500.00		\$18,500.00	
Connections to Existing Watermains	5	each	\$ 4,000.00	\$ 20,000.00		\$20,000.00	
Water Services to Buildings	30	each	\$ 2,000.00	\$ 60,000.00		\$60,000.00	
Watermain Disinfection and Testing	1	LS	\$ 3,000.00	\$ 3,000.00		\$3,000.00	
Abandon Existing Watermain	1	LS	\$ 2,000.00	\$ 2,000.00		\$2,000.00	
Storm Sewer Relocations							
Adjustment of Maintenance Holes and Catchbasins	18	each	\$ 350.00	\$ 6,300.00	\$6,300.00		
Relocate Catchbasins	10	each	\$ 1,000.00	\$ 10,000.00	\$10,000.00		
Catchbasin Leads (250mm dia.)	20	m	\$ 170.00	\$ 3,400.00	\$3,400.00		
Signalized cross-walks	1	each	\$ 60,000.00	\$ 60,000.00		\$60,000.00	
Signalized Intersections (Mellanby Ave.)	1	each	\$ 200,000.00	\$ 200,000.00	\$200,000.00		
<b>Contingency</b>			10%	\$ 305,116.40	\$215,900.40	\$89,217.50	\$0.00
<b>Design &amp; Engineering</b>			10%	\$ 305,116.40	\$215,900.40	\$89,217.50	\$0.00
<b>Total Cost:</b>				\$ 1,155,000.00	\$725,000.80	\$415,935.00	\$0.00



MAIN ST. - West of Weir Canal					5 year	10 year	10 year
	Quantity	Units	Unit Cost	Price	Phase 1	Phase 2	Phase 3
<b>Demolition</b>							
Removals							
Asphalt Removal	6000	sq m	\$ 15.00	\$ 90,000.00		\$90,000.00	
Concrete Removal	1470	sq m	\$ 10.00	\$ 14,700.00	\$14,700.00		
Curb Removal	640	m	\$ 10.00	\$ 6,400.00	\$6,400.00		
Excavation							
For Road	2704	cu.m.	\$ 17.00	\$ 45,968.00		\$45,968.00	
For Curbs	255	cu.m.	\$ 17.00	\$ 4,335.00	\$4,335.00		
Granular 'A'							
For Road	6490	t	\$ 15.00	\$ 97,350.00		\$97,350.00	
For Curbs	350	t	\$ 15.00	\$ 5,250.00	\$5,250.00		
<b>Hardscape</b>							
Concrete Curb and Gutter	740	m	\$ 70.00	\$ 51,800.00	\$51,800.00		
Concrete Sidewalk	700	sq.m.	\$ 70.00	\$ 49,000.00	\$49,000.00		
Asphalt							
Asphalt repair at Curb Construction	810	sq.m.	\$ 90.00	\$ 72,900.00	\$72,900.00		
HL8HS Base Asphalt (100mm)	1130	t	\$ 90.00	\$ 101,700.00		\$101,700.00	
HL3HS Top Asphalt (50mm)	570	t	\$ 90.00	\$ 51,300.00		\$51,300.00	
<b>Landscape</b>							
Trees	57	each	\$ 600.00	\$ 34,200.00	\$34,200.00		
Sod w/ 150mm Topsoil	400	sq m	\$ 8.00	\$ 3,200.00	\$3,200.00		
Planting Beds w/ 200mm Topsoil	200	sq m	\$ 70.00	\$ 14,000.00	\$14,000.00		
Engineered Tree Pits incl. Detail Tree Grate (w/ Irrigation)	49	each	\$ 4,500.00	\$ 220,500.00	\$220,500.00		
<b>Amenities</b>							
Lock Stone Tree Protection Blocks	86	each	\$ 1,200.00	\$ 103,200.00	\$103,200.00		
Benches	8	each	\$ 2,000.00	\$ 16,000.00	\$16,000.00		
Recycling Stations	8	each	\$ 1,200.00	\$ 9,600.00	\$9,600.00		
LED Pedestrian Lights	31	each	\$ 10,000.00	\$ 310,000.00	\$310,000.00		
Interpretive Signage	1	each	\$ 2,500.00	\$ 2,500.00	\$2,500.00		
Light Standard Banners	15	each	\$ 1,000.00	\$ 15,000.00	\$15,000.00		
Information Kiosk	1	each	\$ 15,000.00	\$ 15,000.00	\$15,000.00		
Public Art			1% of Overall Budget	\$ 196,824.00	\$196,824.00		
Flag Pole	1	each	\$ 15,000.00	\$ 15,000.00	\$15,000.00		
Street Gateway Signage	1	each	\$ 20,000.00	\$ 20,000.00	\$20,000.00		
Bike Racks	6	each	\$ 1,000.00	\$ 6,000.00	\$6,000.00		
<b>Infrastructure</b>							
(Watermain Replacement and Storm Sewer Relocations Only)							
300mm Diameter Watermain							
Pipe Installation and Trench Excavation	320	m	\$ 300.00	\$ 96,000.00		\$96,000.00	
Granular 'A' Backfill	2,530	t	\$ 15.00	\$ 37,950.00		\$37,950.00	
Gate Valves	3	each	\$ 2,300.00	\$ 6,900.00		\$6,900.00	
Fire Hydrants	3	each	\$ 3,700.00	\$ 11,100.00		\$11,100.00	
Connections to Existing Watermains	3	each	\$ 4,000.00	\$ 12,000.00		\$12,000.00	
Water Services to Buildings	28	each	\$ 2,000.00	\$ 56,000.00		\$56,000.00	
Watermain Disinfection and Testing	1	LS	\$ 3,000.00	\$ 3,000.00		\$3,000.00	
Abandon Existing Watermain	1	LS	\$ 2,000.00	\$ 2,000.00		\$2,000.00	
Storm Sewer Relocations							
Adjustment of Maintenance Holes and Catchbasins	20	each	\$ 350.00	\$ 7,000.00	\$7,000.00		
Relocate Catchbasins	10	each	\$ 1,000.00	\$ 10,000.00	\$10,000.00		
Catchbasin Leads (250mm dia.)	20	m	\$ 170.00	\$ 3,400.00	\$3,400.00		
Signalized cross-walks	1	each	\$ 60,000.00	\$ 60,000.00		\$60,000.00	
Signalized Intersections (King St.)	1	each	\$ 200,000.00	\$ 200,000.00	\$200,000.00		
Contingency			10%	\$ 207,707.70	\$140,580.90	\$67,126.80	\$0.00
Design & Engineering			10%	\$ 207,707.70	\$140,580.90	\$67,126.80	\$0.00
<b>TOTAL</b>				<b>\$ 2,282,282.10</b>	<b>\$1,481,241.80</b>	<b>\$671,253.60</b>	<b>\$0.00</b>

OFF-STREET PARKING - East of Weir Canal					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Demolition</b>							
Asphalt & Concrete Removal	750	sq m	\$ 15.00	\$ 11,250.00		\$11,250.00	
Curb Removal	600	lin m	\$ 20.00	\$ 12,000.00		\$12,000.00	
<b>Hardscape</b>							
Asphalt Paving	600	sq m	\$ 45.00	\$ 27,000.00		\$27,000.00	
Concrete / Precast Concrete Paving with banding	280	sq m	\$ 150.00	\$ 42,000.00		\$42,000.00	
Concrete Curb	625	lin m	\$ 105.00	\$ 65,625.00		\$65,625.00	
<b>Landscape</b>							
Sod w/ 150mm Topsoil	400	sq m	\$ 8.00	\$ 3,200.00		\$3,200.00	
Shrub Planting Beds w/ 200mm Topsoil	500	sq m	\$ 70.00	\$ 35,000.00		\$35,000.00	
Trees	83	each	\$ 600.00	\$ 49,800.00		\$49,800.00	
<b>Amenities</b>							
LED Parking Lot Lights	34	each	\$ 10,000.00	\$ 340,000.00		\$340,000.00	
LED Pedestrian Lights	9	each	\$ 10,000.00	\$ 90,000.00		\$90,000.00	
Information Kiosk	1	each	\$ 15,000.00	\$ 15,000.00		\$15,000.00	
Contingency			10%	\$ 69,087.50	\$0.00	\$69,087.50	\$0.00
Design & Engineering			10%	\$ 69,087.50	\$0.00	\$69,087.50	\$0.00

OFF-STREET PARKING - West of Weir Canal					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Demolition</b>							
Asphalt & Concrete Removal	600	sq m	\$ 15.00	\$ 9,000.00	\$4,500.00	\$4,500.00	
Curb Removal	500	lin m	\$ 20.00	\$ 10,000.00	\$5,000.00	\$5,000.00	
<b>Hardscape</b>							
Asphalt Paving	170	sq m	\$ 45.00	\$ 7,650.00	\$3,825.00	\$3,825.00	
Concrete / Precast Concrete Paving with banding	650	sq m	\$ 150.00	\$ 97,500.00	\$48,750.00	\$48,750.00	
Concrete Curb	670	lin m	\$ 105.00	\$ 70,350.00	\$35,175.00	\$35,175.00	
<b>Landscape</b>							
Sod w/ 150mm Topsoil	450	sq m	\$ 8.00	\$ 3,600.00	\$1,800.00	\$1,800.00	
Shrub Planting Beds w/ 200mm Topsoil	400	sq m	\$ 70.00	\$ 28,000.00	\$14,000.00	\$14,000.00	
Trees	103	each	\$ 600.00	\$ 61,800.00	\$30,900.00	\$30,900.00	
<b>Amenities</b>							
LED Parking Lot Lights	32	each	\$ 10,000.00	\$ 320,000.00	\$160,000.00	\$160,000.00	
LED Pedestrian Lights	13	each	\$ 10,000.00	\$ 130,000.00	\$65,000.00	\$65,000.00	
Information Kiosk	1	each	\$ 15,000.00	\$ 15,000.00	\$7,500.00	\$7,500.00	
Contingency			10%	\$ 75,290.00	\$37,645.00	\$37,645.00	\$0.00
Design & Engineering			10%	\$ 75,290.00	\$37,645.00	\$37,645.00	\$0.00

