SPAIP



Site Planning and Architectural Integration Program

BY-LAW NUMBER 775

Town of Hampstead

By-law number 775

BY-LAW CONCERNING SITE PLANNING AND ARCHITECTURAL INTEGRATION PROGRAM

Town of Hampstead

July 2009

By-law concerning Site Planning and Architectural Integration Program

Number 775

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By-law 1005	Amandements pour l'article 2.5 et pour la section 4	11 avril 2016	17 août 2016
By-law 775-2	Amandements pour les articles 1.5.1 et 2.3.2	5 juin 2017	
By-law 775-3	Amandements pour les articles 3.2, 3.4; 4.1.1; 4.2.1; 4.3.1; 4.3.2; 4.3.4 et 4.4.6	5 mars 2018	11 mai 2018

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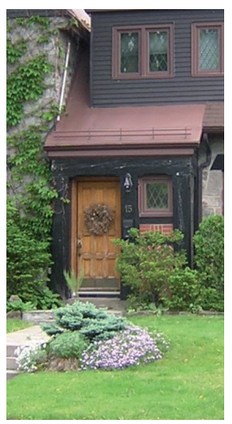
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PREAMBLE

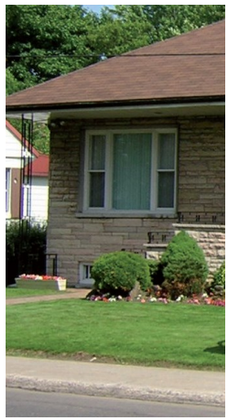
The Town of Hampstead, as with most municipalities on the island of Montreal, is witnessing an ever increasing number of properties being renovated, modernized or expanded. Some of the larger properties are even being demolished to allow for new construction. The Town Council has adopted a Site Planning and Architectural Integration Program (SPAIP) by-law which is designed to prevent negative impacts due to the demolition of, or inappropriate changes to, existing buildings and to ensure the preservation and development of quality architecture and landscaping that is in harmony with the Town's heritage. By laying down clear and simple guidelines, the SPAIP makes life easier for citizens who plan to carry out work that will change their property's appearance.

The Site Planning and Architectural Integration Program (SPAIP by-law) is complementary to the other planning by-laws, namely the Zoning, Construction and Subdivision by-law. The SPAIP approach is the most appropriate way to protect and enhance buildings of heritage interest and the special character of the older areas of the Town of Hampstead.

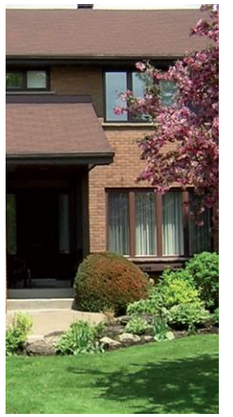
The purpose of this by-law is not to impose on a project the desires or tastes of the Planning Advisory Committee nor of Council. Nor is it to decide the appropriate type of architecture for a given site. The purpose of the SPAIP by-law is to allow the Planning Advisory Committee to recommend to Council the approval or refusal of a project if the Planning Advisory Committee believes that the project would integrate and enhance the character of the neighbourhood or impair an architecturally and/or historically significant building or compromise the character of the neighbourhood.









1.1 TITLE AND EFFECT

a) This by-law is the "Site Planning and Architectural Integration Program by-law ".

b) The preamble is an integral part of the present by-law.

c) This by-law shall come into force according to Law.

1.2 REPEALS

This by-law repeals all provisions of Chapter 12 of by-law No. 727 and all their amendments regarding the Site Planning and Architectural Integration Program.

These by-laws shall nevertheless remain in force and shall be applied in full with respect to any case in which any natural or legal person is in violation, on the date this by-law comes into force, of one or more provisions of these by-laws.

Furthermore, the repeal of these by-laws shall not have effect with respect to permits legally issued under the provisions of the by-laws hereby repealed, nor shall they affect acquired rights existing prior to the present by-law coming into force.

1.3 COMPLIANCE WITH OTHER LAWS, REGULATIONS OR SERVITUDES

Compliance with this by-law shall not diminish the obligation of complying with any other municipal by-law, Law or Regulation in force including, in particular, the Civil Code of the province of Quebec.

