



URBAN DESIGN BRIEF

Terms of Reference

Purpose

An Urban Design Brief (UDB) is intended to describe and illustrate proposed designs for new development projects and demonstrate how the City's Urban Design Guidelines and other City policies have been considered as part of the site design. The UDB will provide the design rationale for site, building and landscape design elements within the proposal, in addition to how the proposed development is compatible and complimentary with the existing neighbourhood. The scope and level of detail expected in the UDB will depend on the scale, site, nature, and complexity of the development proposal. **The Urban Design Brief must be prepared and signed by a qualified professional.**

The City of Brantford Planning Department Staff will use the UDB to help assess the urban design aspects of development applications to ensure high quality design is achieved in the public and private realm. The City encourages the design of complete and sustainably built environments that are consistent with Brantford's character and vision for the future as outlined in the City's Official Plan and Urban Design Guidelines.

The Urban Design Brief should not be a description of the proposed development layout, nor, does it replace the requirement for a Planning Justification Report. The UDB should explain why the proposed development represents the most effective design to meet the intent of the City's Urban Design Guidelines. The UDB should also provide Planning Department Staff with an overview of the design rationale for the site and why design decisions were made.

The Terms of Reference has been drafted to standardize the City's expectation for Urban Design Brief submissions to allow for efficient preparation and review.

When is an Urban Design Brief Required

An UDB will be submitted as part of a development application for an intensification proposal that includes an Official Plan Amendment, Zoning Bylaw Amendment, Draft Plan of Subdivision/Condominium, and/or Site Plan when identified as being required through pre-consultation.

1.0 Background/Existing Conditions

The Urban Design Brief should provide a description and analysis of the site and surrounding context (at least 400 metre radius from the site) noting any attributes and considerations including, but not limited to:

- Existing natural features, topography, and vegetation;
- Existing buildings and structures on the subject site;
- Lot fabric (including frontage and depth);
- Street/block pattern (including block lengths);
- Built form character of the surrounding area;
- Surrounding land uses;
- View and vistas to and from the site;
- Existing or planned landmarks or gateways;
- Existing or planned transportation networks (including vehicular, cycling, pedestrian, transit, etc); and
- Existing linkages to open space.

A context map showing the subject site in relation to the neighbourhood and photographs of the existing context should be included. See example provided as Appendix 'A'.

2.0 Policy Context

The Urban Design Brief should provide a summary and analysis of the relevant planning documents and guidelines, including a description of how the proposed design accounts for, and implements the City of Brantford's vision/principles/goals as established in:

- City of Brantford Strategic Plan;
- City of Brantford Official Plan and applicable Secondary/Neighbourhood Plans;
- City of Brantford Urban Design Guidelines for Intensification Proposals; and
- Applicable policies, design guidelines, and design directions for specific areas (i.e. Waterfront Master Plan, Downtown Master Plan etc).

3.0 Design Considerations

The Urban Design Brief should demonstrate how the City's design guidelines and policies have guided the design of the site through written descriptions, plans, elevations, diagrams, and/or photographs. The applicant should explain how the design proposal addresses the following design considerations:

- Urban/Community Structure (i.e. Urban Growth Centre, Intensification Corridors, Stable Residential Neighbourhoods);
- Street and block pattern (i.e. connectivity, pedestrian access);
- Lot sizes;
- Building orientation and site layout;
- Built form, height, scale, and massing;
- Building articulation and detailing;
- Building materials;
- Setbacks from adjacent properties and the street;
- Building step-back (if applicable);
- Building transition to adjacent neighbourhoods;
- Heritage considerations (if applicable);
- Location of parking (surface or underground), driveways, ramps, drop-off areas;
- Access to transit;
- Bicycle parking/storage;
- Location of servicing, garbage collection, and loading areas;
- Streetscape elements (boulevard design, landscaping, street furniture, public art, signage, lighting, etc.);
- On-site landscaping and buffering; and
- Linkages to semi-private and public spaces (i.e. natural heritage features, parks, multi-use trails, courtyards and open space).

4.0 Project Design Analysis

Provide an overview of the urban design objectives/principles for the proposed development at the neighbourhood scale, indicating how the development integrates within the existing conditions and how it contributes to creating a unique sense of place through the proposed design considerations. Provide an analysis on the following points:

- How does the proposal comply with the applicable design guidelines;
- How does the proposal address the existing condition;
- How does the proposal enhance the function and aesthetics of the existing neighbourhood and future development; and
- How do constraints (i.e. lot size, grading, natural heritage) impact and influence the design of the development.

