

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 16-61

BEING a by-law to designate a Heritage Conservation District known as the Downtown Almonte Heritage Conservation District;

WHEREAS Section 41(1) of the *Ontario Heritage Act* R.S.O. 1990, c.O.18 authorizes the Council of a municipality may by by-law designate the municipality or any defined area thereof as a heritage conservation district;

AND WHEREAS pursuant to subsection 41.1 (1) of the *Ontario Heritage Act*, R.S.O. 1990, c.O.18 a municipality shall adopt a heritage conservation district plan for each district that is designed in the by-law;

AND WHEREAS the Community Official Plan for the Corporation of the Municipality of Mississippi Mills contains provisions relating to the establishment of heritage conservation districts;

AND WHEREAS the Corporation of the Municipality of Mississippi Mills has undertaken a Downtown Almonte Heritage Conservation District Study to examine an area for designation as a Heritage Conservation District which resulted in the preparation of the Downtown Almonte Conservation District Plan;

AND WHEREAS the Downtown Almonte Heritage Conservation District Plan has been made available for viewing by the public;

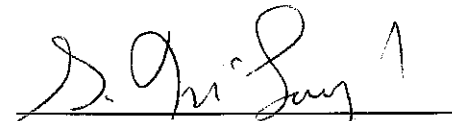
AND WHEREAS Council held a public meeting in respect to the Downtown Almonte Heritage Conservation District Plan on Tuesday, June 23, 2015 with the appropriate notice of the public meeting given in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c.O.18;

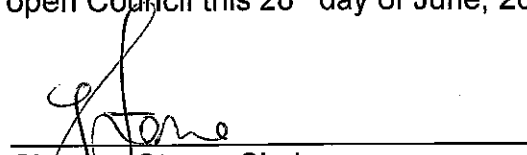
NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

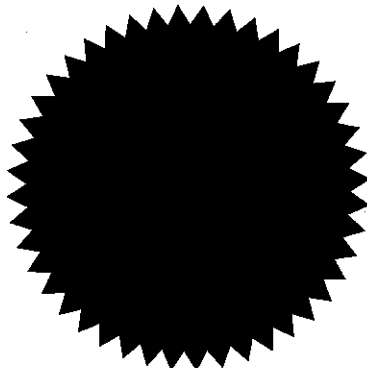
1. **THAT** the area shown on Schedule 'A' attached hereto and forming part of this by-law is hereby designated as a Heritage Conservation District to be known as the Downtown Almonte Heritage Conservation District;
2. **THAT** the properties described in Schedule 'B' attached hereto and forming part of this by-law shall be included in the Downtown Almonte Heritage Conservation District;
3. **THAT** the Downtown Heritage Conservation District Plan is adopted as set out in Schedule 'C' attached hereto.

4. **THAT** the Chief Administrative Officer is hereby authorized to cause notice of the passage of this By-law to be served upon the owners of the properties described in Section 2. and Schedule 'B' and upon the Ontario Heritage Trust and to cause notice of the passage of this By-law to be published in a newspaper having general circulation in the Municipality of Mississippi Mills.
5. **THAT** the Chief Administrative Officer is hereby authorized to cause a copy of this By-law to be registered against the properties described in Schedule 'B' hereto in the proper Land Registry Office upon this by-law coming into force.
6. **THAT** this by-law shall come into force and take effect either on the day following the last day of the prescribed appeal period or as otherwise provided in accordance with Section 41(10) of the *Ontario Heritage Act* R.S.O. 1990, c.O.18.

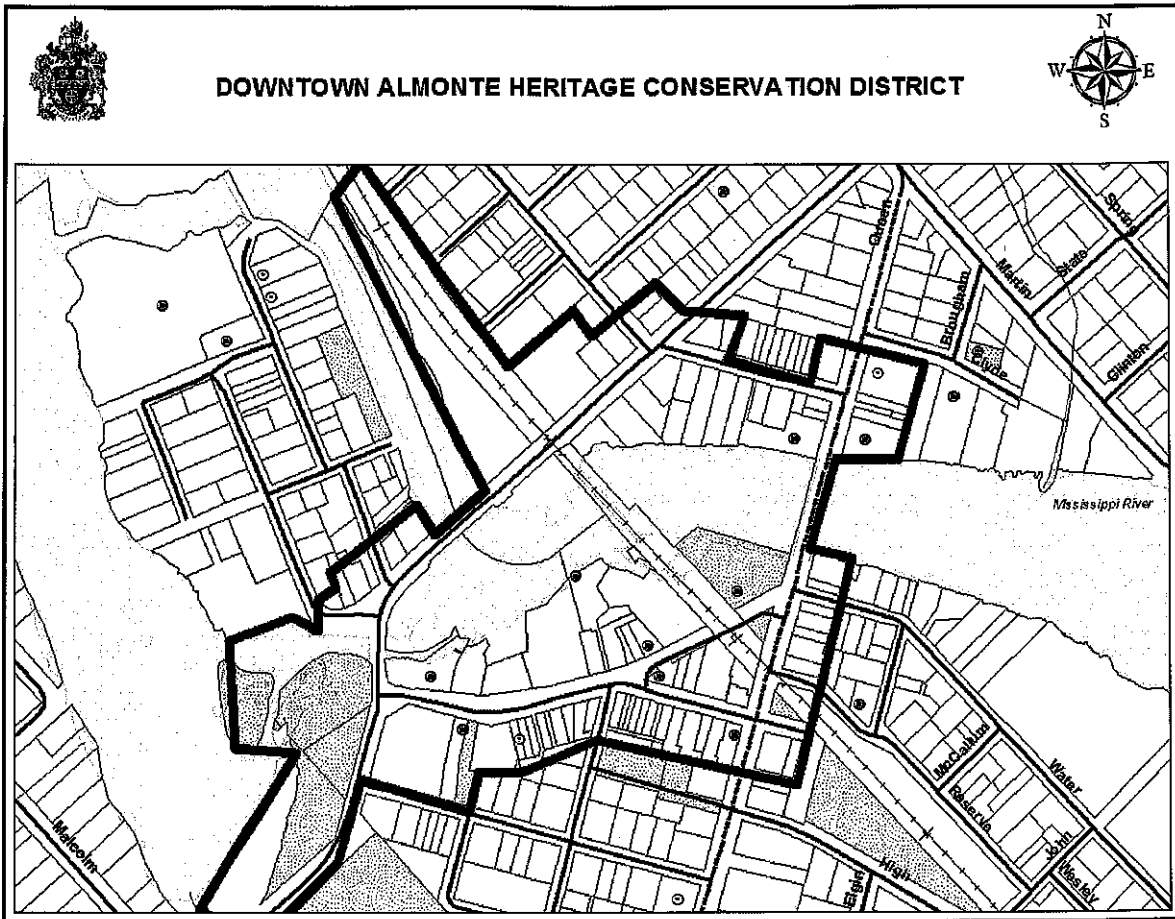
BY-LAW READ, passed, signed and sealed in open Council this 28th day of June, 2016.


Shaun McLaughlin, Mayor


Shawna Stone, Clerk



SCHEDULE 'A' TO BY-LAW NO. 16-61



UNION ST S	28	PLAN 6262 PT LOT 15
UNION ST S	30	PLAN 6262 PT LOT 14
UNION ST S	36	PLAN 6262 LOT 13 PT LOT 14 UFFI
UNION ST S	40	PLAN 6262 PT LOT 12
QUEEN ST	88	PLAN 6262 PT LOT 11 PT LOT 12 UNION ST RP 26R1005 PARTS 1,2 AND 3
QUEEN ST	84	PLAN 6262 PT LOT 11 PT LOT 12 MITCHESON SECTION
QUEEN ST	80	PLAN 6262 LOT 19 PT LOTS 11 12 15
BRIDGE ST	14	PLAN 6262 TOWN HALL
		PLAN 6262 PT LOT B
		PLAN 6262 PT LOT 52
		PLAN 6262 PT LOT 52
LITTLE BRIDGE ST	79	PLAN 1218 PT LT A RP 26R1187 PARTS 1 AND 2
LITTLE BRIDGE ST		PLAN 6262 PT LOT A MCINTOSH SEC RP 27R9593 PART 1
LITTLE BRIDGE ST	83	LSCP 18 LEVEL A UNIT 1
LITTLE BRIDGE ST	83	LSCP 18 LEVEL A UNIT 2
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 1
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 2
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 3
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 4
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 5
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 6
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 7
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 8
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 9
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 10
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 1 UNIT 11
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 2 UNIT 1
LITTLE BRIDGE ST	83	LSCP 18 LEVEL 2 UNIT 2

MILL ST	26	PLAN 6262 PT LOT 12 FARM ST PT LOT 28
MILL ST	28	PLAN 6262 PT LOT 12 FARM ST PT LOT 28
MILL ST	30	PLAN 6262 LOT 10 LOT 11 27R5707 PART 1 ALL PARTS 10 & 11 SHIPMAN SURVEY ON MILL ST
MILL ST	34	PLAN 6262 PT LOT 9 FARM PT LOT 26
MILL ST	36	PLAN 6262 PT LOTS 9 26 AND 34 RP 26R1641 PART 2
MILL ST	38	PLAN 6262 RP 26R1641 PART 3 BEING PT LOTS B AND C
MILL ST	42	PLAN 6262 LOT 8 PT RP 26R1641 PART 4 R O W RP 26R1641 PART 5
MILL ST	44	PLAN 6262 PT LOT 7
MILL ST	46-48	PLAN 6262 LOT 7 PT
MILL ST	52	PLAN 6262 PT LOT 7 RP 26R1254 PARTS 1 AND 2
MILL ST	54-56	PLAN 6262 LOT 6 PT LOT 5 RP 26R2241 PARTS 1 AND 2
MILL ST	58-60	PLAN 6262 PT LOT 5
MILL ST	62	PLAN 6262 PT LOT A
MILL ST	64	PLAN 6262 PT LOT B PT LOT A
MILL ST	66	PLAN 6262 PT LOT B PT LOT C
MILL ST	68	PLAN 6262 PT LOT C
MILL ST	70-72	PLAN 6262 PT LOT D
MILL ST	74-A	PLAN 6262 PT LOT E ROW MILL ST PT BRAE ST
MILL ST	76	PLAN 6262 PT LOT F RP 26R3023 PART 2
MILL ST	78	PLAN 6262 PT LOT G
MILL ST	80	PLAN 6262 MILL PT LOT 3 BRIDGE PT LOT 41 BRAE PT LOT 52
MILL ST	84	PLAN 6262 MILL PT LOTS 2 & 3 BRIDGE PT LOT 41
MILL ST	86-88	PLAN 6262 PT LOT 2 RP 26R888 PART 1
MILL ST	94	PLAN 6262 PT LOTS 1 2 AND 41 RP 26R1883 PARTS 1 TO 3 6 AND 7
MILL ST	98	PLAN 6262 SHIPMAN SURVEY PT LOT 1 PT LOT 41 RP 26R1883 PARTS 4 5 AND 8
BRIDGE ST	42	PLAN 6262 PT LOT A RP 26R2559 PARTS 4 AND 5
MILL ST	93-95	PLAN 6262 PT LOT A
MILL ST	89	PLAN 6262 PT LOT A RP 26R 2559 PARTS 1, 2 AND 3
MILL ST	81	PLAN 6262 PT LOT A
MILL ST	79	PLAN 6262 PT LOT A
MILL ST	73-77	PLAN 6262 W PT LOT A
BRIDGE ST	31	PLAN 6262 PT LOT 12
BRIDGE ST	27	PLAN 6262 LOT Z PT LOT 12 RP 26R 1730 PARTS 1 TO 3
BRIDGE ST	21	PLAN 6262 LOT 11

BRIDGE ST	15-23	PLAN 6262 LOT X LOT W PATTERSON SECTION
WATER ST	116-118	PLAN 6262 LV BRIDGE
BRIDGE ST	11	PLAN 6262 PT LOT 1 RP 26R1524 PARTS 1 TO 5
BRIDGE ST	5-7	PLAN 6262 PT LOT 1
MILL ST	118	PLAN 6262 PT LOT A PT LOT B
MILL ST	126	PLAN 6262 PT LOT C MILL ST
HIGH ST	155	CON 9 PT LOT 15 RP 26R1122 PART 1 TO 4
		CON 7 PT LOT 12 CON 8 PT LOTS 2 TO 7 CON 9 PT LOTS 7 TO 13 PT LOTS 18 TO 20 CON 10 PT LOTS 20 TO 27

Town of Mississippi Mills

Downtown Almonte Heritage Conservation District Plan

Watson MacEwen Teramura Architects

June 2015; Revised June 2016

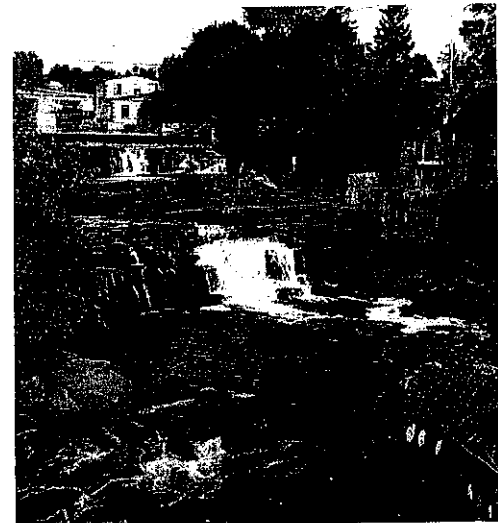
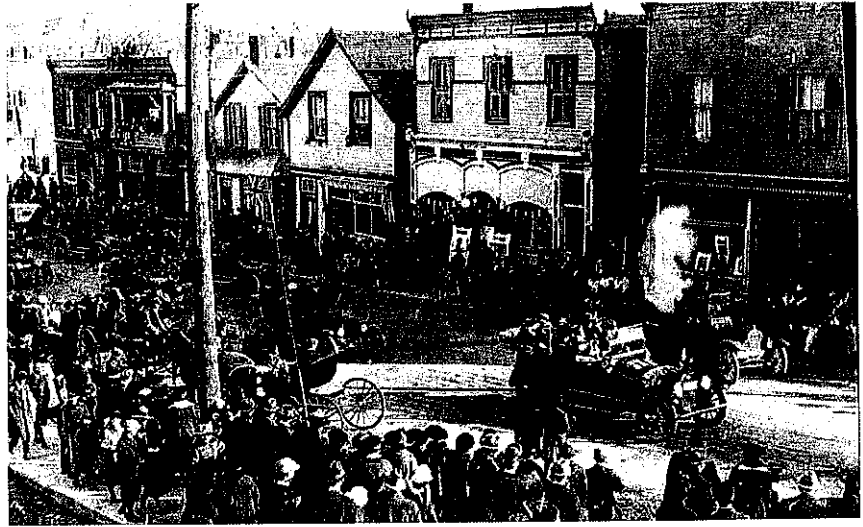
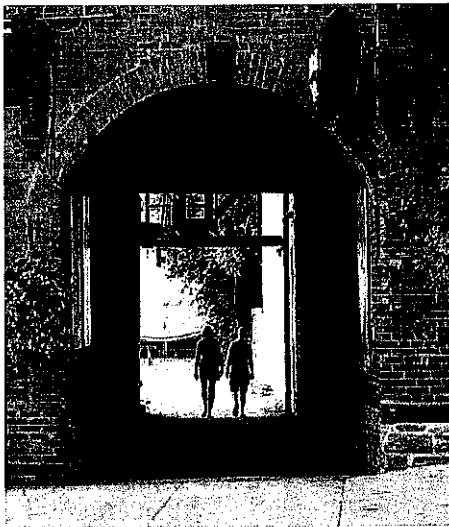


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PREFACE

The Downtown Almonte Heritage Conservation District Plan has had two major phases. In the first phase, extensive research and analysis of the area were undertaken. This research helped the Town make a well-informed decision to move forward with the formal designation of a heritage conservation district, under the *Ontario Heritage Act*. The results of the first phase reflect the desire to protect and enhance the cultural heritage value and character of downtown Almonte.

The second phase involved the preparation of this plan. The intent of this Plan, and its Guidelines, is to provide an effective and useful framework for managing future change in downtown Almonte, while protecting and enhancing the cultural heritage value and distinct character of this place.

Key elements of this Plan include:

- A Statement of Objectives to be achieved through the designation of the District;
- A Statement of Cultural Heritage Value, supported by a description of heritage attributes, that defines the District;
- A set of guiding Principles and supporting Guidelines, which are designed to achieve the stated objectives and guide future change in the District; and
- A description of alterations to properties that are minor in nature and may be carried out without obtaining a Heritage Permit.

The contents of this Plan are designed to serve as a reference for property owners, project proponents, Town Staff, the Municipal Heritage Committee and Council when reviewing and making decisions regarding proposed changes in and adjacent to the District. The types of changes addressed in this Plan include alterations to existing buildings and infrastructure, new construction, and public works within or adjacent to the District.

The heritage resources of downtown Almonte are rich and diverse, and reflect over 175 years of important economic, industrial, social and cultural activity. The importance of this Heritage Conservation District Plan cannot be overstated. This is the first heritage conservation district to be designated in the Town of Mississippi Mills. For the Town and the community of Almonte, this is a unique opportunity to adopt a new approach to urban planning and the management of future change in a way that values the past, while understanding the present and enabling a viable and vibrant future.

1 BACKGROUND

1.1 Downtown Almonte Heritage Conservation District Study

Almonte is a small community on the Mississippi River in eastern Ontario. Its oldest settled area is its downtown, recognized as having a distinct character that relates to its many heritage resources. Today, downtown serves as a commercial, social and cultural hub for the surrounding community and a tourist destination. Many former industrial sites have been converted to residential or commercial uses, and century-old commercial buildings have found new roles in a 21st century economy.

In the fall of 2013, the Town of Mississippi Mills initiated a study of downtown Almonte as a potential Heritage Conservation District (HCD). HCDs are a conservation management tool for Ontario communities first introduced in 1980. None yet exist in Mississippi Mills.

The initial study area included the commercial core as well as a number of neighbouring residential areas. Through the study process, the proposed boundary of the HCD was reduced to provide specific focus on the commercial core and the river. The revised boundary, illustrated in Figure 1.1, includes the area and most of the features depicted by participants in the mental mapping exercise that was carried out during the public consultation in August 2014, and in postcard submissions received in the early part of the study phase. These exercises revealed that the community's perception of the area is centred on the Mississippi River, the historic mills and Mill Street.

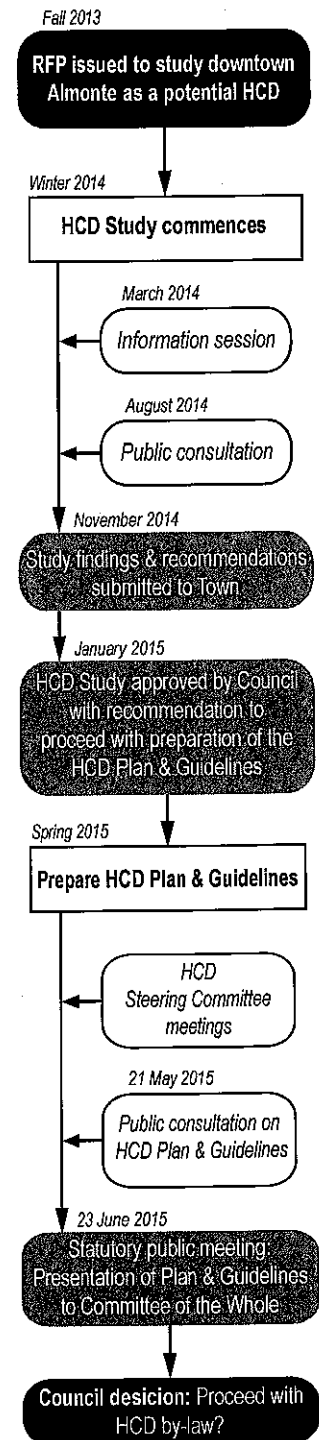
The HCD study took place in 2014. A draft of the study was submitted to the Town for consideration in November, and the final report submitted in December. The study provided an assessment of the area, and recommendations for the designation of an HCD.

After consideration by Town Council, the study was approved and the recommendation to proceed with the Plan and Guidelines phase was initiated in January 2015. The flow chart (at right) illustrates the district designation process to-date in Almonte.

1.2 Purpose of the Heritage Conservation District Plan

The purpose of the Plan and Guidelines ("the Plan") for the Downtown Almonte Heritage Conservation District ("the District") is to provide guidance on the management of physical change over time. The intent

HERITAGE CONSERVATION DISTRICT DESIGNATION PROCESS IN ALMONTE



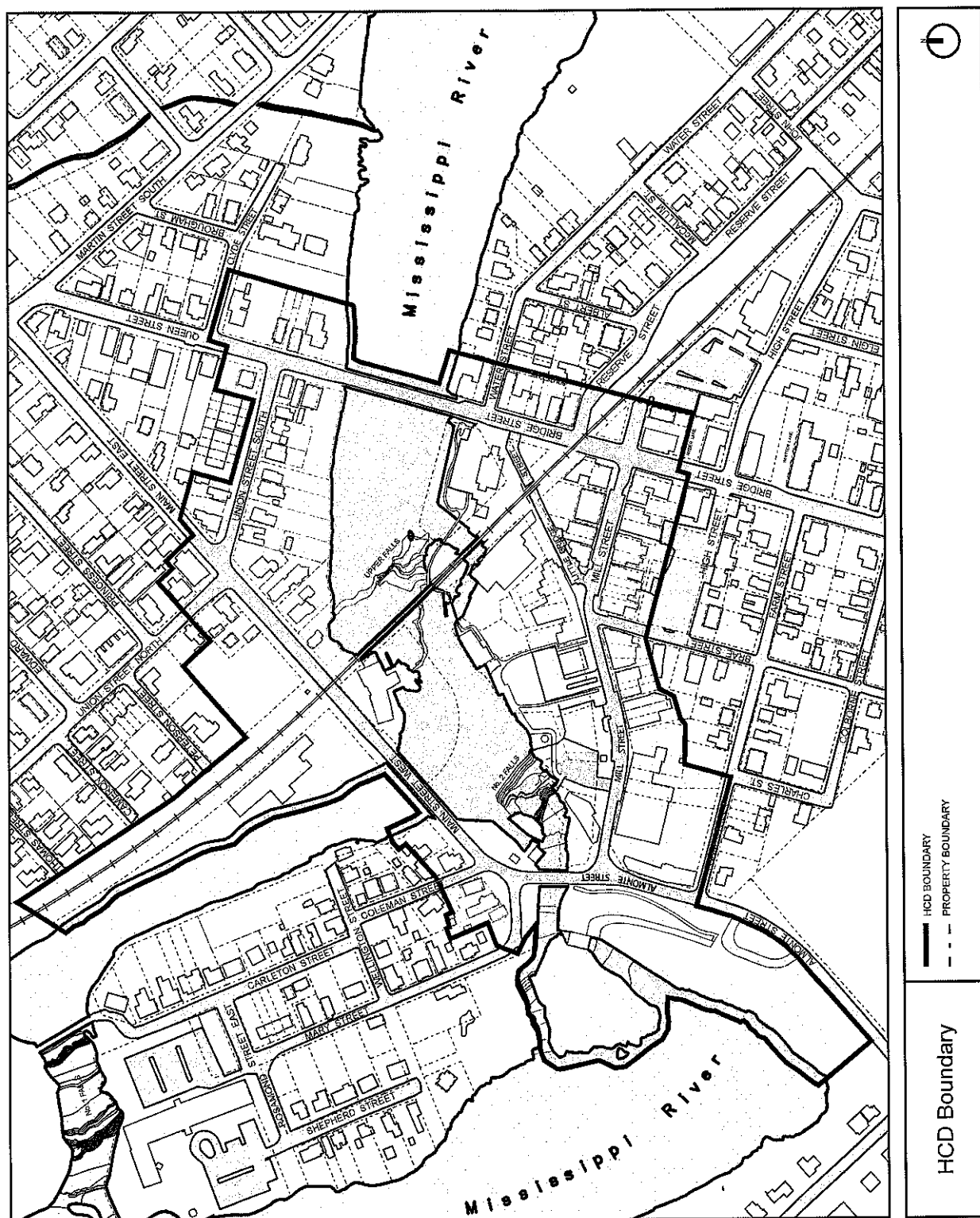


Figure A-1. Downtown Abmonte Heritage Conservation District boundary.

is to ensure that future change contributes to — and does not detract from — the heritage character of the District. This Plan applies to public works projects in parks and streets, as well as to owner-initiated projects, including alterations, additions, new construction and demolition of buildings or parts thereof.

The people who use and inhabit this place are the primary custodians of its value and character. While the policies contained in this Plan are intended to encourage regular maintenance and repair, as well as improvements, property owners are not compelled to alter their properties simply because of the adoption of the District. Specific design solutions for each property are the purview of individual property owners, to be developed with their builders, architects, landscape designers, planners and engineers, as advised by Town Staff and committees reporting to Council in the implementation of these guidelines.

Restoring the appearance of historic buildings and features to a fixed time in Almonte's history is not the aim of this Plan; rather, the focus is on protecting the land use patterns, the architectural character and the urban and natural landscape forms that have survived from the past.

The Plan is a tool and guide for managing change in downtown Almonte. The planning framework provides objectives, policies, guidelines and permit procedures needed to protect, conserve and enhance the unique heritage character of the District.

With the stability provided by this long-term management plan, the District is able to support a variety of social and economic activities and to attract investment. Its Guidelines represent best practices that should be considered and implemented wherever feasible, economical and practical.

The Plan consists of the following sections:

- Section 1 provides background on the initiative to designate an HCD in downtown Almonte, and explains the general provisions of the legislation which regulates HCDs (current section).
- Section 2 describes HCDs in general terms, and what it means to property owners.
- Section 3 contains those provisions that are legally required of a Plan, notably a statement of objectives, statement of cultural heritage value and description of heritage attributes.
- Section 4 sets out the Design Guidelines to provide direction on managing change to property located within the District, preceded by a set of overarching conservation principles.
- Section 5 provides a framework for the implementation of the Plan, including description of the heritage review process, alterations exempt from regulation, and financial incentives.
- Section 6 provides recommendations regarding the District's education and promotion, and for updates to other municipal policies and plans.

- The Appendices contain an illustrated glossary of terms and concepts used in the document; a list of resources; excerpts from the survey of individual properties; and an excerpt from nationally-recognized conservation standards and guidelines.

1.3 Who Should Use this Plan?

This Plan, a resource for both the Town and the wider community, is intended for use by:

- Property owners within and adjacent to the District
- Town Planning Staff
- Municipal Heritage Committee
- Town Council

The Guidelines, contained in Part B of this Plan, will be applied to all development projects within the District, as well as on adjacent properties — that is, properties that are contiguous with or border the District boundaries.

The Town of Mississippi Mills is responsible for reviewing and approving all Heritage Permit applications, all of which will be treated fairly and equally. The requirements for a permit, including the application and review process, are described in Part C of this Plan.

In addition to the people listed above, this document is also intended to serve the development community, including architects, engineers, designers, landscapers, trades people and builders who will work on properties and resources within and adjacent to the District.

It is also recognized and understood that an HCD does not apply to provincially or federally owned or regulated properties. It is the hope of Town Council that these lands will be managed in a manner compatible with the character and value of the District. This Plan will be shared with these authorities, and the Town will be available to provide guidance during the planning of future work on these lands.

Should these lands fall under the jurisdiction of the municipality or the county, they would then be subject to this HCD Plan.

1.4 Legislation and Policy Provisions

Both municipal and provincial policies regulate the District, including the *Ontario Heritage Act* (Part V), the *Provincial Policy Statement* and the *Mississippi Mills Community Official Plan*.

Ontario Heritage Act (2005)

The *Ontario Heritage Act* (OHA) regulates the protection of heritage resources within the province and its municipalities. A property, group of properties or area that has been formally recognized under the provisions of the Act are referred to as being “designated”. Part V of the OHA allows a municipality to designate, by by-law, any area as an

HCD for its cultural heritage value. In doing so, a municipality is required to adopt an HCD Plan, which must identify the cultural heritage value and attributes of the District and provide principles and guidelines for protecting that value.

Provincial Policy Statement (2014)

The *Provincial Policy Statement* (PPS) is issued under the *Planning Act* and provides municipalities in Ontario with policy direction related to land use planning and development, including policies related to cultural heritage resources. Noting that *"significant built heritage resources and significant cultural heritage landscapes shall be conserved,"* the PPS requires that development and alterations in lands adjacent to protected heritage properties would be allowed when assured that *"the heritage attributes of the protected heritage property will be conserved"* (Part V, Section 2.6).

Mississippi Mills Community Official Plan (2006)

The 2006 Mississippi Mills Community Official Plan (COP) is intended to guide development of the town until the year 2025. Development policies are based on the following Vision Statement:

"Mississippi Mills is an outstanding urban and rural community that is recognized for its natural and architectural beauty, high quality of life and respect for its heritage and environment. In its vision for the future, the community will be seen to promote and manage balanced economic growth."

In recognizing the central importance of heritage to the community's sense of identity, the COP provides a framework for the conservation of heritage resources through the designation of groups of buildings and areas as HCDs. The COP describes these areas as an "environment that contributes positively to the atmosphere of the Town by means of offering diversity and interest within its contemporary setting", as well as discussing an association with "a former way of life which is of significance to the community", and architectural "craftsmanship, style, age and representation of particular period" (Section 4.3.4.2).

1.5 Authority of this Plan

Within the municipal planning framework, the Downtown Almonte Heritage Conservation District Plan fits into a strategy established by the Town of Mississippi Mills for achieving community objectives. The Town has adopted other plans that address cultural, tourism and economic development, and urban design issues, including the Municipal Cultural Plan, the Economic Development Plan, and the Mississippi Mills Urban Design Guidelines. The Mississippi Valley Conservation Authority's Regulation Policies address waterfront development.