KING ST. - Re-alignment					5 year	10 year	10 year
					Phase 1	Phase 2	Phase 3
	Quantity	Units	Unit Cost	Price			
<b>Demolition</b>							
Asphalt & Concrete Removal	400	sq m	\$ 15.00	\$ 6,000.00	\$6,000.00		
Curb Removal	80	lin m	\$ 20.00	\$ 1,600.00	\$1,600.00		
<b>Hardscape</b>							
Asphalt Paving	560	sq m	\$ 45.00	\$ 25,200.00	\$25,200.00		
Concrete / Precast Concrete Paving with banding	255	sq m	\$ 150.00	\$ 38,250.00	\$38,250.00		
Gateway Entry Wall and Plinths		lump sum	\$ 250,000.00	\$ 250,000.00	\$250,000.00		
<b>Landscape</b>							
Trees	10	each	\$ 600.00	\$ 6,000.00	\$6,000.00		
Sod w/ 150mm Topsoil	20	sq m	\$ 8.00	\$ 160.00	\$160.00		
Planting Beds w/ 200mm Topsoil	100	sq m	\$ 70.00	\$ 7,000.00	\$7,000.00		
<b>Amenities</b>							
Light Standard Banners	2	each	\$ 1,000.00	\$ 2,000.00	\$2,000.00		
<b>Infrastructure</b>							
Storm Water Management Service							
Storm sewer 450 min	50	m	\$ 200.00	\$ 10,000.00			
Manhole(s)	1	each	\$ 6,000.00	\$ 6,000.00			
Contingency			10%	\$ 35,221.00	\$33,621.00	\$0.00	\$0.00
Design & Engineering			10%	\$ 35,221.00	\$33,621.00	\$0.00	\$0.00

## 8. APPENDIX

APPENDIX A - Meeting Minutes & Sign-In Sheets

APPENDIX B - Telephone Correspondence

APPENDIX C- Grant Application Form



## Appendix A - Meeting Minutes

### LANDinc

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#### MEETING MINUTES: Report No. 01

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 27 February 2008

**Meeting Date:** Wednesday, 20 February 2008

**Meeting Time:** 12:30pm

**Meeting Location:** City Hall, City of Port Colborne

**Meeting Purpose:** Review of Humberstone Architecture – Derek Miller

Present	Distribution List	Organization	Email	Phone	Key
Y	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
Y	Tom Lannan	City of Port Colborne	tomlannan@portcolborne.ca	905.835.2900	TL
Y	Rick LaPlante	St. Lawrence Seaway	rlaplane@seaway.ca	905.641.1932	RL
Y	Alan Gummo	Reg. Mun. of Niagara	Alan.gummo@regional.niagara.on.ca	905.984.3630	AG
Y	Mary Reeves	P. C. Gateway Association		905.835.0227	MR
Y	Gino Spada	P. C. Gateway Association		905.834.0550	GS
Y	Derek Miller	P. C. Town Crier		905.835.9889	DM
Y	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881	PM
Y	Rob LeBlanc	LANDinc	rlblanc@landinc.ca	416.657.8881	RL
Y	Andrew B. Anderson	LANDinc	aanderson@landinc.ca	416.657.8881	AA
Y	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
Y	Chris Wallace	LANDinc	cwallace@landinc.ca	416.657.8881	CW
Y	Diane Leal	LANDinc	dleal@landinc.ca	416.657.8881	DL

The following minutes were prepared by Andrew Anderson of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

#### Item Description

1. General Team Introductions
2. Dan Aquilina – City of Port Colborne
  - dan – contact with region is key since it is their road
  - road is a functioning highway ... that won't change
  - paramount that the region is on board because it is their road
  - CIP will have incentive programs
  - we're going to try to build as many incentive plans as possible
  - gateway association concerned that any new development would not fit into the area ... requested council to freeze development until CIP \ design guidelines completed
  - pc site plan approval – turn around in a month
  - bethel outreach church – pastor Brian

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**3. Alan Gummell – Regional Municipality of Niagara**

- region has taken interest in local CIPs
- interest – revitalization of areas in need of push to help move forward
- planning commitments in place to deal with infill intensification to encourage it in terms of policy / regulatory frameworks / incentives
- strong interest in streetscaping and urban design
- region model urban design guidelines
- region wants connection back to urban design guidelines
- good political move
- obvious roadway issues – main street is a regional road
- roadway issues will be a major consideration
- current staff are savvy about traffic calming and visual improvements
- will make positive contribution
- moving away from “roads for cars”
- region has strong connection to trails, bikeways - want to build on this in Port Colborne
- pan Niagara issue
- region supports Dan and site plan control
- all Niagara municipalities want to take advantage of spc
- 2 municipalities have design review committees
- to make that work, need design guidelines
- have heritage option (i.e. Niagara on the Lake)
- at the regional level trying to pull all this together around a sense of place
- tradeoff between timing and results
- Niagara generally moving towards results ... don't eliminate things prematurely
- Region does have façade improvement grants, heritage improvement grants (designated buildings)
- NOT for heritage districts (has to be a part 4 building)
- Heritage tax rebates for part 4 buildings, pc was first participant
- message: there is a raising of the bar around design
- façade improvement grants
- all programs are administered through lower tier communities, then the region piggy backs money wise
- main take up has been restoration of historic buildings
- all grants percentage of improvement cost up to a certain cap (caps vary)
- region maintains a pool of funds ... also depends on how much towns can budget to contribute
- ties into streetscape, visual improvements, sense of place
- another grant for something like a new roof (generalized building improvements), purpose is to bring buildings up to code
- Alan ... back to regulatory framework
- his is not unique – fonthill, Smithville, fort erie garrison road
- all three disadvantage – highway developed on each side with strip parking lots, wide pavement widths to accommodate a lot of traffic
- built form exacerbates traffic
- pc advantage – can enact zoning standards that REQUIRE zero front footage, rear parking, etc.
- roadway design, streetscaping and built form encourage

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**4. Rick LaPlante – The St. Lawrence Seaway Management Corporation**

- St. Lawrence Seaway
- Civil coordinator, invited by VP
- Born and raised in Port Colborne
- Seaway doesn't have Niagara property manager in Niagara – all goes through Cornwall and Maisonneuve
- he represents seaway – own land bordering the Welland Canal
- Seaway last work 2002
- town was upset that seaway got rid of concrete posts from the 1920s
- weir is very dangerous
- beauty was taken away from the bridge structure bec
- bridge 19 (lock 8) – federal government security issues
- in future seaway will look more like a prison
- fencing everywhere in the last five years
- height of fencing and barbed wire
- Thorold wrought iron fencing by lock 3 and lock 7
- seaway doesn't own any houses on main street
  
- seaway – 100' from water, seaway owns/keeps
- seaway replacing stone with gabions
- because the weir is a waste weir, the seaway doesn't care how it looks
- seaway will only repair near the weir itself
- anything downstream ... let it fall in, don't care
  
- trillium rail ... to eliminate the bridge, tracks were moved to the west side of the canal
  
- from 2006 to 2007 seaway went from 11 labourers to 4
- seaway will always own alongside canal
- city leases the park immediately to the west of the main canal from the seaway ... potentially could add another canal/lock
- 1979 150<sup>th</sup> anniversary of the Welland Canal
  
- Rick: we've mentioned some precedents, but this City is wide, broken into two areas (downtown and north end)
- problem with north end – it's a highway, not a side road
- people want to get THROUGH town to get somewhere else

**5. Tom Lannon – City of Port Colborne**

- director of parks / community services
- born and raised in Port Colborne
- site – "village of Humberstone"
- still referred to "Humberstone"
- original settlement area is our site
- Tom will help with parks staff coordination – excellent gardener Al Kruse
- they have a lot of faith in Al
- Tom wants Al included in consultation about landscaping and plant material
- no longer involved in Communities in Bloom
- Al also helps with Port Colborne Horticultural Society
- (not speaking for operations department)
- site is a regional road – called highway 3 ... leads right through town

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**6. Mary Reeves – Gateway Association**

- garden
- deed 1856
- gardens in the back
- gateway association
- don't want anything to slow any thing down
- don't want people to come in – in the middle of this process – to buy a building a do damage ... do something modern they don't want
- mary – there are a couple of nice houses on Main street that are in really bad shape
- south side of main between Mellanby and weir road in particular – roof collapsing
- what is the catalyst?
- gateway association
- basically same goal to provide a gateway to port colborne
- absolute necessity
- her building stops people ... but they know nothing about the rest of the City
- proves that pc is worth stopping ... need a reason to do it
- want people to spend time here
- heritage of the canal is absolutely beautiful
- welland canal parkway trail
- her age group wants to stop, look in shops, find out what is unique
- they have it all ships in canal, weir
- gateway very passionate
- at least 9 years old
- Mary says we have the right people in City Hall
- City Hall works together very well
- people can make things happen
- Mary – hours 10-5 Tuesday-Saturday

**7. LANDinc**

- we are concerned with what makes things work, why things happen
- critical for us to understand what is the tipping point ... what is going to make this historical area be reborn? Is it streetscape improvements? Is it a bigger issue? Cost of land, development incentives ...???
- concern – streetscape alone in itself isn't sufficient ... it makes things pretty, but you need viable businesses to make things happen
- we don't want to make simple cosmetic improvements – we want to encourage APPROPRIATE development
- what are the desired outcomes?
- slowing traffic
- major traffic flow
- wk our plan can identify treasures
- need a marketing plan to identify these treasures
- inform people that they are there
- awareness builds
- wk precedent of guelph

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- huge catalyst will be revitalized tourist centre
- need visual results that the public can see
- the process is important
- visual impacts are VERY important
- need to know more about the proposed visitor centre
  
- potential for bicycle trails and nature centres
- wk precedents ie. Inglewood rails to trails etc.
  
- integrate provincial money with local money
- lifestyle focus ... get outside
- timing is right
- wk provincial highway project
- port carling summer oriented
- question – what do we do with provincial traffic and revitalize downtown?
  