5.0 Submission Requirements

As part of the Urban Design Brief, written explanations and descriptions should be provided in addition to drawings, analysis, diagrams and/or illustrations to support the proposed development. Depending on the nature and scale of the development, these could include, but are not limited, to the following:

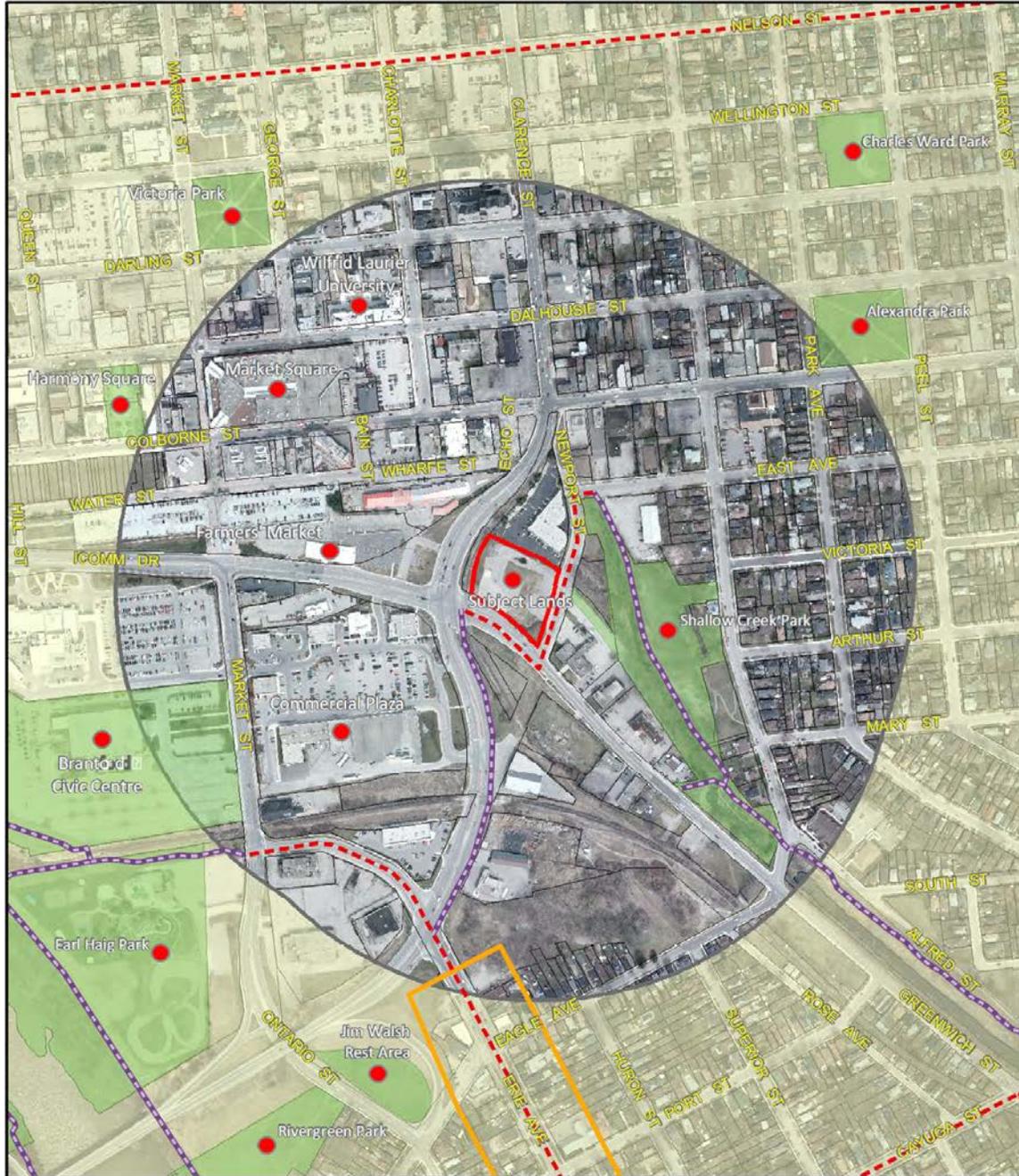
- Context drawing showing the location of the subject property within the broader community (400 metres)
- Site Plan;
- Elevation drawings;
- Floor Plans;
- Landscape Plan;
- Circulation Plan (vehicular and pedestrian);
- 3D coloured perspectives of the site and surrounding area;
- Streetscape elevations (showing existing streetscape);
- Photographs; and
- Sun/shadow analysis drawings.

For more information please contact:

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Appendix A

COMMUNITY CONTEXT MAP



LEGEND

- | | | | |
|---|---|---|--------------------|
|  | SUBJECT LAND (166-176 Greenwich Street) | Trails | |
|  | 400m Buffer |  | Multi-use trail |
|  | Intensification Corridor |  | On-road Connection |
|  | Park | | |