All other existing Mississippi Mills policies and by-laws remain in full effect and should be read in conjunction with this Plan. In the event of a conflict with any other plan or by-law, the provisions of this Plan will prevail, but

HCD Steering Committee

John Edwards

Councillor, Mississippi Mills

Diane Smithson

Chief Administrative Officer,
Mississippi Mills

Ian H. MacLean

Municipal Heritage
Committee (MHC)

Michael Rikley-Lancaster

MHC and Mississippi Valley
Textile Museum (MVTM)

Christopher Grossett

Mainstreet Almonte
Attraction and Promotion
(MAAP) and business owner

Terrence Lumsden

Resident and business
owner

Michael Dunn

Resident and historian

only to the extent of the conflict (in accordance with the OHA, Section 41.2 (2)). Any future Secondary Plans or Community Design Plans that may affect or address the area covered by this HCD should be prepared in consultation with this document to ensure consistency.

Combined, the full complement of planning documents and tools adopted by the municipality should ensure that the setting for community life in Almonte remains viable by enabling rituals, activities and events to continue to unfold in a sustainable relationship with this unique place.

1.6 Community Engagement

This Plan builds on the research and findings presented in the Downtown Almonte Heritage Conservation District Study. An open consultation process was undertaken throughout the Study process, and this was carried through in the development of this Plan. This process raised some questions and concerns regarding the impact of designation on the community, and property owners. Every effort has been made to address these concerns in the preparation of this Plan. The community engagement process included the following initiatives:

- WMTA met with the Almonte HCD Steering Committee on 4 March, 15 April, 29 April, 13 May and 28 May. This group consisted of local stakeholders, including residents and property owners, business owners, members of the Municipal Heritage Committee (MHC), members of community organizations and a Town Councillor. The meetings provided an opportunity to obtain feedback on the contents and structure of the Plan, to discuss the outcome of community consultations, and to liaise with the MHC. All Steering Committee meetings were open to the public. On a few occasions, members of the public addressed the Committee to raise questions, express concerns, and inquire about processes.
- WMTA also met with the Town Planner and Chief Building Official to obtain their input on the contents of Plan and its implementation.
- The Town hosted a Public Meeting on 20 April. Representatives from Arnprior and Perth presented their experiences with heritage conservation districts. Representatives from the insurance community, and the Municipal Property Assessment Corporation also made presentations. A recap of the process to-date in Almonte was provided, including an outline of the next steps in designating an HCD in downtown Almonte.
- A community consultation was held on 21 May, in the form of a Public Open House. This event focussed on presenting key elements of the draft HCD Plan and illustrating how the guidelines might be approached. Input was sought from participants in one-on-one interactions at various display panels. The event also addressed what designation means for property owners.
- The final draft of this Plan was presented at a third and statutory public meeting, on 23 June 2015.

2 INTRODUCTION TO HERITAGE CONSERVATION DISTRICTS

2.1 What is a Heritage Conservation District?

The *Ontario Heritage Act* (OHA) regulates the protection of heritage resources within the province and its municipalities. Part V of the OHA enables municipalities to designate a defined area within the municipality as a Heritage Conservation District (HCD).

An HCD is an area of special meaning to a community, and may be characterized by a concentration of historic buildings, sites, structures or landscape features; a historic pattern of use or activities; a sense of visual coherence; or a distinctive character that distinguishes an area from its surroundings.

District designation is a planning process that takes into consideration a community's history and identity, while allowing a municipality to protect, conserve and enhance the heritage value and key attributes of that area. These planning objectives are achieved by adopting an HCD Plan. The processes and guidelines described in the Plan are intended to guide future changes in a way that will enhance the area's special character and meaning.

Significant alterations to properties within its boundaries and on properties directly adjacent to the HCD are assessed against the Plan. Proposals, including new construction and demolition, must receive municipal approval prior to being carried out. The Municipal Heritage Committee is consulted, where appropriate.

District designation also allows the municipality to implement other policies, programs and financial incentives that support the Plan's objectives.

2.2 What is a Heritage Conservation District Plan?

The *Ontario Heritage Act* requires that an HCD Plan be adopted by a municipality at the time of designation. The Plan contains a set of objectives, a statement of cultural heritage value, a list of attributes that express this value, policies and guidelines to help meet the objectives, and, finally, a list of minor circumstances that do not require a heritage permit.

The Plan provides a framework for decision-making. It is intended for the use of property owners in planning projects, and municipal staff

Characteristics of an HCD

The characteristics of a Heritage Conservation District may include:

A concentration of heritage buildings, sites, structures; designed landscapes, natural landscapes that are linked by aesthetic, historical and socio-cultural context or use.

A framework of structured elements including major natural features such as topography, land form, landscapes, water course and built form such as pathways and street patterns, landmarks, node or intersections, approaches and edges.

A sense of visual coherence through the use of such elements as building scale, mass, height, material, proportion, colour, etc. that convey a distinct sense of time or place.

A distinctiveness, which enables districts to be recognized and distinguishable from their surrounding or neighbouring areas.

— Ontario Heritage Tool Kit, 2006

Provisions of the Ontario Heritage Act

The Ontario Heritage Act provides clear direction on the required content of Heritage Conservation District plans.

Subsection 41.1 (5) states that an HCD plan shall include:

- (a) a statement of the objectives to be achieved in designating the area as a heritage conservation district;*
- (b) a statement explaining the cultural heritage value or interest of the heritage conservation district;*
- (c) a description of the heritage attributes of the heritage conservation district and of properties in the district;*
- (d) policy statements, guidelines and procedures for achieving the stated objectives and managing change in the heritage conservation district; and*
- (e) a description of the alterations or classes of alterations that are minor in nature and that the owner of property in the heritage conservation district may carry out or permit to be carried out on any part of the property, other than the interior of any structure or building on the property, without obtaining a permit under section 42.*

and councils in reviewing and approving projects. Among the key issues addressed by its policies and guidelines are the alteration of, and additions to, private and public properties. New work must be carried out in a manner that respects heritage value and attributes. The focus is on attributes visible in the public realm.

The Plan typically serves as a secondary plan to a municipal official plan, and prioritizes heritage conservation while remaining compatible with the development goals set out in the official plan.

The purpose of the Plan is ensure that future change is compatible with the value and character of the district, by managing development in a way that sustains the integrity and viability of the area's unique heritage resources.

2.3 What does Designation mean for Property Owners?

District designation is a tool for managing future change. It is not intended to impose new work on property owners, nor to freeze the area in time by preventing future change from happening.

HCDs help to protect property values by stimulating investment in properties, in a way that adds character and value. In this way, they may contribute to economic development, especially in commercial areas.

While property owners are required to obtain a Heritage Permit for certain classes of alterations or new work, district designation also provides access to:

- Conservation advice from planning staff and the Municipal Heritage Committee; and
- Financial incentives to assist in the cost of conservation and repair work.

Refer to Part C of this Plan for details on the heritage permit process, and access to financial incentives for property owners.

Designation does not require:

- That buildings and properties be maintained beyond what is required by the existing Property Standards By-law;
- That a property owner restore their building to a former (historic) appearance; or
- That a property owner obtain a permit for minor alterations or routine maintenance.

2.4 The Difference between Part IV and Part V Designations

Heritage conservation districts, otherwise known as Part V designation (under the *Ontario Heritage Act*), recognize the cultural heritage value and character of a defined area within a municipality.

By comparison, Part IV designation addresses the value and character of an individually-significant property or resource. Individual designations are also established through the adoption of a municipal by-law. There are currently 10 (ten) properties within the proposed Downtown Almonte HCD that have been previously designated under Part IV of the Ontario Heritage Act.

Properties designated under Part V do not become Part IV designations through the adoption of the HCD, and are not subject to the detailed review of alterations planning that is required under Part IV.

In addition to the obligations of their individual designation, this HCD Plan applies to all designated Part IV properties located in the District, including for exterior alterations, additions, and demolition.

Property designated under Part IV of the OHA

A property that is designated under Part IV may subsequently be included in an area designated as a Heritage Conservation District. A property that is included in a Heritage Conservation District may subsequently be designated under Part IV.

-OHA, Section 41.(2)

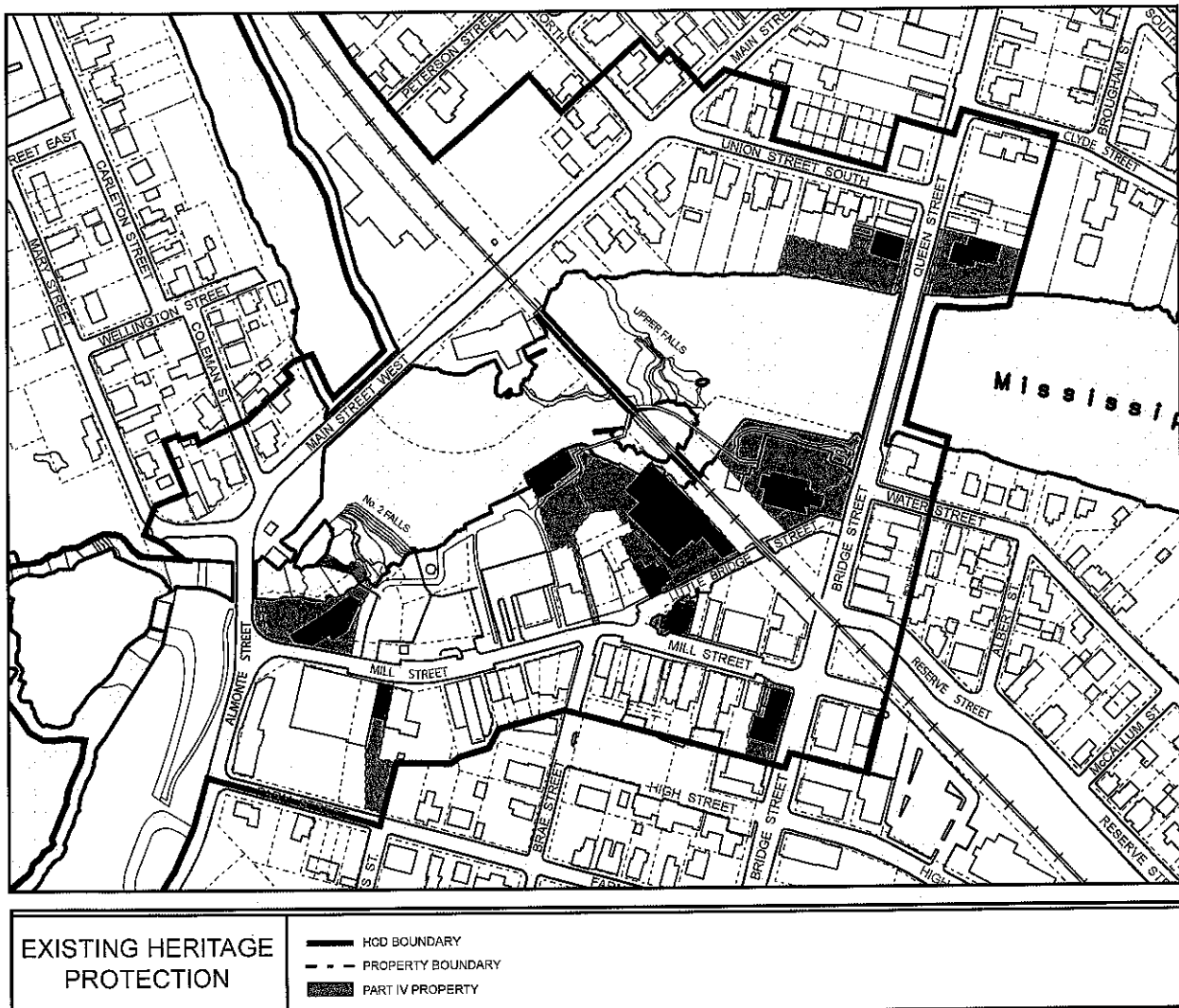
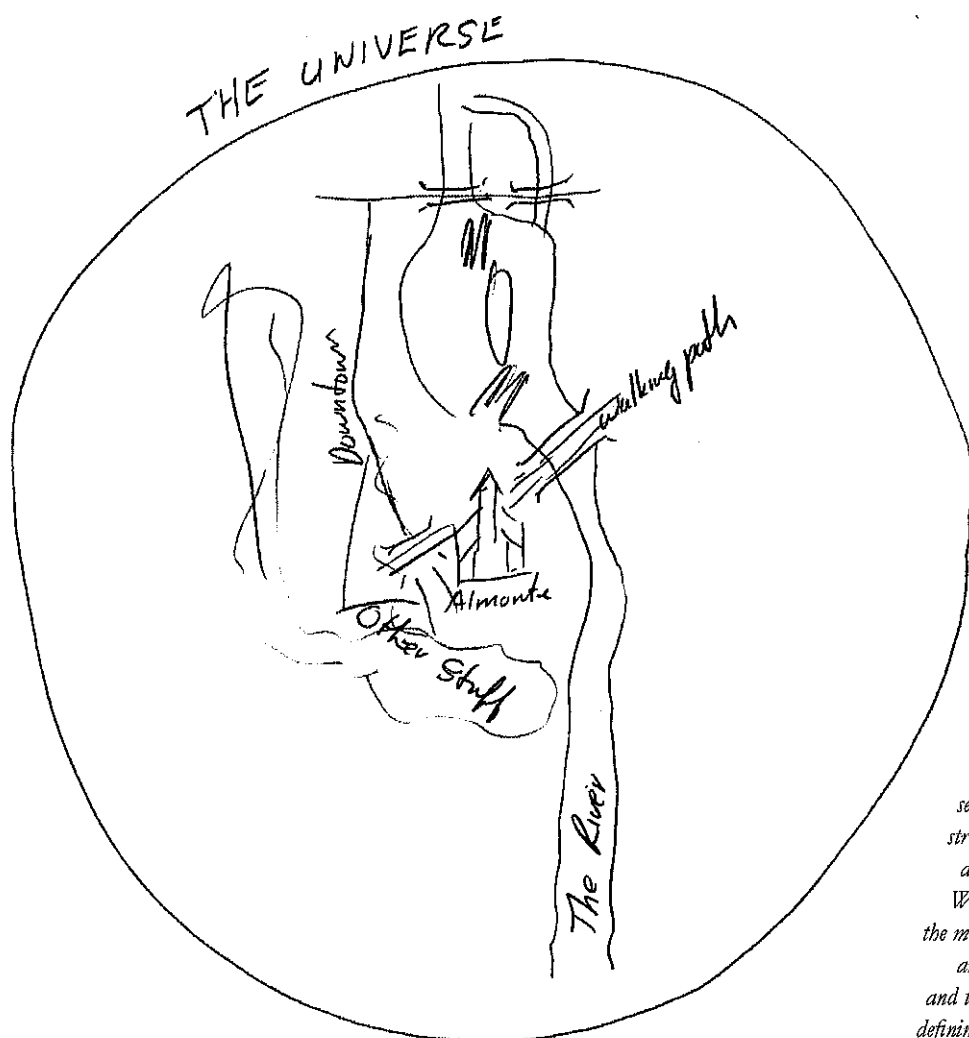


Figure A-2. Individual properties previously designated under Part IV of the Ontario Heritage Act, located within the HCD.



Public Open House at the Almonte Old Town Hall, 21 May 2015. The event focussed on presenting key elements of the draft HCD Plan. Input was sought from participants in one-on-one interactions at various display panels. Town planning staff and members of the HCD Steering Committee assisted in facilitating at the panels. Several members of Council and the mayor also attended the event.



This mental map, received during an early consultation session, reveals much about the strong sense of place that people ascribe to downtown Almonte. With only one exception, all of the mental maps included the river, and most identified Mill Street and the surviving mill buildings as defining features of Almonte today.

Part B – Heritage Conservation District Guidelines

3 DOWNTOWN ALMONTE HERITAGE CONSERVATION DISTRICT

3.1 *Statement of Objectives*

Heritage designation is about recognizing the cultural heritage value of a place and managing future change in a way that is compatible with the character of that place, while maintaining its vitality. The goal of this District is to ensure the retention, protection and enhancement of heritage resources in a manner that maintains a healthy and sustainable relationship between the urban character of downtown Almonte and the diversity of communities operating within it. District designation enables development and change to unfold, while protecting and enhancing cultural heritage value.

Specifically, this Plan aims to:

Conserve existing heritage resources

- Ensure the retention and protection of existing heritage resources, including buildings and structures, monuments, streetscapes, landscapes, public open spaces and natural features that contribute to the cultural heritage value of the District;
- Preserve the significant views that contribute to and define the cultural landscapes of the Mississippi River and downtown Almonte;
- Preserve and protect the natural, aesthetic and historic features of the Mississippi River, its distinct topography and industrial installations that are essential to understanding the significance of the Mississippi River cultural landscape.

Manage and guide future change

- Preserve and enhance downtown Almonte as an example of an historic mill town through the ongoing preservation and enhancement of buildings, infrastructure and landscapes of cultural heritage value that express this history and identity;
- Maintain and enhance downtown Almonte's small town atmosphere as a friendly place to live and work by conserving the human scale of the public realm, the pedestrian friendly spaces and its picturesque appearance;
- Preserve and enhance Mill Street's role as an historic, cultural and commercial focal point in Almonte; and
- Preserve and enhance Bridge Street as the focus of ceremony, remembrance and commemoration in Almonte.

Encourage awareness and understanding

- Encourage new construction and development in a contemporary style that complements and enhances the character of the District;
- Promote an understanding of and appreciation for the cultural heritage value of the District among residents, property owners, business operators and visitors.

3.2 Statement of Cultural Heritage Value

3.2.1 Description and Boundaries

The community of Downtown Almonte is located within the Town of Mississippi Mills, in Lanark County, and is laid out on both shores of the Mississippi River where it descends over three sets of waterfalls. The Downtown Almonte Heritage Conservation District contains the commercial and industrial heart of Almonte on the south shore of the river, a largely residential area on the north shore, and the eastern tip of Coleman Island. Distinct from the rest of the community, the physical form of this area includes streets arranged in a complex, collage-like pattern that responds to the river and its topography, resulting in a picturesque townscape.

The south shore of the river is dominated by Mill Street, an S-shaped route that rises steeply from west to east, and connects to the historic industrial, commercial and ceremonial streetscapes on Mill, Little Bridge and Bridge Streets. Stone buildings — the former Post Office and former Victoria Mill — anchor the top and base of Mill Street, and a third stone landmark, the Almonte Old Town Hall anchors the river's edge adjacent to Bridge Street. Former industrial sites and buildings sit on the river's edge, behind the Almonte Old Town Hall and north of Mill Street, which have been adaptively reused to serve contemporary functions. Traces of the Brockville and Ottawa Railroad are still evident in the rail bed that runs diagonally through the commercial area. Mill Street terminates at Almonte Street, which provides access to the lower Mississippi River and the municipal Metcalfe/GeoHeritage Park.

The north shore of the river, including the tip of Coleman Island, features historic residential and industrial uses, with buildings of brick, brick-clad, wood-frame, stone and concrete construction arranged in a street grid which survives from its early settlement. The riverbank in this area is lined with landmark buildings, including the Wylie House, the Menzies House and the Wylie Mill.

The District boundary is defined by the streets that encircle the Mississippi River where it passes through downtown, and includes Mill Street, Little Bridge Street, and parts of Bridge and Almonte Streets on the south shore; Main Street West on Coleman Island; and part of Main Street East, parts of Union Street South, and part of Queen Street on the north shore. The boundary is aligned with property lines and, with one exception on Union Street South, includes both sides of all streets. It also comprises

the bridges connecting these streets; the Mississippi River where it passes through downtown, including infrastructure in the river and its shorelines; and the former CPR rail bed and bridges where these pass through downtown.

See Figure A-1 for an illustration of the boundary.

3.2.2 Cultural Heritage Value

Almonte was settled as a mill town beginning in the 1820s along the shores of the Mississippi River. The history of the town and its success as a textile manufacturing centre is conveyed through its setting on the Mississippi River, its surviving industrial, commercial, institutional and residential architecture.

The ensemble of historic buildings, streetscapes, the natural and cultural features of the Mississippi River, the network of open spaces, and commemorations arranged in a complex pattern that responds to the river and its topography, results in a picturesque townscape and distinct cultural landscape.

The collage-like arrangement of the District results from over 175 years of natural, economic, social and physical change, making downtown Almonte unique among historic town centres. The distinctive heritage character emerges from the built forms, diverse streetscapes and overlapping cultural landscapes.

Its unusual and unique road layout, combined with its dynamic topography, creates a compelling and unique sense of place. The cultural heritage value of downtown Almonte resides in its legacy as a 19th century mill town; its function as Almonte's principal cultural and commercial area; its association with community well-being resulting in a strong sense of place; its aesthetic value as a picturesque townscape; and its river-based cultural landscape.

3.2.3 Heritage Attributes

The cultural heritage value of downtown Almonte is supported by these character-defining attributes. Additional attributes are described at the beginning of each design guideline.

- The function of downtown Almonte as a mixed-use cultural, leisure, recreational and commercial destination for residents of Almonte, Mississippi Mills and beyond;
- The distinctive combination and experience of a dynamic topography, unusual road layout, and intersecting street and railway grids bisected by the Mississippi River;
- The network of public parks, including linear and open spaces oriented to the river, and paths that emphasize walkability and pedestrian scale by providing physical and visual linkages from the principal streets to the river, public parks and other open and community spaces;
- The Mississippi River, including its natural waterfalls and the man-made interventions in the waterway and shorelines,

expressing its evolved and overlapping uses where functions continue to coexist including power generation, recreation and scenic appreciation;

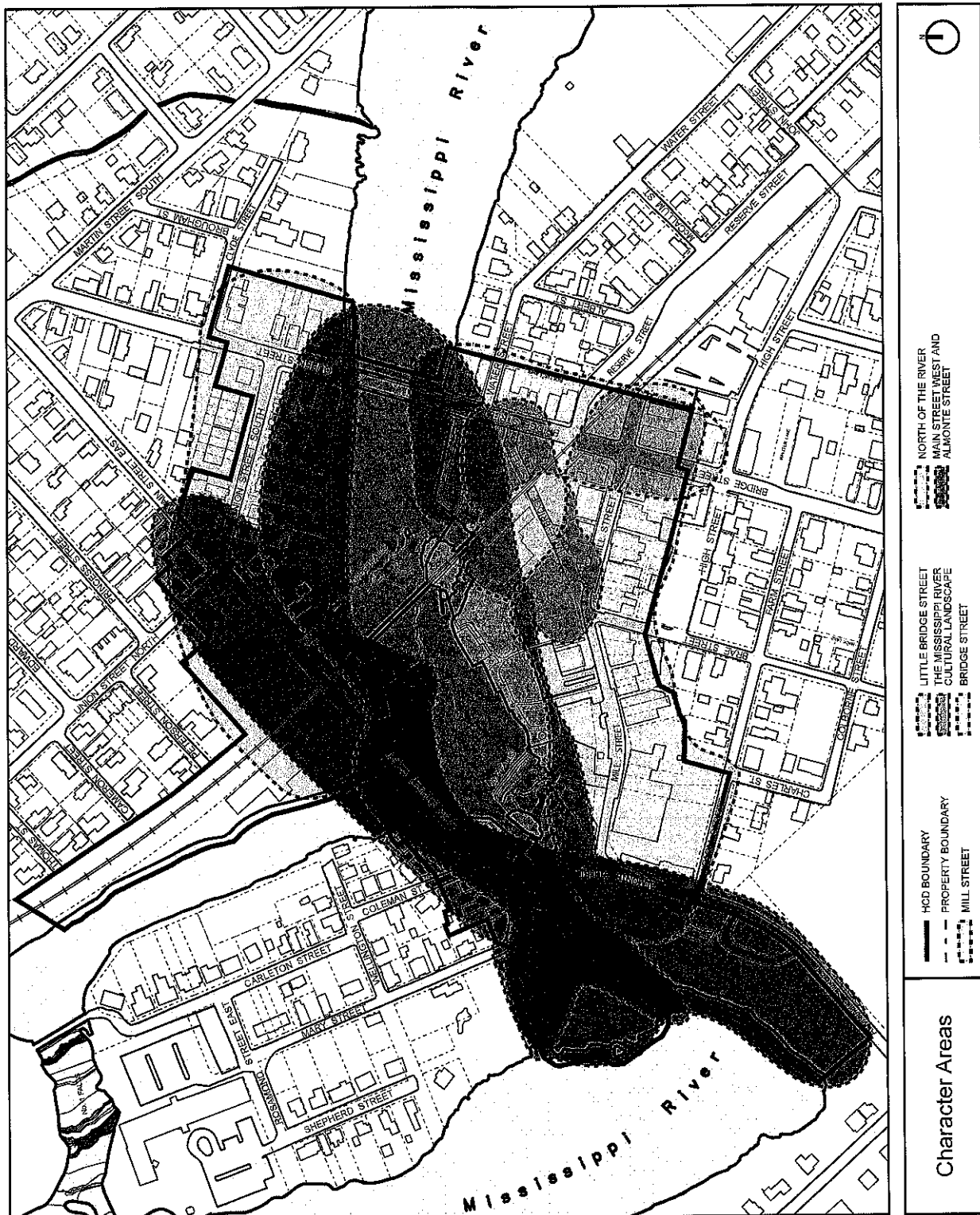
- The variety of architectural forms, types (commercial, public and institutional, industrial and residential) and styles (including the Lanark style), the majority dating from late 19th and early 20th century, that collectively illustrate the evolution of Almonte's social, cultural and economic history;
- The picturesque character resulting from the diversity of building materials (brick, stone, wood and concrete), decorative treatments (cornices, brick and stone arches, brick corbelling and detailing), window openings and storefronts;
- Significant views from a variety of vantage points that capture the river corridor and its dynamic topography, the interface between built and natural form, the townscape as a whole, and individual streetscapes.
- The continuing use of local streetscapes, namely Mill and Bridge Streets, for fostering community and cultural identity, including festivals, and the presence of businesses that sustain everyday community functions;
- Spaces set aside for ceremony and commemoration, especially along Bridge Street, including the monuments and commemorative devices around which these rituals are performed;
- The evolved use of many historic mill buildings to include contemporary industrial, commercial, residential and retail functions, reflecting a pattern of adapting existing structures to meet contemporary needs and the changing requirements of local businesses; and
- The street and rail bridges over the river and Little Bridge Street, which serve as gateways (both physical and visual) to the town centre and allow for views of the river and townscape.

3.3 Character Areas

Several character areas coexist within the larger cultural landscape of downtown Almonte. The boundaries of the character areas are not distinct, and may overlap or partially exist in the same place, while accommodating different but overlapping character and cultural realities.

Collectively, and simultaneously, these areas make up the cultural landscape of downtown Almonte and contribute to that of the Mississippi River. Their own attributes, outlined in the subsequent Guidelines, are important to preserving the heritage value of the District as a whole.

These character areas consist of Mill Street and Little Bridge Street; the Mississippi River; Bridge Street; North of River; and, Main Street West and Almonte Street.



3.4 Individual Properties

Although all properties located within the District are designated under Part V of the *Ontario Heritage Act*, in order to assist in evaluating future project proposals, each one is evaluated individually to identify how it contributes to the cultural heritage value and character of the District as a whole. Individual properties were evaluated under three possible levels of contribution to the overall value of the District:

Contributing

Strongly contributes: Properties that demonstrate strong support of cultural heritage value and contribute to the overall character of the District. These historic properties retain most of their original form, finishes and detailing, or have been rehabilitated.

Somewhat contributes: Properties that demonstrate moderate support of cultural heritage value. These may be historic properties where alterations have been made that obscure or have removed original detailing, but the form remains generally intact. These may also be newer properties that contribute to the character of the District by virtue of their form and massing, which are sympathetic to the overall character of the District.

Non-contributing

Non-contributing properties do not support cultural heritage value in a significant way. Although they may have some attributes or intrinsic value, *Non-contributing* resources are considered to be of minor individual significance to the value of the whole. These may be empty lots, or buildings whose character and massing differ significantly from the predominant heritage character. Typically, these properties are from a later era and architectural style.

Alterations and additions to all properties are required to follow the Guidelines presented in this Plan.

Interventions such as demolition and redevelopment will be considered for *Non-contributing* properties. Any interventions will be evaluated by their impact on the value of the entire District. The *Non-contributing* category is intended to facilitate changes while aligning these changes to the intent of the District.

Accessory buildings, such as detached garages and sheds, have not been evaluated, nor have institutional lands, public open space (such as municipal parks), or commemorations been evaluated. Vacant lots have been evaluated as a property parcel.

The evaluation matrix used to evaluate each of the properties in the District is included in the Appendix, for reference.

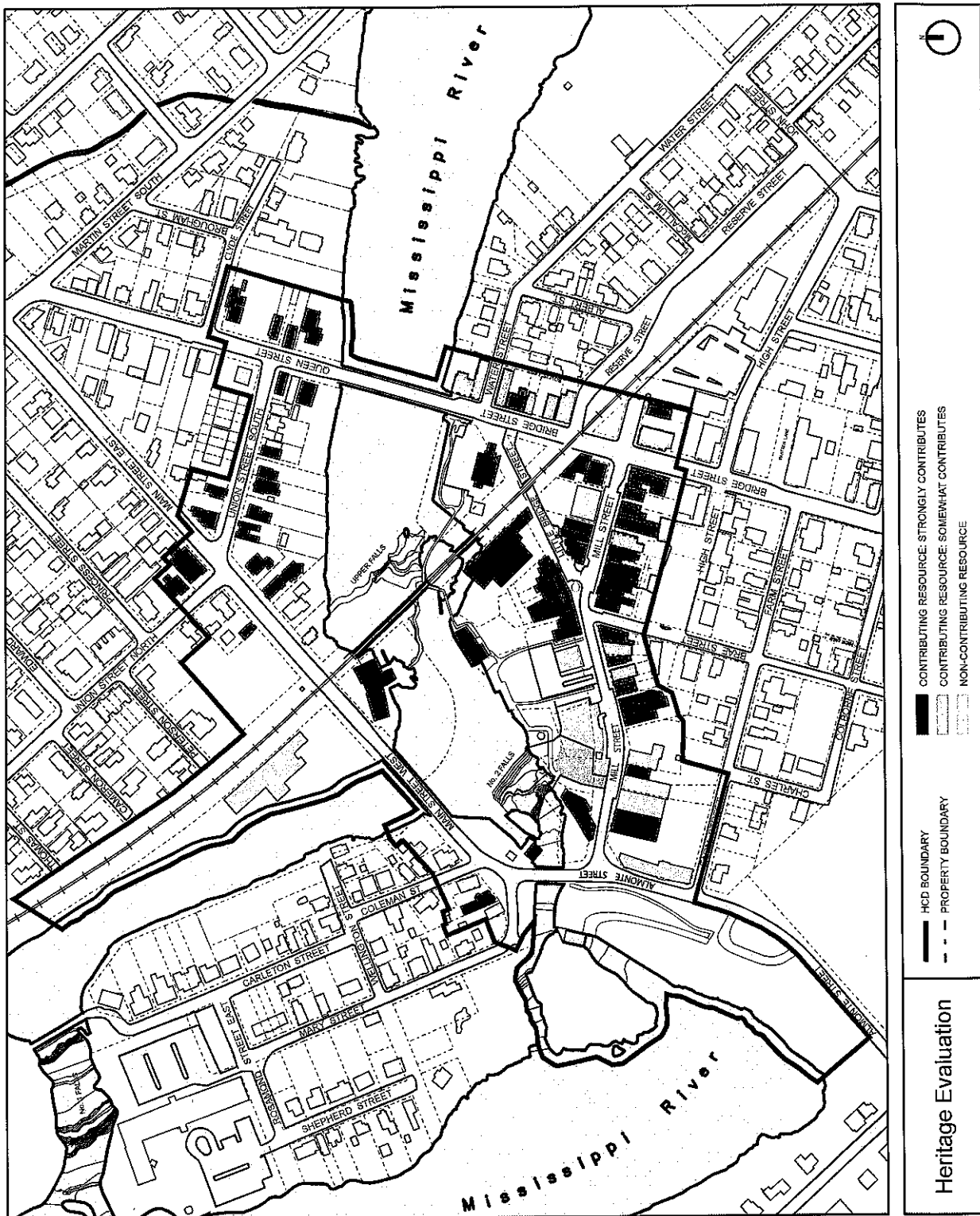


Figure B.4. Heritage evaluation of properties in the District.