- move through downtown at a reasonable, constant pace
- maintenance capabilities ... don't plant trees if sidewalks too narrow
- need a pedestrian oriented place
- look at options for off-street parking
- need wayfinding and signage
- people pass through – don't know what is going on
  
- highway 41' wide (wk paced) which is a relatively narrow regional road
- if we can maintain 40' standard but retain the pedestrian realm then it will be a success
- traffic calming ... planting ... use of paving/materials ... lighting
- so many options to bring to the table
  
- negative of traffic through town ... here traffic goes right through town, so it's not off the beaten path
- don't have to get people to Main Street – have to get people to STOP on Main Street
- Sparta precedent ... restore buildings
  
- town has program ... City will help people purchase trees to plant on their properties

## 8. LANDinc

- Derek miller chair of heritage port Colborne committee, town crier, former member of port colborne gateway association
  
- traffic first concern
- too heavy on the road
- combined issues of volume and speed
- parking issues ... heavily traveled
- fair amount of parking on island between 2 canals
- not so much between Elm and the weir
- fair amount of parking behind business parking west of canal, and municipal lot
- Derek doesn't think parking is a big issue
- Mary thinks it's not a big deal
- Really want people to WALK
- want to stop traffic and peak their interest
- want people to stop and WALK

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- one of the most beautiful areas in the city if you take your time\
- trail is in the area as well – could be connected and looped
- tourism is the big thing ... could be a big economic driver
- industry not so much anymore
- want people to want to live here
- how do we make people slow down without them realizing it?
- Town has to be good in itself to attract a casual motorist ... doesn't see bike trails, may have glimpse of canal
- has to have a VISUAL impact of our site
- visually first impressions right now very grim
- get out of your car ... fair number of individual buildings that have potential
- raw material to work with
- what are the negatives that make it look grim:
- worst thing: vacant stores
- will streetscape work stimulate people to lease a space?
- Getting tenants in stores # 1
- #2 clean up the ugly buildings ...
- #3 too many vacant lots
- a village core has containment and definition
- Niagara-on-the-Lake is successful, but it's almost too successful
- not! gets it share ... pc does not
- park space – of course need some along the street with rhythm of green spaces and green access points to canal and trails
- want periodic parks ... but need a critical mass of buildings
- sociological and demographic studies of main street shopping patterns
- main street shopping mostly impulse shopping ... as long as there is a continuous pattern of buildings, people will keep walking
- too many vacant lots ... people will turn around
- pc has too many missing teeth in its smile

**9. Architecture**

- 2 different kinds of small town main street:
- 1 continuous façade i.e. port hope
- 2 village that grew up to be a town ... houses evolved into commercial buildings i.e. Kleinburg, Unionville
- built up ... evolution from residential buildings
- more fragmented streetscape ... incremental with different building forms – but the building forms can still be complementary
- look at vacant lots – develop guidelines that don't tie too tight (i.e. frighten away a potential investor)
- want to achieve a balance to make sure that development happens properly
- need any incentives to get landowners to make something happen
- design guidelines ... what buildings used to be in Humberstone ? Let design guidelines ensure that this happens
- site originally a residential street, businesses on first
- late 19<sup>th</sup> century – mid 19<sup>th</sup> century well represented in street
- potential parking behind buildings
- keep zoning open ... i.e. fencing, curbing not required for parking
- cw – designated heritage district an option

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**10. Miscellaneous**

- Alan – macro solution is municipal parking lot
- three municipal lots that could be used for parking
- humberstone hall, joey's pizza, former gas station
- Derek and gino agree that trucks can be diverted (clearly a contentious issue)
- wk: camping issue, potential 19,000 people
- whole other marketing opportunity – campers
- Derek, as a resident, it would be nice to have somewhere to walk other than pazzo's within walking distance of his house (on the island)
- right now – only coffee options are the Tim Hortons or downtown, but none on Main Street
- Derek thinks that the street is crying out for something different ... not another bar, clothing store, food place
- bikers to Port Dover ... on the Thursday, they flock through Port Colborne on the way to Port Dover
- Derek – if we could get people to stop and look and talk to the merchants
- invested lots of money in the south end, but the north end front door is not acceptable
- Rick – need comfortable walking space (good from Ramey to Mellanby)
- typical canal house
- accessibility also an issue here
- seaway is a working canal ... so can't use for recreational purposes
- canal days: signature event, but doesn't affect main street much, but some events at lock 8 park
- 2007 30<sup>th</sup> anniversary of canal days ... nothing was done in north end up to three years ago
- North end is a water gateway as well as a land gateway
- ace in the hole for Humberstone is the history
- buildings are backdropped by trees and forest
- Niagara has heritage of horticulture and natural spaces
- street has architectural potential
- south side between mellanby and old canal – one of only 2 areas that are architecturally intact (other is west street along the canal)
- Regional Transportation representatives were unable to attend due to short notice
- City Engineer (Ron Hanson) on vacation this week

**END OF MEETING MINUTES**

Next meeting date: to be determined

Minutes recorded and report prepared by: Andrew B. Anderson  
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**MEETING MINUTES: Report No. 02**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 27 February 2008

**Meeting Date:** Thursday, 21 February 2008

**Meeting Time:** 1:00pm

**Meeting Location:** City Hall, City of Port Colborne

**Meeting Purpose:** Review of Humberstone Architecture – Derek Miller

Present	Distribution List	Organization	Email	Phone	Key
Y	Derek Miller	P. C. Town Crier		905835.9889	DM
Y	Andrew B. Anderson	LANDinc	aanderson@landinc.ca	416.657.8881	AA
Y	Chris Wallace	LANDinc	cwallace@landinc.ca	416.657.8881	CW

The following minutes were prepared by Andrew Anderson of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**Item Description**

1. General Discussion regarding Humberstone architectural heritage
2. Miscellaneous
  - what can we do?
  - antiques?
  - Sunday market?
  - new town square? Market?
  - nothing likes to change in Port Colborne
  - music at HH Knowl
  - fireworks always downtown – not at Humberstone
  - he thinks Derek Point would be a great place for fireworks
  - holidays? Flowers?
  - City Hall currently Friday morning farmers market – food and flowers
  - tried to get crafts involved, didn't fly
  - need critical mass of crafts people or it won't work
  - antique market ... need to draw from the entire region and need to market it aggressively

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- probably 200 antique dealers across the entire peninsula
- perfect town square a long term goal ... short term, use a vacant lot with tents
- precedent of Djemma El Fna ... space predominantly empty during the day, then food, crafts, entertainment arrive
- look down Main Street ... you currently see nothing but signs, but they're hideous
- need signage that is aesthetically compatible with the streetscape itself
- 350 feet difference in height between Lake Erie and Lake Ontario
- Derek Miller wrote the history of Welland Canal

**END OF MEETING MINUTES**

Next meeting date: to be determined

Minutes recorded and report prepared by: Andrew B. Anderson  
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**MEETING MINUTES: Report No. 04 3**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 27 February 2008

**Meeting Date:** Friday, 22 February 2008

**Meeting Time:** 9:00 am

**Meeting Location:** City Hall, City of Port Colborne

**Meeting Purpose:** Workshop Wrap-Up and Preliminary Design Review with Client

Present	Disribution List	Organization	Email	Phone	Key
Y	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
N	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881	PM
Y	Rob LeBlanc	LANDinc	rlblanc@landinc.ca	416.657.8881	RL
Y	Andrew B. Anderson	LANDinc	aanderson@landinc.ca	416.657.8881	AA
N	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
N	Chris Wallace	LANDinc	cwallace@landinc.ca	416.657.8881	CW
Y	Diane Leal	LANDinc	dleal@landinc.ca	416.657.8881	DL

The following minutes were prepared by Diane Leal of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**Item Description**

- I. RL reviews purpose of the meeting:
  - obtain Client's input (DA) on the current direction of the design team, based on review of preliminary detailed streetscape study plan sketch.
  - confirm that the design team can use the Plan for Revitalization, prepared by Peter J. Smith & Co., and simply reference them in their report. RL notes that this previous study lacked a policy mechanism and that in contrast, the CIP Report will be more detailed and specific, outlining how changes will be implemented.
2. DA responds that the vision, principals, and goals from the existing Plan for Revitalization study can be used in the design team's work.
3. DA confirms that the Consultant Team is to make one formal presentation of the final CIP Report to City Council and also to hold one pubic workshop to review the draft/ preliminary drawings. This latter presentation will be an "open-house" style of presentation.
4. RL reviews plan drawing so that DA can confirm the key ideas and direction. These ideas include:

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- Gateway at the east end of the project limit including signage on the bridge rather than on the roadside
  - Visitor's Information Centre (VIC) located next to the River, in a new future building that integrates the existing lighthouse structure. In the short-term, the VIC can be housed in the old Humberstone Hall
  - Use and integration of artifacts (nautical and/or historical/cultural)
  - Parking expansion including long-term plan of connected/shared private parking on the north-side of Main St. between Elm St. and the Old Canal. This could ideally include a service lane along the northern property boundaries. Joining the parking lots would also allow for the removal of several existing private access driveways that currently break-up the continuity of the streetscape and also create a pedestrian-vehicle safety issue.
  - Generalized streetscape and intersection improvements including landscaping, use of stone and other appropriate materials, creation of bump-outs (sidewalk extensions) throughout and especially at the intersection of Main St. and Mellanby St. to address pedestrian-vehicle safety issues
  - Exploring various short-term in-fill opportunities including increasing parking resources and using public / vacant land that is available for purchase/lease
  - Using existing entries as locations for proposed bump-outs. These bumpouts allow for seating and landscape opportunities
  - Creating park space at the south-east side of the Old Canal as this is the "heart of Humberstone".
5. Dan approves of direction of the plan and its ideas and adds that overall it might take 25 or more years to implement the changes. He notes that shared parking on private lots and adding a shared service lane are long-term goals. He also points out that there is currently a municipal lot off Main St. DA also questions the feasibility of attaching a sign onto the bridge structure.
  6. DA points out that the Seaway Authority will likely have issues with any proposed changes including view platform extensions over any of their property but encourages the Design Team to be persistent and to work collaborative with the Seaway Authority in reaching resolution.
  7. AA states the plan as presented does not change the existing function of road (ie: no change in road width is proposed). Instead the plan will affect the spatial perception of the road and this is how people's behaviour / view of the road will change, including influencing them to slow down.
  8. RL reviews CIP Report Table of Contents ... DA approves Table of Contents.
  9. DA states that the City does not have any existing standards for site furnishings.
  10. DA inquires how Design Guidelines will be delivered. RL explains that they will be included in the CIP Report, including text and supporting graphics.
  11. AA discusses that the anticipated format for the CIP Report will be 11 x 17, and with a strong emphasis on graphic communication. It will be a very visual product.

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12. DA notes that in his experience, the Public appreciates comparison-type graphics that illustrates "before and after" type situations. The Consultant Team may want to consider contrasting an illustration of the existing streetscape experience with an illustration of the proposed changes.
13. DA notes that the adopted Official Plan already includes design guidelines. The guidelines developed by the Consultant Team under this contract will become part of the OP for this area via an amendment to the Official Plan. The Guidelines will then be implemented through the Site Plan Approval process.
14. RL suggests that the current project timeline of 9 months be compressed. DA approves.

