

Planning and Building Services Department  
Heritage and Urban Design (HUD)

April 10, 2025

**Memo To:** Elaine Leung, Senior Planner  
**Memo From:** James Pavlidis, Urban Designer  
**Subject:** Official Plan Amendment / Zoning By-Law Amendment / Draft Plan of Subdivision  
**Applicant Name:** Humphries Planning Group Inc.  
**Municipal Address:** 1501, 19th Avenue  
**City File No.:** OPA-25-0002, ZBLA-25-0002, SUB-25-0001  
**Related City File No.:** CON-25-0002

Thank you for the opportunity to review the above noted Planning Act application and its accompanying supporting materials circulated to the Heritage and Urban Design (HUD) section. Urban Design staff have reviewed the materials in the first submission in accordance with the City's *Official Plan (OP)* and the *North Leslie Secondary Plan (NLSP)*, the Council approved *City-wide Urban Design Guidelines (UDGs)* and the *Master Environmental Servicing Plan – Phase 2 Urban Design Guidelines for the North Leslie East Secondary Plan Area (NLE UDGs)*.

**Proposal Summary:**

The lands are located east of Leslie Street, south of 19th Avenue and are subject to the North Leslie Secondary Plan. The lands are designated "Employment Corridor" as per Schedule A – Land Use Plan of the Secondary Plan. The immediate planned and emerging context is characterized by low-rise residential consisting of 3-storey rear-loaded and back-to-back townhouses. Beyond this, the settlement area is bounded to the north by the Oak Ridges Moraine Countryside and to the east by the Natural Heritage System.

The applications request approval of an Official Plan and Zoning By-law Amendment as well as Draft Plan of Subdivision to facilitate one block of 3-storey rear-loaded townhouses with 13 units on a private, common element condominium road. Access to the subject lands is proposed to be obtained through the adjacent townhouse development.

**General Comments:**

Urban Design staff have no comments on the Official Plan Amendment application. Please consider this memorandum as a sign off in principle on this application (OPA-25-0002). To improve the proposal, detailed comments have been provided below which should be addressed by the applicant.

**Detailed Comments:**

**A) Site Organization**

Issue	HUD Staff Comments	Reference
1. Gateway Landscape Treatment	The subject lands are identified as a Community Gateway per the Urban Design Guidelines for North Leslie East. Such Gateways are located along the perimeter of the overall community, adjacent to arterial roads,	OP 3.4.1.12, 3.4.1.18, 3.4.1.22

## A) Site Organization

Issue	HUD Staff Comments	Reference
	<p>and emphasize a sense of entry or arrival that reflects the community vision for North Leslie and fosters a sense of place. The design of Gateways should be consistent with the branding and character of the community and along with enhanced built form, be recognizable as markers to each of the neighbourhoods.</p> <p>Limited landscape planting has been provided due to the contemplated setback of the built form, which is proposed to be 0.37m from the daylight triangle. In this regard, the applicant should increase the setback from the daylight triangle and reconfigure the townhouse block to facilitate an enhanced landscape design that reflects and reinforces the prominence of this Gateway location. Please see the Landscape Planting Node for an accepted Community Gateway within North Leslie East, appended below for reference and inspiration.</p>	<b>NLSP 9.8.7h</b> <b>NLE UDGs 2.1.6, 3.6</b>
<b>2. Number of Units</b>	<p>The Site Plan indicates that 13 consecutive units are proposed within the townhouse block. Staff note that 6 units per townhouse block is preferred, but typically no more than 8 units in a block is accepted. The applicant should revise the proposal, dividing the block into two smaller blocks. Moreover, provide a minimum mid-block break of 3.0m to accommodate a mid-block pedestrian connection from the Leslie Street frontage to the rear lane.</p>	<b>UDG 6.4.3</b>
<b>3. Pedestrian Connectivity</b>	<p>The applicant should provide a minimum 1.5m wide pedestrian walkway along the rear laneway, adjacent the garages, to facilitate pedestrian interconnectivity with adjacent lands to the east and south.</p>	<b>OP 3.4.1.33a,</b> <b>3.4.1.46f</b> <b>UDG 6.4.3.6,</b> <b>6.4.3.18</b>
<b>4. Walkway Width</b>	<p>Staff have observed that pedestrian walkways that connect unit entrances to the public facility along Leslie Street will be less than the AODA compliant minimum width of 1.5m. The applicant should revise to ensure all walkways facilitate safe, barrier-free site circulation.</p>	<b>UDG 3.13</b>
<b>5. Visitors Parking</b>	<p>The Landscape Plan indicates that two visitor parking stalls are located at the north east corner of the subject lands, adjacent the 19th Avenue frontage. Staff note that such unsightly elements should be located in less prominent areas, to reduce the visual impact on the public realm. While some landscape planting (ornamental grasses) has been provided, an opportunity exists to improve the overall interface with 19th Avenue and</p>	<b>OP 3.4.1.49,</b> <b>NLE UDG 3.2</b>