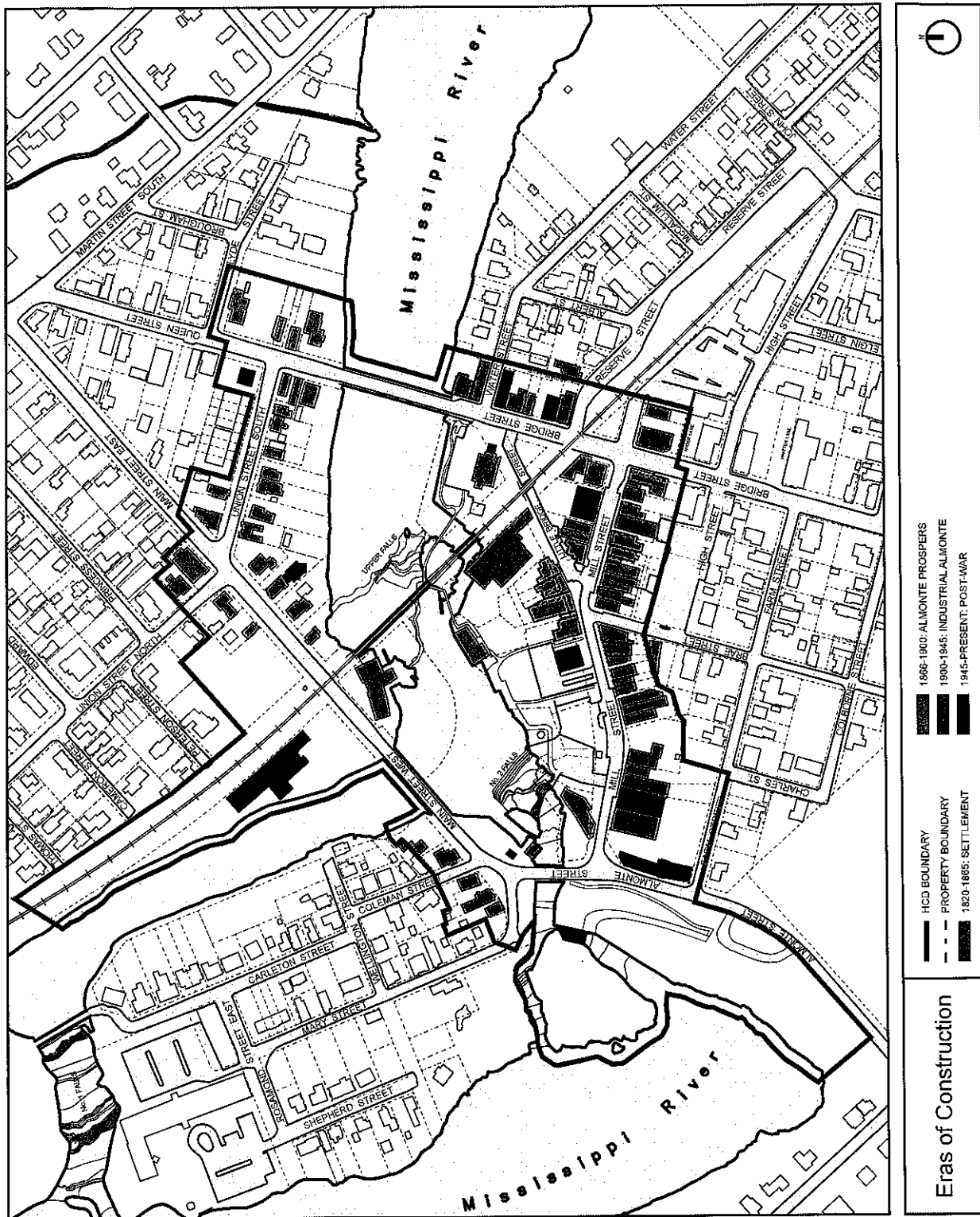


Figure B-5. Eras of construction of built resources in downtown Almonte.

3.5 Architectural Analysis

The District is characterized by a diverse building stock dating from successive periods of construction and development in Almonte. Defining this rich vernacular landscape is a variety of building types, styles and ages which are represented across its collection of residential, commercial, institutional and mill buildings. While few in number, Almonte also has noteworthy examples of high style architecture. Combined, this important collection of historic buildings expresses the continuous evolution of industrial, economic, social and cultural activity within downtown Almonte.

The District is predominantly characterized by its wide variety of architectural styles typical of eastern Ontario in the late 19th and early 20th centuries. In particular, the commercial row and industrial styles are the most prevailing in the Mill Street area, and the late-19th and early-20th century residential styles in the north of river areas. Also seen in downtown Almonte is the so-called Lanark Style.

Property owners are encouraged to research their property to determine its history and character-defining attributes before contemplating repairs, alterations, restoration or rehabilitation. Some buildings may draw from several styles. In consequence the list of building styles included here is not intended to be exhaustive or authoritative, but rather to help property owners identify the basic form, detailing and components of their buildings.

To further assist property owners, a "List of Resources" and recommended reading related to heritage conservation techniques and approaches is included in the Appendix. For further information on the historical development of Almonte, including detailed descriptions of its character and streetscapes, refer to the *Downtown Almonte Heritage Conservation District Study* (2014), which can be obtained from the Town.

Following are descriptions of the predominant styles found within the District.

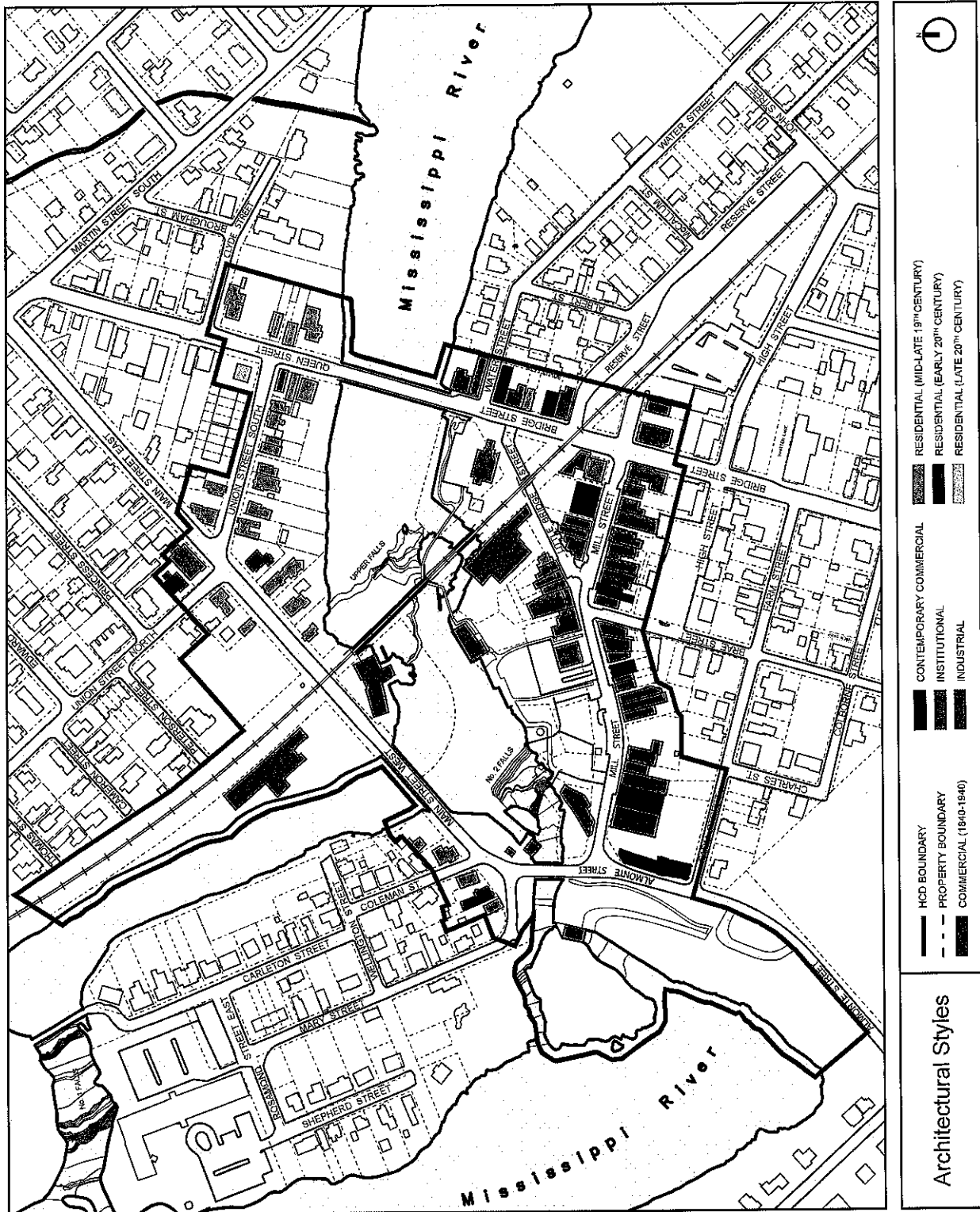
Commercial (1840-1940)

Commercial Row (1840s-1910s)

The collection of commercial architecture along Mill Street, Bridge and Queen Streets is principally characterized by the Italianate and Edwardian styles, as well as commercial vernacular, all of which were popular throughout Ontario during the late 19th century. These flat-roofed buildings, in brick or stone, include distinct architectural features such as arched carriageways, Juliet balconies, decorative brickwork, and highly detailed cornices. Applied to many of these buildings are painted advertisement slogans and murals depicting figures important to the history and development of Almonte.



*Italianate commercial row
on Mill Street.*



The commercial rows along Mill and Bridge streets are typically built to the side-lot line and to the sidewalk frontage. The treatment of the ground floor façade differs from the upper level residential/office façades. Generally, the main floor commercial levels feature recessed entrances and large glazing across the storefronts. A cornice with integrated commercial signage separates and provides a transition from the commercial storefront to the upper façade. Access to upper storey units is typically via a separate street-level entrance. A vernacular feature, common to Eastern Ontario, is the upper storey Juliet balcony, which is found on many buildings on both Mill and Bridge Streets.

Less common is the side-gable form in commercial properties. This style, appearing in the late 19th century, typically featured three-and-a-half storeys, most often in stone. A notable example is the former Robertson's Store (now Keepsakes), which displays simple woodwork in the eaves, heavy stone corbelling and stone chimneys. Other styles, not commonly applied to commercial architecture, include the Art Deco style seen at The Hub, and the Collegiate Gothic style seen at the Superior Restaurant.

Almonte or Lanark Style (1860s-1900s)

Appearing throughout Lanark County, this style is generally applied to commercial buildings. Using locally quarried stone, the style presents contrasting dark, rough-faced stone quoins and window surrounds paired with lighter stone walls. Within the District, examples include the former Almonte House Hotel, the Wylie Mill (aka Almonte Flour Mill), and Mississippi Iron Works (aka Barley Mow).

Post-War and Contemporary Commercial (1950s-Present)

Later additions to the District include the suburban style commercial development, which features single-storey, flat roofed structures of functional design. Examples exist on Bridge Street and on lower Mill Street (the former grocery store, now the Heritage Mall).

Multi-storey, mixed-use buildings in unremarkable styles have been introduced more recently. These contemporary infill buildings attempt to emulate historic styles and proportions. Examples include the commercial row on upper Mill Street.

Institutional Styles

Civic Institutional

Prominent institutional styles include the Richardsonian Romanesque (1880s-1900s) seen at the Almonte Old Town Hall, and Romanesque Revival (1870-1910) at the former Post Office, which is identified by the use of round-headed windows and arches; while the Richardsonian Romanesque style has an imposing presence and expresses a medieval quality. This style is most often used in commercial and public architecture, or in very wealthy domestic architecture. A more recent example of civic institutional includes the current Post Office on middle Mill Street, designed in a distinctive post-war federal institutional style.



Juliet balcony on Mill Street.



*Edwardian classicism
on Little Bridge Street.*



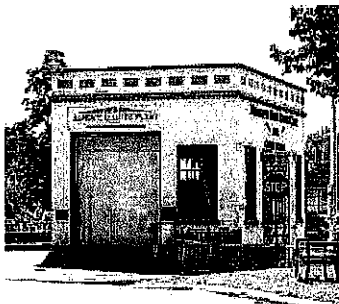
Art Deco style seen on Mill Street.



*Former Almonte House Hotel in the
Lanark Style.*



Romanesque Revival seen at the old Post Office on Mill Street.



Almonte Electric Plant, an early 20th century industrial style.



Mississippi Iron Works (aka Barley Mow) exhibits both the Mill and Lanark styles.



Example of Gothic Revival cottage on Main Street East, with wood clapboard intact.

Religious Institutional

Only one example of religious institutional exists within the District boundary, that is the former Trinity Methodist Church (now known as Dungarvon). Built in the Gothic Revival style, using locally quarried limestone, the layout featured a traditional nave, transept and apse configuration. While the original tower has been reduced in height, the building retains many features of the style, including lancet, trefoil and quatrefoil windows.

Industrial Styles

Industrial / Mill Buildings (1850-1930)

Within the District, the 19th century industrial architecture survives at the river's edge. Built of stone or brick, these large scale industrial buildings are characterized by their utilitarian form and massing, including nearly flat roofs, regularly placed windows, and simplified façades featuring minimal exterior decoration, all of which are characteristic of late 19th-century textile mills in Canada. For functional reasons, these buildings are typically oriented towards the river. Wood frame structures of the same era have not survived. A later example includes the cast-in-place concrete building owned and operated by Mississippi River Power Corp. (1928), which continues to serve a hydraulic function. Contemporary examples, in the same tradition, include the Hydro Components building on Main Street West, and the new Power Generating Station on Almonte Street.

Responding to the need for utility and functionality, it is these same qualities that have allowed many of the surviving mill buildings to be adaptively re-used, including the Victoria Woollen Mill (mixed use), the Thoburn Mill (mixed use), the Almonte Flour Mill (mixed use including power house) and the Mississippi Iron Works (restaurant). Other examples exist beyond the boundaries of the District, including the Rosamond Woollen Mill (condominiums) and adjacent offices (Mississippi Valley Textile Museum).

Residential (Mid to late 19th century styles)

Gothic Revival (1840s-1870s)

Common in the 19th century, the Gothic Revival style is seen in cottages, farmhouses and churches, and typically contains details found in English Gothic and medieval architecture. The small centre-gable Gothic Revival cottage is the most popular house style in Ontario in the 19th century, and is common in downtown Almonte. The larger L-shaped farmhouse is also found here. Exterior treatments emphasize verticality, including steeply pitched gables, tall slender windows, and detailed woodwork in gable ends.

Worker's Cottage (1850s-1910s)

A modest one-and-a-half storey home, the Worker's Cottage features a front or side-facing gable roof, with upper storey windows placed in the gable end and a side gable or dormer. While typically constructed in brick, stone or timber, the predominant finish seen in downtown Almonte is brick or wood clapboard over wood frame construction, with little ornamentation. Many of the original clapboard homes have been re-clad or over-clad in horizontal vinyl or aluminium siding.

Exterior treatments can include a mix of Classical and Gothic motifs, including bargeboard and detailed woodwork around porches and entry halls. Some homes include a distinctive projecting entry porch, sometimes supporting an upper storey dormer. This projection is typically located in the centre of a side-gable house, and is usually a later addition. The frontispiece detail is also seen in Italianate styles.



*Worker's Cottage style in brick,
on Queen Street.*



*Worker's cottage style, finished with
horizontal siding, Main Street West.*

Ontario Vernacular (1850s-1910s)

Similar to the Worker's Cottage, the Ontario Vernacular style is typically a one-and-a-half storey, L-shaped house, with front and side facing gables. It was common to see a porch extend across the width of the side gable. Exterior treatments can draw on a number of styles, including Italianate motifs. Typically finished in red brick, the Ontario Vernacular may include decorative features such as brick patterning, decorative woodwork such as bargeboard and cornice brackets in the gable ends, and detailed woodwork on the porches and entry vestibules. The Ontario Vernacular was typically a single detached dwelling; however, under Victorian influence, the row or terraced house type also evolved.

Italianate (1850s-1900s)

Typically two-and-a-half storeys, the Italianate home features projecting eaves and ornate cornice brackets. They often had a frontispiece, and featured large sash windows, quoins and ornate detailing on the windows and roof brackets. Classical elements were used sometimes. Exterior finishes were typically in brick or stone, but other finishes may have been used. Several prominent examples are found in the District, including stone examples on Queen Street — the Wylie House and the Doctor's House; a clapboard example on Union Street South, with its characteristic projecting frontispiece; and a brick example on Little Bridge Street — the Doc Kelly Building.



*Example of Ontario Vernacular on
Union Street South.*

Georgian Revival (1890s-1940s)

Georgian Revival styles are characterized by simpler forms and restrained classical detailing. Houses tend to be 2 storeys in height and of rectangular volume. Windows and door openings are arranged symmetrically, and tend to be taller than wide, emphasizing verticality. Gabled or hipped roofs feature a shallow slope. Typical exterior finishes include clapboard, brick or stone. There are two examples of this style on Union Street South, both featuring horizontal siding.



*Distinctive two-storey frontispiece,
with stone garden wall,
Union Street South.*



*Georgian Revival style on
Union Street South.*

Quebec Style (late 18th - early 19th century)

A one-and-a-half to two-and-a-half storey, free standing home, with a sloped roof sometimes punctuated by dormers. Exterior finishes tended to be plain, featuring plastered surfaces and very little ornamentation. Multi-paned window openings tended to be widely spaced, and were protected either inside or out with wooden shutters. Symmetrical façades began to appear in the early 19th century. There are two notable examples of this style in downtown Almonte: the Menzies House on Queen Street, featuring a vinyl-clad exterior; and the Shipman House on Mill Street, featuring an exposed stone finish.



*The Menzies House on Queen Street
has characteristics of the Quebec Style.*

Residential (Early 20th century styles)

Queen Anne Revival (1870s-1910s)

Often described as a manor house, the Queen Anne style is typically asymmetrical in plan and features an eclectic mix of influences. A verandah may wrap all the way around the house, linking the many rooms of the main floor. The exterior detailing is rich, but simple and may include decorative brickwork and detailed window surrounds. The rooflines are usually complex, with multiple dormers and chimneys, and may include a tower or turret.



*Example of Queen Anne Revival
seen on Main Street West.*

Edwardian (1890s-1920s)

Simple, classical, and balanced, the Edwardian style is a precursor to the simplified styles of the 20th century. Exterior finishing includes stone or brick with little or no detailing, multiple windows, and a hip or gable roof with heavy cornice. The window surrounds are typically composed of brick or stone lintels and sills. A porch or veranda mediates between the house and the street.

Residential (Late 20th century styles)

Post-war, Post-modern and Suburban styles (1950s-present)

There are limited examples of suburban-style dwellings in the District. Suburban styles originated in California in the post-World War II era, and were aimed at middle income people with cars. Designed as single storey dwellings, the bungalow style sat close to the ground, and typically featured deep eaves to protect large picture windows from the sun. No suburban house is complete without an attached garage. Also seen in the District is the post-Modern style A-Frame house, which features a steep triangular frame and very low or no side walls.



*Example of post-modern style,
on Queen Street.*

4 GUIDELINES

4.1 *Intent of the Guidelines*

In basic terms, this Plan is intended to provide clear guidance on how change should be managed within the Downtown Almonte Heritage Conservation District. It is not intended to impose that new work be undertaken, nor to freeze the District in time, nor to prevent future change from happening. Rather, change is fully anticipated — and encouraged — and is considered an integral part of the continuing evolution and sustainability of downtown Almonte.

The following Guidelines are therefore intended to help manage change in a way that protects and enhances the cultural heritage value of the District, while allowing the area to evolve in a way that contributes to the cultural and economic vitality of the community.

Using the Guidelines

As project proposals come forward for new work within the District, these Guidelines should be consulted for guidance on appropriate approaches and designs. These Guidelines specifically address the heritage character of downtown Almonte, and are meant to guide the conservation of both individual heritage resources as well as the District's overall character. The Guidelines provide direction regarding alterations to existing resources, and new construction in and adjacent to the District, to ensure that new design is compatible with the objectives of protecting and enhancing cultural heritage value.

These Guidelines will, in turn, be used by Town Staff, the Heritage Committee and Town Council to evaluate project proposals, for alterations or additions to existing buildings or resources, new and infill development, and interventions in and adjacent to the Mississippi River. Approvals for Heritage Permits will therefore demonstrate compliance with these Guidelines.

It should be noted that the Guidelines generally apply only to the parts of properties that can be seen from the street (including side streets and side laneways, but not rear lanes). For properties and resources that adjoin the river, Guidelines have been prepared that address the specific conditions of the river frontage.

These Guidelines build on but differ from the 2010 *Mississippi Mills Urban Design Guidelines*, which were developed to address a broad range of urban design issues. In the context of the Downtown Almonte HCD, the 2010 policies serve as a reference only.

These Guidelines should be used in conjunction with the following:

- the *Standards and Guidelines for the Conservation of Historic Places in Canada* (the Standards and Guidelines) (see Appendix)
- the Statement of Cultural Heritage Value for the District, and
- the list of attributes associated with the District.

The guidelines are organized in the following sequence:

- Character Areas
- Built Resources
- Restoration
- Rehabilitation and Adaptive Reuse
- New and Infill Construction
- Urban Form
- Public Realm
- Demolition

4.2 Principles

The Guidelines are based on overarching principles for conservation. These guiding principles are informed by the values conveyed by the community through the consultation process undertaken as part of this project, as well as best practices established by the Parks Canada *Standards and Guidelines*, the Government of Ontario's *Eight Guiding Principles in the Conservation of Built Heritage Properties*, and other Canadian and international charters and guides. The following guiding principles serve to provide an overarching set of intentions to guide and assess future change in downtown Almonte. They relate to the objectives for the District, and encourage that development be considered within the context of its impact on the cultural landscape, not just the impact on a specific resource.

1 Downtown Almonte's unique sense of place will be protected through the conservation and maintenance of heritage resources within the District.

Maintenance is the best form of conservation. Regular maintenance is an important part of preserving the character-defining elements of a building or resource, and will help to extend their service life. Wherever possible, historic features and original material will be repaired rather than replaced. Where restoration work is undertaken, it will be based on historic evidence. Conjecture should not form the basis of a restoration project.



The Wylie House (aka Riverside Inn) is an example of a 'Contributing' resource whose character-defining elements have been conserved and maintained.

Additions, alterations and changes to an historic place acquire value in their own right, such as unique signage added to a popular business. Not every change has heritage value. Removal of later layers and previous interventions that are not original to a structure may be considered and/or encouraged, if and when renovations are taking place (e.g. vinyl siding that conceals original clapboard).

2 New work will be compatible with the heritage value of the District, and will preserve and enhance the historic character of the area.

New development (additions, infill and new buildings) within the District will be compatible with and enhance the District's cultural heritage value, as defined in this Plan. New development will be contemporary in style and demonstrate good design and craftsmanship. Designs should be 'of their own time' and compatible with the existing environment and character of the District, in scale, materials, design and detailing. New work should employ either traditional materials (including brick, stone, wood) or contemporary materials of equal quality and character.

The design of new buildings will respect the diversity of building types and styles in the District, and will ensure appropriate transitions between built form, public spaces and the river. New development will address and protect visual relationships and public access to community spaces. If original uses are no longer feasible, buildings should be adapted for new uses when necessary. Through the process of adaptive reuse, character-defining elements will be preserved.

3 The public realm and pedestrian environments within the District will be maintained and enhanced.

The historic street pattern combined with the functional arrangement of pedestrian paths and links within the District will be maintained and enhanced. Pedestrian-focussed environments — including public open spaces around the Almonte Old Town Hall grounds, the commemorative spaces of Bridge Street, side laneways, and linear and open parks that adjoin the river — are significant elements that contribute to the area's sense of place. These pedestrian environments will be conserved as cultural landscapes that interpret past and continuing uses of the land and river in the District. Alterations to existing walkways, landscaping and other pedestrian features will be sensitive to the character of these areas.

Pedestrian uses should continue to be encouraged through the introduction of a range of amenities, including enhanced sidewalks, appropriate lighting and additional soft landscaping. Mature street trees and sidewalks are integral to the character of the District and should be preserved. Where new circulation patterns or sequences are introduced, they will respect the existing patterns and sequences, and the arrangement of built form in the District.



The Superior Restaurant sign has gained value in its own right.



The pedestrian environment on Little Bridge Street has been enhanced by the presence of distinct paved surfaces and other amenities.

New development will respect the nature and character of open spaces and be appropriately scaled and oriented to the street or river, with suitable setbacks and landscaping. It should provide a pedestrian-friendly environment and, in the commercial area, encourage active street life. Visual linkages that define the relationships between the public realm and other spaces in the District will be preserved.

4 Natural and constructed features of the Mississippi River cultural landscape will be protected and maintained. New uses and activities will sustain and enhance the cultural landscape and its vibrancy.

Tangible elements, such as rock ledges and shelves, and the shape, edge conditions and constructed features of the river, as well as less tangible elements, such as water flow over the falls, the water level, sound and reflective qualities, will be conserved as part of the cultural landscape. The functional arrangement of spaces and land uses adjacent to the river, which express the relationship between the river and the community, will be maintained as part of its heritage value.

The design of new interventions in and adjacent to the waterway will be compatible with past or continuing uses, and will reinforce the primacy and significance of existing natural and constructed features. These include adjacent industrial and residential buildings, bridges and roads, walkways and paths, and water control features. Additions or new construction will preserve views of the character-defining materials, forms, uses and spatial configurations of the river and its adjacent spaces. New elements or features will conserve and enhance the heritage value, attributes and condition of the natural and man-made edges.

5 Public viewsapes will be protected through the integration of these features into the design of any new development.

The protection and enhancement of significant views are important elements of the District. Views of the river and townscape contribute significantly to its character, and are highly valued by the community. Views will be protected by ensuring that the design of new development or features incorporates and considers the character and attributes of significant views, and that these are not obscured or altered in a way that detracts from their value.

Protecting and maintaining the features that define visual relationships in downtown Almonte, including built form and industrial installations, will be ensured by using non-destructive methods in seasonal and cyclical tasks, such as pruning, to retain sight lines. This will include maintaining the size and massing of vegetation and built features that contribute to the overall scale of the historic place. Public access to vantage points within the District will be maintained.



View of the old Post Office from the Riverwalk. Carefully placed plantings frame and enhance this unique view.

4.3 Character Area Guidelines

The first category of guidelines addresses those for the Character Areas, which are described by their particular attributes followed by a set of specific guidelines. Like the areas themselves, which overlap within the District, these should be read in conjunction with other categories of guidelines.

4.3.1 Mill Street and Little Bridge Street

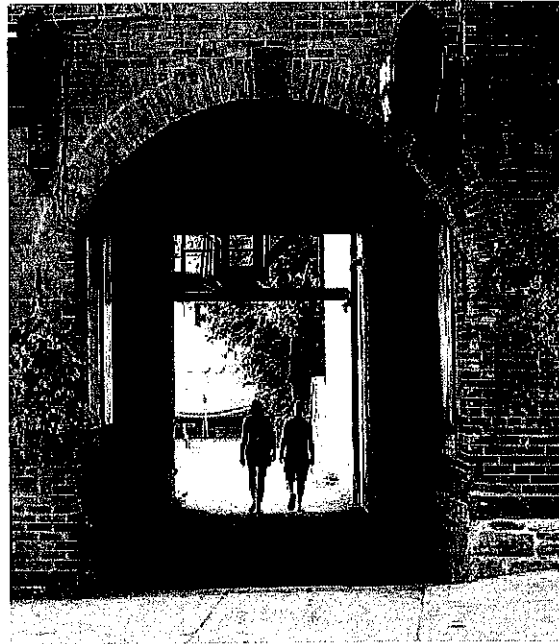
Mill and Little Bridge Streets are characterized by the topography and unique S-curve of Mill Street, which frames oblique views and informs the prominence of key landmark buildings and heritage attributes within the area. Today, the collection of two- and three-storey, 19th and early 20th century commercial architecture in brick-clad, stone-clad and wood-frame construction continues to reflect the commercial development of these streets since the 19th century.

The articulation of the commercial façades, characterized by variations in façade treatments and a rhythm of individual storefronts with independent entrances, results in a continuous street wall on the south side of Mill Street, and is a heritage attribute. The typical placement of commercial buildings at the lot-lines and the sidewalk frontage, the two- or three-storey heights, with flat roofs and intact or restored cornices are also heritage attributes of this area.