**END OF MEETING MINUTES**

Next meeting date: to be determined

Minutes recorded and report prepared by: Diane B. Leal  
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**MEETING MINUTES: Report No. 04**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 17 Sept 2008

**Meeting Date:** Monday, 15 Sept 2008

**Meeting Time:** 10:15am

**Meeting Location:** City Hall, City of Port Colborne Municipal Building – 2<sup>nd</sup> Floor Committee Room

**Meeting Purpose:** **Review + Discussion of Proposed Concept Ideas as they relate to Transportation (Municipal + Regional Review)**

Present	Distribution List	Organization	Email	Phone	Key
N	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
Y	Shannon Williams	City of Port Colborne	shannonwilliams@portcolborne.ca	905.835.2901 x202	SW
Y	Ron Hanson	City of Port Colborne	hanson@portcolborne.ca	905.835.2901 x222	RH
Y	Eric Flora	Niagara Region - Public Works	eric.flora@regional.niagara.on.ca	905.685.4225 x3400	EF
Y	Tim Stuart	TSH	TStuart@tsh.ca	905.682.0212 x3049	TS
N	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
Y	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881 x208	PM
Y	Diane B. Leal	LANDinc	dleal@landinc.ca	416.657.8881 x202	DL

The following minutes were prepared by Diane B. Leal of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**ITEM 1.0 : Roadway and Traffic Standards**

Key	Description	Action
EF / RH	Within the Study Area, the roadway surface is the responsibility of the Region. Sidewalks and utilities are the responsibility of the Municipality.	
RH	Mellanby Ave. south of Main St. is now a regional road. North of Main St. it remains under municipal jurisdiction.	
PM	Inquires if turning lane tapers can be coincident with parking lot driveway entrances.	
TS	The road-related standards in the CIP have been developed through the examination of existing conditions and the 2003 Traffic Report prepared by TSH. The Plan as it currently is presented facilitates left turning into Lock 8 Park.	
TS	There are TACC standards and also Regional Design Guidelines to consider. My recommendations thus far have been in accordance with TACC because of the nature of the traffic on Main St.	
EF	The Region is flexible and willing to work with the Municipality on this in terms of balancing the TACC standards and Regional Design Guidelines.	

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TS	Medians have been problematic within the Region. There have been numerous incidents of motorists colliding with them.	
RH	The turning radii at Elm St. is key for truck traffic. In the current condition, it is common for truck drivers to encroach on other lanes.	
EF	The Region supports improved public transportation links although there is no existing regional transportation plan.	RH to provide bus transportation connections map to LANDinc including bus stop locations.
EF	There is a Transportation Strategy Committee (TSC).	EF to make TSC aware of this project.
TS	One issue that has to be addressed is that of pedestrian crossings. The Plan illustrates several crossings. The current idea is that they would be passive, indicated by informally by pavement banding (no formal IPS).	
EF	The Region does not favour mid-block or uncontrolled pedestrian crossings. The Region wants to see signage, IPS and possible pavement banding.	
EF	There should be a 2" duct along Main St. to accommodate signals.	
TS	IPS are push-button.	
EF	The Region is has a long-term goal of re-routing heavy truck traffic south on Mellanby Ave. and west on Killaly St.	
PM	The concept currently includes removal of the connection of Main St. to both Canal Bank Street and Weir Rd.	
RH	The removal of the connection between Main St. and Weir Rd. will not be well received because of the private residences north of this area that use this as a direct connection to Main St. Would the driveway adjacent to address #145 become municipal? How would it be maintained? This is not ideal because residents would have to drive through the parking lot to access the surrounding road network.	
TS	The terminus of Weir Road could be a cul-de-sac.	
RH	A cul-de-sac would also not be well received. The existing connection should be maintained on the north side of Main St.	
RH	There is a large 10 acre development (Island Estates) that will be constructed directly north of the fire hall. The development road network will connect to Mellanby Ave. The parking lots as illustrated on the Plan may provide residents of this development with the opportunity to link to Main St. via the shared-rear parking lots. This connection is undesirable in that it would increase traffic through the parking lots.	
EF	There is currently a traffic study being conducted for the Island Estates development. It will be circulated to the City when it is finalized.	
PM	Removal of the existing Canal Bank Street connection to Main St. will increase the property value of this land by creating the opportunity to develop amenities and maximize the use of edges and waterfront views.	
EF	There is a local accessibility committee. The Consultant team should be aware of the AODA as it continues to develop and refine the concept.	
RH	Hearing-impaired signals should also be incorporated at intersections	
DL	There is a conflict in a few areas along the street between establishing a desirable walkway width and maintaining a consistent road CL.	
RH	There is a 20.1m road allowance policy through this area.	
TS	One possibility to maintain a consistent centerline alignment while also proposing a min. 1.5-2m wide sidewalk may be to identify additional property for Municipal acquisition.	

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TS / RH	Shifting road centerlines by 0.5m etc., creating jogs, etc. is premature – this is too detailed at this stage. It is sufficient to identify the area required for Municipal property acquisition.	
RH	Intersections should be at right angles especially for roadway intersections. This is less critical with regards to parking lot driveways.	
EF	It is important to adhere to sight-line standards.	
TS	Offset intersections are not desirable but this is a retrofit project and there are constraints in terms of existing buildings. The Town of Grimsby is a good precedent of this.	
RH	The trail beside the rail line is no longer maintained although it is owned by the municipality. The City can not maintain a future trail and wishes to discourage trail usage because it is a liability.	
TS	Swimming is discouraged in the canals. The proposed concept plan needs to address issues of safety.	
PM	The height of the fence along the canal is a potential point for discussion.	
RH	Federal legislation requires specific security features. This is under the jurisdiction of the Seaway Authority. Prior to 9-11, there was a parapet wall as the concept is proposing.	
RH	Maintenance costs for the bridges are high. The Weir Bridge is in poor condition.	
TS	The peter j. smith report proposed a round-about immediately east of the CIP study area. Further analysis reveals that there is insufficient space to accommodate a round-about at this location.	
EF	Suggestion that the shared rear-parking lots behind addresses #142-100 connect to Mellanby Ave. directly and that this driveway be right in / right out only.	
PM	Review of key issues that have been identified in the meeting and need to be address: <ol style="list-style-type: none"> <li>1. proposed median at the east terminus of the study site, just west of the Lift Bridge may increase potential for traffic collisions.</li> <li>2. accessibility and land acquisition vs. centerline jogging of roadway.</li> <li>3. right-in / right-out access from Main St. to shared rear parking lots.</li> <li>4. Undesirable through parking lot connections with Main St. thereby creating short cuts for adjacent residents and increasing traffic within parking lots.</li> </ol>	LANDinc to consider and revise Plan accordingly.
TS	Request for regional input on technical standards.	
TS	Proposed the following changes to the Concept Plan from an operational standpoint: <ol style="list-style-type: none"> <li>1. the driveway adjacent to address #273 to be pedestrian only.</li> <li>2. the driveway adjacent to address #247 to be vehicular. The left turn out of the parking lot may be difficult.</li> <li>3. the driveway adjacent to the Home Hardware to be vehicular.</li> <li>4. the driveway adjacent to address #203 to be vehicular.</li> <li>5. the driveway adjacent to address #145 to be pedestrian only and to provide a connection to Main St. as per the existing condition.</li> </ol>	

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	6. the driveway adjacent to address #142 to be vehicular, full access in-out.	
	7. the driveway south of address #142 should not connect to the neighbourhood street because of potential flow-through.	

**ITEM 2.0 : Relocation of Utilities**

Key	Description	Action
PM	The existing condition of the overhead wires is prohibitive to the potential of the streetscape as a pedestrian environment. The overhead wires should be removed.	
TS	One of the options is to relocate the existing overhead wires from Main St. to the rear of the properties. The costs could potentially be shared by both businesses and the City but the required level of buy-in and agreement is high making this option unlikely.	
RH	Burying utilities is another option but there are previous precedents where this prevented plan implementation. Without the order of magnitude, there has to be an alternative.	
TS:	It can be up to 50% cheaper to move the utilities to the rear-lots versus burying them but this will require 100% support from property owners. Utilities can be moved for both the north and south sides of the street.	

**ITEM 3.0 : Proposed Shared Rear Parking Lots**

Key	Description	Action
DL	The increase to off-street parking will significantly increase the amount of impervious surface. This will have great implications for storm water runoff.	
TS	Once the Plan is set, then an analysis can be conducted to examine the storm water catchment areas and consider possibilities for system augmentation and future implementation. This may include a combination of on-site storage and also some direct flow into the canal.	
RH	Parking is a key issue, especially for the Main St. merchants.	
TS / RH	There will need to be a great degree of buy-in on the part of the property owners for the concept of shared rear-lot parking to be successful.	
RH	The proposed rear-lot behind the Home Hardware is not realistic – the area adjacent to that is a working area for the store with regular loading and storage activities.	
PM	Inquires as to the status of the Home Hardware proposed renovation.	
SVV	The proposed plan for the retrofit and expansion of the building is ready and waiting for DA's final approval.	
RH	A significant issue is the maintenance and management of the shared rear parking lots. Unaware of any precedent – the City typically owns the land where there is public parking.	

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PM	Snow clearing is also another issue in terms of maintenance to consider. However, maintenance could be addressed through shared serving or private contracts.	
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**ITEM 4.0 : Bicycle Access**

Key	Description	Action
EF	Inquires if the Plan will be circulated to the bike committee for review. Suggests that the Bicycle Committee be included in the review of the Plan. Notes that the Regional Niagara Bikeways Master Plan (2003) does not identify Main St. in its bike trail system although it does identify Elm St. as such.	
DL	We examined that work and initially tried to accommodate a bicycle lane into the ROW along Main St but the ROW is not sufficiently wide along its entire length to safely accommodate a dedicated bike lane. To address the cycling initiative, the concept Plan includes a bicycle parking area just off the Main St – Elm St. intersection where cyclists on the trail can securely store their bikes while they experience Main St as pedestrians.	
TS	There is a trade off between on-street parking and a bicycle lane – plus, this is a regional road with regional roadway standards.	
RH	Suggests that Plan illustrate surrounding bicycle network so that connections and links are evident. There is an existing bike trail that runs through Lock 8 Park to Bridge 21 and then links up with the East-West Trail.	
TS	Inquires if the Town has a community plan illustrating bike networks, linkages, bus connections and stops.	SW to provide LANDinc with such material.  RH to provide LANDinc with context map of the surrounding area.
EF	Acknowledges the trade-off between on-street parking and a bicycle lane and agrees that concept should move forward without the bicycle lane.	

**ITEM 5.0 : CIP Process**

EF	Inquires if the Region will be invited to the Oct. 2 Steering Committee.	EF to follow up with DA.
PM	Supports attendance and participation of Region at the Oct. 2 meeting.	
TS	This project is the 2 <sup>nd</sup> planning review of the CIP. The 1 <sup>st</sup> was predominately proponent driven (ie: BIA) but now that the concept is further developed and technical standards are now coming into play, the Region should be involved.	
PM	Some of the concept will have to be phased.	
RH	Phasing is an important issue for the Gateway Association because it may be the only way to manage the costs of implementation.	
DL	The Gateway Association has not yet seen the Plan. It will be presented to them for the first time on Oct. 2.	
EF	What level of detail does the CIP / Plan to address?	
TS	This is not a full operational study.	