## A) Site Organization

Issue	HUD Staff Comments	Reference
	reduce the visual prominence of the visitors parking area, please refer to comment A)1 above.	
<b>6. Common At-grade Amenity Space</b>	An opportunity exists to provide common at-grade amenity space. Refer to comment A)1 above.	<b>UDG 6.4.3.12</b>
<b>7. Archaeological Potential</b>	The Stage 1 Archaeological Assessment has identified features that indicate archaeological potential and recommends a Stage 2 Archeological Assessment be conducted. The applicant should complete the Stage 2 assessment. The applicant shall submit a clearance letter from the Ministry of Citizenship and Multiculturalism (“Ministry”) to the City once all required assessments are conducted and accepted by the Ministry and entered into the Public Register of Archaeological Reports.	<b>OP 3.4.3.3</b>

## B) Massing and Built Form

Issue	HUD Staff Comments	Reference
<b>1. Architectural Response to Gateway</b>	<p>Section 4.2.1.2 of the North Leslie East Urban Design Guidelines indicates that Community and Neighbourhood Gateways, located along the perimeter of the overall community and adjacent to arterial roads, emphasize a sense of entry and arrival, reflect the best vision set for each of the North Leslie Neighbourhoods, and have the opportunity to provide visual landmarks to reinforce the community identity and assist in wayfinding. The design principles for Community and Neighbourhood Gateways direct the following:</p> <ul style="list-style-type: none"><li>• Provide corner-specific architectural features where possible, such as wrap-around porches, tower features, etc.;</li><li>• Integrate and coordinate the building design with gateway features in terms of architectural features;</li><li>• Maintain a consistent quality of architecture on all publicly exposed elevations;</li><li>• Locate the main entry along the flankage side, where possible;</li></ul> <p>In this regard, the applicant should provide an architectural response that is commensurate to the site’s Community Gateway location and ensure the built form is coordinated with the landscape treatment for the Gateway feature. Please note that detailed comments on the building design will be provided as part of a future Site Plan Application.</p>	<b>NLE UDG 4.2.1.2</b>

## B) Massing and Built Form

Issue	HUD Staff Comments	Reference
2. Utilities	The applicant should identify the general location of utilities (ie. gas / hydro meters, HAVC units, etc.) on Elevation and/or Site Plan drawings. Please note unsightly elements should not be located on prominent elevations visible to the public realm. Where this cannot be accommodated, utilities should be sufficiently screened through architectural and/or landscaped treatment.	UDGs 6.3.19, 6.4.11

For future submissions, please have the applicant indicate how the comments in this memorandum have been addressed using a chart or spreadsheet format. Relevant drawing packages and any additional supporting materials that are required to address the comments above, or where changes are proposed, shall be provided in subsequent submissions.

Regards,

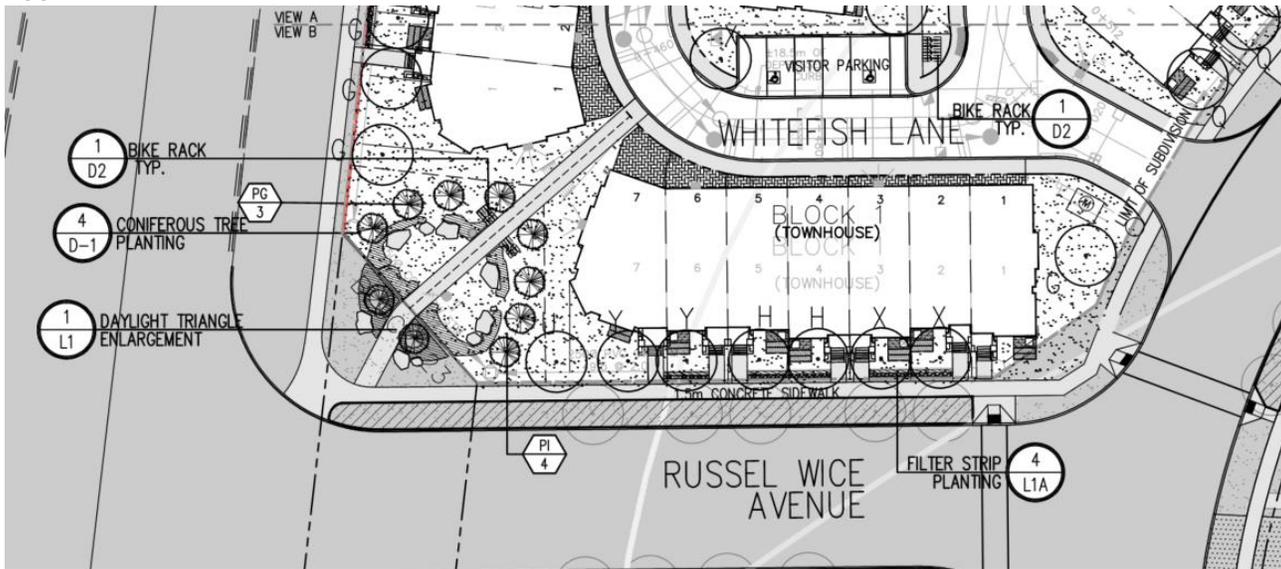


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# Appendix



Accepted Community Gateway Feature