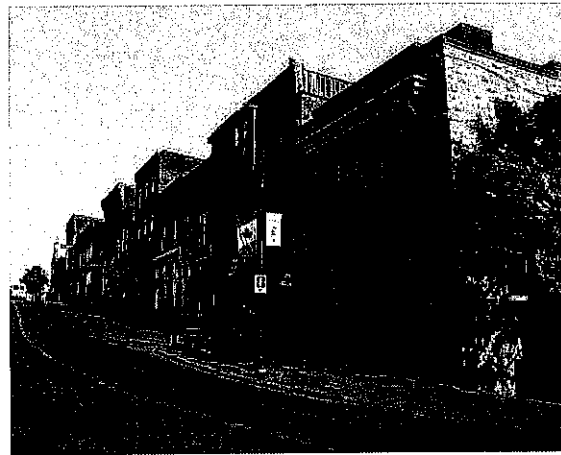
Unique architectural features include projecting balconies, arched carriageways, passages through buildings and side laneways between buildings providing access to the river, rear yards, outbuildings and parking. Contextual elements include painted advertisement slogans on side walls.

The treatment of public spaces defines this area as being of special value to the community; including generous sidewalks allowing for street furniture and street trees, the use of distinctive pedestrian lights fixed to building façades, and the presence of distinctive lamp standards.

The public realm is enhanced by the treatment of the intersection of Mill and Little Bridge Street, where the continuous paved surface and the use of commemorative devices serve as a natural gathering place for the community. Surviving remnants of the former CPR network, specifically the bridge across Little Bridge Street including its rough-faced stone piers and steel guard rails, is an attribute of this area.



Unique architectural features define the character of the area, including carriageways and side laneways between buildings.



Continuous street wall and variation in building heights characterize upper Mill Street.



Commemorative devices, such as the Centennial Square and James Naismith statue, serve as natural gathering places. Distinct streetscaping enhances the sense of place.



The distinctive S-curve of Mill Street is a direct result of the meandering form of the Mississippi River at Almonte.

The presence of late-19th century landmark buildings reflect key civic and commercial building programs in the history of Almonte, including the old Post Office and the collection of large-scale industrial buildings located at the water's edge in stone and brick construction, some in the Lanark Style. The adaptive reuse of these buildings to serve contemporary functions is also an attribute of this area.

1. The mixed use character should be maintained and enhanced. The established pattern of ground floor retail or commercial use, combined with upper floor office or residential use is encouraged.
2. The irregular streetscapes should be retained, and the width of streets should not be enlarged or regularized.
3. The asymmetrical pattern and porous street wall on the north side of lower Mill Street may be re-established through new development and infill construction. New buildings should treat both façades facing the street and the river as 'fronts'.
4. A coordinated approach should be taken to create a cohesive pedestrian environment through streetscaping, including landscaping, paving, street furniture, street lighting and utilities on Mill and Little Bridge Streets. Streetscaping should be contemporary in design, and should use similar materials and colours which are compatible with the commercial and cultural character of the area. Where possible, utilities should be located to the side or rear of buildings.
5. Future rehabilitation of Mill Street and Little Bridge Street should enhance the sense of this area as a gathering place, which is now defined by distinctive and contemporary paving at the intersection of these streets. Consideration should be given to incorporating the intersection of Brae Street in this condition, creating the opportunity of a town square.
6. Commemorations will be preserved and maintained. Streetscaping will complement the street character and enhance the communal experience of these spaces.

4.3.2 The Mississippi River Cultural Landscape

The Mississippi River is an organizing feature around which the community of Almonte emerged and developed. While the use and form of the river at Almonte has continually evolved over time, its most enduring activity and the primary defining element has been the river's use as a source of power, first by means of hydraulic, and later through hydro-electric generation.

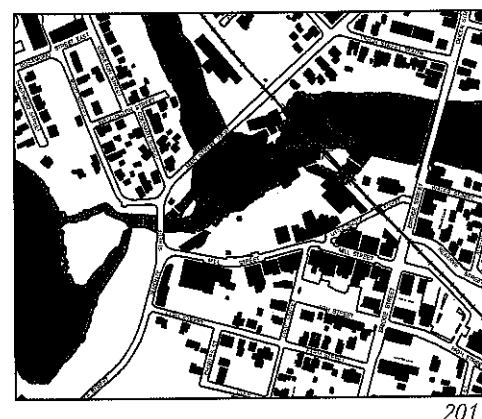
The portion of river included in this designation is the area between the Maclean Bridge and Metcalfe Park/Gemmill's Bay. The topography of the river in this area, including drops in elevation resulting in a series of natural waterfalls at downtown Almonte, were historically important in providing water power to drive local industry and support settlement. These features continue to support power-generation today, and are a defining element of the river's heritage character.

The geography of the river, including its channels and meandering form at Almonte, combined with its dramatic topography, have had a direct influence on the unique S-shape of Mill Street, and the arrangement of adjoining lots. The resulting street grid addresses both the river and the surrounding area, and is a direct result of the river.

There are a number of bridges that cross the river within the District. These provide road and pedestrian transportation, and historically provided rail transport. The concentration and arrangement of bridge structures in the District contributes to the visual character of the area.

The evolution of the river shoreline as a result of human activity is related to the settlement, industrial growth, and development of commercial, social and cultural life in Almonte. The pattern of continual alterations of the river's south shore relate historically to the evolving needs of industry to harness the power of the river. More recent changes relate to recreational and community uses, including infilling the shoreline to create public green spaces in the downtown and at Gemmill's Bay.

These mappings, based on historic plans of Almonte, illustrate the evolution of the river shoreline, including how the inlet adjacent to the Victoria Mill and the shoreline at Gemmill's Bay were gradually infilled. Today, the inlet has disappeared. Both shores are used for recreation and leisure, as part of the Riverwalk and Metcalfe Park, respectively.





Accessible public spaces allow for gathering, recreation and viewing opportunities. Open railing systems facilitate views of the river and townscape.



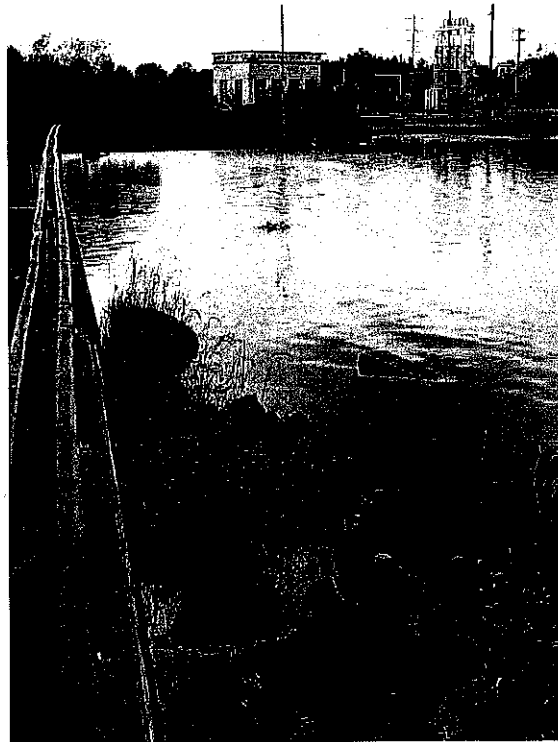
Opportunities should be explored to convert decommissioned infrastructure, such as the former rail bridge, to recreational uses. Demolition is strongly discouraged.

Built features include both contemporary and historic industrial infrastructure in the river, including weirs, water intakes and breakwaters that divert and control the flow of the river, resulting in ponds (formerly mill ponds) and picturesque cascades; and the arrangement of large-scale industrial buildings that face the river and back onto surrounding streets. These elements serve as tangible reminders of the origins of Almonte as a 19th century mill town, and are attributes of the District.

Significant cultural features include the public open and green landscape spaces, including a network of pedestrian paths, riverfront parks, and linear parks that are oriented around the river; key views from all bridges and publicly accessible shorelines, providing views of the river and its infrastructure, the townscape, and landmark buildings.

1. The Mississippi River cultural landscape shall be protected through the conservation of its historic man-made edges, and the retention, maintenance and stabilization of its natural edges.
2. The cultural landscape shall be conserved and enhanced through the retention of public spaces associated with the river, such as the Riverwalk, the Metcalfe/GeoHeritage Park, and publicly accessible vantage points that afford significant views of the river and its surroundings.
3. The cultural landscape will be conserved through enhanced access to the waterway for recreational and navigational uses (where access is safe and possible).
4. The cultural landscape will be conserved through continued use of the river to generate hydro-electric power.
5. Significant views and viewsheds, listed as heritage attributes of the District, will not be visually obstructed. Refer to Section 4.10 on the public realm and viewscapes for additional guidelines.
6. The demolition of existing bridges, without replacement, is strongly discouraged. Opportunities should be explored to retain or convert decommissioned bridges to pedestrian or recreational use (e.g. the rail bridges).

7. Sidewalks should be retained and enhanced on any redevelopment of existing bridges to improve and enhance pedestrian connectivity within the District.
8. The open railing systems on existing bridges and publicly accessible shorelines allow for views of the river and townscape. These should be maintained. When necessary, replacement railings should be similarly open to allow for enhanced viewing opportunities.
9. Modifications to or replacement of existing bridges will require that a Cultural Heritage Impact Assessment (HIA) be submitted as part an environmental assessment. The HIA should demonstrate that alterations will not adversely affect the Mississippi River cultural landscape.
10. The river is defined by its rock formations, ledges and outcroppings. Water flow over rock ledges and around outcrops will be maintained.
11. Parts of the shoreline are natural or naturalized and are important to the character of the river. Naturalized shorelines and vegetation should be retained to support this character.
12. New vegetation and shoreline plantings should be selected for planting in locations that will not obstruct important views of the river or townscape.
13. The demolition of industrial relics in the water, and demolition of water control features (without replacement) is strongly discouraged.
14. Regulation of river levels by water control features that results in ponds and emphasizes the falls should be maintained.
15. When necessary, replacement of water control features with new structures should be of similar size and scale, and with similar flow control options. Replacement or alterations to water control features require a heritage permit.



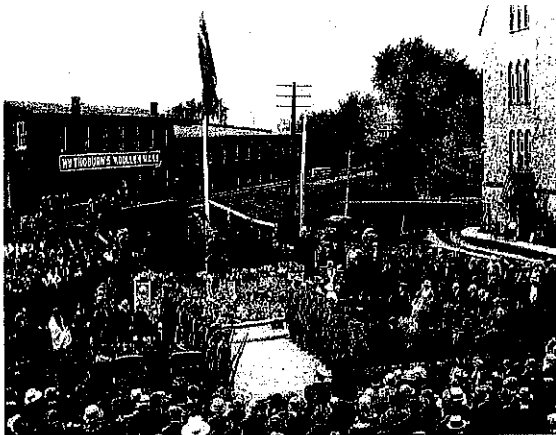
Relics and remnants of past industrial uses should not be removed without consideration and review.



The flow of water over weirs, rock ledges and falls is a character-defining attribute that shall be conserved.



*Bridge Street during the Old Boys Reunion. N.d.
The mixed-use character was more evident, along with more
varied architectural forms. Source: Michael Dunn Collection.*



*The Volunteer War Memorial, sculpted by R. Tait
McKenzie, was dedicated in 1923 and remains the focus of
commemoration on Bridge Street to this day.
(Source: Michael Dunn Collection).*



*Several stone buildings anchor the intersection of Bridge and
Mill Streets, and define the character of this area.*

4.3.3 Bridge Street

Bridge Street is the community's ceremonial and symbolic centre, and is principally defined by the Almonte Old Town Hall, which sits at the river's edge, and the presence of important ceremonial and commemorative devices that integrate Almonte's historical events with the everyday experience of place. These features are heritage attributes of this area.

Small commercial buildings of varying quality line the east side of the street. The incremental conversion of commercial storefronts to private dwelling units has weakened the commercial function that once characterized this street. The treatment of public spaces defines this area as being of special value to the community, and include the use of distinctive streetlights and street furniture. The alignment of the railway as it bisects the town centre, and the prominence of the former Almonte Hotel expresses the importance of the rail line.

1. Mixed uses should be maintained with a particular focus on civic and ceremonial uses, and re-establishing the pattern of ground floor commercial uses, combined with upper floor office or residential use.
2. Landscaping at the Almonte Old Town Hall should be enhanced to reinforce the importance of the civic and ceremonial character of this area, and should include the use of permeable surfaces, flexible spaces for community events, and landscaped edges that provide screening without obstructing views or vistas of the river.
3. Street furniture should be compatible with the civic and ceremonial character of the street. These need not be 'historic' in character.
4. Commemorations will be preserved and maintained. Landscaping in these areas should complement the heritage character of the street and enhance the ceremonial and civic experience of these spaces.
5. Should ownership of the rail bed be transferred to the County of Lanark, its bisection with Bridge Street should be explored as the site for commemorating and interpreting the importance of the rail line. Any redevelopment of the former Almonte Hotel also provides a similar opportunity.

4.3.4 North of River

The North of River character area includes Main Street East, Union Street South and Queen Street. This area is predominantly residential, where single-family dwellings are set back from the street, with landscaped front yards. The tree canopy on private lots, on the municipal right-of-way, and the natural vegetation and tree cover along the river's edge are attributes of this area. The soft margins and absence of sidewalks on one side of Union Street South lends a semi-rural ambiance.

The mix of built forms and variety of 19th century residential architectural styles and landscape features, including historic stone walls and ornamental iron fencing, are attributes of this area. The spacing between houses provides visual amenity and a sense of openness. Landmark buildings include the Trinity Methodist Church (aka Dungarvon), the Doctor's House, the Wylie House (aka Riverside Inn), the Menzies House, and the Wylie Mill (aka the Almonte Flour Mill).

In general, parking is limited to side and rear yards, and in separate garages. This pattern has been eroded along Union Street South, where parking is located in the front yard of some dwellings, and attached garages have recently been introduced.

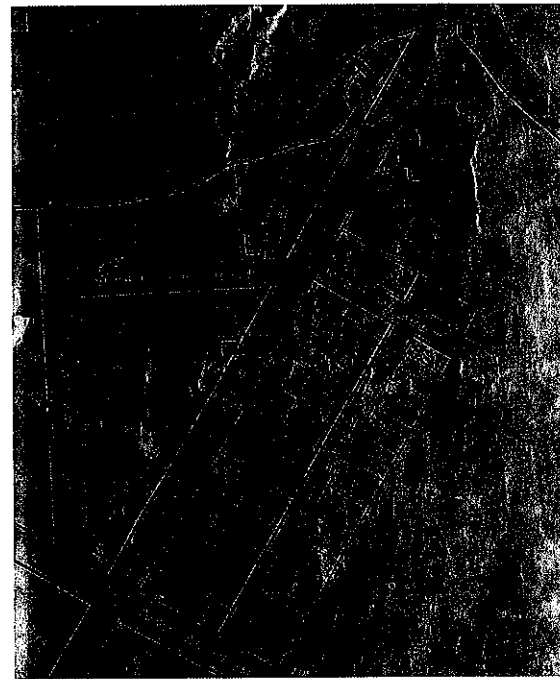
The orientation of Union Street South and Queen Street is an expression of the early settlement pattern and street grid laid out in response to the river. Streetscape vistas frame distinct views of landmark buildings, the river and townscape. The properties adjoining the river are of particular importance since these are visible in many views of the river, and form part of the Mississippi River cultural landscape.

1. The predominantly residential character on Main Street East should be retained and enhanced as a distinct transition between the suburban commercial functions lying further east along Ottawa Street, and the historic and unique character of the commercial core on Mill and Bridge Streets.
2. The mixed-use character of Queen Street should be retained and enhanced. Were the property at the north-west corner of Union and Queen to be redeveloped, a denser scale and commercial use of the site should be re-established.



Union Street South, with Trinity Methodist Church and Main Street East in the background. The street continues to be characterized by a predominantly residential character and the presence of low garden walls and street trees.

Source: Michael Dunn collection. N.d.



Detail. Second Mitcheson survey, 1854. (Almonte LRO, Plan 162, "Plan of a Part of the Village of Waterford, north of the Mississippi River, the property of Mr. Edward Mitcheson", by JMO Cromwell, PLS, June 1854). North is down on this plan. Present-day Union Street South was then called Mill Street.



*Union Street South, looking towards Queen Street.
Sidewalks are present on only one side of the street.*



*Queen Street has a mixed use character
with both commercial and residential functions.*



Main Street East has a predominantly residential character.

3. Where residential properties are defined by stone and iron fencing, these should be retained and maintained.
4. The introduction of new low-profile boundary fencing in residential areas is appropriate in the contemporary landscape. Appropriate materials for new fencing include stone, metal and wood. Use of plastic and unpainted wood is discouraged.
5. Preservation of existing landscaping and mature trees is strongly encouraged. In front yards, planting of deciduous tree species that develop a broad overhanging leaf canopy is encouraged. Against the river, mature trees and shrubs should be maintained to provide a soft division, especially where these private spaces are visible from the public realm.
6. A number of lots on Union Street South were redeveloped in the 1980s, when a suburban typology was introduced. While these lots are excluded from the District, their adjacency means that alterations or development are subject to heritage review for assessment of their impact on the HCD. Any redevelopment of these lots should reflect the historic patterns in this area, namely free-standing or semi-detached dwellings, regularly spaced, with moderate setbacks and side or rear yard parking. For the area at large, the creation of new front yard parking spaces and garages attached to dwellings is not permitted.
7. New development in the severed north side lot on Main Street East should respect the established pattern on this part of the street, including lot sizes, building-to-lot ratios, setbacks and landscaped front yards. Row units are not appropriate. The inner lot is more flexible, and could accommodate more intense development. The historic stone gates should be retained and restored, and lilac plantings and mature tree cover should be retained where possible.
8. To facilitate and encourage pedestrian use, neither Main Street East, nor Queen Street, should be widened. Sidewalks should be maintained on both sides of the streets.
9. The soft margin and lack of sidewalk on the east side of Union Street South should be retained to reinforce the residential character of this street.

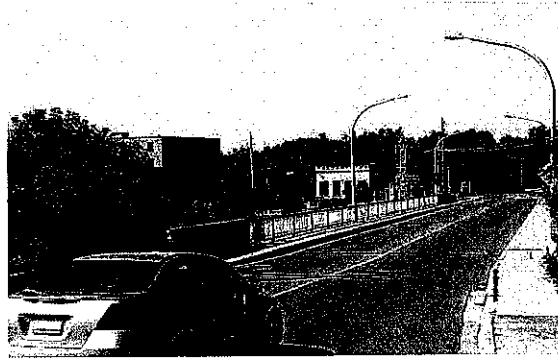
4.3.5 Main Street West and Almonte Street

Main Street West and Almonte Street are faster-paced commuter roads that also serve as gateways to the downtown core. The bridges linking these streets provide distinct viewing opportunities of the river and townscape, and of key landmark buildings in the District. The parkette at the Almonte Power Plant provides additional viewing opportunity, and with enhanced landscaping could serve a potential commemorative function. Pedestrian movement and crossings are a challenge on these streets, and should be improved through enhanced streetscaping.

Built forms include active industrial buildings in 19th and early 20th century architectural styles and landscape features, including the stone wall on Mary Street. Landmark buildings include the Wylie Mill (aka Almonte Flour Mill) and the Almonte Electric Plant.

The combined Metcalfe/GeoHeritage Park includes many amenities, such as open landscaped areas, gathering and resting areas, and a boat launch. These recreational functions are attributes of the district.

1. Enhancement of the parkette on Main Street West (adjacent to the Almonte Electric Plant) should be explored, including improved pedestrian access, to provide enhanced viewing opportunities of the river landscape and the townscape beyond. The opportunity of an interpretive vocation for this parkette, and potential links with the Riverwalk, should be explored.
2. The Metcalfe/GeoHeritage Park, including its interpretive function, open green space, waterfront access and links to Gemmill Park, is an important attraction. Improved links to downtown should be explored through improved pedestrian crossings via Almonte Street.
3. The gateway function of Main Street West is somewhat confused by the undefined and soft margin on its north side, where it intersects with Mary Street. Demarcation of the road margin in this area should be more clearly defined to provide distinction between the roadway and adjoining residential lots. Introduction of curbs and/or sidewalks, and street trees is encouraged.
4. The low stone wall at the edge of Mary Street is a picturesque landscape feature, and should be retained and conserved.



Main Street West serves as a gateway to downtown Almonte.



Almonte Street links the Metcalfe/GeoHeritage Park with downtown. The park provides interpretive and recreational functions, as well as water access for boating.



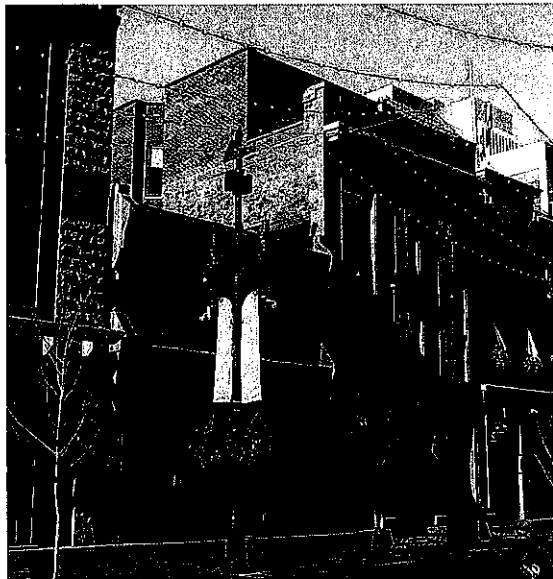
While there are some amenities in the parkette adjacent to the Almonte Electric Plant on Main Street West, opportunity could be taken to improve pedestrian access and to enhance viewing opportunities of the townscape from this space.



Building heights on lower Mill Street and Bridge Street are predominantly two storeys.



Building heights on middle and upper Mill Street are two to three storeys.



Example of a one-storey addition on a mainstreet commercial building in downtown Calgary. The addition is stepped-back from the historic building facade and is minimally visible from the street level.

4.4 General Guidelines for Built Resources

4.4.1 General

1. Buildings and structures that support cultural heritage value will be retained, protected and enhanced through ongoing conservation and maintenance.
2. The use of correct materials, sizes and details is essential. Original or early material should always be used as a preference. Substitute materials should be avoided. In general, it is better to repair than replace.
3. Maintenance and repair techniques will be different, depending on the age of a property and its type of construction.

4.4.2 Height in the Commercial Core

Guidelines for height will ensure compatibility between existing built resources and new construction. The height of buildings in the commercial core is predominantly 2 to 3 storeys. Building heights in the residential areas are similar. This scale is considered a heritage attribute.

The current Zoning By-law allows for greater heights and density in the commercial core of Almonte. This means that new buildings, or additions to existing buildings, could result in overall heights of up to 4 storeys (or 14 metres). The following guidelines emphasize maintaining the existing street wall and predominant heights by encouraging that additional storeys or height be stepped back from the building façade.

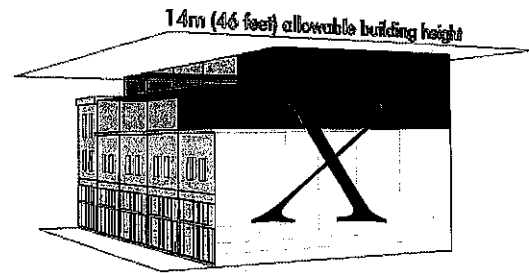
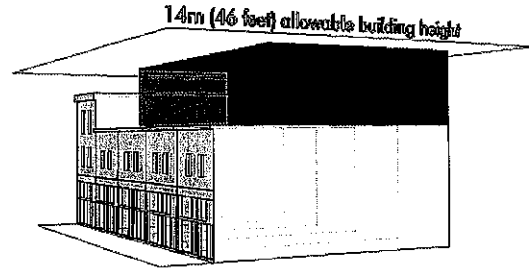
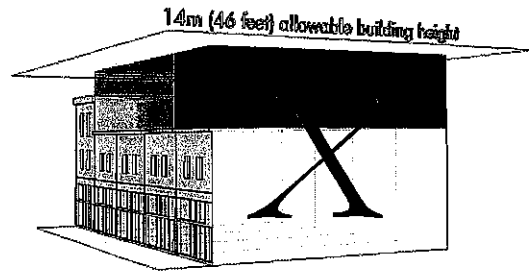
1. The heights of *Contributing* buildings should be maintained.
2. To preserve the continuous street wall, and the sense of enclosure in commercial areas, the height of the façade of buildings should be not less than 2 storeys.
3. Where additional storeys, or a new building, are proposed to exceed the predominant height of existing buildings (in the immediate area and adjacent to the property), the storeys above the predominant height should be stepped back to maintain the continuous street wall.

4. Proposals to increase or decrease the height of an existing building should be accompanied by a Cultural Heritage Impact Assessment (HIA), prepared by a qualified professional. Similarly, proposals for new developments that exceed the dominant height of adjacent buildings should be accompanied by an HIA. The HIA must demonstrate that the change in height has no adverse impact on the building or the heritage character and attributes of the immediate area and the District.
5. Floor-to-ceiling heights on the façades of new buildings should be aligned and compatible with the composition of adjacent buildings.

4.4.3 Roofs and Rooflines

There are a variety of roof forms, roof lines and finishes in the District. Within the commercial core, rooflines are predominantly flat and are concealed behind a parapet that creates a horizontal roofline. Within the character areas north of the river, and on Coleman Island, the rooflines are predominantly sloped or gabled. Character-defining roof materials are most visible on the sloped roof forms of residential and landmark buildings, such as the Almonte Old Town Hall.

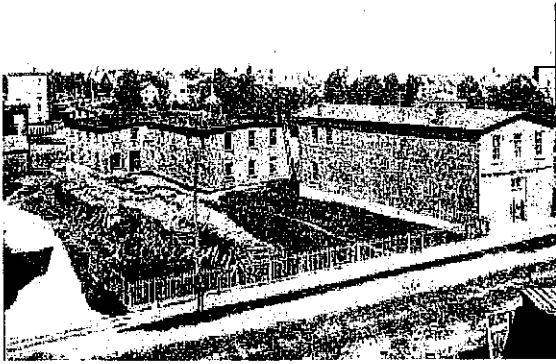
1. The roof form and rooflines of *Contributing* buildings should be conserved.
2. Alterations to the roof form or roofline of an existing building should be compatible with, and complement, the design of the building and of the existing and surrounding rooflines.
3. The roof form or roofline of an infill building should be compatible with, and complement, the design of existing and surrounding rooflines.
4. Additions to commercial buildings will generally have flat roofs, unless the host building has a sloped or different roof shape that may serve as a guide for the design of the new roof.
5. Evidence of earlier roofing materials, such as slate tile, wood shingles, or sheet metal, should be documented and used as a reference if re-roofing of an older property is required.
6. Where historic roofing materials are present, and if repair is required, the same material should be used.



Lower Mill Street in the early 20th century. Rooflines varied on the north and south sides of the street.

Today, the predominant roofline is flat.

Source: MVTM via Michael Dunn Collection.

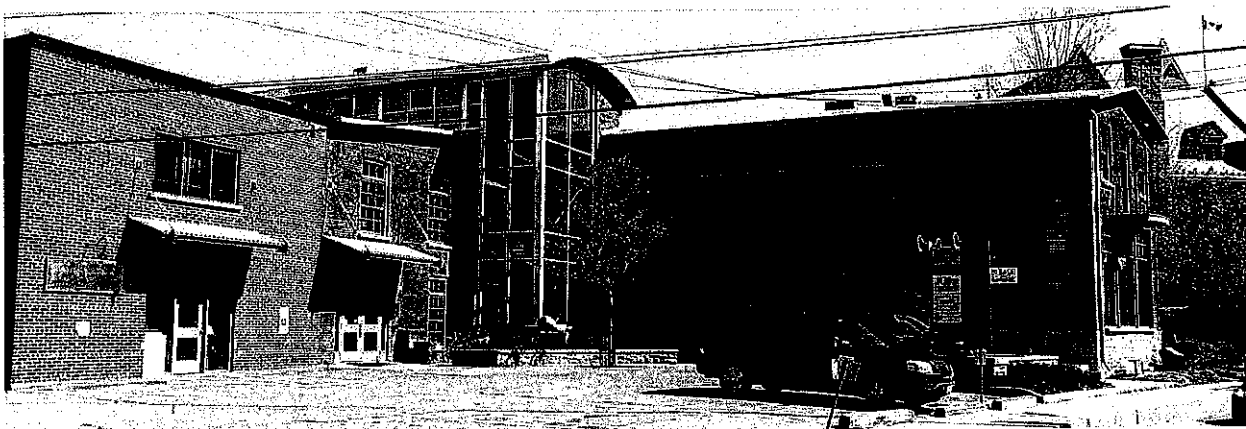


*Historic image of the Thoburn Mill on Little Bridge Street.
Source: Michael Dunn collection.*

4.4.4 Additions and Alterations

Additions and alterations to existing properties will conserve both the character-defining elements of individual buildings and resources, and the District as a whole. Any work that requires removal or obstruction of significant architectural features such as porches, balconies, chimneys, overhanging eaves, cornices or parapets, are not appropriate.

1. Additions must be subordinate to and distinguishable from the original building, and will not compete in size, scale or design. This can be achieved through consideration of height, massing, materials, relationship of solids to voids, window patterns and rooflines.
2. Generally, additions to residential buildings should be located at the rear or, where feasible, on the side of the building that is least visible from the street or river. The height of additions on residential buildings should not exceed the height of the existing building.
3. Additions to all building types should be compatible in style and materials with the existing building and with the character of the District. Use of imitation and synthetic materials is discouraged. Refer to guidelines on materials for additional guidance.
4. Alterations and additions should be of their own time and designed in a contemporary manner. Historicism or falsifying a past architectural style is strongly discouraged (e.g. adding windows with muntin bars where none existed before).