1.4 PERSONS AND AREA SUBJECT TO APPLICATION OF THUS BY-LAW

Compliance with the provisions of this by-law is incumbent on both natural and legal persons under public or private Law and said bylaw shall apply to the entire area within the limits of the Town of Hampstead.

1.5 PROGRAM REQUIRED AND OBJECTIVES AND CRITERIA APPLICABLE TO ALL THE AREAS

1.5.1 Program required

No building or subdivision permit may be issued without the prior approval of a site planning and architectural integration program, in the following cases:

a) cadastral operation to create a new landsite;

b) cadastral operation to consolidate two or more lots;

c) erection of a new main building;

d) addition to a main building;

e) alteration of a main building visible from outside, excluding the rear facade;

f) the construction or the modification of a terrace, porch, balcony or deck in the front, secondary-front or side yards;

g) The construction of a balcony in the back yard;

h) The construction of a driveway or walkway in the front yard or the substantial modification of its layout.

(Amendment—By-law 775-2, section 1)

1.5.2 Objectives applicable

A site planning and architectural integration program must meet the objectives set out in article 3.4 in accordance with the criteria set out in articles 4.1 to 5.2.

1.6 BY-LAW ADMINISTRATION

Administration of this by-law is entrusted to the Building Inspector. The duties and role of the Building Inspector are defined in section 2.4.1 of this by-law.

1.7 INTERPRETATION

1) Irrespective of the tenses employed in any of the provisions contained in this by-law, such provisions shall be considered to have effect during any periods or under any circumstances in which they may apply.

2) In this by-law, use of the masculine shall include the feminine, unless otherwise indicated by the context in which it is used.

3) In this by-law, use of the singular shall include the plural, unless the context indicates otherwise.

4) All plans, appendices, diagrams, graphs, and all forms of expression other than the text proper and contained herein, with the exception of the table of contents and text headings, shall form an integral part hereof.








5) In the event of contradiction between the English and the French versions of this by-law, the French version shall prevail.

6) All dimensions and measures employed herein are given in the international (metric) system, accompanied at times with their equivalents in English dimensions and measures given between parentheses; equivalences in English dimensions and measures are given for purposes of information only; dimensions or measures of the metric system (except in the case of an obvious typographical error) shall prevail in the event of any contradiction between the two systems.

7) The borders of the sector are identified in the section entitled “Territory” found in section 3.2 of this by-law.

8) Illustrations contained in this by-law are for illustrative purposes only and provide guidance on interpretation for the purposes of setting out objectives and criteria.

2.1 INTRODUCTION

This guide constitutes the By-law pertaining to Site Planning and Architectural Integration Programs, also called SPAIPs. Its primary purpose is to provide rules and guidance for matters related to architecture and site planning in residential districts of the Town of Hampstead.

2.1.1 Historical snapshot: The evolution of the character of Hampstead

Understanding the evolution of Hampstead is a key step in any effort to protect and enhance its unique character.

The founders of the Town of Hampstead envisioned a community where residents could be safeguarded from the chaotic mixture of residential, commercial and industrial zoning. The area bordering on the City of Côte St. Luc, and the City of Montreal was to be developed with houses of individual characteristics and high architectural standards. This original vision was laid out in a plan adopted by the provisional council of 1913-1914. The plan was based on a model for development that became popular towards the end of the 19th century. This model was known as the "Garden City" concept.

The founders of the Town of Hampstead took the Garden City model to heart. Each house was assigned a generous-sized lot, with room for a maximum amount of trees, shrubs and green-space. Particular attention was also paid to the curving of the Town's roads, as opposed to the usual grid-iron design, and to the strategic planning of its trees.

On February 19, 1914, Bill 59 was passed, and the Town of Hampstead was officially incorporated.

During World War I, the Town experienced a very slow rate of development. The Council called for additional financing for the municipal works sector and general operations. It was only around the 1920s that the growth rate took an upswing. The first building was built in 1916, and is the present site of Hampstead's town hall. The mansion, on the corner of Queen Mary road and Stratford road, was originally a wedding gift from Mayor Baillie to his son. However, by 1920, there were only eight buildings erected in the Town.

In 1925 the Town built a one-storey school building on Merton road. By 1928, the building was renovated to add a second storey. In 1937 a three-storey wing was added. And finally, in 1946, the Town made further improvements on the building that has served, until this day, as its only school.