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RH	Inquiry into structure and composition of Steering Committee.	RH to follow up with DA.  DL to provide list of Steering Committee and send to EF.
SW	Council will be present with the idea to identify the study corridor as being heritage at the next Council Meeting. This could result in potential funding in the future for items such as signage.	
RH	Inquiry as to where study stand currently in relation to the original proposal schedule.	
PM	The CIP Report, Plan and urban design guidelines have been developed concurrently.	LANDinc will revise schedule in collaboration with DA and re-issue.
SW	DA will want to review the Plan prior to its presentation on Oct. 2.	
TS	A key question to keep in mind is how much detail is the CIP going to be developed to?	
RH	The CIP process is also important. For example, once the public have seen the proposed plan they expect that implementation and the end result will be identical to the Plan.	
DL	Inquires if the Plan be reviewed by the fire marshal?	
RH	The City will circulate the Plan to all the relevant and required departments.	

Minutes recorded and report prepared by: Diane B. Leal  
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**END OF MEETING MINUTES**

cc: Paul Peyton, Superintendent, Public Works and Parks, City of Port Colborne  
 Rick LaPlante, Maintenance Support Coordinator Southern, St. Lawrence Seaway

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**MEETING MINUTES: Report No. 05**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 17 Sept 2008

**Meeting Date:** Monday, 15 Sept 2008

**Meeting Time:** 1:00pm

**Meeting Location:** City Hall, City of Port Colborne Municipal Building – 2<sup>nd</sup> Floor Committee Room

**Meeting Purpose:** **Review + Discussion of Proposed Concept Ideas as they related to the Weir and Lift Bridges and adjacent Seaway Authority Lands**

**Appendices:** Fig1. Illustration of required elevations / sections at Weir Bridge  
 Fig2. Illustration of required elevations / sections at Lift Bridge

Present	Distribution List	Organization	Email	Phone	Key
N	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
Y	Rick LaPlante	Seaway Management Auth.	rlaplane@seaway.ca	905.641.1932	RL
N	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
Y	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881 ext. 208	PM
Y	Diane B. Leal	LANDinc	dleal@landinc.ca	416.657.8881 ext. 202	DL

The following minutes were prepared by Diane B. Leal of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**ITEM 1.0 : INTRODUCTION**

Key	Description	Action
PM	Bridges are integrated within the overall study concept but before the design team can move forward into the details, there must be clarity and confirmation as to the feasibility of the proposed concept.	

**ITEM 2.0 : WEIR BRIDGE**

Key	Description	Action
RL	Safety is a great concern for the Seaway Authority. Notes that chainlink fence on the bridge was added prior to 9-11. Also notes that the purpose of the fence is for public safety.	

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PM	Discusses proposed idea of horizontal safety fence. This structure would maintain the same function as the existing vertical fence but would not be as visually intrusive.	LANDinc to provide concept sketches for RL to circulate to legal dept. for approval.
RL	Responds that this is an interesting idea but this would have to be approved by Seaway Authority lawyers from a potential liability standpoint.	RL to check with Seaway planner for engineered elevations and sections of the bridge and surrounding Seaway lands and forward to LANDinc. Refer to Appendices.
PM	Discusses idea of attaching a lookout on the north side of the bridge. It would appear as an overhang.	LANDinc to provide concept sketches to Seaway Authority for approval.
RL	The bridge is a solid concrete structure and therefore, additional weight is not a problem for the bridge. It is quite solid and can withstand considerable weight.	
RL	Identifies the location of 2 roll-up doors on the north side of the bridge structure, indicating that lookouts could be placed on either side of these. RL points out that look outs would also provide easier visual communication during maintenance work.	RL to discuss idea of attaching lookout with Seaway engineer(s).
RL	Concrete crash barriers were added to separate pedestrians from vehicular traffic.	
RL	The south side of the canal is more dangerous in terms of falling in than the north side.	
DL	Inquires into the facilities at or around the bridge that are necessary to perform bridge maintenance.	
RL	Cranes must be able to perform required maintenance to the bridge structure from at-top the bridge on both the south and north sides. Due to the size of the crane trucks, the bridge has to be closed to traffic when this occurs. Also noted that municipal utilities run alongside, underneath the bridge on the south side.  There is a ramp adjacent to the east side of the canal edge at the north face of the bridge. This ramp allows for maintenance vehicles to access the bridge for periodic maintenance. The ramp must accommodate a pick-up truck and a dump-truck and allow them to come as close to the bridge as possible.	
PM	Discusses idea of a tiered canal bank on Seaway lands located at the SE corner of the bridge in order to minimize visual impact of chainlink safety fence. There is great potential to enhance the waterfront value of adjacent lands.	LANDinc to provide concept sketches to Seaway Authority for approval.
RL	The height of the existing chainlink fence is 5-6 feet at that location.	
PM	There is currently little formal activity on the west side of the Weir Canal because of the existing, working rail line.	

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**ITEM 3.0 : LIFT BRIDGE**

Key	Description	Action
PM	Discusses idea of a median immediately west of the Lift Bridge on Main St.	
RL	Notes large truck traffic must lower and then raise their loads to pass through the bridge structure. The roadway immediately east of the bridge must be aligned with the bridge roadway surface – a median is not possible at this location.	
PM	Inquires into possibility of modifying the space within the ROW, immediately west of the Lift Bridge (under jurisdiction of Seaway Authority). Currently there is chainlink fence adjacent to the roadway. Could the fence be set further back?	Seaway Authority to respond.
RL	Identifies the location of 3 cameras around the bridge. Discusses that it is critical that the cameras each have an unobstructed view of the bridge.	RL to provide necessary sightlines (visibility cone) for each camera.
RL	Discussion of the land usage immediately north of the bridge. The land is owned by the Seaway Authority but it could be leased to the City as open space if they assumed the maintenance of it.	
RL	The path that is worn across this land is predominantly used by trail bike riders as a short-cut.	
DL	Notes that the fence on the Lift Bridge is lower and of a decorative nature relative to that of the Weir Bridge.	
RL	Fencing on Lift Bridge is original and has not been updated.	
RL	Notes that transport trucks turning left from Mellanby Ave onto Main St. require a wide turning radii.	DL to follow up with TSH regarding outside turning radii standards.

Minutes recorded and report prepared by: Diane B. Leal  
 LANDinc

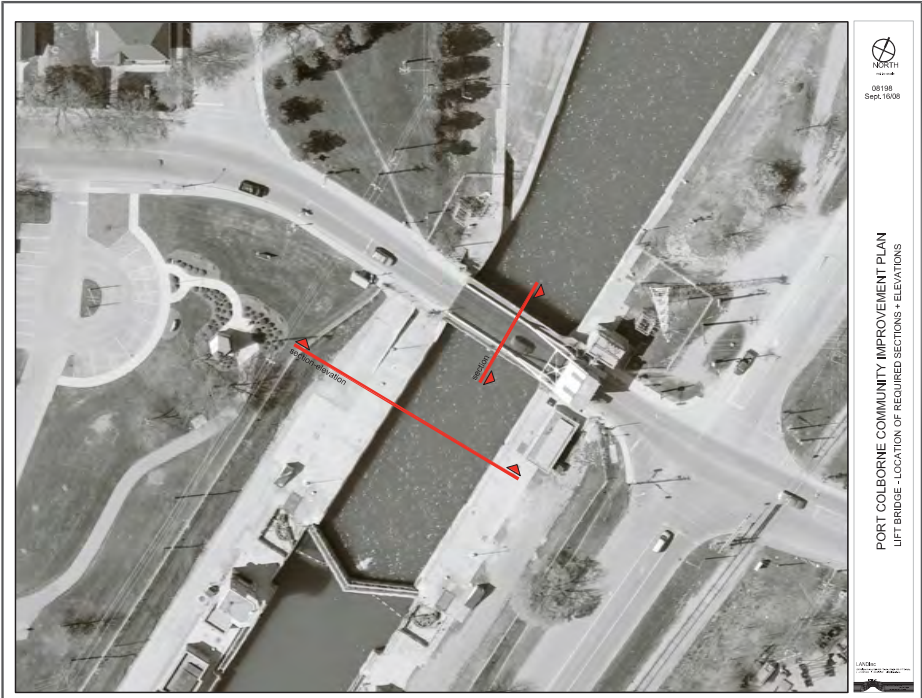
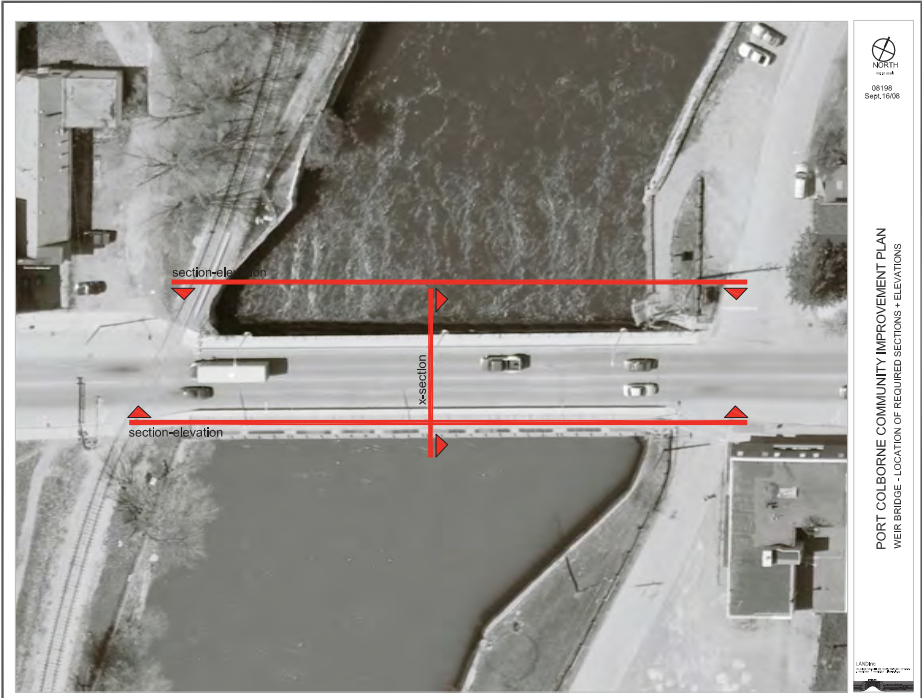
**END OF MEETING MINUTES**

cc: Shannon Williams, Planner, City of Port Colborne  
 Ron Hanson, Manager of Engineering Services, City of Port Colborne  
 Paul Peyton, Superintendent, Public Works and Parks, City of Port Colborne  
 Eric Flora, Associate Director Transportation Systems, Engineer Niagara Region - Public Works  
 Tim Stuart, Transportation Engineer, TSH