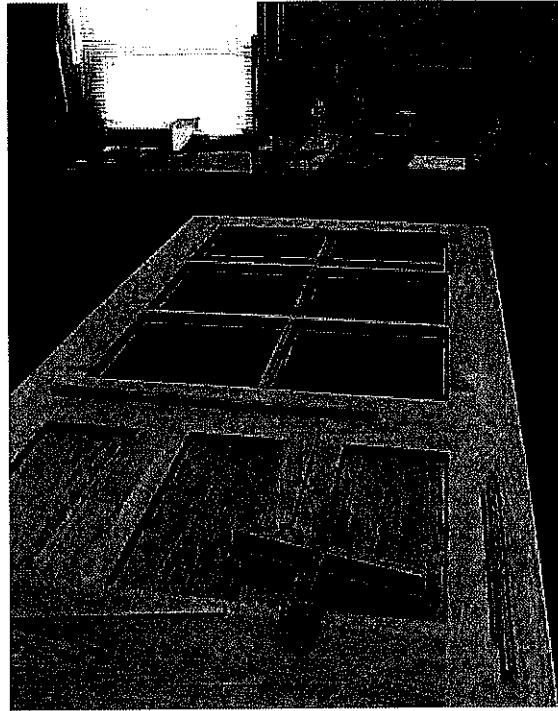


*Contemporary additions were made to the Thoburn Mill on Little Bridge Street.
The additions are contemporary in style, yet compatible with the existing building and the character of the District.*

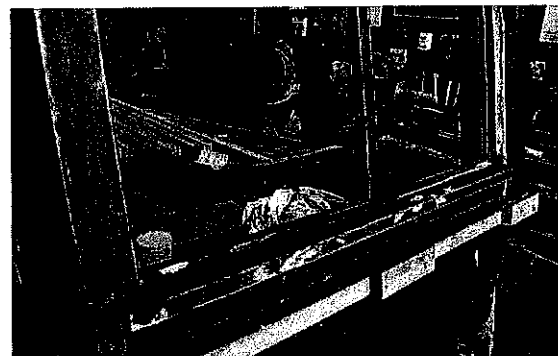
4.4.5 Doors and Windows

Early doors often featured multi-panel designs with raised mouldings. Glass was introduced into entry doors in the late 19th century. Prior to this, glass was limited to transoms and sidelights. Similarly, early buildings were fitted with multi-paned windows, and reflected the glass sizes that were available at the time. By the late 19th century, larger glass sizes were available. Storefront windows began to feature single sheets of heavy plate glass, with smaller-paned transom windows above.

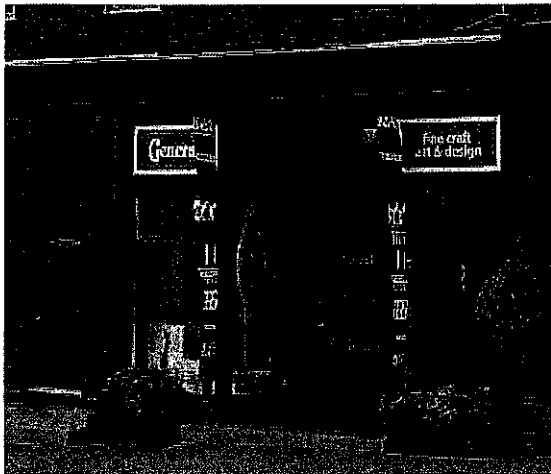
1. Good surviving examples of early doors and windows are increasingly rare, and these should be protected and repaired wherever possible.
2. Increased energy efficiency can often be achieved by adding interior or exterior storm windows; rather than full replacement, which has the potential to adversely impact the cultural heritage value of a resource. Interior secondary glazing generally has less impact on the external appearance of a building.
3. If repair is required, every effort should be made to ensure accurate and in-kind reproduction of the size, shape, dimension and profile of the original. Millwork shops provide these services.
4. If original or historic windows and doors are beyond repair, replacements should match the original in design, size, shape, dimension, profile and glazing pattern. If a new design is proposed, the replacement should reference but not imitate the historic form and proportions with contemporary design and materials.
5. Original finishes and colours on windows and doors should be investigated and restored, where appropriate.
6. Window mounted air-conditioning units in windows facing the street or the river detract from the character of the District and are discouraged.
7. Where new window and door openings are proposed in existing buildings, documentary and physical evidence regarding the original openings and glazing patterns should inform the location and style.



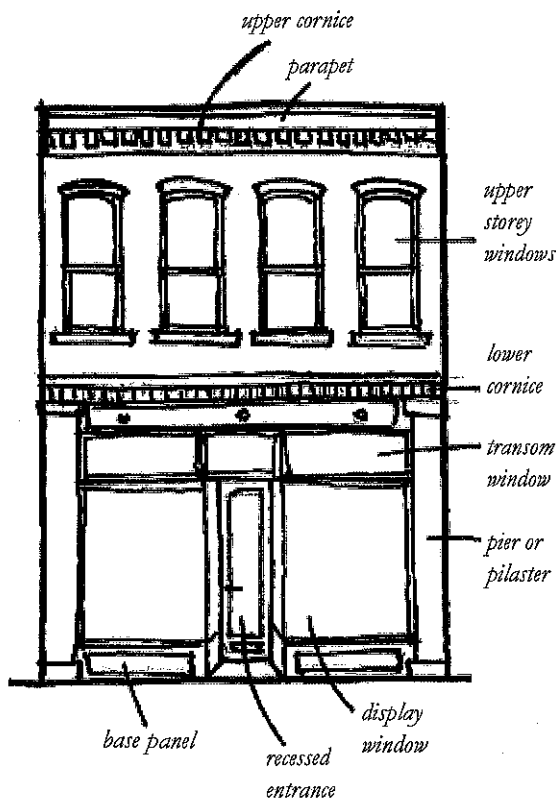
Replacement door using same materials, design and detailing as the original.



Historic window being repaired at a millwork shop.



Example of an existing, well-maintained historic storefront on Mill Street.



4.4.6 Storefronts

Storefronts play an important role in defining the visual character of the District and in enhancing the pedestrian experience and the public realm. Storefronts are typically the most altered feature on a commercial building, since alterations are undertaken to adapt storefronts to a new business type, or to improve advertising and merchandising. The character and vitality of the District can be eroded by the deterioration of original storefronts and by poor modern alterations and replacements.

The lower façade of traditional commercial buildings is typically defined by a storefront framed by columns and at its upper edge by a cornice. Shops traditionally had high ceilings, and the storefront was transparent, with large display windows with clear glazing, sometimes with a glazed transom above.

The traditional pattern of commercial façades in downtown Almonte features grade-level commercial or retail space, with commercial or residential occupancies above. Signage and cornice lines provide a visual separation between these functions, which are further distinguished by larger window openings at grade, and smaller windows, sometimes with decorative surrounds, on the upper floors.

Storefronts in downtown Almonte also typically include a recessed entryway. Base panels, located below the display windows, are typically made of wood, and might be decorated with moulded and fielded panels. Street level entry doors for the upper floors are incorporated into many façades, in a separate vertical bay. These relate to the design of the storefront entry.

1. Existing traditional storefronts should be retained conserved, and restored wherever possible.
2. Restoration of historic storefronts should be based on the guidelines for Restoration. Otherwise, contemporary styles of sympathetic design should be used.
3. Rehabilitation of existing, and construction of new storefronts, should be compatible with the host building in size, scale, proportions, colour, material, and style. Where contemporary designs are introduced, they should reflect and consider the traditional elements, scale and proportions of historic storefronts.

4. Contemporary design within the historic storefront frame is permitted, provided that original structural elements and details are retained, and provided that the predominant material is clear glass.
5. While it is discouraged to merge multiple commercial spaces into a single unit, where this is proposed, the individual historic storefronts, including their widths, should be retained. The use of a continuous cornice, the elimination of entry doors, and large horizontal expanses of glass can harm the rhythm of the streetscape and the architectural character of the buildings. The vertical emphasis between the individual commercial units shall be maintained.
6. Recessed store entrances provide shelter, allow for additional merchandizing windows, and create depth and articulation to the street façade. Recessed entrances should be conserved and maintained where they exist, and should be incorporated into new storefront design.
7. Awnings play an important role in the streetscape and public realm. Many historic commercial buildings in downtown Almonte had awnings for sun or rain protection. Retractable fabric awnings were common. The size of awnings should be designed to fit within the dominant structuring elements of the lower façade, and should not obscure architectural features and detailing. Traditional horizontal fabric awnings are encouraged, since these can be retracted and do not conceal architectural features.
8. Metal and glass fixed canopies may be appropriate, if there is archival evidence of their precedent on the building or on similar historic buildings in the area.
9. Stretch skin plastic or vinyl awnings, and idiosyncratically shaped fixed awnings are not permitted.
10. Internal illumination of awnings or canopies is not permitted.



Construction of a new storefront for an historic building. The design takes cues from historic patterns on the existing and surrounding buildings, but is contemporary.



Example of a storefront alteration that is not compatible with the historic building. Original detailing has been removed and/or obscured.



Example of a well-maintained wrap-around porch with paired wooden columns at 57 Main Street East. These decorative wood elements add character to the house and the District.



Example of a well-maintained entry vestibule. Other decorative wood elements include the arched window, and cornice brackets, as seen at the Doctor's House on Queen Street.

4.4.7 Decorative Wood Elements: Porches, Vestibules and Balconies

Existing decorative wood elements add considerable character to individual buildings and streetscapes. Collectively, they add a distinct character to the District. Decorative wood elements appear in porches, balconies, projecting entry vestibules, balusters, bargeboard and door and window trim. Turned columns and spindles, and detailed fretwork were typical of the 19th century. By the early 20th century, emphasis was on squared columns and spindles, and geometric trim details.

The addition of porches, balconies and vestibules may not always be compatible with the design and style of an existing building. The addition of these building elements should only be considered where there is sufficient evidence that these elements existed previously.

1. Original or historic porches, vestibules and balconies should be conserved.
2. Where historic trim elements are in good condition, they should be retained. Where replacement is necessary, consideration should be given to replicating original detailing, but only where good documentation and accurate information exists and the design can be faithfully replicated. Otherwise, contemporary styles of sympathetic design should be used.
3. New porches, vestibules and balconies should be compatible with, and complement, the existing building in scale, materials, design and detailing. Historic styles of these building elements may be replicated only where good documentation and accurate information exists, and the design can be faithfully replicated. Otherwise, contemporary styles of sympathetic design should be used.

4.4.8 Signs

Thoughtfully designed signage can make an attractive contribution to a building's façade and to the District. It is not the intent of these guidelines to restrict design creativity. Commercial storefront signage may exhibit a wide range of styles and materials, reflective of both historic and contemporary approaches to signage. Signage on public buildings and in public spaces should not detract from or conceal any significant architectural features or views of landscape elements.

All exterior signage shall also comply with the *Mississippi Mills Sign By-law*.

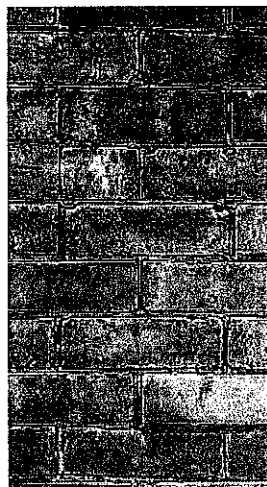
1. The location of commercial signage may vary: on awnings; painted on building façades or side walls; projecting signs perpendicular to building faces; or located on or above store windows.
2. Traditional storefronts are designed with a cornice, which divides a glazed storefront from the upper façade of a building. The cornice is generally the most appropriate location for external signage.
3. All exterior signage should be designed to complement the proportions, colour and detail of the host building, and should be compatible with the heritage character of the District. Contemporary designs are encouraged. New signs need not look 'historic'.
4. Where regulatory, safety and directional signage are required in landscaped areas, parks or in the river, wherever possible these should be proportioned to the area, and should complement the character and features of surrounding landscape elements.
5. Window signs should not unduly obscure or obstruct vision through the window into the commercial space. Vinyl graphics and perforated window film that fills a window opening and obscures the transparency is not permitted.
6. Mural signs that advertise a business within the building on which the mural is located are permitted and should complement the architectural features of the building. Existing mural signs advertising past businesses/products, and which are identified as character-defining elements, need not be removed.
7. Lighting for signage may vary, but in all cases should complement the building façade. External illumination is preferred. Internally illuminated (luminous or backlit) signs should be avoided, unless it can be demonstrated they complement the building and do not have an adverse impact on the heritage attributes of the District.
8. New signs proposed to be modelled on historic signs should be based on historical evidence of what existed previously on the property or similar properties. Such reproduction signs should be referred for review and recommendation by the Heritage Committee Signage Working Group.



Example of signage located on both the store window and in the cornice above the window, at 68 Mill Street.



The "Black Watch" mural sign has existed for many years, and been continually maintained. While it no longer advertises an active business or product, the sign has gained cultural value and need not be removed. Source: Michael Dunn collection.



Stone and brick are traditional and durable materials that are commonly found throughout the District.

4.4.9 Materials

Buildings in the District were typically constructed using local and regional materials, including wood, brick and stone. Traditional materials tend to be more durable and sustainable, and are more easily maintained, requiring less frequent replacement than contemporary materials. For example, wood windows are easily repaired, and do not require to be replaced when damaged or deteriorated, whereas vinyl windows are difficult to repair, and typically require full replacement when damaged or worn. Contemporary materials may be introduced, where appropriate, and should contribute to the historic layering and evolved character of the District.

1. Where original and/or traditional materials exist, they should be conserved, maintained and repaired, when necessary.
2. New materials should contribute to the character of the District by being physically and visually compatible with the existing materials of a building, and visually compatible with the materials of neighbouring *Contributing* buildings.
3. New materials should be durable and of a high quality. The use of traditional materials such as brick, stone and wood is encouraged.
4. Contemporary materials such as vinyl, aluminum or steel siding and soffits, 'cultured' stone, stucco fashioned to resemble stone, are not appropriate to the character of the District and are not recommended for use on properties within or adjacent to the District.
5. Where contemporary cladding, such as vinyl siding, aluminum or steel siding, or stucco has reached the end of its life cycle, its removal is encouraged. Once removed, appropriate solutions include repairing and restoring the exposed original material or re-cladding with a traditional or contemporary material that is physically and visually compatible with the existing building.
6. Wood siding should be repaired rather than replaced, if possible. The use of aluminium, vinyl or steel siding is not recommended. New wood trim boards at corners and around windows and doors should match existing dimensions.
7. Masonry should be repointed regularly to avoid water infiltration and subsequent damage.

Repointing should be undertaken by qualified masons trained in heritage practices. Soft mortars must be used. Only gentle methods of masonry cleaning should be used.

8. For repairs involving replacement brick, it is important to match both the size and colour. When a match is difficult, it may be possible to reuse brick from a hidden location elsewhere on the building.
9. Painting to historic colours can add to the heritage value of a property. Simple tests can be carried out to determine the pattern of colours that have been used on a property throughout the years.

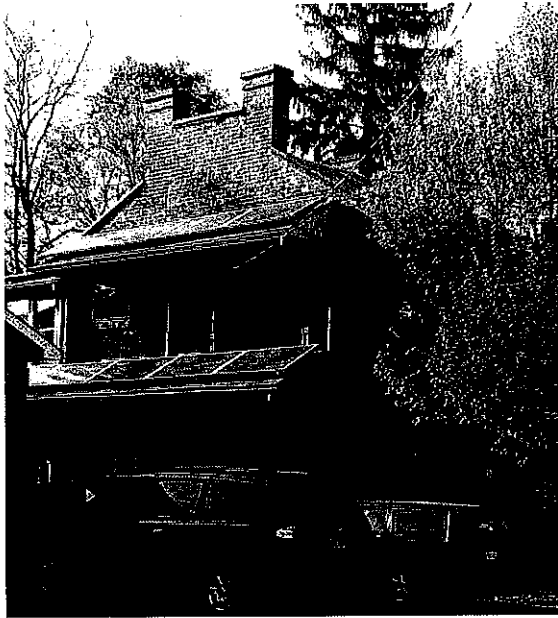
4.4.10 Architectural Detailing

Architectural detailing includes exterior building elements such as cornices, friezes and brackets in wood or pressed metal, decorative pilasters, decorative brick or stone work such as stringcourses, window surrounds, arches and brackets, and decorative woodwork, and so on. Typically seen on the front façade of a building, these elements provide visual interest, and help to articulate and visually break up the overall massing and scale of the façade. Architectural detailing also contributes to and defines the style of a property, and the character of an area.

1. Historic architectural detailing should be conserved, maintained and repaired.
2. Alterations should not conceal or obscure existing architectural features on the façades of buildings facing the streets, side streets, side laneways or the river.
3. Replacement parts should be fabricated to the same profile and with the same material as the original.
4. The design of new construction should consider existing architectural detailing in the District and on adjacent *Contributing* buildings. New construction should incorporate a quality of detailing that reflects the visual interest, proportions and massing of *Contributing* buildings.
5. Where architectural detailing has been concealed under contemporary cladding, and where the cladding has reached the end of its life cycle, consideration should be given to removing the cladding and restoring the historic detail.



Architectural detailing adds richness and character to a building and streetscape, as seen at 76 Mill Street.



Solar collectors installed on the rear elevation of a house.

4.4.11 Modern Equipment

Modern equipment (such as satellite dishes, air conditioners, service ducts, utility meters, and solar panels) should not detract from the character and visual qualities of buildings, streetscapes or the river landscape.

1. Modern equipment should be located away from the street and/or the river, and where possible, at the rear of buildings.
2. New solar panels or other rooftop structures should be located to the rear of the roof, and should be either minimally or not visible from the street or the river, where applicable.

4.4.12 Non-Contributing Resources

There are few *Non-Contributing* properties in the District. These include empty lots, and buildings of a later era or style that differ from the predominant District character. While these buildings are not considered significant to the cultural heritage value of the District, alterations can nonetheless affect its character. The following guidelines are intended to guide change to *Non-Contributing* buildings to ensure they are sensitive to the character of downtown Almonte. For guidance on empty lots refer to the guidelines on Infill Construction.

1. Replacement of building elements (e.g. windows, doors, porches, trim work) should be in keeping with the architectural style and era of the building in question.
2. Alterations and additions to *Non-Contributing* buildings should be of their own time and not recreate or imitate an historical style or detail that exists elsewhere. For example, Victorian detailing should not be added to a building where none ever existed in an attempt to make it look 'historic'.
3. Exterior cladding and finishing materials for alterations and additions should be sympathetic to the character of the building, and should reflect its era of construction and architectural style.
4. Where a *Non-Contributing* building is proposed to be demolished, approval of a Heritage Permit will be required, prior to issuance of the Demolition Permit. The design of the replacement building shall meet the intent of these Guidelines. Refer to Section 4.11 for additional guidelines on demolition.



There are few examples of Non-contributing resources in the District. Where these exist, they tend to be of a style and era that differs from the predominant character of the District. Should these be proposed for redevelopment, the replacement building would need to meet the intent of these Guidelines.

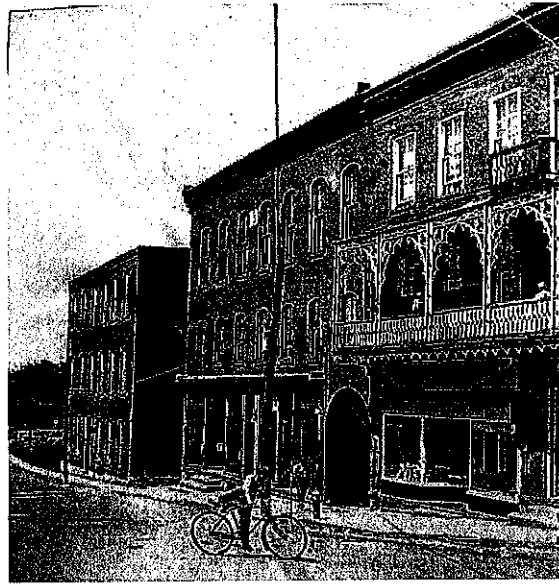
4.4.13 Interiors

Alterations to building interiors are not regulated by this Plan. Some building interiors may be designated through a Part IV (*Ontario Heritage Act*) designation by-law or by a conservation easement agreement. Interior historic features are an irreplaceable component of the cultural heritage of downtown Almonte. The Town encourages property owners to conserve interior historic features, wherever possible. Owners of properties designated under Part IV should inquire with the Town about the features that are included in the designation by-law for their property.

4.5 Restoration

Restoration involves accurately revealing, recovering or representing the earlier form, material and detailing of a heritage resource, as it appeared at a particular period in its history. Restoration has to be undertaken with care, in order to avoid confusing or falsifying the historical record. Restoration can enhance both a building and its immediate streetscape.

1. Restoration must be based on accurate historical documentation. This documentation may be a combination of photographs, drawings, written reports and oral accounts, as well as physical evidence.
2. Accurate duplication of early detailing and materials is difficult. It is very important to keep as much original material in place as possible, and to focus on stabilizing various components, rather than replacing these.
3. Restoration of individual buildings should respect the evolution that each building and the area as a whole has undergone. The contribution of various periods to the form may be of equal value as that of the original building. These should always be recognized.
4. A restoration project should consider a building within its context, including streetscape, landscape setting and interior detailing.



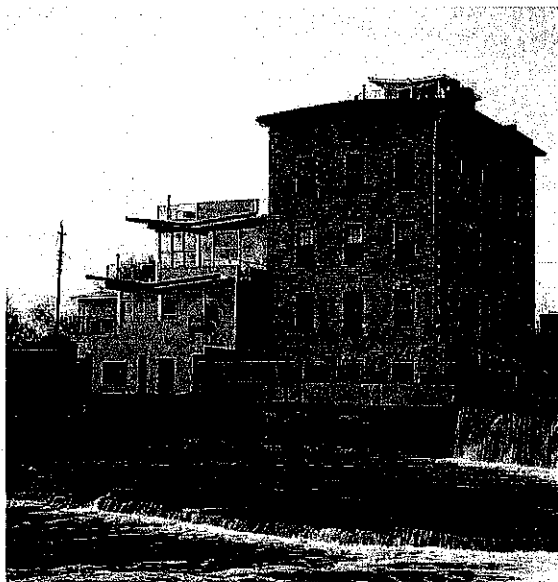
*The Forge Building, with its fanciful porch, was built 1873.
(Source: Murray Guthrie, Michael Dunn Collection).*



Documentary evidence, such as historic photographs, may be used to accurately reproduce missing elements like porches.



The Victoria Woolen Mill has served many functions over the years. Today it contains commercial, office and residential functions.



The former Wylie Flour Mill (now the Almonte Flour Mill) on Main Street East was built and operated as a grist mill. It was redeveloped as a condominium and power generating station.

4.6 Rehabilitation and Adaptive Reuse

Rehabilitation refers to the work required to sensitively adapt an historic building or individual component to contemporary functional standards, while protecting its heritage value. Adaptive reuse refers to the notion of reusing a structure, landscape or site for a use or purpose other than the historic use. These processes typically involve some modification of the structure, landscape or site. They may involve some restoration, but also introduce new forms and materials to accommodate new requirements.

Many buildings in the District have already been rehabilitated and adaptively reused several times. Sensitive rehabilitation achieves functional goals while protecting and enhancing the attributes that give the property its unique heritage character.

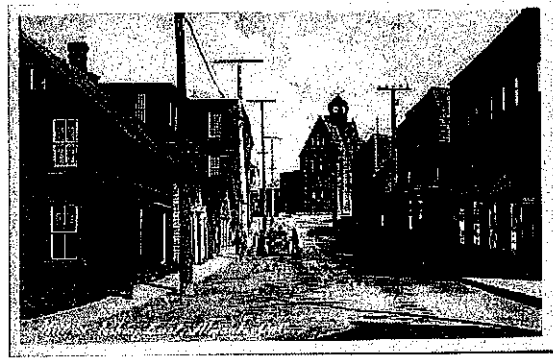
1. Good rehabilitation is based on good historical documentation.
2. New or modified uses should be contained within the historic property, without causing undue damage to the layout or finishes.
3. Structural upgrades should respect the original design intentions and reinforce these.
4. New mechanical, electrical and environmental systems, such as insulation, should not upset the existing equilibrium of a building, and should avoid introducing possibilities for deterioration.
5. Architectural layout and finishes should be respected and retained, both inside and outside the property. This includes retaining distinctive features and examples of good craftsmanship.
6. New work should be of its own time, but subordinate to the heritage character of the existing property. The design of new work should take its form and direction from the history of the property itself. The contribution of all periods to the history of the property should be respected and incorporated where possible.

4.7 Commercial and Mixed Use Infill

Infill relates to new development on vacant lots. Downtown Almonte has been undergoing a continuous process of infill for over 150 years. New development will respect established patterns, including setbacks, street wall design and openings. New work will be of its own time, and in a contemporary style that complements and enhances the character of the District. Infill adjacent to the river will respect the river cultural landscape.

The shape that is created by the walls, roof and other projections of a building is referred to as its massing. The combined effect of height, bulk and silhouette of a building comprises its scale. The massing and scale of a group of buildings contribute to the sense of place by defining urban density and form. The massing and scale of commercial buildings along Mill, Bridge and Queen Streets is fairly consistent except where larger landmark buildings punctuate the street wall, or where incompatible post-war buildings are set back on the lot. The height of contributing commercial buildings is predominantly 2 to 3 storeys, and is a heritage attribute of the District.

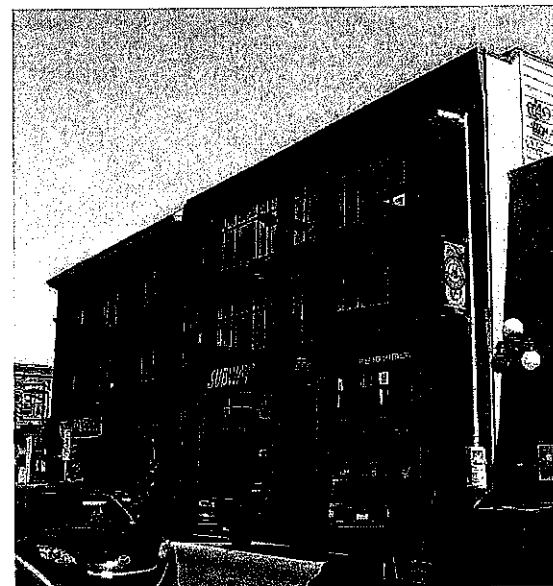
1. Infill in commercial areas must respect and reflect the character of existing historic properties and streetscapes, including the character of built form, massing and scale resulting from traditional smaller-scale lot sizes.
2. The design of new buildings should be of its own time and sympathetic to the heritage character of the District. At the same time, the contribution of all periods to the history of the property should be respected and incorporated where possible.
3. The traditional pattern of commercial façades should be respected and reflected in the design of new work. The design, rhythm, alignment, proportion and pattern of windows and door openings should be compatible with the composition of adjacent Contributing buildings. The introduction of split-level ground floors, or mezzanine levels, is discouraged.
4. Horizontal scale of development is important in downtown Almonte. Traditional store widths of about 6.0 metres (20 feet), each with their own entrance, ensures continuous sidewalk activity and variation along a streetscape. This pattern



Mill Street looking East. During a period in the early 20th century there was a continuous street wall on both sides of the street. Source: Michael Dunn Collection.



Today, the north side street wall (at left) is more porous, with many empty lots characterizing the streetscape. These lots are candidates for redevelopment.



Example of contemporary infill development in downtown Ottawa that respects the rhythm and pattern of commercial facades, storefront heights and cornice lines.



Areas of high articulation help to create a more pedestrian oriented environment. New development should respect established patterns of openings, heights and widths..



Use of materials, patterns and textures, and articulation of the streetwall emerging from recessed entries adds visual interest. Commercial infill must reflect the existing character, including the built form, massing and scale resulting from small lot sizes.

- of horizontal and vertical rhythms should be respected. Enclosed malls or lobbies are not appropriate, in particular where they create widely spaced entry/exit points that interrupt the sense of rhythm and continuity along a streetscape.
5. While traditional storefronts vary in downtown Almonte, they typically feature columns with large glazed areas, and recessed entries, allowing for openness and transparency. The design of new infill should consider and reflect the historic pattern of the buildings that previously occupied the site. Adjacent properties should also be reflected in the new work.
6. Where lots with frontage on both a street and the river are redeveloped, the infill building will be designed so that the façades facing the street and the river are both treated as 'fronts'. The street façade shall address the pattern and scale of the streetscape. The river façade shall address the pattern, scale and rhythm of surrounding riverfront properties.
7. Building setbacks and heights should respect adjacent heritage properties, as well as the streetscape and riverside.
8. Side laneways should be maintained where possible. Refer to guidelines on laneways for further direction.
9. Parking in rear or side yards, with access through a side laneway, is the only surface parking that is appropriate to the District. Wide access ramps should not be used for any kind of parking, since they disrupt the continuity of the street wall.
10. Property owners are encouraged to engage an architect, designer or heritage professional when planning a new building in the District. Property owners should consult the Town Planner early in the process on all applications for new construction in the District.
11. Refer to the general guidelines for built resources for additional guidance on existing patterns and character.

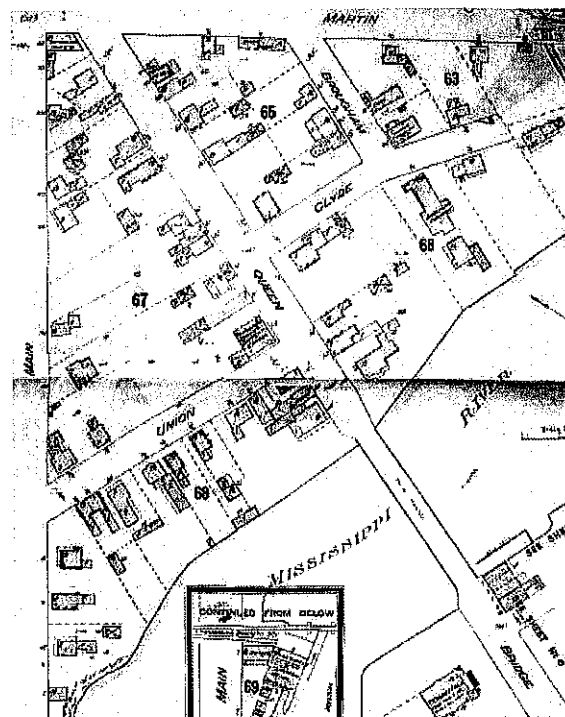
4.8 Residential Infill

Infill in residential areas includes new development on vacant land. New development will respect established patterns, including setbacks, street wall design, and the rhythm and pattern of openings. New work will be of its own time, and in a contemporary style that complements and enhances the character of the District. Infill adjacent to the river will respect the river cultural landscape.