The Town's fire station was built in the 1920's. At that point, Hampstead also began offering rudimentary policing services.

The post-depression era was an important stage of the Town's evolution. It was at that time when the Town added two important amenities to its already long list of services. First Council approved the construction of a private golf course. The Town Council also decided that the time had finally come to set up a public transportation system. On February 4, 1935, the Town of Hampstead reached an agreement with the Montreal Tramways Company. The agreement called for one bus route along Queen Mary road, to Snowdon Junction.

The Council's strategy was a sweeping success. The availability of public transit and the attraction of a Golf Course triggered a massive population surge. Between the years 1929 and 1945, the Town's population jumped from 440 to 2,268. In the 11 years following the inauguration of the golf course and implementation of the public transportation system, the Town welcomed 1,386 new residents.

In 1939, by-law 90 was passed in order to allow for the construction of duplex housing units along Dufferin Road and MacDonald Road. By 1950, the Queen Victoria Construction Company had built over 150 duplexes along the eastern border of the Town. The Town also approved the construction of apartment blocks along the 52.8-acre stretch of land on Côte St. Luc Road, annexed in 1925.

The intent behind this move was twofold in nature. First, the Town acknowledged the need to provide housing for an ever-expanding population. Apartments and duplexes allowed the Town to maximize its use of some of the land, efficiently increasing its revenue base. Council also believed that these projects could serve as effective buffers against the densely populated and commercial zones along the Town's Montreal frontier. The Town could maintain its Garden City charm even as the City of Montreal continued its process of urbanization.

The post-war period witnessed another significant growth period in the years following World War II. As a result, there was a renewed demand for housing. Available space, however, was extremely scarce. In 1956, the Town hired a planning consultant, and asked him to prepare a development plan. His report, Proposed Development for Hampstead, recommended the development of almost 109 acres of untouched land in the northern and western parts of town. The report also articulated the need to develop the 112.5-acre golf course.

The plan was presented as a two-phased operation- concentrating first on the northern and western tips, and then on the golf course itself. The plan was approved, and by 1970 the second phase had already begun. The result was the complete development of all available land and the outline of the Town of Hampstead, as we know it.

The framework through which the Town of Hampstead has matured epitomizes the Garden City theory. The Town turned out to be one of the most desirable residential districts on the Island of Montreal. The overarching philosophy of the Town's





founders ensured strict control of its general layout, while helping to promote creativity in a manner that was consistent with the grand design. The result is a prevailing air of security, beauty and tranquillity.

2.1.2 Land Development Vision

The primary objectives behind the requirement to produce a SPAIP for a project within the protected sector are:

⇒ To preserve and conserve the heritage and historical elements of the built environment throughout the sector;

⇒ To foster the harmonious integration of new structures or additions with the pre-existing built environment.

2.2 ZONES SUBJECT TO THE BY-LAW

The zones subject to the provisions of the present By-law are shown on the plan in section 3.2.

2.3 SUBMISSION OF APPLICATIONS

Any application for the approval of a Site Planning and Architectural Integration Program according to this by-law, as well as all supporting documents, shall be submitted to the Building Inspector. Any project submitted for approval under the provisions of the present Site Planning and Architectural Integration Program by-law must demonstrate, both in its content and its presentation, an obvious intention to abide by the objectives and criteria set in the present by-law.

2.3.1 Application for preliminary review

1) In the case of the construction of a new building or an addition to or modification of an existing building, the applicant may submit preliminary sketches of his project to obtain a preliminary advice and recommendations of the Planning Advisory Committee before continuing in the preparation of the detailed documents required hereinafter. This preliminary step shall not affect the procedure nor the delays established hereinafter.

2) The sketches submitted for a preliminary review shall be drawn to scale and must include plans and elevations as well as precise indications as to the finishing materials to be used.