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**MEETING MINUTES: Report No. 06**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

**Client:** City of Port Colborne

**Date:** Wednesday, 17 Sept 2008

**Meeting Date:** Monday, 15 Sept 2008

**Meeting Time:** 3:00pm

**Meeting Location:** City Hall, City of Port Colborne Municipal Building – 2<sup>nd</sup> Floor Committee Room

**Meeting Purpose:** **Review + Discussion of Proposed Concept Ideas as they related to Municipal Maintenance**

Present	Distribution List	Organization	Email	Phone	Key
N	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
Y	Paul Peyton	City of Port Colborne	paulpeyton@portcolborne.ca	905.835.8888	PP
N	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
Y	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881 x208	PM
Y	Diane B. Leal	LANDinc	dleal@landinc.ca	416.657.8881 x202	DL

The following minutes were prepared by Diane B. Leal of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**Paul Peyton – Superintendent, Public Works and Parks, City of Port Colborne:**

Comments:	Action
Medians are difficult for the City to deal with in terms of maintenance. They require special care and there are insufficient staff resources to address their maintenance.	
As Main St. is a regional road, the Region controls the snow removal and all de-icing practices. Various combinations of salt, brine, sand etc. are used. The salt creates a very challenging condition for street trees. For this reason, maintenance staff prefer potted trees. Once the trees are too large for their containers, they are planted elsewhere where salt is not an issue.	
In-ground trees can be used so long as they are salt and wind tolerant. The City maintains all street trees.	LANDinc to forward tree-pit detail to PP for comment.
Tree species selection is very important because of the salt and wind conditions.	LANDinc to obtain list of preferred trees / shrubs from municipal gardener.

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Currently there is no change in the paving materials on Main St. PP does not foresee the introduction of multiple materials in the pavement as a problem for maintenance staff.	
The existing hanging baskets along Main St. are watered every other day. Open to the possibility of not having hanging baskets. Instead, perhaps energy should go into colourful street planters such as can be observed in Old Richmond Hill. Currently there are 36 hanging baskets along Main St.	
There is no water restriction in Port Colborne currently but a shift towards less water-consumptive plants would be preferable from a maintenance perspective. Fewer annuals, more perennials.	
The existing banners were ill-conceived and are hard to maintain.	
It is very windy on the Weir Bridge and banners are often damaged.	
Existing street furniture and banners are supplied by "Classic Displays, Mississauga". All park benches are the "contour bench" style consisting of a metal frame a poly-wood body. Ideally Main St. would use the same furnishings.	
It would be highly unusual to have municipal furnishings on private property – such as along Main St., in O-lot line situations.	
Welcomes the inclusion of a water feature in the proposed concept plan. The City currently maintains a water feature in Lock 8 Park.	
Vandalism is not a big issue – it occurs periodically.	
Lock 8 Park does not provide sufficient information regarding the lock system. Visitors would benefit from a stronger interpretive component.	
There are existing canal artifacts from Lock 7 available for incorporation into any of the proposed works.	
The increase in parking area would require additional snow removal machines and operators in terms of maintenance.	
There is no municipal snow clearance on Main St – property owners must clear their own properties.	
Municipal maintenance staff "sweep" Main St. every 2 weeks. There is pressure from the Gateway Association to have the frequency increased to weekly as it is for downtown Port Colborne.	
There is currently no municipal garbage bins along Main St. The exception to this is Lock 8 Park. Proposing garbage bins would increase the maintenance staffing demand.	
Regional garbage pick-up (Regional Contractor) occurs during the day. Garbage trucks pull off Main St. around traffic to pick-up the refuse.	

Minutes recorded and report prepared by: Diane B. Leal  
LANDinc

**END OF MEETING MINUTES**

**cc:** Shannon Williams, Planner, City of Port Colborne  
Ron Hanson, Manager of Engineering Services, City of Port Colborne  
Eric Flora, Associate Director Transportation Systems, Engineer Niagara Region - Public Works  
Rick LaPlante, Maintenance Support Coordinator Southern, St. Lawrence Seaway  
Tim Stuart, Transportation Engineer, TSH

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**MEETING MINUTES: Report No. 07**

**Project Name:** PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETSCAPE GUIDELINES

**Client:** City of Port Colborne

**Date:** Monday, 3 Nov. 2008

**Meeting Date:** Wednesday, 30 Oct. 2008

**Meeting Time:** 2pm

**Meeting Location:** City Hall, City of Port Colborne Municipal Building – 2<sup>nd</sup> Floor Committee Room

**Meeting Purpose:** Review + discussion of draft Cost Estimate and determination of Phasing Priorities

Present	Distribution List	Organization	Email	Phone	Key
Y	Dan Aquilina	City of Port Colborne	danaquilina@portcolborne.ca	905.835.2900	DA
Y	Gino Spada	Gateway Association	gandmfitness@hotmail.com	905.834.0550	GS
Y	Ron Hanson	City of Port Colborne	hanson@portcolborne.ca	905.835.2901 x222	RH
N	Eric Flora	Niagara Region – Public Works	eric.flora@regional.niagara.on.ca	905.685.4225 x3400	EF
N	Brian Hughes	Niagara Region – Public Works	brian.hughes@regional.niagara.on.ca	905.685.4225 x3400	BH
Y	Mike Purcer	Niagara Region – Public Works	mike.purcer@regional.niagara.on.ca	905.685.4225 x3771	MP
Y	Tim Stuart	AECOM	tim.stuart@aecom.com	905.682.0212 x3049	TS
N	Walter Kehm	LANDinc	wkehm@landinc.ca	416.657.8881	WK
Y	Patrick Morello	LANDinc	pmorello@landinc.ca	416.657.8881 x208	PM
N	Rob LeBlanc	LANDinc	rleblanc@landinc.ca	902.483.2424 x102	RB
Y	Diane B. Leal	LANDinc	dleal@landinc.ca	416.657.8881 x202	DL

The following minutes were prepared by Diane B. Leal of LANDinc. The minutes are considered to be an accurate record of the items discussed at the meeting with the above noted parties. Any discrepancies or omissions should be forwarded to the author within (5) working days of receipt.

**ITEM 1.0 : Phasing Strategy**

Key	Description	Action
DL / PM	Present Plan; identify revisions since Oct. 2 presentation meeting to Gateway Association. Explain that cost estimate will be revised and organized into implementation phases. Identification of “Enhancement Projects” (ie: those outside CIP boundary)	LANDinc to develop implementation phases based on meeting outcomes.
PM	During the previous Gateway Association presentation, it was evident that there is a strong desire for change to take place within the CIP area and that this change should serve as a catalyst for revitalization. Some discussion at the meeting suggested that landscape elements and signage may be this first priority.	
GS	Facade improvements are a priority.	
RH	There is major infrastructure cost within the roadway. The first priority should be to implement the area between the store front and curb including the street lighting.	

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TS	The proposed Plan includes moving the existing curb further into the paved roadway. The existing 300mm, cast iron water main is located within this paved portion of the roadway.	
PM	Moving the curb further into the roadway also means that catch basins would have to be moved during this initial phase of implementation.	
TS	MTO installed the sewers under the curb. The existing storm is currently sufficient but with the addition of rear parking lots storm drainage will be an issue. Timing is critical. One possibility is to begin implementing the works adjacent to the Weir Canal.	
RH	It would make sense to have the storm water outlet on the north side of the Canal because the water level on this side of the weir is controlled.	
GS	Personally, the physical appearance of the street is the top priority. However, there is a split in opinion on this issue – some people think that there is insufficient parking and that this is the key issue.	
PM	A substantial portion of the streetscape cost (per the cost estimate) would be lighting, furnishings, etc. The road works are approximately 1/3 of the overall 25-year Plan cost.	
GS	Some people can not visualize a long-term implementation strategy. There is a real fear that if the street is torn up, these people will not understand that this is part of a larger long term goal. But if the street is made to look good right from the start, people will be pleased and they will see progress.	
TS	With regards to storm water drainage, the easiest and cheapest possibility may be to drain to the southwest corner.	
MP	Not aware of any upcoming capital works for the CIP area. At least, such work is not on current boards.	MP to confirm that there are no upcoming capital works for the CIP area.
PM	If the first priority will be implementation from store front to curb, we need to decide if this will be the approach for the entire length of the street or if either the West or the East sides of the Weir Canal should be implemented first.	
RH	In agreement that the first step should be a pro-active one.	
PM	It is important that the various implementation phases be coordinated. Otherwise, some of the works completed in the first phase will have to be redone to accommodate a later phase. This would result in duplicate costs.	
DA	The projects listed as “Enhancements” in the cost estimate largely fall outside the actual CIP study area boundary. For this reason, they should be implemented last. The order of priority in terms of implementation should be: (1) street (2) rear, shared parking lots (3) enhancements.	
RH	We don’t want to do the implementation on a block by block basis. The amount of funding that is available is key.	
DL	The bridges also play a key role in the revitalization Plan. The Seaway Authority has been receptive to hearing our ideas. But we haven’t received a confirmation that they would authorize the proposed changes – this would have to be approved from a liability standpoint.	
GS	The implementation strategy should avoid a situation of “East vs. West” in terms of phasing.	
DA	People have to understand that the overall Plan will be implemented in a piece-meal fashion due to budgetary constraints.	

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TS	From a public works perspective, in terms of the idea of implementing the storefront to curb area first, the water mains and sanitary pipes have to be given consideration. The proposed Plan involves an increase in population within this area. How will this translate in terms of demand on public utilities and phasing?	
RH	The sewers are not a concern in terms of capacity.	
MP	Typically, changes to water mains occur concurrently with road works.	
GS	West side of Main St. is the in the greatest need of improvement. Perhaps this should be the first area to be targeted for plan implementation.	
TS	If the first priority is do install the streetscape between the storefront and the curb, the curb itself should also be installed at this time.	
DA	The parking lot lighting should be implemented in the same phase as the parking lots.	
PM	One of the issues in leaving the rear parking lots to the 2 <sup>nd</sup> phase is that the existing driveways would continue to cross the side walk in the interim. When the 2 <sup>nd</sup> phase would be implemented and the driveways are either filled in or become pedestrian alleys, the sidewalks in those areas would have to be reconstructed.	
TS	The materials will be key. The sidewalks should be a flexible media such as panels that can be lifted in the limited area of construction.	
PM	It will be a challenge to identify an implementation strategy that does not involve constructing the streetscape twice. The rear parking lots and the streetscape may have to be implemented simultaneously.	
RH	The optics of putting something up and taking it down are not favorable. This should be avoided.	
TS	Drainage and approvals will be its own exercise.	
DA	It is key that the cost estimate be phased and organized so that Council can allocate funding to a schedule of implementation projects.	
RH	There was a Strategic Planning session recently and it was recognized that long term financial planning is required. This project will need 10-20 years of financial support.	
DL	Perhaps in addition to the implementation of the streetscape from curb to front in phase I (entire street length), it should also include the rear parking and alleyway development for the section of the street that is in greatest need of revitalization. Giving the other property owners an a precedent of what the Plan involves may build momentum.	
PM	One huge advantage of this project is the constant traffic.	
GS	The City needs to be committed to maintenance of the new streetscape.	
DA	The City needs to control Phase I – this should therefore involve public lands and municipally controlled lands.	
MP	There is some concern with regards to the proposed pedestrian crossing at Church St because it is located very close to Mellanby Ave. Such proximity could back-up traffic. The Region would like to investigate this further. The Region is in support of using pavement differentiation such as banding as illustrated on the Plan.	
DA	The amphitheatre is outside the study area.	
MP	The Region would also like to review and collaborate on the geometries of the roadway during the next design phase.	