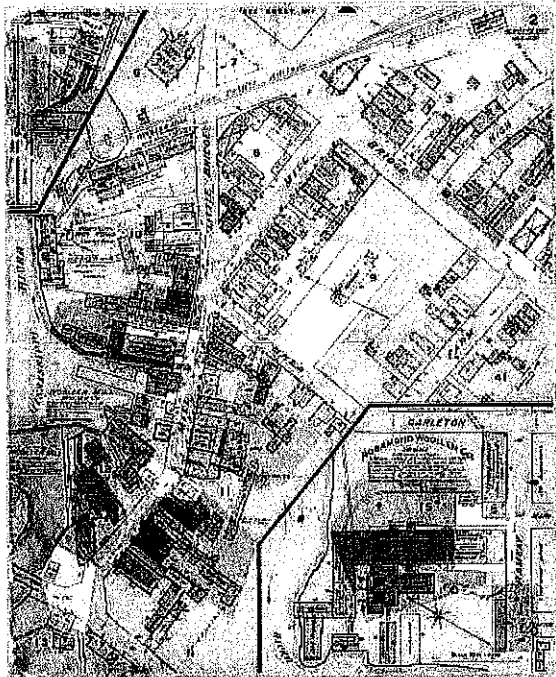
1. Infill in areas zoned for residential use must respect the heritage character of the area as a whole, as well as the more immediate environment.
2. Open spaces around buildings should be maintained, in particular on the rear portion of lots.
3. Where a multi-unit dwelling (semi-detached, town-house) is proposed, entrances to individual units should be from the sidewalk. The front yard setback should be the same as for adjacent Contributing properties.
4. Small lot development is encouraged (rather than land assembly). The density of new development can be the maximum allowed under current height and lot coverage zoning.
5. The building form of new development should respect the massing of adjacent Contributing properties. For single family development, the front or side gable form is typical and should be used.
6. Materials and detailing should be contemporary in style, and should respect and reinforce the character of the immediate area. Infill must not disrupt the continuity of residential streetscapes.
7. Refer to the general guidelines for built resources for additional guidance on existing patterns and character.



Infill development should respect established patterns in residential areas, including the practice of providing open spaces around buildings and generous setbacks from the street.



This excerpt of the 1926 Goad Fire Insurance Plan illustrates the ratio of buildings to lot sizes in the residential area north of the river. Source: Underwriters Survey Bureau Limited, Fire Insurance Plan, Almonte, July 1926; via MVTM.



Excerpt from 1889 Fire Insurance Plan shows the pattern of lot sizes and shapes, which remain consistent to this day.

Source: Library and Archives Canada, C.E. Goad Insurance Plan, Almonte, Sheet 2.

4.9 Urban Form

4.9.1 Lot Size, Shape and Frontage

The traditional pattern of land ownership and block development in the District has emphasized small-scale lots, with frontage or access from the street and rear lanes, or from the water in the case of riverfront properties. These patterns, combined with the building coverage in relation to lot area, are character-defining attributes of the District and contribute to the experience of the residential and commercial areas.

1. The retention of existing building lot patterns, which often consist of side laneway access, interior undeveloped land, small-scale lots and irregular shapes, is strongly encouraged.
2. Consolidation of land parcels is discouraged.
3. Site development that respects traditional development patterns is encouraged.
4. Along Mill Street, pedestrian access to the river through mid-block laneways is permitted and encouraged, extending the pattern that already exists along this street.
5. For development along the river, the continued use of riverfront spaces for cafés, public use or private open space is permitted and encouraged.

4.9.2 Setbacks

The historic pattern of setbacks in the commercial areas features buildings that are built up to the front lot line, with no side yards (except where side laneways or public spaces exist). Civic buildings are generally defined by a generous setback from the street, except the Old Post Office, which was built to its lot lines. In the residential areas, setbacks are generous, but somewhat irregular, with continuity among groups of buildings. Waterfront industrial buildings tend to be set back from their street frontage, while being built up to or into the waterfront.

1. The pattern of existing building setbacks within each character area should be maintained.
2. Redevelopment of empty lots or *Non-Contributing* properties should reflect the front and side setbacks of historic neighbouring buildings.
3. Development of waterfront properties should respect and reflect the pattern of development that existed historically on the site. The design of new work should take direction from the history of

the property, including the form and location of buildings that previously existed. The contribution of all periods to the history of the property should be respected and incorporated where possible.

4.9.3 Land Use

The historic pattern of land use in the District has resulted in a variety of built forms and patterns of development that exist in close proximity. These land use patterns are heritage attributes of the District.

1. The downtown commercial area should continue to function as the primary commercial core for Almonte. Commercial uses should be maintained at ground level in order to foster vibrant street life.
2. The mixed use character of the District including residential, civic, commercial, light industrial and recreational uses should be maintained.
3. Land uses within and adjacent to the commercial core will be compatible with the traditional civic, commercial and cultural activities of downtown Almonte and its heritage attributes.
4. Land uses within and adjacent to residential areas will be compatible with the traditional activities of these areas and their heritage attributes.
5. Community activities are integral to the cultural heritage value of the District, and should continue to be encouraged and promoted. These activities and uses include the farmer's market, outdoor concerts and festivals, community and civic events, and the availability of community services and community gatherings at the Almonte Old Town Hall.

4.9.4 Parking

Surface parking areas tend to disrupt the historic pattern of urban development.

1. Minimize the size of surface parking, and restrict parking to side or rear-yard locations (except riverfront properties, where parking should be limited to side yards).
2. Maintain and encourage on-street parking on Mill, Bridge and Queen Streets.
3. Where riverside parking exists (e.g. at the Almonte Old Town Hall), permeable surfaces and landscaped edges should be introduced to help soften the visual dominance of parking areas, and provide screening without obstructing views.

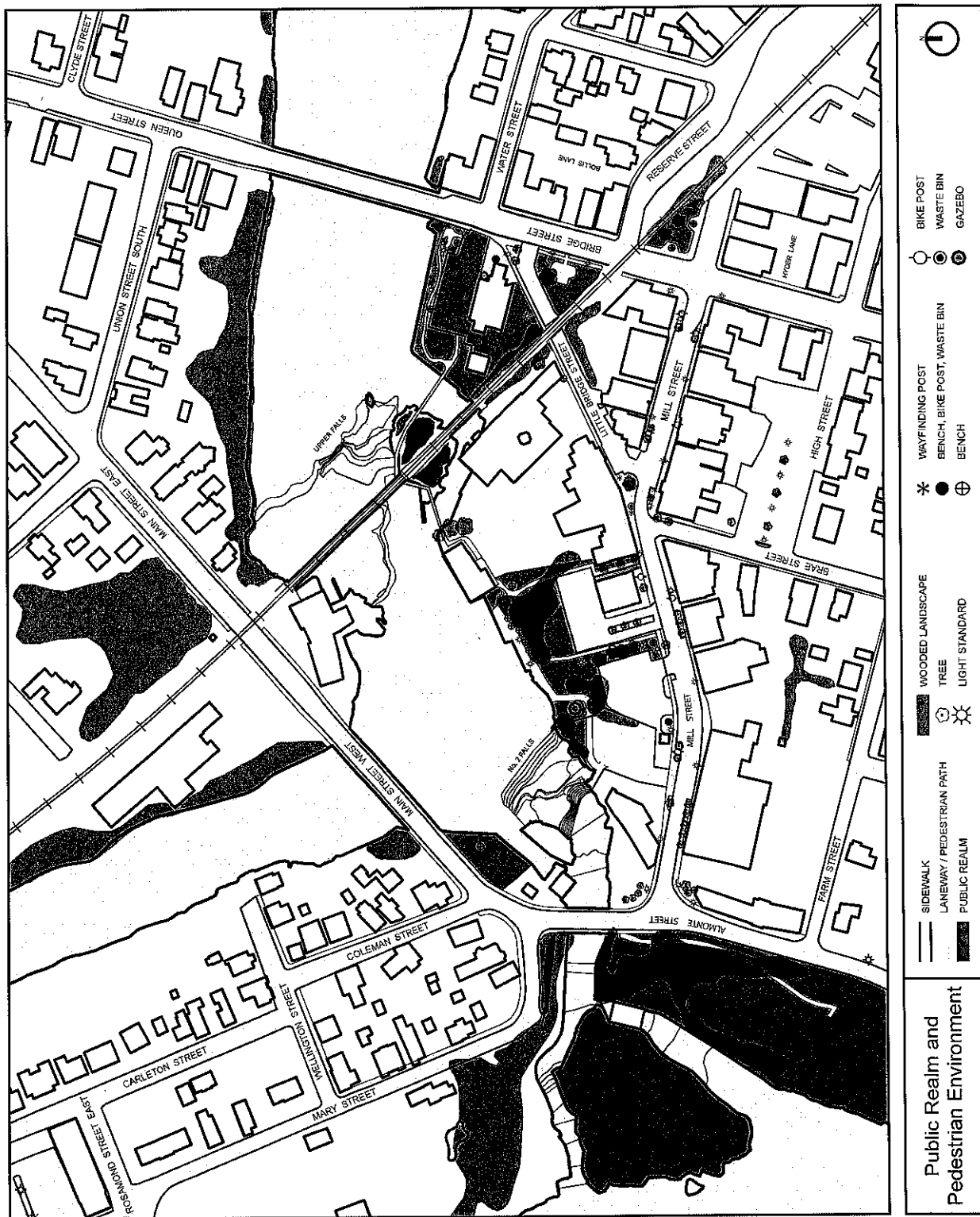


Figure B-7. Public realm and pedestrian environment in downtown Almonte.

4.10 Public Realm Guidelines

Access to natural areas and other communal amenities provides residents with strong connections that ensure social and economic benefit to downtown Almonte.

4.10.1 Parkland, Open Spaces, Streetscapes

Despite different land uses and activities, the character areas of downtown Almonte are unified by their development patterns and built form, and their connection to the river. Materials and landscape elements, such as street furniture, lighting, paving and vegetation, differ among the character areas, creating a unique sense of place within each one.

1. The open and landscaped spaces of the combined Metcalfe/GeoHeritage Park, the linear parks along the south shore of the river, and the parkette adjacent to the Almonte Power Plant on Main Street West should be conserved as part of the Mississippi River cultural landscape, representing the opportunity to access, interpret and appreciate the river.
2. Alterations to the existing walkways, landscaping and other features of the pedestrian experience of the Mississippi River should be sensitive to the natural features of the shoreline and its built-up edges, and will require a Heritage Permit.
3. New development will be sympathetic to the experience of open spaces, and linear parks, by providing linkages and view corridors between built-up spaces and the river, with appropriate setbacks and landscaping.
4. The historic street pattern of downtown Almonte should be maintained to conserve the cultural landscape of a historic mill town developed around the geography of the river.

4.10.2 Landscaping

The residential and mixed use areas within the District have many street trees. The commercial areas did not historically have many trees, namely along Mill and Bridge Streets. These are starting to be introduced. Street trees are an integral element in creating amenable pedestrian and residential environments. Landscaping and vegetation in public spaces and in areas adjoining the river should reflect the character



Pedestrian paths are an important attribute of the District. These should be maintained and enhanced.

of the area, and should not obscure important public views of the river, townscape and landmark buildings and sites.

1. Mature street trees, and trees lining the Mississippi River are essential to the character of the District. Existing trees should be retained and replaced, when necessary.
2. Where a property adjoins the river, and landscaping is present, the natural landscapes and concentration of trees should be retained.
3. Street tree planting programs should be carried out on the east side of Bridge Street, on Main Street East and West, and on Almonte Street. Appropriate trees are ones that develop into canopy trees, are environmentally hardy, and have green summer leaves.
4. Public landscaping should be maintained and enhanced at the location of commemorations and public art. These areas are of particular civic importance. Enhanced landscaping defines an area by framing or creating a sense of enclosure around the commemorative device to facilitate ceremony or other forms of gathering.



*Existing street furniture is simple and functional.
In some areas, it tends to be somewhat cluttered.*

4.10.3 Street Furniture

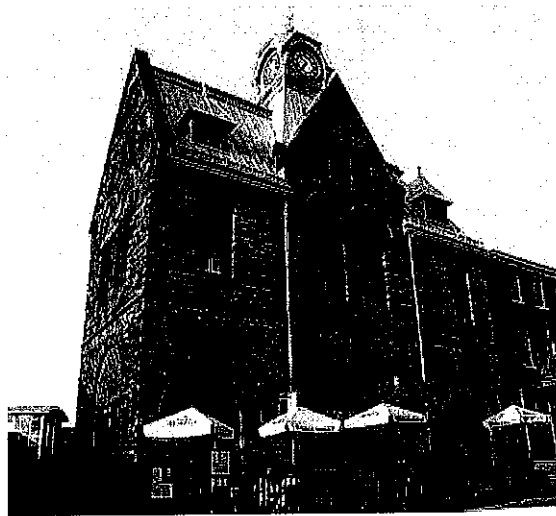
Street and site furnishings include elements such as benches, receptacles, bollards, tree guards, planter boxes, directional signage, and bicycle racks. These streetscape elements should provide for human comfort and safety, while contributing to creating a sense of place within the District.

1. Street furniture should be simple and highly functional.
2. The style of street furniture should be reflective of the character of the District. Where a historic design is proposed, it should be based on accurate replicas of street furniture that historically existed in the area and for which accurate documentation exists. Otherwise, street furniture should be of sympathetic contemporary design.
3. In appropriate locations, such as described in the Character Area guidelines, consideration should be given to incorporating furniture that is sculptural or innovative in design (e.g. unique benches, or signage).

4.10.4 Commercial use of the Public Realm

Outdoor patios and produce/product display stands on sidewalks should complement the overall use and character of a given street or area within the District.

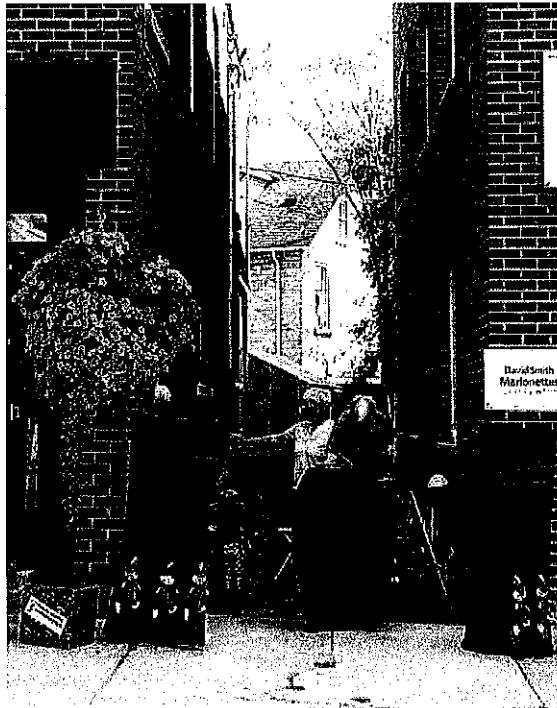
1. The best locations for outdoor patios are those sidewalks and areas with good sun exposure: adjacent to the south and west face of buildings, adjacent to the waterfront and at street corners (except southeast corners). Care should be taken to protect future opportunities for patios in these desirable locations.
2. The best location for product display stands associated with storefront businesses are those sidewalks with limited sun exposure: adjacent to the east and north face of buildings. Care should be taken to protect future opportunities for product display stands in these locations.
3. Sidewalk areas occupied by outdoor patios or product display stands should be adjusted to accommodate typical pedestrian flow along the adjacent sidewalk. Pedestrians should not be forced to use the street surface due to the presence of an outdoor café or merchandizing stands occupying the sidewalk.
4. Likewise, pedestrians should not be forced off of pedestrian paths adjacent to the river due to the presence of outdoor patios occupying the pathway.
5. Widening of sidewalks at corners to accommodate patios should not unduly inhibit vehicular movement.
6. Patio railings or fences, and merchandizing stands should not restrict access to adjacent retail storefronts.
7. The design of patio railings or fences, and merchandizing stands may vary in detail. They should complement the character of the adjacent building façade, or the restaurant/business character. In all cases, the materials used for railings or fences should be of high quality. The use of plastic and unpainted wood should be discouraged.



Outdoor patios are starting to appear on Mill Street, and along the river.



Access to side laneways and paths adjoining the river should be formalized to ensure continued future enjoyment of these access points in the event of future site developments.



Side laneways offer the opportunity of accommodating events and other public uses. They add considerable interest to the downtown core.

4.10.5 Laneways

Existing laneways, covered passages and linear pathways running perpendicular the street are a special feature and attribute of the downtown core. Laneways provide pedestrian access to and from the river, adjoining neighbourhoods and parking areas adjacent to the street. Many of the laneways also frame views of the river.

1. Existing laneways should be maintained and enhanced, where possible, by ensuring adequate lighting, safe and accessible ground surface treatment, and public art such as already exists in downtown Almonte.
2. Where informal links between Mill Street and the river exist on private property, the Town should consider entering into an easement agreement with property owners to ensure continued access.
3. Where appropriate, the Town should encourage the creation of new or formalized pedestrian laneways or covered passages in redevelopment or new construction projects, to reinforce the existing pattern and to retain pedestrian connectivity and the opportunity of view corridors between Mill Street and the river.

4.10.6 Viewscapes

Views of the Mississippi River, the townscape and surrounding topography provide tangible reminders of the origins of Almonte as a 19th century mill town. These views inform the relationship between built form and natural features, and are attributes of the District.

1. Development that preserves and enhances existing significant views, in particular of the river, townscape, landmark buildings, and Mill Street and Bridge Streets, will be encouraged.
2. Redevelopment of the bridges will preserve and enhance viewing opportunities of the river and the townscape.
3. New development occurring within significant views and viewsheds shall demonstrate that the effect of development will preserve and enhance the viewshed and the cultural heritage value associated with the river cultural landscape.
4. Preservation of the visual dominance of building turrets, spires and projections, in particular on institutional or civic buildings, will be encouraged.

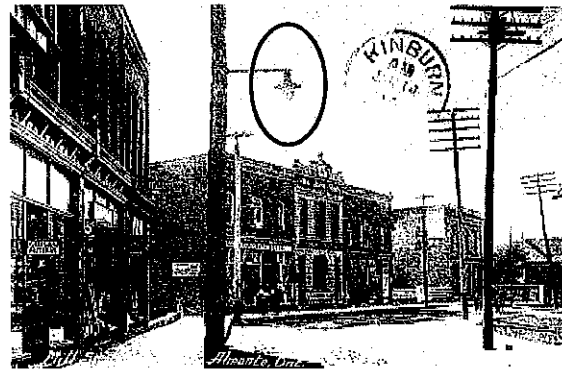
4.10.7 Illumination

Street lighting should be functional in design, detail and location, and visually unobtrusive in relation to streetscapes, and open and landscaped areas. Pedestrian lighting should provide safety and security, and contribute to creating an identifiable ambiance within the District. Façade and landscape lighting, which is not traditional to the area, should only be considered where it can be demonstrated that it will not adversely affect the character of the District. The following guidelines are intended to supplement the current *Illumination By-law*.

1. Lighting levels along a given street should be consistent and of sufficient intensity to create a sense of security and safety.
2. The style, density and location of light fixtures may vary from street to street, or area to area, depending on site conditions.
3. The style of pedestrian lighting should be appropriate to the area and respect the character of adjacent buildings or landscape features. Consideration may be given to the use of historic styles of lighting which have existed previously in the area. Historic styles may be replicated only where good documentation and accurate information exists and the design can be replicated. Otherwise, contemporary styles of sympathetic design should be used.
4. Pedestrian light fixtures may vary from area to area, in response to adjacent building or landscape conditions.
5. Façade lighting is discouraged on residential buildings and in residential areas.
6. Where considered appropriate in the commercial area, façade lighting should enhance the overall ambiance of the streetscape, as well as the architectural features of individual buildings.
7. Façade lighting should be modest in effect, and should not dominate the streetscape or a landscape feature.



Pedestrian lighting on James Street in Hamilton provides sufficient illumination to the street, sidewalk and adjacent businesses, without need for additional facade lighting.



Historic styles of lighting may be replicated only where good documentation and accurate information exists, such as these historic photos of Mill Street and Main Street. Otherwise, contemporary styles of sympathetic design should be used.
Source: Michael Dunn collection.



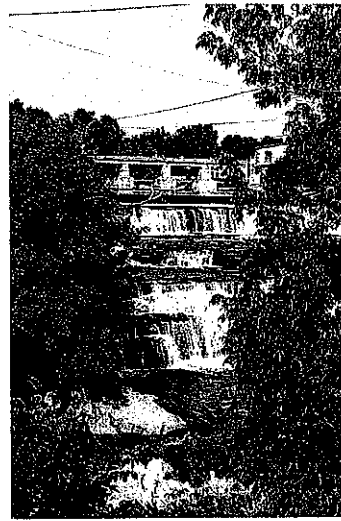
Figure B-8. Significant viewscapes from publicly accessible vantage points.



Framed view of Mill Street from Little Bridge Street at dusk. The terminus is as important as the elements framing the view, namely the Old Post Office.



Framed views through side laneways add visual interest and variety to streetscapes, even when these might be private spaces.



View of rock ledges and falls from the Almonte Street bridge. Carefully pruned vegetation can frame and enhance a viewscape.



Mill pond above No. 2 falls, from the Riverwalk. Industrial buildings, bridges and residential buildings terminate the viewplane.



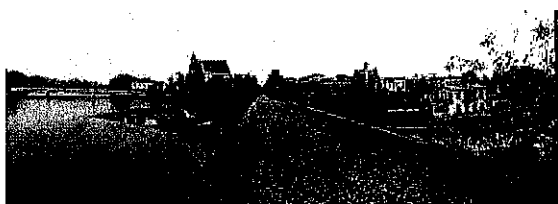
View from the Maclean Bridge, with landmark buildings and bridges.



View of the townscape and its many landmark buildings from across the No. 2 falls. The power and flow of the river is notable at this location, where the flat mill pond is juxtaposed the cascading falls.



View looking north-west along the former CPR rail line at Bridge Street. Should the County acquire jurisdiction or ownership of the rail bed and bridges, it has potential to serve a recreational function.



The rail bridge could serve as another pedestrian link.

4.10.8 Rail Bed and Bridges

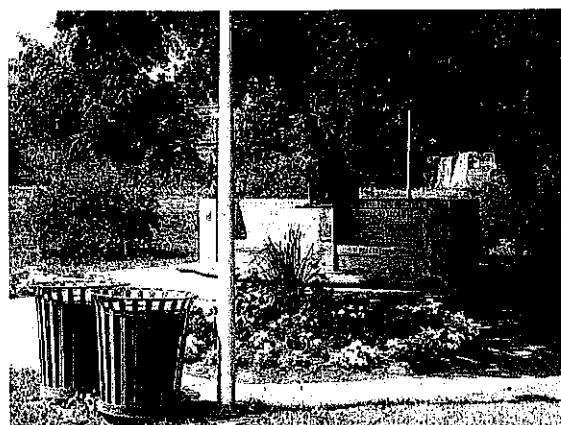
The CPR rail bed and bridges are regulated by the Federal government, and therefore are not subject to the guidance and direction of a Heritage Conservation District Plan. These resources, however, are considered heritage attributes that contribute to the character of downtown Almonte. While heritage conservation of this infrastructure may be managed through different legislation, such as federal standards for heritage properties, it is the intent of this Plan to encourage that any future changes to these lands should be consistent with the character of the District.

1. The rail bed and bridges should be retained and preserved as a heritage attribute that contributes to the unique sense of place of downtown Almonte.
2. Should the County of Lanark acquire ownership or jurisdiction over these lands and infrastructure, the rail bed and bridges should be retained and enhanced as a cultural and recreational or leisure amenity, and would be subject to the provisions of this Plan.

4.10.9 Public Art and Commemorations

The practice of incorporating public art and commemorations into the streetscapes and public spaces within the District should be maintained and enhanced.

1. In general, public art and commemorations should be incorporated in appropriate locations within the District, in particular in areas that are accessible to the public. Preference should be given to locations that have past associations with the history of the area, or where historic elements have disappeared that could be interpreted through public art.
2. Public art and commemorations could be incorporated in the form of statues, sculpture, land or water art, fountains, plaques or medallions, mementos, and murals or motifs applied to a building façade.
3. Consideration should be given to incorporating furnishings that are sculptural or innovative in design (e.g. a unique bench, tree guard or lighting).



The quality and placement of site furnishings should reflect the ceremonial and civic importance of commemorative spaces.

4.11 Demolition

The *Ontario Heritage Act* allows Council to prohibit the demolition of a structure designated under the Act. Except where the Chief Building Official has determined that demolition is required, the Town will not support demolition, in whole or in part, of *Contributing* heritage resources within the District.

1. The demolition or relocation of *Contributing* built resources in the Heritage Conservation District is discouraged.
2. Demolition of *Contributing* built resources will be permitted only in situations where:
 - The resource has been damaged by a catastrophic event (fire, flood, earthquake, or similar event).
 - Public health and safety is considered to be compromised, and the Chief Building Official has received a building assessment advising that a building or structure is beyond repair and has been determined to be unsafe.
3. Where demolition of a *Contributing* built resource is proposed, in whole or in part, for reasons other than those listed above, approval of a heritage permit will be required prior to issuing a demolition permit. The owner should consult with the Town as early as possible.
4. Where a *Contributing* building is proposed to be demolished or relocated, the property owner shall record the building, or the remains of the building, through photography and/or measured drawings.
5. Demolition of *Non-Contributing* resources may be considered on the merits of a proposed replacement structure. In these circumstances, the approval of a Demolition Permit may be contingent on the approval of a Heritage Permit for redevelopment that is informed by and meets the principles and Guidelines of this Plan.



A catastrophic event, such as a fire, may require that a building be demolished. Source: Jean Lalonde/Ottawa Fire Services, via ottawa.ctvnews.ca.

Part C – Implementation Framework

5 ADMINISTRATION OF THE DISTRICT

Urban landscapes are in constant evolution and regularly undergo change. Often, that change is incremental, with small transformations occurring over long periods of time. As a result, these changes risk being overlooked until they accumulate, and begin to pose a threat to the legibility of the character and the values of the established historic place. The successful implementation of the Downtown Almonte Heritage Conservation District relies on the quality of small changes, as much as major development projects, to reflect and enhance the value and character of this place.

To ensure change and development that is compatible, a review process is required. The purpose of the heritage review process is to ensure that development proposals meet the intent of the policies contained within this Plan. Proposals are considered within the context of the District, and the impact a project may have on its cultural heritage value and character. Proposals are therefore assessed against:

- The Guidelines
- The Statement of Cultural Heritage Value
- The list of attributes, and
- The building style guide contained in this Plan.

Successful implementation of the District requires:

- A heritage review process that is simple, efficient, and fair;
- A heritage committee whose role is to provide advice on proposed alterations, new construction, and demolitions
- Public awareness of the District, its objectives, and its boundaries;
- The availability of these policies and guidelines for use by the public;
- The availability of financial assistance to assist property owners in conservation initiatives;
- The availability of resources and guides on best practices and procedures in conservation, for use by the community and project proponents; and
- A mechanism to review and, if necessary, amend the District's policies and procedures.

Required Permits

The designation of a Heritage Conservation District invokes Section 42 of the Ontario Heritage Act, which states, in part:

"42. (1) No owner of property situated in a heritage conservation district that has been designated by a municipality under this Part shall do any of the following, unless the owner obtains a permit from the municipality to do so:

- 1. Alter, or permit the alteration of, any part of the property, other than the interior of any structure or building on the property.*
- 2. Erect, demolish or remove any building or structure on the property or permit the erection, demolition or removal of such a building or structure.*

(2) Despite subsection (1), the owner of a property situated in a designated heritage conservation district may, without obtaining a permit from the municipality, carry out such minor alterations or classes of alterations as are described in the heritage conservation district plan in accordance with clause 41.1 (5) (e) to any part of the property in respect of which a permit would otherwise be required under subsection (1)"

5.1 Heritage Review Process

Town Staff will use the Guidelines contained in this Plan to assess and evaluate all applications to alter properties located in the heritage conservation district. Because all properties within the District are designated under Part V of the *Ontario Heritage Act*, any significant alterations legally require a Heritage Permit, which must be approved by Town Council prior to issuance. There are a range of minor alterations which do not require a heritage permit, and these are described in Section 5.2.

5.1.1 Administration of Heritage Permits

All heritage permit applications are administered by the Building and Planning Department. There will be no application fee charged for a Heritage Permit. Fees for Building Permits and Site Plan approvals will be the same as for non-heritage applications.

There are two types of heritage permits:

- Major Heritage Permits are required for major alterations, additions and new construction; and require review and recommendations from the planning Staff and the Heritage Committee, and approval by Town Council.
- Minor Heritage Permits are required for small repairs with limited impact on heritage attributes, and may be reviewed and approved by planning Staff through delegated authority from Town Council.

Once the type of permit approval has been established, the heritage permit is reviewed and a decision is issued as 'approved', 'approved with terms and conditions' or 'refused.'

5.1.2 Pre-consultation

Applicants are encouraged to meet with a Town Planner and the Heritage Committee regarding proposed work prior to making a formal application. This pre-consultation is intended to allow for open dialogue to ensure that the process is expedited once an application is formally submitted, and that the best possible design is achieved. It will inform both the planner and the applicant about the proposal, determine whether a heritage permit is required, and help to determine whether changes may be required to a proposal. At the time of pre-consultation, the applicant may also be advised of other measures required by existing planning processes (e.g. Site Plan Application).

The Town is committed to assisting applicants with the preparation, approval and implementation of a heritage permit that is consistent with the policies and guidelines contained in this Plan. This includes providing historical and technical assistance to applicants in preparing applications.

To prevent any issues arising in the application process, it will be helpful for all parties to engage in open dialogue, which may include holding on-site discussions to review physical conditions and, if required, the guidance of a qualified heritage consultant to provide assistance in resolving issues.

5.1.3 Heritage Permits Issued by Town Staff

In the Downtown Almonte HCD, Town Staff may be authorized to issue heritage permits on behalf of Town Council when the proposed work is compatible with the Guidelines outlined in this Plan. In these instances, and at the discretion of Town Staff, they may solicit advice from the Heritage Committee only.

5.1.4 Appealing a Decision

If Council or Staff refuses an application for a permit under the *Ontario Heritage Act*, the applicant may appeal the decision to the *Ontario Municipal Board (OMB)*, as described in Section 42(6)-(8) of the Act. The Board has the authority to deny the appeal, or grant it, with or without conditions and terms.