2.3.2 Required plans and documents

The documents and information to be submitted for review according to the procedure set hereinafter and which, once approved, shall constitute the Site Planning and Architectural Integration Program, are the following:

1) In the case of a subdivision permit,

   i. the documents required by the permits and certificates by-law for a subdivision permit;

   ii. a plan showing the precise location of any mature tree;

   iii. preliminary sketches of the building to be erected on the landsite, showing the approximate dimensions of the structure (width, depth and height), the roof-shape, the roof and wall materials and the approximate location of the building on the landsite;

   iv. in the case of a cadastral operation relating to a consolidation, preliminary sketches showing the new buildings, additions or alterations to the existing buildings, as the case may be.

2) In the case of a permit to demolish,

   i. as the case may be, the plans and specifications of the new construction intended to replace the structure to be demolished, including any and all documents required by the present by-law for a building permit;

   ii. as the case may be, the plans and specifications of the projected landscaping works intended to replace the structure to be demolished;

3) In the case of a building permit for a new construction or an addition to or the alteration of an existing building,

   i. A permit application form duly completed by the applicant as well as all requests for minor exemption, subdivision, or zoning amendment (if required). The appropriate forms are provided by the department of Urban Planning and Building Inspections.

   ii. A copy of the certificate of location.

   iii. All applicable fees (certified cheque, money order, credit card or other).

   iv. Unless otherwise advised, the following documents shall be in 11" x 17" and in two (2) copies:

   (Amendment—By-law 775-2, paragraph 2, section 2.1)

      i) Site plan (showing the building location, accessory buildings, driveway, walkways, decks, patios, swimming pool and landscaping including existing trees) ;

      ii) All floor plans and roof plan ;

      iii) A minimum of two (2) cross sections of the building ;

      iv) Four (4) elevations of the building (new or

extension) ;

v) If new construction, drawn elevations of the street facades of all buildings on the whole street (streetscape) ;

vi) If new construction, a sun/shadow study ;

vii) Three dimensional colour perspective ;

(Amendment—By-lay 775-2, paragraph 2, section 2.2)

viii) Model (if requested by the Planning Advisory Committee) ;

ix) Presentation panels of material samples of the exact colour and texture of the facing materials to be used on the building ;

(Amendment—By-lay 775-2, paragraph 2, section 2.3)

x) Coloured photographs of the existing building ;

xi) Electronic version of drawings presented ;

v. All other documents that the Planning Advisory Committee deems necessary for a better understanding of the project.

All drawings shall be drawn to scale and contain all existing conditions, dimensions and levels. All levels must refer to the city sidewalk.





In all cases, the applicant must produce a written consent from anyone having prepared any of the plans of documents submitted accepting that they may be consulted by any interested person.

All documents presented for review and approval to the Planning Advisory Committee must be submitted to the department of Urban Planning and Building Inspections at least ten (10) working days before the regularly scheduled Planning Advisory Committee meeting.

2.4 PROCEDURES

2.4.1 Study of the application by the building inspector

1) As soon as the Building Inspector has received all the documents required according to Article 2.4.2 he shall proceed to study the application and report to the Planning Advisory Committee.

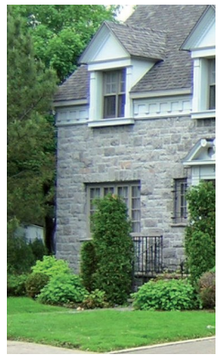
2) The duties and powers of the Building Inspector include, among other things, ensuring:

i. that all the formalities stipulated in this by-law are observed;

ii. that all the required documents have been submitted;

iii. that the application conforms to all other applicable municipal by-laws;

The Building Inspector may make any observation to the





Planning Advisory Committee he deems fit.

2.4.2 Study of the application by the Planning Advisory Committee

1) Upon receipt of the Building Inspector's report, the Planning Advisory Committee shall proceed to study the application and report to Council ;

2) The duties and powers of the Planning Advisory Committee include, among other things, assessing the application and making a recommendation to Council as to whether the application is admissible on the basis of the objectives and criteria of this by-law ;

3) If it sees fit, the Planning Advisory Committee may convene the applicant and/or, with the applicant's approval and at the applicant's expense, any professional who worked on the application, in order to obtain any clarification or additional information it may deem useful in order to gain a better understanding of the application ;

4) The Planning Advisory Committee may recommend accepting the application, with or without conditions, or recommend rejecting it, while proposing or not certain modifications to be made before resubmitting the application.