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**ITEM 2.0 : Utilities Relocation**

Key	Description	Action
MP	The issues with utilities relocation are few. There are sections of Main St. now that don't have any overhead wires. Bell and hydro are overhead. The lighting feeds are under the sidewalk.	
TS	Relocated the utilities to the rear of the lots is not a bad idea. But easements would have to be agreed upon.	
RH	Moving utility poles is relatively easy. The much greater cost is the transformers. These are very expensive and hydro needs control on the land.	
TS	This is the case also for burying wires. In a project 6 years ago, burying the utilities was associated with a cost of \$1 million/km.	
RH	West St. in Port Colborne itself provides an example – the cost was \$1.1 million.	
DL	There are currently utility wires that cross the overhead at the King St. intersection. As this is a key gateway location, perhaps we should consider the investment of burying the utilities at this location.	
TS/ RH	The wires at the King St. intersection could be buried as this is quite a limited area.	

**ITEM 3.0 : Additional Items**

Key	Description	Action
MP	Bump-outs can create clutter as refuse can collect in front of them. One way to address this potential is to use a rolled curb.	
GS	Bump outs may not be desirable.	
MP	Bump outs can also pose challenges for traffic.	
RH	Bump outs calm traffic speed and can be a great amenity to the street.	

**ITEM 4.0 : Meeting Conclusion re: Cost Estimate + Phasing Strategy**

PM	<p><b>Phase 1a (years 1-3):</b> Curb to store-front along entire length of street including curb, bridge enhancements and the King St. realignment:</p> <p><b>Phase 1b ( years 4- 5):</b> NW section of Main St. from Weir Bridge. The facade improvements would occur independently by private land owners.</p> <p><b>Phase 2 (years 6 - 15) -</b> CIP area roadway (pavement edge – pavement edge) + remaining rear-lot parking lots</p> <p><b>Phase 3 (years 16 - 25) -</b> Enhancement projects</p>
----	---

**END OF MEETING MINUTES**

Meeting Minutes recorded and report prepared by: Diane B. Leal  
LANDinc

cc: Rick LaPlante, Maintenance Support Coordinator Southern, St. Lawrence Seaway  
Jim Dymont, Planner, Meridian Planning Consultants Inc.

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## Meeting Sign-In Sheet

## Project: Port Colborne Community Improvement Plan, Urban Design & Streetscape Guidelines

Meeting: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

[illegible]

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### Meeting Sign-In Sheet

Project: Port Colborne Community Improvement Plan

Meeting: Gateway Association

Date: October 2, 2008 Time: 6:30pm - 8:00pm Location: Port Colborne City Hall

Name	Address	Phone No.	Organization (if applicable)
Paul Hanson	CITY HALL	905-835-2901	CITY OF PORT COLBORNE
Richard Smith	27 Main St. West 110 Main St W.	834-5323	Main St. Rez
Mike Sloat	27 MAIN ST W / 110 MAIN ST W	835-2700	PORT COLBORNE
Cheryl Smith	197 Main St W.	835-2233	PORT COLBORNE
Cheryl Smith	" "	834-8444	Niagara Performance Apparel
Angie Desmarais	CITY HALL	" "	" "
Paul Stirling	234 McLaughlin	905-835-2900	Mayor - City of PC.
Doug Carter	234 McLaughlin Ave.	905-835-5021	CATTARAUGUS
DIANA FORESI	242 ALEXANDRA	289-836-9500	homeowner
Chloe Raymond	91 Main St. W.	905-834-1911	homeowner
Jacqueline Kuster	378 Main St St PC	905-834-6232	Liberty Shop
Lila Dumont	NIAGARA REGION	905-835-8311	Stitchery & Sewing
Brian Hughes		905-984-3641	Mauden Planning

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## Appendix B - Telephone Correspondence

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN GUIDELINES AND STREETScape GUIDELINES

Client: City of Port Colborne

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Brian Hughes

Organization: \_\_\_\_\_

Niagara Region

Contact Information: \_\_\_\_\_

905.685.1571

x 3641

Mike Purson

x ?

transportation  
engineering

Notes:

- left msg 29 Feb 08 re meeting request (left msg. to both Brian and Mike)

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN  
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Client: City of Port Colborne

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Contact Information: 905-788-3135

Organization: Niagara

Peninsula  
Conservation  
Authority

**Notes:**

NPCA  
250 Threold Road W 3rd Flr  
Welland ON L3C 3W2  
905-788-3135

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN  
GUIDELINES AND STREETScape GUIDELINES

Client: City of Port Colborne

Date: 29 Feb 08

Name: Steven Thompson Organization: P. Colborne  
economic + tourism  
development  
Corporation

Contact Information: 905-834-1668  
ext 450

**Notes:**

- left msg  
- Steven Thompson  
↳ General Manager Port Colborne  
economic + tourism Corporation

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN  
GUIDELINES AND STREETScape GUIDELINES

Client: City of Port Colborne

Date: 26 FEB 08

Name: Lindsay Earle

Organization: COPC-planning

Contact Information: 905-835-2979 2901 ext. 202

**Notes:**

- will courier the following
  - hard copy of plan for revitalization
  - brownfield study Terms of Reference
  - hard copy - zoning plan.

Note: received above information  
27 Feb 08

AA

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE COMMUNITY IMPROVEMENT PLAN, URBAN DESIGN  
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Client: City of Port Colborne

Date: 26 FEB 08

Name: Virginia Anger

Organization: PC Museum

Contact Information: 905-834-7604

**Notes:**

- call on March 10<sup>th</sup> to request  
copies of insurance maps  
- away 25<sup>th</sup> Mar - 2nd April - Texas.

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**RECORD OF TELEPHONE CONVERSATION**

Project Name: PORT COLBORNE CIP  
 Client: City of Port Colborne  
 Date: Nov 11 / 2008  
 Name: Ken Forgeron  
 Contact Information: 1.905.984.3636  
 Organization: Niagara Region Planning Services Dept.  
 Email: ken.forgeron@niagararegion.ca

**Notes:**

Discussed Greater Niagara Circle Route & connection to Multi-Use / East / West Trail.  
 - 1.5m bike lanes  
 - staging areas to be available for transfer from vehicle to bicycle + washroom amenities  
 - bike racks should allow locking @ 2 points  
 O-Ring or U-shaped racks preferred.

Wray Benner - Chair of Bicycle Committee  
 wbenner@mniindustrial.com

Steven Rivers - Niagara Freewheelers, Bike Touring Club  
 srivers@copco.ca → emailed w/ info.  
 (former member of Trails & Bicycles Committee)

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## Port Colborne

Planning Services

### Appendix A: Grant Program Details

#### **Part A: General Information and Instructions**

The City of Port Colborne Grant Review Committee (PCGRC), made up of representation from City Staff, Regional Staff and the BIA shall be required to review each grant application to determine their eligibility. The PCGRC shall review applications against the Urban Design Guidelines provided within the CIP and will have ultimate approval authority over grant issuance. Grants shall be awarded on a “first come first served” basis until the yearly budget for the CIP is exhausted. Where concurrently submitted applications exceed the yearly budget amount for the CIP the PCGRC shall determine which applications best meet the requirements of the CIP.

1. Before filling out this application form, you should consult with Planning Services staff to obtain information regarding the various grant programs.
2. If an agent is acting on behalf of a property owner, please ensure that the required authorization is completed and executed by the owner as provided for in Part B.
3. If you require more space than is provided on this form, please provide additional information on a separate page and attach it to your completed application form.
4. Completed grant applications are to be submitted and processed concurrently with a building permit application. It is important to note that if a building permit has NOT been processed, a recommendation for Council approval for an application may proceed. Upon approval of your grant application, you will be provided a Letter of Commitment advising of your eligibility for the grant programs subject to any terms and conditions contained in the Letter of Commitment.
5. If you are applying for one or more of the grant programs related to Residential Conversion & Intensification, Residential Construction or Facade Improvement (Programs a-c of Part C), please attach a minimum of two bona fide quotes for the proposed work for each program application that is eligible for the grant. You may need to request your contractor to separate these costs from other costs for improvements not considered eligible for these grants. Please ensure that the quotes indicate the name, address, phone and contact for the firm/contractor.
6. If you are applying for one or more of the grant programs related to Residential Conversion & Intensification or Residential Construction and are subject to Site Plan Control or other forms of Development Agreements, please be advised that any funds required in lieu of Parkland Dedication must be paid prior to any grant payments under the Community Improvement Plan financial incentives programs.
7. If you are applying for the Tax Increment - Based Grant Program, please enclose the following documents/information at the time of application:
  - a Copy of Registered and Approved Environmental Site Assessment Report(s),
  - a Copy of Detailed Work Plan (Not required if Record of Site Condition already approved by M.O.E.),
  - a Copy of Business Plan (If requested),

## Port Colborne

Planning Services

### Appendix A: Grant Program Details

- a Minimum of two Cost Estimates from contractors or professionals for each of the following:
  - Building Renovation or Construction,
  - Demolition Costs,
  - Disposal Fees,
  - Construction Costs (site servicing),
  - Relocation of Services (sanitary, storm and watermain),

### **Part A: General Information and Instructions**

- Professional Drawings,
  - Confirmation that there are no outstanding property taxes.
8. Your grant application should be submitted in person or by mail to the Director of Planning Services.
  9. Please type or print legibly the requested information on the application form.
  10. Please review program descriptions attached as Appendix “A” prior to completing the application form.