Delegation of Authority

Section 42(16) of the *Ontario Heritage Act* states:

"The council of a municipality may delegate by by-law its power to grant permits for the alteration of property situated in a heritage conservation district designated under this Part to an employee or official of the municipality."

5.2 When is a Heritage Permit Not Required?

Before performing any work, property owners are encouraged to consult with Town Staff to confirm that work to be undertaken does not require a Heritage Permit. Some work may still require a regular Building Permit (for example, interior alterations). Proponents are encouraged to carry out these works in a manner that is informed by and meets the intent of this Plan and its Guidelines.

The following are considered minor alterations not requiring a Heritage Permit under the *Heritage Act*:

- Interior alterations that do not affect the exterior building elements;
- Repainting / paint colour selection;
- Regular on-going building maintenance such as replacement or repair of eaves troughs;
- Minor repairs to exterior elements that match the existing in-kind, using the same materials, in the same style, size, and detailing. This includes minor repairs or regular maintenance of roofs, exterior cladding, cornices, brackets, columns, balustrades, porches and steps, entrances, windows, and decorative wood, metal, stone or brick work;
- Minor alterations to the rear of buildings, where these are not visible from the river;
- Removal of non-contributing and non-character defining elements; and
- Gardening and alterations to soft landscaping on private property, except where these are adjacent to the river.

Minor repairs

Refers to work to repair components of a building element. This may include replacing damaged moulding on a front door, a broken spindle on a railing, or repairing the deteriorated part of an exterior window trim.

When preparing to undertake work, proponents should consult Parks Canada's *Standard and Guidelines for the Conservation of Historic Places in Canada* as a valuable resource.

5.3 When is a Heritage Permit Required?

Only the exterior of properties designated under Part V of the *Ontario Heritage Act* are regulated and protected. A permit is legally required for alterations to the exterior of properties located within the District, and is issued under Part V of the Act. Generally, the requirement for Heritage Permits only applies to work on the parts of buildings or properties that can be seen from the street (including side streets and side laneways, but not rear lanes), and/or that can be seen from the river.

Approval by Council under the OHA does not constitute approval under other municipal, regional or provincial Acts. Regardless of whether a heritage permit is required, a Building Permit continues to be required under the *Ontario Building Code* for all construction, renovation, demolition and changes of use, as well as work involving sewage systems. Building Permits are issued by the Building and Planning Department. Where both a Heritage Permit and Building Permit are required, the Heritage Permit must be approved and issued prior to issuing a Building Permit (*Building Code Act*, 8.(2)(a)). A Heritage Permit may be required for a project that does not require a Building Permit.

Development in the river corridor and its floodplain requires approval from the Mississippi Valley Conservation Authority, and may require additional permits under other regional or provincial agencies. It is the responsibility of project proponents to obtain all necessary approvals.

5.3.1 Heritage Permit (Major)

A Major permit is required when substantial changes are proposed that may have a significant impact on the cultural heritage value of a resource or the District. These major alterations may be accompanied by a Building Permit, or require Site Plan approval, and would require review by Town Staff and the Heritage Committee, prior to approval by Town Council.

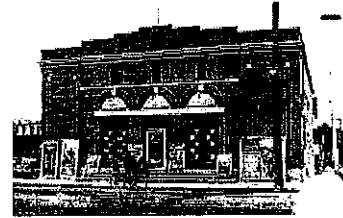
The following list identifies the types of proposals that may require a Major Heritage Permit:

- Major alterations, including:
 - New or replacement of historic cladding materials for both walls and roofs
 - New or replacement of historic windows and doors
 - Alterations to or removal of heritage attributes including architectural decoration, and other exterior character defining elements such as porches, balconies, parapets, cornices, chimneys and historic storefronts
 - Relocating a building or structure



Thoburn Mill redeveloped as mixed-use building.

- Demolition, in whole or in part, of a building or structure
- New construction or replacement of existing porches, chimneys, roofs, walls, or other character-defining elements
- Replacement or major alteration to a storefront
- New commercial signage
- New awning installation
- Additions that will be visible from the street or the river
- New building construction (i.e. infill building)
- Any development within or adjacent to the Mississippi River, and
- Projects that do not conform with the Guidelines outlined in this Plan.



Orpheum Theatre, later the O'Brien Theatre, was built c1930 at the southeast corner of Mill and Bridge streets. (Source: Mississippi Valley Textile Museum).

The list should not be considered complete or exhaustive. All proposals should be discussed with Town Staff to confirm when a Heritage Permit will be required.

5.3.2 Heritage Permit (Minor)

A Minor permit is required for small repairs with limited impact on heritage attributes. These projects may or may not require a Building Permit, and may be reviewed and approved by Staff only, through delegated authority from Town Council (refer to Section 5.1.3).

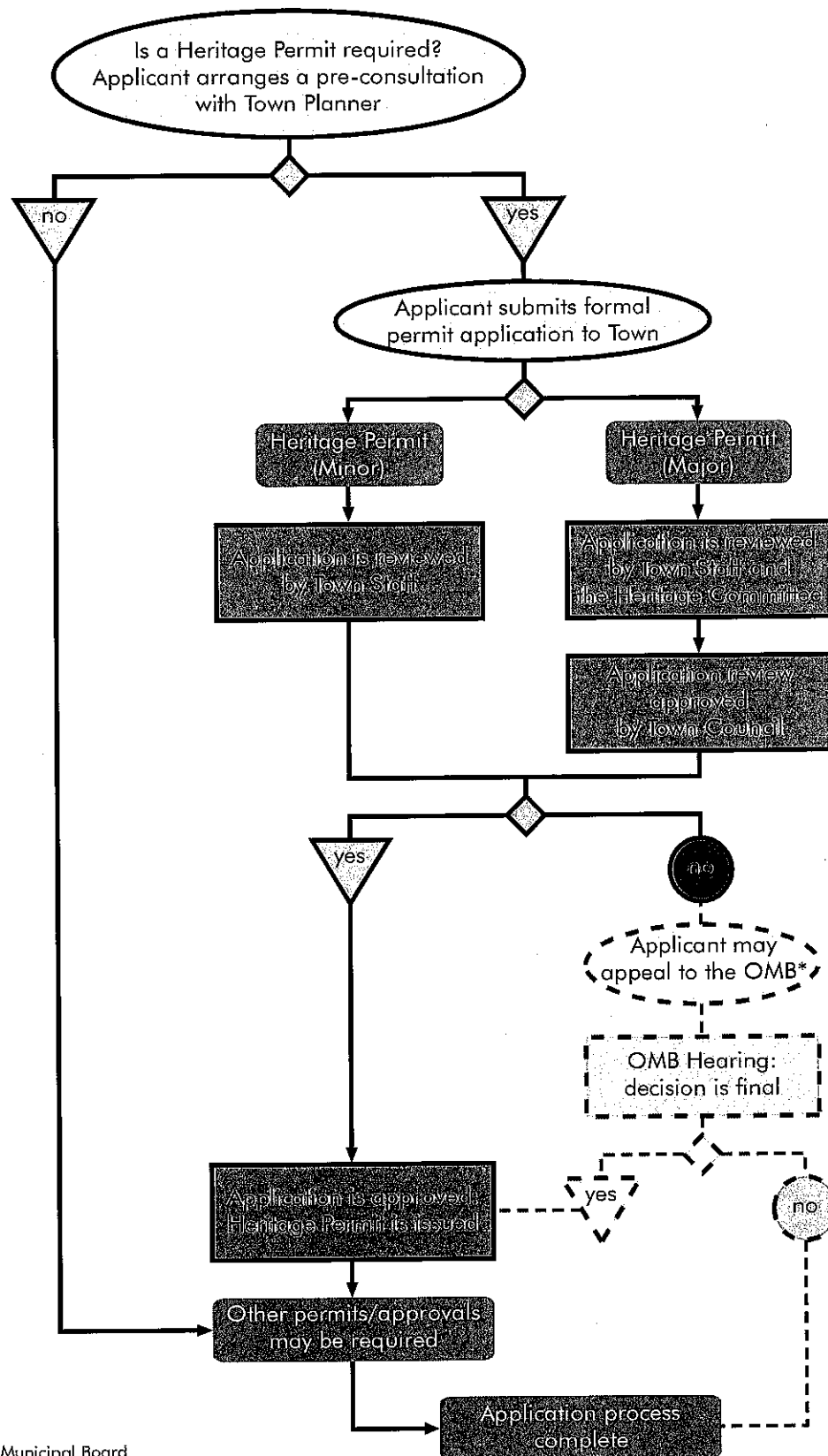
The following list identifies the types of proposals that may require a Minor Heritage Permit:

- Minor repair, restoration or replacement in-kind of heritage attributes including architectural decoration, or other exterior character defining elements (such as porches, chimneys, cornices, balconies)
- Replacement in-kind or alterations to existing commercial signage
- Masonry cleaning, masonry re-pointing, foundation repairs, chimney repairs
- Alterations to 'Non-contributing' resources
- New or extended fences
- New or extended parking areas
- Permanent exterior lighting installations
- Installation of television or mechanical equipment that may be visible from the street or river
- Planting or removal of trees in the public right-of-way or adjacent to the river
- New or alterations to existing hard landscaping such as retaining walls, garden walls, decorative fencing and surfaced pathways visible from the street or the river.

The list should not be considered complete or exhaustive. All proposals should be discussed with Town Staff to confirm when a Heritage Permit will be required.

Minor alterations

Refers to work that is minor in nature and has been evaluated as having a neutral impact on the character of a heritage resource. Minor alterations may include repairs or restoration of historic building elements such as replacing in-kind the balustrade or columns on a verandah.



*Ontario Municipal Board

Figure C-11. Heritage Permit process.

5.4 Heritage Permit Application Process

The following procedure has been developed to streamline the application process, and minimize the time and effort needed to gain Heritage Permit approval. Council may delegate the approval of minor Heritage Permits to staff (refer to Section 5.1.3).

Role of Applicant:

- Arrange pre-consultation with Town Staff to confirm whether a Heritage Permit, and/or other Permits are required.
- Consult the Plan and Guidelines, with the Town's resource library made available, to ensure that the contemplated work meets the intent and spirit of the District.
- Submit completed permit application in advance of anticipated work to allow sufficient time for review and approval.

Role of Town Staff:

- Review and process applications as prescribed by the *Ontario Heritage Act*.
- Forward application to Heritage Committee for further review and advice, as required.
- Forward application to Council for final approval, as required.

Role of Heritage Committee:

- Review forwarded applications; provide advice to the Planner and Council; and make recommendations on approval or refusal of a permit, with comments.
- Forward applications and advice to Council where outstanding issues related to Minor permits cannot be resolved.

5.5 Cultural Heritage Impact Assessment

The *Provincial Policy Statement* requires that municipalities conserve cultural heritage resources. In the case of a heritage conservation district, cultural heritage resources include individual buildings within the district, as well as the District as a whole.

The municipality may require that a Cultural Heritage Impact Assessment ("HIA") be prepared prior to approving an application to demolish or relocate a heritage resource, or to alter a resource in a manner that is likely to affect the heritage attributes of a designated cultural heritage resource.

An HIA may also be required for the following additional types of proposals: any development or site alteration on a property adjacent to a cultural heritage resource or District; major development in the river corridor; alterations that do not meet the intent of the Guidelines including exceeding height limits.

To assist project proponents in the preparation of an HIA, it is recommended that a guide be prepared by the municipality.

Heritage Impact

Section 2.6.3 states that:

Development and site alteration may be permitted on adjacent lands to protected heritage property where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

Conservation of heritage resources may be achieved by the recommendations set out in a heritage impact assessment. Mitigative measures and/or alternative development approaches may be required in order to conserve the heritage attributes of the protected heritage resource affected by the adjacent development or site alteration.

-*Provincial Policy Statement,*
2014



*View of townscape and rooftops
from Almonte Street.*

5.6 Development on Adjacent Lands

The cultural heritage policies of the *Provincial Policy Statement* (2014) address the potential impact of development on lands adjacent to heritage property. Adjacent lands are “those lands contiguous to a protected heritage property or as otherwise defined in the municipal official plan.”

In the Downtown Almonte Heritage Conservation District, any development proposals outside but adjacent to the District boundary will be required to comply with Section 2.6.3 of the *Provincial Policy Statement* (2014). As per the previous item, proponents may be required to prepare a Cultural Heritage Impact Assessment (“HIA”), which must consider the Statement of Objectives and Guidelines contained within this Plan.

5.7 Financial Incentives for Conservation

Property owners are not required to restore their buildings. However, any new work should seek to enhance the value of the District through the appropriate choice of materials and design. Financial incentives help to offset the costs of restoration or conservation work.

The Town of Mississippi Mills is committed to assisting property owners with their conservation projects. There are currently two programs available in Mississippi Mills for eligible property owners in the HCD: the Heritage Property Tax Relief Program and the Heritage Grant Program.

A variety of funding and incentive programs exist that aim at encouraging and supporting property owners to preserve, restore and rehabilitate their properties. Additional incentives programs can be implemented at any time, independent of adoption this HCD Plan. Property owners should consult with Town Staff on the availability of funding opportunities.

5.7.1 Tax Relief Program

The Town’s current Heritage Property Tax Relief Program provides heritage property owners with a 25% rebate on their municipal and educational property taxes for the heritage portions of their property. To be eligible for this program, properties must be designated under Part IV or V of the *Ontario Heritage Act* and be subject to a Heritage Conservation Agreement or Heritage Easement Agreement.

5.7.2 Heritage Grant Program

The Heritage Grant Program encourages the conservation of properties designated under Part IV or V of the *Ontario Heritage Act* in the Town of Mississippi Mills through matching grant funding of up to 50% (or a \$2,000 maximum) of the estimated cost of eligible heritage conservation work. This program is available for any designated property that is not eligible for the tax relief program because they do not pay taxes on the property (e.g. the Almonte Fairgrounds, Mississippi Valley Textile Museum). Details about eligibility requirements are available from the Town.

6 IMPLEMENTATION OF THE DISTRICT

6.1 Public Awareness: Promotion and Education

Promotion and education is important to ensuring support and understanding of the HCD. Recommended actions include:

Communications

- Develop and enhance partnerships between the Town, property owners, business owners and trades-people to promote awareness and support for the District.
- Maintain an Almonte HCD web page on the Town's website, and / or a dedicated Facebook page. This online presence should be used to provide information and updates on any initiatives and activities associated with the District.

Knowledge transfer

- The Town might develop a list of trades-people, designers, architects, engineers and other consultants skilled and trained in heritage conservation principles and practices.
- Municipal staff should be trained on the boundaries, purpose and objectives of the District.
- Town planners, building officials and other personnel directly involved in implementing the District should be trained in the practical and theoretical approaches to heritage conservation. Excellent programs and modules are available at Carleton University – School of Canadian Studies, and the Willowbank School of Restoration Arts.
- Workshops and information sessions should be offered to inform on the Permit application process and other elements of implementation of the District.
- As part of its mandate to increase awareness of heritage conservation issues, the Municipal Heritage Committee is well-positioned to organize workshops or information sessions for property owners, business owners, project proponents and other interested community members on techniques and approaches to conservation and maintenance.
- A user-friendly version of this Plan and Guidelines should be prepared to assist property owners and other proponents contemplating work on their heritage property.



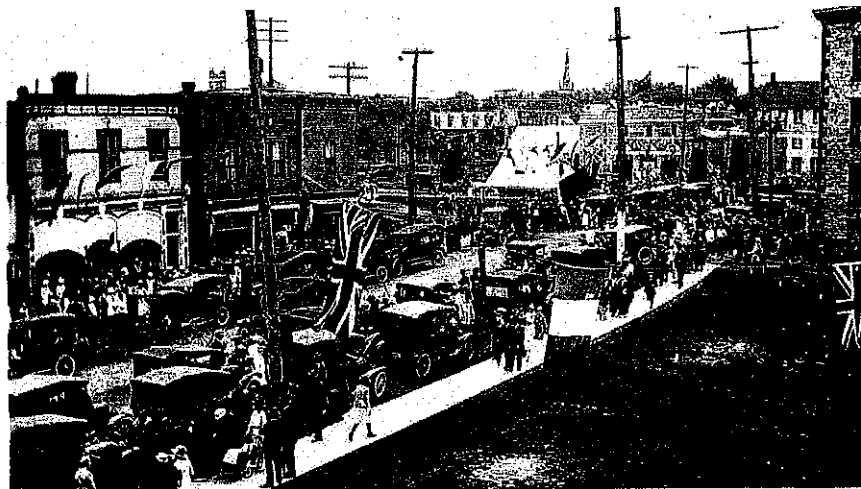
Daniel Shipman's house in Ramsayville (the name of the town before it became Almonte). (Source: Michael Dunn Collection).

Awareness

- Copies of the HCD Plan and Guidelines should be distributed to the Chamber of Commerce, to the Mainstreet Almonte Attraction and Promotion (MAAP), the local Historical Society, the Mississippi Valley Conservation Authority (MVCA), and the Mississippi Valley Textile Museum (MVTM).
- Copies of the HCD Plan and Guidelines should be made available in the library, at Town Hall and at the Almonte Old Town Hall, for consultation.
- To build awareness of conservation principles and practices within the community, it is recommended that the Town enhance its collection of publications and other resources on the techniques and approaches to conservation and restoration. The collection should include preservation briefs, architectural style guides, catalogues on historic details, examples of historic paint colour palettes typical to the region, and guides for researching the history of a property. These should be made available to the public for consultation. A list of recommended resources is included in the Appendix.
- Develop and make available a "Guide to maintaining your historic property" for property owners.

Promotion

- Promote awareness of the district and its heritage value through the Chamber of Commerce, County of Lanark and other regional organizations, and through general advertising.
- The Heritage Committee is well-positioned to develop a walking tour (for example, as part of the annual Jane's Walk initiative), and to promote continued participation of heritage properties in the annual Doors Open event.
- Promote awareness of the District by identifying the boundaries through installation of distinct street signs within the district, and/or an information panel.



Old Boys Reunion, Upper Bridge Street. N.d. Source: Michael Dunn Collection.

Appendices

APPENDIX 1

POLICY REVIEW

Updates to Existing Municipal Policies and Plans

Municipal planning documents need to be complementary if they are to be effective in managing change in the District. The following updates are recommended to resolve minor inconsistencies among existing policies:

Mississippi Mills Community Official Plan (2006)

The Community Official Plan (COP) provides for the conservation of heritage resources in Mississippi Mills by setting out parameters for the designation of Heritage Conservation Districts under Part V of the *Ontario Heritage Act*. It is under these provisions (Section 4.3.4.2) that the present Plan has been prepared.

Cultural Heritage Impact Assessment

The requirement to provide a Cultural Heritage Impact Assessment (HIA) falls under the authority of the *Planning Act*. The COP Policy 4.3.3 — *Development Review and Heritage Resources* provides that:

“Development and redevelopment will be permitted in and adjacent to heritage resources provided that they are compatible with the conservation or enhancement of the heritage values of the resource.”

This Policy should be updated to reflect the following:

- The objectives and guidelines as set out in the Downtown Almonte Heritage Conservation District Plan;
- The requirement to submit an HIA where a development proposal has the potential to adversely affect the heritage conservation district and/or specific resources within the district;
- The process for requiring and reviewing an HIA, including a description of the required contents.

To assist property owners, and project proponents, it is recommended that the Town develop a guide to preparing a Cultural Heritage Impact Assessment.

Any other future changes to the COP should be aligned with, and reflect, the objectives and guidelines as set out in the Downtown Almonte Heritage Conservation District Plan.

Comprehensive Zoning By-law

The Downtown Almonte Heritage Conservation District contains a mix of land uses, including:

- C2 – Downtown Commercial Zone
- R2 – Residential Zone
- M1 – Light Industrial Zone
- EH – Environmental Hazard Zone
- OS – Parkland and Open Space Zone

The Downtown Commercial Zone permits a wide variety of non-residential uses, with residential uses being limited to units in the upper storeys of commercial buildings. The Residential Zone permits a range of residential uses including single detached dwellings, bed and breakfast establishments and home-based businesses. The Light Industrial Zone limits uses to low impact, light industrial uses as well as complementary uses such as recreational and service commercial. The Parkland and Open Space Zone permits parks and related compatible uses. The Environmental Hazard Zone relates to a margin of river shoreline that has been designated as a flood plain. With few exceptions, no buildings are permitted to be built within this zone.

An incongruity exists along Union Street South, where a Downtown Commercial Zone is included on the east side of the street, while a Residential Zone is designated on the west (or river side) of the street. While the Commercial Zone encourages a broad range of uses, including commercial or residential, it also encourages a *"compact, mixed-use"* development to be achieved through increased density. This form and use would not be compatible with the residential character of this street. It is recommended that this streetscape be re-zoned R2-Residential Zone.

Any future changes to the *Zoning By-law* should be aligned with, and reflect, the objectives and guidelines as set out in the Downtown Almonte Heritage Conservation District Plan.

Sign By-law

The current *Sign By-law* is in the process of being updated. The purpose of the *Sign By-law* is to regulate the installation of new signs and alterations and maintenance of existing signs within the municipality. All signs proposed within the Downtown Almonte Heritage Conservation District should comply with both the *Sign By-law* and with the HCD Guidelines.

APPENDIX 2

KEY TERMS AND CONCEPTS USED IN THIS PLAN

Adaptability / Adaptive reuse

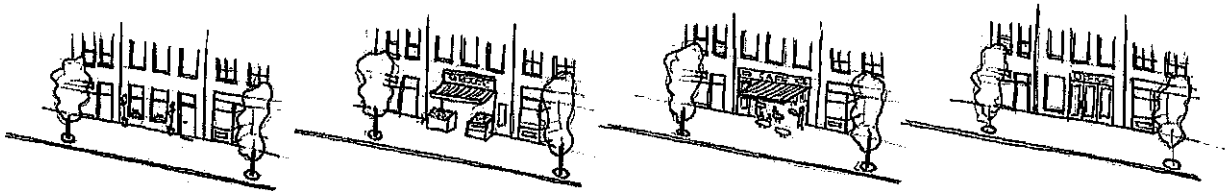
The process of reusing a structure, landscape or site for a use or purpose other than the historic use, normally entailing some modification of the structure, landscape or site. (Adapted from US National Park Service)

For example: dwelling

retail

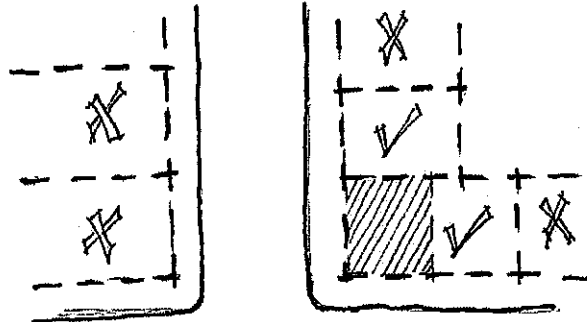
food service

office



Adjacent lands

Those lands contiguous to a protected heritage property, a specific natural heritage feature or an area where it is likely that development or site alteration would have a negative impact on the feature or area. (Provincial Policy Statement, 2014)



Adverse effects or impact

A project has the potential to "adversely impact" the cultural heritage value of a resource or district if: it results in the destruction, loss, removal or incompatible alteration of heritage attributes; the destruction or removal of a heritage resource in whole or in part; it obscures heritage attributes; it is constructed in such a way that it does not respect the defined cultural heritage value of a resource or district.

Alter

To change or make alterations in any manner; including to restore, renovate, repair or disturb. **Alteration** has a corresponding meaning (Ontario Heritage Act).

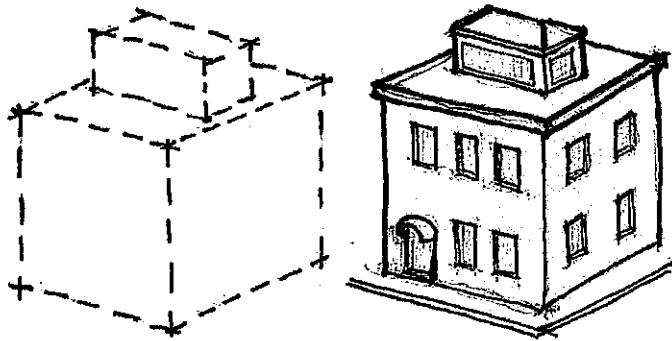
Building composition / articulation

The division of a building façade into distinct sections. The use of materials, patterns, textures, and colours adds visual interest, and may be used to define rhythm in the building façade. Areas of high articulation help to create a more pedestrian oriented environment. The composition of elements on a building façade also helps to define the scale and rhythm of the building; and in turn, the scale and rhythm of a streetscape. New buildings can successfully integrate to existing environments by following established patterns of composition and articulation.



Building envelope / volume

The outer layer or surface of a building (the cladding and the roof, for example). Envelope or volume also describes an imaginary outline of the massing that a building could take according to zoning provisions.



Built form

The physical form or configuration of a building, including pattern and distribution of openings, the size and scale of the building, and the relationship of the building to its site, including the topography.

Built Heritage Resource

Includes buildings, structures, monuments and sites that contribute to the cultural heritage value of a property or district, as identified by a community, including an Aboriginal community. Built heritage resources are generally located on property that has been designated under Parts IV or V of the *Ontario Heritage Act*, or included on local, provincial and/or federal registers. Built heritage resources contribute to an understanding of a place, and are valued for their representation of that heritage. They may reveal architectural, cultural, or socio-political patterns or may be associated with specific events or people who have shaped that history. Examples include buildings, groups of buildings, dams and bridges.

Character-defining elements

The materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of an historic place, which must be retained in order to preserve its heritage value. Also referred to as **heritage attributes**. (*Standards and Guidelines for the Conservation of Historic Places in Canada*, 2010)

Compatible

Refers to the ability of two dissimilar things to coexist without adversely affecting the value of the historic place. For example, the addition of contemporary materials and elements onto a historic building or place to meet current functional needs.

Conservation

Conservation involves the practice of identifying, protecting, managing and using an historic place in a manner that ensures its cultural heritage value or interest is retained. All actions or processes are aimed at safeguarding the cultural heritage value and heritage attributes of an historic place to extend its physical life. This may involve Preservation, Rehabilitation, Restoration, or a combination of these actions or processes. **Conserved** and **Conserve** have corresponding meanings. (*Standards and Guidelines for the Conservation of Historic Places in Canada*, 2010)

Cultural Heritage Resource

A broader concept that includes four components: Built Heritage, Cultural Heritage Landscapes, Archaeological Resources, and other documentary heritage left by people.

Cultural Landscape / Cultural Heritage Landscape

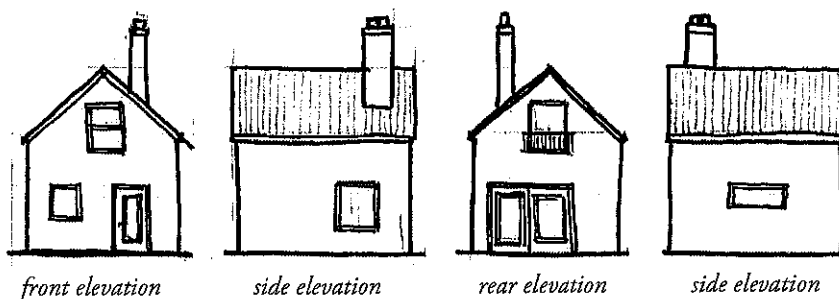
A defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Aboriginal community. The area may involve features such as structures, spaces, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. Examples may include, but are not limited to, heritage conservation districts designated under the *Ontario Heritage Act*; villages, parks, gardens, battlefields, main streets and neighbourhoods, cemeteries, trail ways, viewsheds, natural areas and industrial complexes of heritage significance; and areas recognized by federal or international designation authorities (e.g. a National Historic Site or District designation, or a UNESCO World Heritage Site).

Designated or protected heritage property

A property designated under Parts IV, V or VI of the *Ontario Heritage Act*; or protected under other federal legislation, or UNESCO World Heritage Site.

Elevation

A scaled drawing of a building or structure seen from one side, as a flat representation, showing dimensions and architectural details. Also used to describe the front, rear or side of a building (e.g. the rear elevation is in poor condition).



Extensive / major alterations

Major alterations refers to work undertaken to the exterior of a property that are extensive in nature and will alter the character and/or structural systems of the building.

Façade

The front or principle elevation of a building.

Heritage attribute

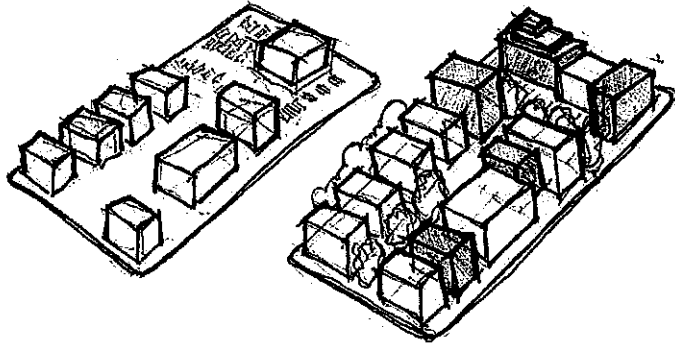
The principal features or elements that contribute to a the cultural heritage value or interest of a property or heritage resource, and may include the property's built or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (including significant views or vistas to or from a protected heritage property). Also referred to as **character-defining elements**.

Historic

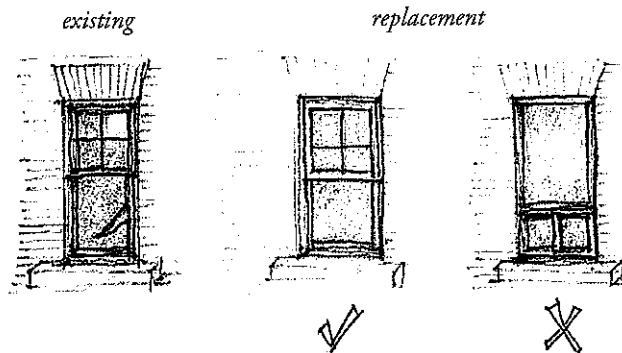
An inherited resource (structure, building, component of a building or structure, or cultural heritage landscape) that is valued for its contribution to our understanding of architectural, cultural, social, political, economic, or military history.