5) Council may require, as condition to approving plans, that the owner bears the costs of certain components of the plans or studies, such as the cost of infrastructure or public services, the demolition of existing buildings and





structures, that the project be carried within a fixed time frame or that the owner provides financial guarantees.

(Amandement—Règlement 775-1, article 1)

(Amandement—Règlement 775-1, article 2)

2.4.3 Approval or refusal of the application by Council

1) Following the recommendations of the Planning Advisory Committee, the Council will decide the fate of the demand, by resolution, during a public meeting.

2) The resolution refusing to approve a plan shall state the reasons for the refusal.

2.4.4 Obligatory nature of a Site Planning and Architectural Integration Program

1) Any Site Planning and Architectural Integration Program approved by Council under the provisions of this by-law means that all the works must be carried out in strict conformity with the approved Site Planning and Architectural Program.

2) Once the Site Planning and Architectural Integration Program has been approved by Council, any modification considered to any part of the project subject to this by-law must be submitted for review and approval according to the procedure of the present.

3) In the case where the permit for which the prior approval of a Site Planning and Architectural Program was required would become null and void according to the provisions of the permits and certificates by-law, the Site Planning and Architectural Integration program would also be considered as null and void.

2.5 FINAL PROVISIONS

2.5.1 Violations, penalties and recourse

1) Anyone who contravenes the conditions of approval of his application commits an infraction and is liable, including the costs, to a fine of:

   a) for a first infraction, a minimum of $ 500 if the offender is a physical person and $ 1000 and if the offender is a legal person and a maximum of:

      i. $1,000 if the offender is a physical person,

      ii. $2,000 if the offender is a legal person;

   b) for a repeat infraction, a minimum of $ 1000 if the offender is a physical person and $ 2000 if the offender is a legal person and a maximum of:

      i. $2,000 if the offender is a physical person,

      ii. $4,000 if the offender is a legal person.

2) After notification by the Building Inspector, every day during which the work is carried on shall be accounted as a repeat infraction.

(Amendment—By-law775-1, section 3)

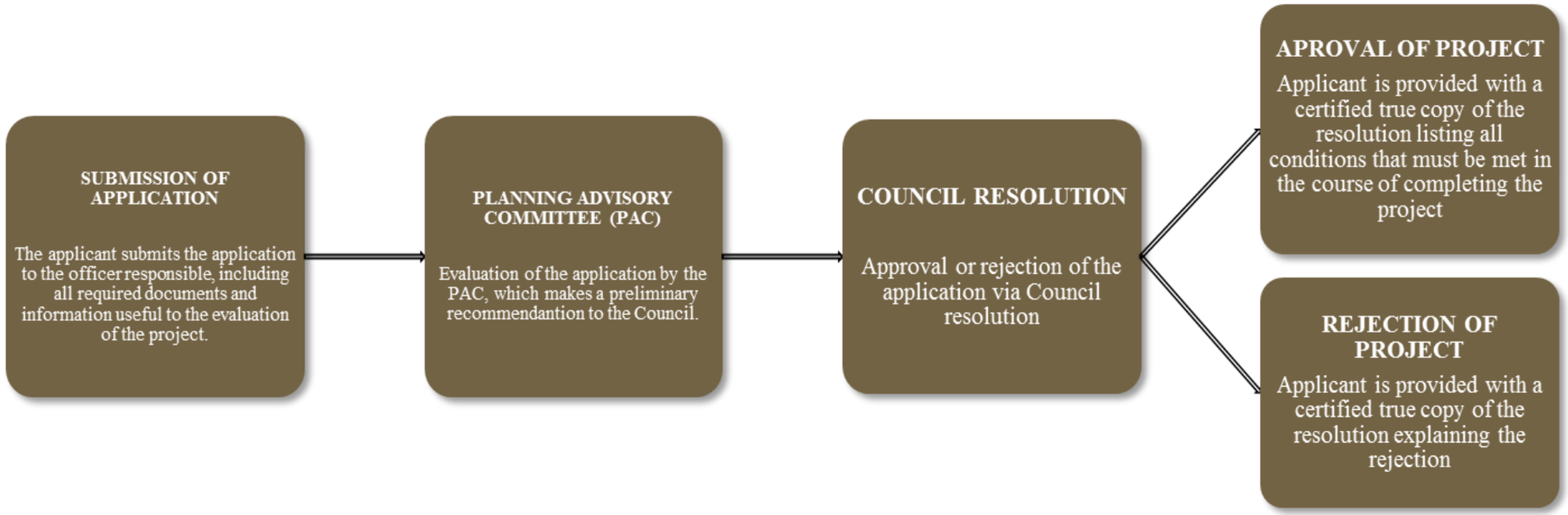
2.5.2 Duration of the validity of a resolution approving a SPAIP

1) If there has been no follow-up on a resolution approving a plan by the issue of a construction permit or a certificate of authorization, within 18 months, the said resolution ceases to have effect.