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Appendix A: Grant Program Details

**Part B: Applicant, Agent and Property Information**

**1. Applicant Information**

Name of Registered Property Owner: \_\_\_\_\_

Address of Registered Property Owner: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**2. Agent Information (if applicable)**

Name of Agent: \_\_\_\_\_

Address of Agent: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**3. Property Information**

Address of Subject Property: \_\_\_\_\_

Legal Description (Lot and Plan No): \_\_\_\_\_

Assessment Roll No. \_\_\_\_\_

Current Uses: \_\_\_\_\_

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## Appendix A: Grant Program Details

Please Note: Should this application involve more than one (1) parcel of land, the Owner shall provide the Legal Description and Assessment Roll No. for each parcel.

Current # of dwelling units (self-contained food preparation, cooking, eating, sleeping and sanitary areas) \_\_\_\_\_

Future # of dwelling units (self-contained food preparation, cooking, eating, sleeping and sanitary areas) after improvements \_\_\_\_\_

Existing Official Plan Designation: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_

Estimated completion date for improvements: \_\_\_\_\_



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Appendix A: Grant Program Details

Part C: Application Data

Please indicate with a check mark \_\_\_ which of the following programs you are applying for. You may be eligible for more than one program. Please Note: Applicants can apply for the Residential Conversion and Intensification Grant Program, the Residential Construction Grant Program, or the Tax Increment - Based Grant Program but not both.

- |    |                          |                                    |
|----|--------------------------|------------------------------------|
| a. | <input type="checkbox"/> | Planning Fee Grant                 |
| b. | <input type="checkbox"/> | Facade Improvement Grant           |
| c. | <input type="checkbox"/> | Sidewalk Café Grant                |
| d. | <input type="checkbox"/> | Application and Permit Fees Rebate |
| e. | <input type="checkbox"/> | Tax Increment -Based Grant         |
| f. | <input type="checkbox"/> | Residential Intensification Grant  |
| g. | <input type="checkbox"/> | Sign Replacement Grant             |
| h. | <input type="checkbox"/> | Affordable Housing Grant           |
| i. | <input type="checkbox"/> | Shared Parking Grant               |
| j. | <input type="checkbox"/> | Parking Lot Improvement Grant      |

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Planning Services

Appendix A: Grant Program Details

Part D: Grant Programs

1. Description of Proposed Improvements

Provide a detailed description of proposed improvements under the appropriate grant program (attach copy of architectural, design or professionally prepared renderings/plans at the time of application).

a. Planning Fee Grant

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---

b. Facade Improvement Grant

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---

c. Sidewalk Café Grant

---

---

d. Application and Permit Fees Rebate

---

---

e. Tax Increment -Based Grant

---

---

f. Residential Intensification Grant

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Appendix A: Grant Program Details

g. Sign Replacement Grant

h. Affordable Housing Grant

i. Shared Parking Grant

j. Parking Lot Improvement Grant

2. Tax Increment - Based Grant Program

Current Assessed Value \$ \_\_\_\_\_

Following the re-assessment of the property, the City of Port Colborne will provide a grant equal to increase in Property Taxes in for three years The Owner shall provide the City with a detailed Work Plan with respect to the re-development of the land.

3. Application and Permit Fees Rebate

Amount of Building Permit Fee paid \$ \_\_\_\_\_

Amount of Municipal Application Fees paid \$ \_\_\_\_\_

Attach a photocopy of required receipts for grant applications under the Municipal Application Permit Fees Refund Grant Program.

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Planning Services

## Appendix A: Grant Program Details

**4. Construction Cost Estimates**

Eligible costs shall be the cost of materials, equipment, contracted labour and feasibility studies to complete eligible improvements. Labour provided by the applicant or tenant of the building is not an eligible cost. Please see CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION.

		<b>COST</b>
a.	Planning Fee Grant	
b.	Facade Improvement Grant	
c.	Sidewalk Café Grant	
d.	Application Fee Rebate	
e.	Tax Increment -Based Grant	
f.	Residential Intensification Grant	
g.	Sign Replacement Grant	
h.	Affordable Housing Grant	
i.	Shared Parking Grant	
j.	Parking Lot Improvement Grant	

**5. Construction Schedule**

a) Approximate date of Construction commencement: \_\_\_\_\_

b) Approximate date of Construction completion: \_\_\_\_\_

**6. Existing Mortgages on the Lands that are the Subject of this Grant Application**

a) First Mortgage (Holder, Amount, Maturity Date, Annual Payment)

\_\_\_\_\_

\_\_\_\_\_

b) Second Mortgage (if applicable)

\_\_\_\_\_



## Port Colborne

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## Appendix A: Grant Program Details

**7. Other Encumbrances on the Lands that are the Subject of this Grant Application****(e.g. third mortgage, liens, easements)****8. Status of Taxes on the Lands that are the Subject of this Grant Application (The applicant understands and agrees that there are no outstanding property taxes and/or appeals of property taxes at the time that this application is submitted).**

Have all applicable taxes been paid on the lands that are the subject of this grant application?

## Port Colborne

Appendix A: Grant Program Details

Planning Services

**CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**

Complete the consent of the owner concerning personal information set out below.

I, \_\_\_\_\_ am the owner of the land that is subject of this application for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize and consent to the use by or disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.

I, \_\_\_\_\_ as the owner of the land that is the subject of this application, further acknowledge that **I Do Not** have any pecuniary interest whatsoever in the “Construction Cost Estimates” as is required and provided with this application.

Signature Day Month Year

**AFFIDAVIT**

I, \_\_\_\_\_ of the City of \_\_\_\_\_, solemnly declare that:

All statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the	_____	of	_____	)
				)
				)
				)
in the				)
				)
of				)
				)
this	_____	day of	_____	)
				)

Signature of Owner or  
Authorized Agent

A Commissioner

## Port Colborne

Planning Services

### Appendix A: Grant Program Details

#### 1. Planning (architect/landscape architect) fee grant;

A one-time grant of 50 per cent to a maximum of \$500 will be available toward the cost of the preparation of architectural plans for building façade improvements. The grant would be conditional on the architect being approved by the City to ensure that the guidelines outlined in this report are implemented at the design stage of the development.

Also, a one time grant of 50 per cent to a maximum of \$500 will be available toward the cost of the preparation of a site plan suitable for approval by the City in accordance with the Property Standards By-law, Sign By-law, and regular site plan requirements.

#### 2. Facade Improvement Grants

The City could provide a one-time grant of 50 per cent (to a maximum of \$10,000) of the costs to assist commercial building owners in the CIP area improve a building façade on the Main Street frontage in accordance with this report. Grants for buildings in excess of two stories will be structured to provide additional funding at a rate of \$2,000 per additional storey, once the grant exceeds the maximum \$10,000. The grant will include buildings materials, labour and professional fees.

#### 3. Secondary Grant

Improvements to each exterior side and rear of buildings, where the building fronts onto a sidestreet and/or backs onto a shared parking area will be eligible for a grant provided at 50 per cent (up to \$5,000) of the costs per exterior or rear building face. Where buildings exceed two stories, the grant may be increased by an additional \$1000 per storey. Grants would be paid upon completion of the work.

#### 4. Sidewalk Cafe Grant

The City could provide a one-time grant of 50 per cent (to a maximum of \$2,000) of the costs to assist restaurant owners in the CIP area create or improve a sidewalk cafe. The grant would include building materials, labour and professional fees.

#### 5. Application and Permit fees rebate;

These are not CIP incentive programs but are intended to augment the grants and loan program under Section 28 of the Planning Act.

Where a property owner or business is undertaking improvements to lands and buildings in accordance with this report, the Town will provide a grant equivalent to the cost of the normal application fees for approved projects in accordance with the provisions of Section 69 of the Planning Act and the City of Port Colborne Tariff of fees bylaw:

<i>Site Plan approval</i>	<i>(\$2000)</i>
<i>Rezoning</i>	<i>(\$2500)</i>
<i>Minor Variance</i>	<i>(\$530)</i>

In the case of building permits, the property owner will be reimbursed for 50% of the fee, up to a maximum of \$500. The applicant will be responsible for all mapping and registration costs for agreements where applicable.

## Port Colborne

Planning Services

### Appendix A: Grant Program Details

#### **6. Property tax increment grants;**

Where property improvements are undertaken in a manner that this report result in increased assessment and therefore increased taxes, the City of Port Colborne will provide a grant equal to the property tax increase resulting from the development for up to a maximum of three years following the increase in the assessment. The grant will be equal to the municipal portion of the increased taxes between 2008 and 2011 that have resulted only from the property improvements that have been undertaken in accordance with this Plan.

Where the property is identifies as a Brownfield by the City, the City will also assist the property owner in obtaining a matching Provincial Grant under the Brownfields Financial Tax Incentive Program.

#### **7. Mixed Use Intensification grant**

A grant of up to 50 per cent of the costs (up to a maximum of \$3,000) will be provided for creating a new residential unit within a new building within the Community Improvement Area. The unit must be created in accordance with the requirements of the building code and the requirements of the Zoning By-law (as may be amended) and must have at least 90% of the groundfloor as a commercial use. Grants will be paid in equal installments over three years. The second and third installments will only be available should the residential unit remain in as a residential use throughout the duration of the grant period.

A grant of up to 50 per cent of the costs (up to a maximum of \$1,000) will be provided for the rehabilitation of an existing residential unit located above or behind an existing commercial use in the Community Improvement Area in order to increase the marketability of the unit though improvements to plumbing, electrical, accessibility, security or other improvement required to meet the current standards of the building code.

#### **8. Sign replacement grants;**

A grant of 50 per cent (up to \$2,000) will be available toward the cost of replacing an existing sign that does not comply with the sign design guidelines outlined in this report. Grants will be paid in equal installments over three years. The second and third installments will only be available should the business/sign remain in the Community Improvement Area.

#### **9. Affordable housing grants/loans;**

A grant of 50 per cent (up to \$2,000) will be available toward the cost of creating each new affordable housing unit in the CIP area. Grants will be paid after 2 years of operation of the affordable housing unit. To be considered "Affordable Housing", the City must define the requirements prior to grant approval based on provincial criteria on an annual basis.

#### **10. Shared Parking Grants.**

A grant of up to 50 per cent of the costs could be available for creating rear lot, paved, shared parking in the Community Improvement Area. Grants shall be provided at a rate of up to \$500 per parking space plus up to \$1,000 per each 10m (length) of access laneways. Property owners must enter into a shared parking agreement for rear lot access in order to be considered for the grant. The grant will be payable upon completion of the works.



## Port Colborne

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### Appendix A: Grant Program Details

#### **11. Parking Lot Improvement Grants**

Grants of 50 percent up to \$3,000.00 will be provided to improve existing parking areas adjacent to public streets. Improvements will include surfacing, marking and landscaping in accordance with the Urban Design Guidelines.

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