Infill

In land use and transit planning, the development of vacant parcels — usually open space, undeveloped land or vacant lots — within an urbanized area, typically bringing the density of the area closer to that allowed by the existing zoning or growth management plan.

**In-kind**

The repair or replacement of a building or individual component using the same form, material, and detailing as the existing.

**Intervention**

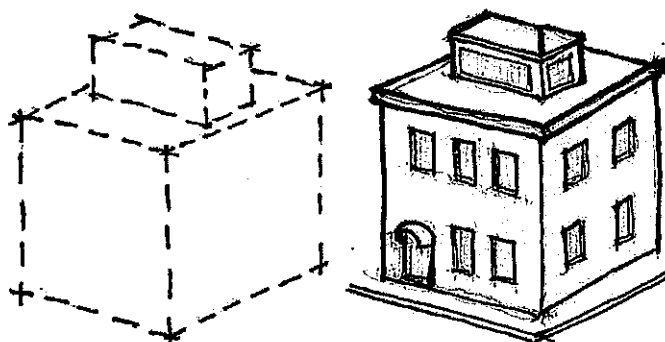
Any action, other than demolition or destruction, that results in a physical change to an element of a historic place. (*Standards and Guidelines for the Conservation of Historic Places in Canada, 2010*)

Maintenance

Routine, cyclical, non-destructive actions necessary to slow the deterioration of an historic place. It entails periodic inspection; routine, cyclical, non-destructive cleaning; minor repair and refinishing operations; replacement of damaged or deteriorated materials that are impractical to save. (*Standards and Guidelines for the Conservation of Historic Places in Canada, 2010*)

Massing / Scale

The shape or form that is created by the walls and roof of a building; and the combined effect of the height, bulk, and silhouette of a building or group of buildings. The massing and scale of a group of buildings contribute to the sense of place by defining urban form.



Minor alterations

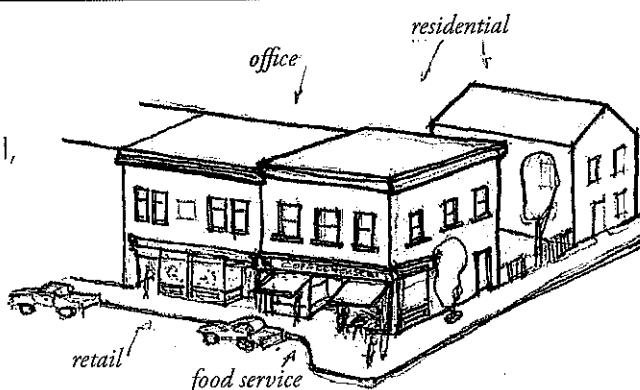
Alterations that are minor in nature and have been evaluated as having a neutral impact on the cultural heritage value and attributes of a heritage resource, or a heritage conservation district.

Minor repairs

Work to components of a building element such as the replacement of a bottom rail of a window sash, panel mouldings on a front door, part of an eave fascia board, a tread on entrance steps or a small area of roof shingles/covering.

Mixed use

A mix of uses within an individual building, or on a site or within a particular area. Uses might include employment, residential, commercial, live/work, or retail.



Municipal Heritage Committee

Under the *Ontario Heritage Act*, a municipality may by by-law establish a Municipal Heritage Committee to advise and assist the Council on matters relating to the *Ontario Heritage Act* and other local heritage matters.

Natural heritage feature

Features and areas, including significant wetlands, fish habitat, woodlands and valley lands, and significant areas of natural and scientific interest, which are important for their environmental and social values as a legacy of the natural landscapes of an area. (*Provincial Policy Statement, 2014*)

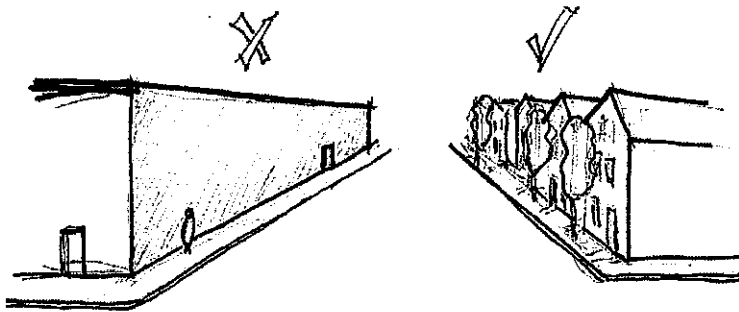
Panorama

An unbroken view of a whole region or landscape surrounding an observer.

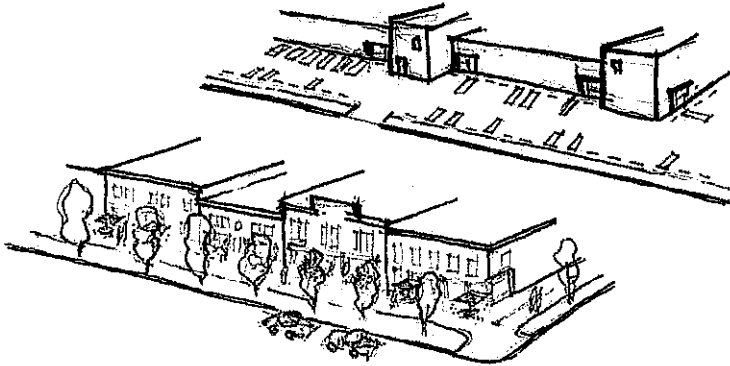
**Pedestrian friendly / Pedestrian scale**

An area designed to allow pedestrians to comfortably walk from one location to another and interact with the built environment. A pedestrian friendly environment may include street furnishings (sidewalks, street trees, benches, transit stops, public art) and buildings that are visually interesting, with high levels of transparency and articulation.

The pedestrian scale creates an appropriate relationship between human beings and the size/function of surrounding buildings. Emphasis is placed on building features and characteristics that can be observed in close proximity, at the speed a pedestrian would travel.

**Pedestrian-oriented**

The characteristics of a built environment or area that emphasizes and is conducive to walking between destinations, where the location and access to buildings, types of uses permitted on the street level and storefront design are based on the needs of persons travelling on foot.

**Preservation**

Protecting, maintaining and / or stabilizing the existing form, material and integrity of an historic place or individual component, while protecting its heritage value. **Preserve** and **preserved** have similar meanings. (*Standards and Guidelines for the Conservation of Historic Places in Canada*, 2010)

Property

Means real property, and includes all buildings and structures thereon (*Ontario Heritage Act*).

Public open space / Public realm

The parts of an urban place, whether publicly or privately owned, that are generally accessible to the public and are available for everyone to see, use and enjoy. These include streets, squares and parks, plazas, nature reserves, and cemeteries, among others. The public realm includes all land to which everyone has ready, free and legal access at all times. It includes the features and amenities within those lands, such as benches, lights, and sidewalks.

Rehabilitation

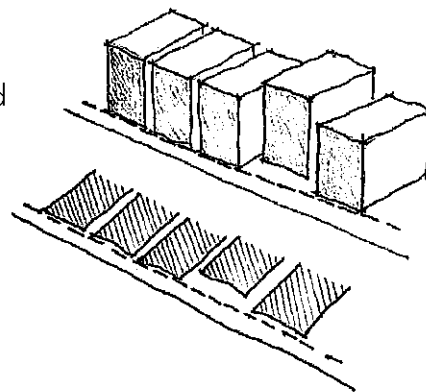
Rehabilitation involves the sensitive adaptation of an historic place or individual component for a continuing or compatible contemporary use, while protecting its heritage value. (*Standards and Guidelines for the Conservation of Historic Places in Canada, 2010*)

Restoration

Restoration involves accurately revealing, recovering or representing the state of an historic place or individual component as it appeared at a particular period in its history, while protecting its heritage value. (*Standards and Guidelines for the Conservation of Historic Places in Canada, 2010*)

Setback

The distance from the property line to the nearest part of an associated building or structure. A setback is typically measured as a perpendicular line from the property line to the closest building face. Zoning by-laws typically regulate setback distances, and require minimum distances to ensure that the use of one property does not infringe on the use or rights of a neighbouring property or the public right-of-way. Minimum setbacks ensure sufficient space is available for sidewalks, yards or amenity space, access to natural light, views and for circulation.

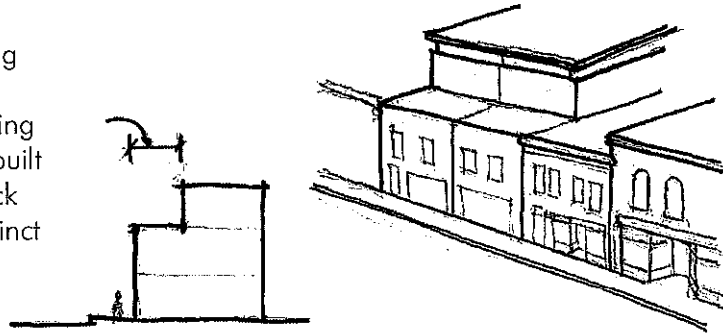


Significant

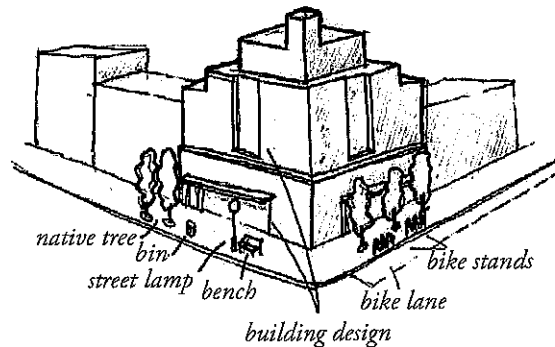
In regard to cultural heritage, significant means resources that have been determined to have cultural heritage value or interest to the community for the important contribution they make to our understanding of the history of a place, an event, or a people. (*Provincial Policy Statement, 2014*)

Step back

Similar to setback, but for a building volume. A built form that involves recessing taller elements of a building in order to ensure an appropriate built form on the street edge. A step back may be achieved by creating a distinct podium, or base, to a building.

**Streetscape / Streetscaping**

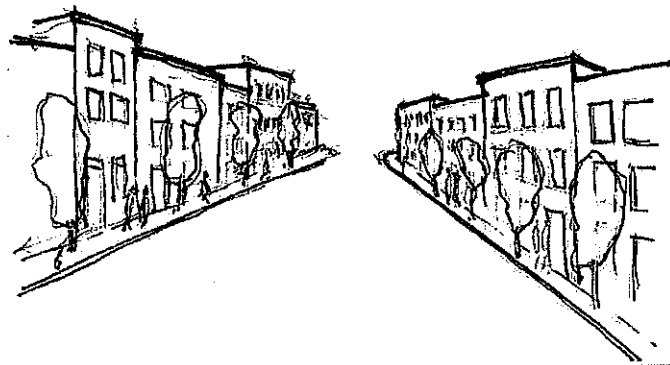
The elements within and along the street that define its appearance, and contribute to its identity (or sense of place), and functionality. Streetscapes are defined by street furnishings as well as adjacent buildings and land uses, landscaping, trees, the presence (or not) of sidewalks, and pavement treatments, among others.

**Street Furnishing / furniture**

Objects in the street, such as waste or recycle bins, seating, lighting, benches, signs, bicycle racks, and planter boxes, among others. When well designed, integrated and carefully sited, street furnishings contribute to the attractiveness, amenity and sense of place of a street.

Street wall / Street façade

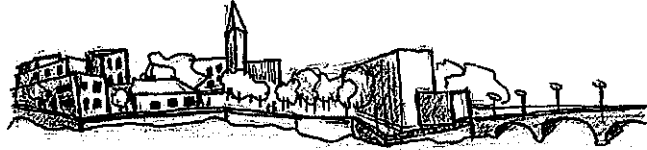
A condition where buildings consistently line or front onto the edge of a street. This condition is typically achieved where buildings have consistent setbacks that are built out to the sidewalk.

**Urban form**

The physical form and configuration of an urban place. It includes the pattern and frequency of streets, the scale and relationships of the buildings, the size and distribution of open spaces, and the relationship to natural features including the topography.

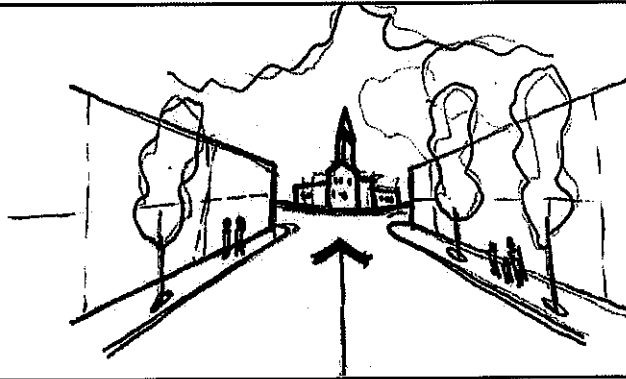
Vantage point

A place or position affording a view of something.



View

Narrowly defined, an extended view or prospect from a site which may be as important as, or more important than, the site itself.



Viewscape / viewshed

The visual relationship between an observer and a landscape, landscape feature or other feature. A viewscape can include views, vistas, panoramas, visual axes and sight lines. In designed landscapes, a viewscape may have been established following the rules of pictorial composition: elements are located in the foreground, middle ground and background. A viewscape may also be the chief organizing feature when a succession of focal points is introduced to draw the pedestrian onward through a landscape. (Adapted from *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2010)

Vista

A long view, such as into the countryside, without defined edges.

ACRONYMS USED IN THIS PLAN

AOTH

Almonte Old Town Hall

COP

Community Official Plan

HIA

Cultural Heritage Impact Assessment

HCD

Heritage Conservation District

MAAP

Mainstreet Almonte Attraction and Promotion

MHC

Municipal Heritage Committee

MVTM

Mississippi Valley Textile Museum

OHA

Ontario Heritage Act

PPS

Provincial Policy Statement

APPENDIX 3

INFORMATION, RESOURCES, FURTHER READING

There are many sources of heritage conservation advice available that may be helpful to consult when undertaking maintenance work or planning a repair. Below is a list of selected heritage conservation resources that provide practical and useful guidance. For larger or complex projects, the advice of a heritage professional is recommended.

Principles and practices of conservation

Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2nd ed.
www.historicplaces.ca/en/pages/standards-normes.aspx

Ontario Ministry of Culture, *Ontario Heritage Tool Kit*.
www.publications.gov.on.ca

Ontario Heritage Trust, ed. Mark Fram: *Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation*, 2003.
www.heritagetrust.on.ca/Resources-and-Learning/Free-publications/Well-Preserved.aspx

US National Parks Service, *Preservation Briefs*.
www.nps.gov/tps/how-to-preserve/briefs.htm

Association for Preservation Technology, *APT Bulletin (1969-Present)*.
www.apti.org¹

Historic England, HistoricEngland.org.uk: Advice.
www.historicengland.org.uk/advice

Architectural styles and details

Kyles, Shannon, www.OntarioArchitecture.com.
www.ontarioarchitecture.com

Ramsey, Charles George, ed. John Ray Hoke, Jr.: *Architectural Graphic Standards*/10th ed., 2000.

Ramsey, Charles George, ed. Donald Watson: *Architectural details for restoration and maintenance from Architectural Graphic Standards 4th through 7th editions*, 2001.

¹ *Membership fee for online access

APPENDIX 4

RESOURCE DATASHEETS - SUMMARY TABLE

The individual resource datasheets are not reproduced as part of this Plan.
The datasheets can be viewed at the Town Hall.

Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
248 ALMONTE ST	Industrial building	2010	Generating station is an expansion to the 1925 hydraulic facility at 49-53 Main Street West; property sits adjacent to Mill Street and next to Metcalfe Park, providing link between the Riverwalk and Metcalfe GeoHeritage Park;	Non-contributing
250 ALMONTE ST	Parkland	Rededicated in 2010	Includes about 30 large blocks of local rock, a boat launch at Gemmill Bay on the Mississippi River, a few small islands, picnic tables, open green spaces, a service pavilion, and other small structures.	Contributing - Strongly contributes
42 BRIDGE ST	Hotel	1854	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
15-17 BRIDGE ST	Commercial building	pre-1908	Original volume, form and setback intact; various modifications to detailing on façade	Contributing - Strongly contributes
31 BRIDGE ST	Commercial building	pre-1908	Original volume and form intact; alterations to façade obscure original design	Contributing - Contributes somewhat
21-23 BRIDGE ST	House	pre-1908	Original volume and form intact	Contributing - Contributes somewhat
27 BRIDGE ST	Commercial building	post-1950		Non-contributing
14 BRIDGE ST	Civic building	1885	Original volume and form intact; vestibule added in 1967 as a Centennial project; property visible within river viewshed	Contributing - Strongly contributes
14 BRIDGE ST	Commemoration	1935	Commemoration visible within river viewshed	Contributing - Strongly contributes
5-7 BRIDGE ST	Commercial building	pre-1908	Irreversible alterations to façade obscure original design; original finishes and detail removed; property visible within river viewshed	Contributing - Somewhat contributes
11 BRIDGE ST	Commercial building	pre-1908	Irreversible alterations to façade obscure original design; original exterior brick and detail removed; property visible within river viewshed	Contributing - Contributes somewhat
14 BRIDGE ST	Commemoration	1923	Original design and materials intact; property visible within river viewshed	Contributing - Strongly contributes
77 LITTLE BRIDGE ST	house	1883-86	Original volume and form intact	Contributing - Strongly contributes
75 LITTLE BRIDGE ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
73 LITTLE BRIDGE ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
79 LITTLE BRIDGE ST	Industrial building	1887	Form and volume intact; property visible within river viewshed	Contributing - Strongly contributes
83 LITTLE BRIDGE ST	Industrial building	1919	Original form and volume intact; altered by modern entry tower; property visible within river viewshed	Contributing - Strongly contributes
51 MAIN ST E	House	pre-1908	Original volume and form intact; detailing at cornice appears to have been removed; property visible within river viewshed; rear additions prominent in the river viewshed	Contributing - Strongly contributes
38 MAIN ST E	Church	1887	Major alterations c. 1950	Contributing - Strongly contributes
57 MAIN ST E	House	pre-1908	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
48 MAIN ST E	House	pre-1889	One of few buildings in Study Area where original clapboard siding is intact and visible	Contributing - Strongly contributes
35 MAIN ST E	House	pre-1908	Original volume and form intact; enclosed porch addition; property visible within river viewshed	Contributing - Contributes somewhat

Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
43 MAIN ST E	House	pre-1908	Original volume intact; currently undergoing renovations; property visible within river viewshed	Contributing - Contributes somewhat
11 MAIN ST E	Mill building	1886	Modern addition to side; property visible within river viewshed	Contributing - Strongly contributes
16 MAIN ST E	Industrial	post-1980	Property visible within river viewshed	Non-contributing
-- Main Street East	Empty lot	N/A	Lot severed in 2008 from larger parcel, comprising part of the Rosamond estate (currently 39 Cameron); municipal address not yet assigned to this property parcel; historic stone pillars and gate framed by lilac plantings located along Main Street.	Non-contributing
52 MAIN ST W	House	pre-1908	Original volume and form intact; rear addition; property visible within river viewshed	Contributing - Strongly contributes
48 MAIN ST W	House	pre-1889	Original volume and form obscured by additions and alterations; property visible within river viewshed	Non-contributing
36 MAIN ST W	House	pre-1908	Original volume and form intact; property visible within river viewshed	Contributing - Contributes somewhat
30 MAIN ST W	House	pre-1908	Original form intact; side addition and porch reproduction; property visible within river viewshed	Contributing - Contributes somewhat
49-53b MAIN ST W	Industrial building	1925	Original form and volume intact; some Classical detailing at cornice. Later brick-clad addition; property visible within river viewshed	Contributing - Strongly contributes
49-53a MAIN ST W	Industrial building	c. 1930		Non-contributing
56 MAIN ST W	House	pre-1908	Original form obscured by additions; property visible within river viewshed	Contributing - Contributes somewhat
94 MILL ST	Commercial building	c. 1910	Storefront alterations	Contributing - Strongly contributes
84 MILL ST	Commercial building	1921		Contributing - Strongly contributes
86-88 MILL ST	Commercial building	pre-1889	Original volume and form intact; storefront altered	Contributing - Strongly contributes
80 MILL ST	Commercial building	pre-1889	Original volume intact; alterations to store front date from mid-twentieth century	Contributing - Contributes somewhat
76 MILL ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
78 MILL ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
68 MILL ST	Commercial building	1889	Original volume and form intact	Contributing - Strongly contributes
70-72 MILL ST	Commercial building	1889	Original volume and form intact	Contributing - Strongly contributes
64-66 MILL ST	commercial building	c. 2010	Reconstructed following fire	Contributing - Contributes somewhat
98 MILL ST	Commercial building	1868	Original volume and form intact	Contributing - Strongly contributes
73-77 MILL ST	Civic building	1889-90	Original volume and form intact	Contributing - Strongly contributes
79 MILL ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
93 MILL ST	House	c. 1835	Substantially altered by enclosed commercial space	Contributing - Strongly contributes

Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
55 MILL ST	Government building	c. 1967	Original volume, form and detailing intact; property visible within river viewshed	Non-contributing
37 MILL ST	Empty lot	N/A	Formerly the site of a gas station; property visible within river viewshed; shoreline in-filled beginning in the 1940s and now forms part of the Riverwalk and Kirkland Park	Non-contributing
61-63 MILL ST	Commercial building	1875	Original volume and form intact	Contributing - Strongly contributes
65 MILL ST	Commercial building	1873	Original volume and form intact; recent reconstruction of original balcony	Contributing - Strongly contributes
7 MILL ST	Industrial building	1862	Part of original complex; the first three floors were built in 1862 and the top two floors were added c1879; property visible within river viewshed	Contributing - Strongly contributes
27 MILL ST	Empty lot	N/A	Former Peterson's ice cream plant; property visible within river viewshed	Non-contributing
62 MILL ST	Commercial building	1906	Original volume and form intact; some Lanark Style detailing	Contributing - Strongly contributes
74A MILL ST	Commercial building	1889	Original volume and form intact	Contributing - Strongly contributes
2-14c MILL ST	Commercial building	2009	Original volume and form intact	Non-contributing
26 MILL ST	Commercial building	c. 1893	Original volume and form intact	Contributing - Contributes somewhat
30 MILL ST	Commercial building	c. 1893		Contributing - Contributes somewhat
58-60 MILL ST	Commercial building	c. 1902		Contributing - Strongly contributes
52 MILL ST	Commercial building	pre-1926	Original volume and form intact; alterations to front façade	Contributing - Strongly contributes
54-56 MILL ST	Commercial building	c. 1902	Irreversible alterations to façade obscure original volume, form and detail	Contributing - Contributes somewhat
46-48 MILL ST	Commercial building	after 1980	Structure rebuilt to original volume following fire	Contributing - Contributes somewhat
44 MILL ST	Commercial building	c. 1910	Original volume and form intact; store front alterations	Contributing - Strongly contributes
34 MILL ST	Commercial building	c. 1910	Original volume and form intact; Black Watch sign painted on side elevation	Contributing - Strongly contributes
36 MILL ST	Commercial building	c. 1910	Original volume and form intact	Contributing - Strongly contributes
42 MILL ST	Commercial building	c. 1910	Original volume intact; Lanark style quoins; storefront alterations	Contributing - Strongly contributes
38 MILL ST	Commercial building	c. 1910	Original volume intact; store front alterations non-contributing	Contributing - Strongly contributes
28 MILL ST	Civic building	1883-1893	Reclad in stone prior to 1909 fire; form and volume intact.	Contributing - Strongly contributes
81 MILL ST	Mixed-use building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
89 MILL ST	Commercial building	post-1980		Contributing - Contributes somewhat
N/A	Commemoration	2000		Contributing - Strongly contributes
N/A	Commemoration	Dedicated 2001	Intact	Contributing - Strongly contributes

Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
N/A	Commemoration	1980	Landscape open space to commemorate the 100th Anniversary of the incorporation of the Town of Almonte (1880-1980)	Contributing - Strongly contributes
118 MILL ST	Commercial building	c. 1930	Volume intact; exterior details altered; urban landmark	Contributing - Strongly contributes
126 MILL ST	Commercial building	c. 1930		Contributing - Strongly contributes
2-14b MILL ST	Commercial building	after 1950	Newer commercial buildings sited on historic stone foundation. Foundation should be retained if building/site is	Non-contributing
2-14a MILL ST	Commercial building	before 1908	Building is on the site of the original Wylie Store and Post Office. Heavy dressed stone quoins. Classical pedimented pilasters sitting on carved stone base.	Contributing - Strongly contributes
N/A	Parkland	dedicated 1974	Linear park linking Mill Street to the Riverwalk; property visible within river viewshed	Contributing - Strongly contributes
N/A	Rail bed	1859	Rails removed c. 2012	Contributing - Strongly contributes
81 QUEEN ST	House	1882	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
87 QUEEN ST	House	pre-1889	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
93 QUEEN ST	House	pre-1889	Original volume and form intact	Contributing - Strongly contributes
88 QUEEN ST	Commercial building	pre-1889	Original volume and form intact	Contributing - Strongly contributes
84 QUEEN ST	House	c. 1902	Original volume and form intact	Contributing - Contributes somewhat
80 QUEEN ST	house	1847-53	Early restoration (1933) that reflects its original design; property visible within river viewshed	Contributing - Strongly contributes
103 QUEEN ST	House	1868-69	Original volume, form and detailing intact	Contributing - Strongly contributes
Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
11 UNION ST N	House	pre-1908	Original form and volume intact; former manse to adjacent church	Contributing - Strongly contributes
4 UNION ST N	House	pre-1863	Original volume and form intact	Contributing - Contributes somewhat
14 UNION ST S	House	pre-1863	Original volume and form intact; stone garden wall intact; property visible within river viewshed	Contributing - Strongly contributes
20 UNION ST S	House	pre-1863	Original volume and form intact; stone garden wall intact; iron cresting on dormer projection removed; property visible within river viewshed	Contributing - Strongly contributes
28 UNION ST S	House	pre-1889	Original volume and form intact; larger rear addition shadows original house; rear addition is non-contributing; property visible within river viewshed	Contributing - Strongly contributes
30 UNION ST S	House	pre-1889	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
36 UNION ST S	House	Renovations 2014; original building c.1863	Original volume intact; heavily modified by additions and recladding; property visible within river viewshed	Non-contributing

Civic Address	Resource Type	Construction Date	Observations	Heritage Evaluation
17 UNION ST S	House	pre-1908	Original volume and form intact; rear addition	Contributing - Strongly contributes
40 UNION ST S	House	pre-1889	Original volume and form intact; alterations to roof and front window; property visible within river viewshed	Contributing - Contributes somewhat
9 UNION ST S	House	pre-1908	Original volume and form intact	Contributing - Strongly contributes
8-10 UNION ST S	House	pre-1908	Original volume and form intact; property visible within river viewshed	Contributing - Strongly contributes
116 WATER ST	Commercial building	c. 1950	Original volume and form intact	Non-contributing
118 WATER ST	Commercial building	c. 1970	Original volume and form intact	Non-contributing

APPENDIX 5

STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA

Standards 1-14

THE STANDARDS

The Standards are not presented in a hierarchical order. All standards for any given type of treatment must be considered, and applied where appropriate, to any conservation project.

General Standards for Preservation, Rehabilitation and Restoration

1. Conserve the *heritage value* of an *historic place*. Do not remove, replace or substantially alter its intact or repairable *character-defining elements*. Do not move a part of an historic place if its current location is a character-defining element.
2. Conserve changes to an *historic place* that, over time, have become *character-defining elements* in their own right.
3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*.
4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.
5. Find a use for an *historic place* that requires minimal or no change to its *character-defining elements*.
6. Protect and, if necessary, stabilize an *historic place* until any subsequent *intervention* is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of *character-defining elements* to determine the appropriate *intervention* needed. Use the gentlest means possible for any intervention. Respect *heritage value* when undertaking an intervention.
8. Maintain *character-defining elements* on an ongoing basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving *prototypes*.
9. Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place* and identifiable on close inspection. Document any intervention for future reference.

Additional Standards Relating to Rehabilitation

- 10.** Repair rather than replace *character-defining elements*. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place*.
- 11.** Conserve the *heritage value* and *character-defining elements* when creating any new additions to an *historic place* or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
- 12.** Create any new additions or related new construction so that the essential form and integrity of an *historic place* will not be impaired if the new work is removed in the future.

Additional Standards Relating to Restoration

- 13.** Repair rather than replace *character-defining elements* from the *restoration* period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
- 14.** Replace missing features from the *restoration* period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

APPENDIX 6

EVALUATION MATRIX

The following evaluation criteria were adapted and used to evaluate the contribution of individual properties to the cultural heritage value of the District. These criteria reflect the specific heritage values present in the Downtown Almonte HCD, as represented by the Statement of Cultural Heritage Value. The criteria were adapted from the *Criteria for Determining Cultural Heritage Value or Interest*, as identified by the Ministry of Tourism, Culture and Sport through the *Ontario Heritage Act*.¹ These were further refined based on additional factors including: historical research, field reviews, and community input.

An evaluation result of *Contributing* or *Non-contributing* relates to the cultural heritage value of the District, and not the intrinsic value of the individual property. In other words, an evaluation result of 'Non-contributing' should not be taken to mean that a property would not be eligible for individual designation under Part IV of the OHA, based on its own merit and heritage value as an individual resource.

Evaluation	Strongly contributes	Somewhat contributes	Non-contributing
Design	High degree of integrity; representative, unique or early example of style, form, or expression of value to the area.	May represent an early example of style, form, or expression but has suffered significant loss of material integrity.	Does not demonstrate a notable style, form or expression of significance to the area.
History	Strong association or link to the community; yields important information about the community.	Indirect association with or link to the community; yields indirect information about the community.	No direct association with or link to the community.
Context	Plays an important role in the community; establishes character to a great extent; is a landmark or well-known site; contributes to the river cultural landscape.	Indirect or limited role in the community; contributes somewhat to establishing character; contributes somewhat to the river cultural landscape.	Does not contribute to character, understanding of the community or the river cultural landscape; is not a landmark or well-known site.

¹ Ontario Regulation 9/06 identifies criteria for the purposes of evaluation of individual properties, under Part IV of the Ontario Heritage Act.