2) If there has been no follow-up on a resolution approving a plan in the case of a major project such as the construction of a new multi-family building or the construction of a building intended for worship, within 24 months, the said resolution ceases to have effect.

3) If a construction or subdivision permit or a certificate of authorization has been issued, the resolution ceases to have effect upon the expiry of the validity of the permit or certificate, if the objective of the permit or certificate has not been achieved.

(Amendment—By-law 1005, section 1)



(Amendment—By-law 775-1, section 3)

3.1 EVALUATION OF URBAN AND BUILT HERITAGE

Context

In 2004, the city of Montreal undertook an evaluation of its urban heritage within the broader context of a review of its master plan[1].

Among other things, the purpose of the study was to reassert the importance of heritage preservation and to provide the boroughs with appropriate tools for heritage conservation management and control.

This assessment of urban heritage suggested that Hampstead[2] can be divided into three sectors, each with its own particular heritage value (Illustration A). According to the report prepared by the city, each of these sectors corresponds to a particular level of conservation and enhancement of the urban and built heritage:



Source: Ville de Montréal (2005) *Évaluation du patrimoine urbain—arrondissement de Côte-Saint-Luc—Hampstead—Montréal-Ouest*, Service de la mise en valeur du territoire et du patrimoine

Illustration A—Urban and built heritage sectors, Hampstead

Sectors with exceptional heritage value

Sectors that have retained their urban planning, building integration [...] and landscape qualities and that include architectural series, building alignments of heritage interest, and zones united by [...] architectural typology. Groupings in this category have experienced relatively few disturbances and are characterized by formal and functional harmony. In addition, they are often recognized as historically significant.

Sectors of heritage interest

Areas including several buildings and environmental characteristics with heritage value. Such areas may, however, have had their urban framework partially modified, been subject to a certain number of disturbances, and sometimes include structures that are poorly integrated with the whole. Certain zones whose condition is less satisfying in architectural or environmental terms may be of interest if improvement efforts are undertaken.

Urban groupings of interest

Urban groupings of interest have the following qualities:

- representative of new lifestyles that appeared during the Second World War;
- representative of the Baby Boom and suburban development after the Second World War;
- featuring a certain homogeneity of architectural characteristics.

Sectors covered by the SPAIP

With the aim of preserving the heritage characteristics of the town, the Town of Hampstead therefore looked to the sector boundaries proposed in the urban heritage assessment in order to define the sectors covered by its Site Planning and Architectural Integration Plan (see 3.2).

The sectors of "exceptional value" and "of interest" have been combined into a single sector (Sector A), which corresponds to Old Hampstead and adjacent areas.

The sector identified as an "urban grouping of interest" has been designated as Sector B for purposes of the SPAIP. Blocks adjacent to this sector are also included, despite the fact that they were not identified as having heritage interest by the urban heritage assessment.

Finally, a third sector has been created for purposes of SPAIP administration. Sector C includes all high-density residential buildings located on Côte-Saint-Luc Road. Because of their height and architectural styles, these buildings are distinct from the low-density residential built environment found elsewhere in the town. It was therefore necessary to consider them as a separate sector.

The following sections provide additional details on the urban and architectural characteristics particular to each sector.

1 Reference: Ville de Montréal (2005) *Évaluation du patrimoine urbain - arrondissement de Côte-Saint-Luc - Hampstead - Montréal-Ouest*, Service de la mise en valeur du territoire et du patrimoine.

2 When this document was produced, Hampstead was part of the borough of Côte-Saint-Luc - Hampstead - Montréal-Ouest. Although Hampstead has since returned to independent town status, the directions suggested in the city's heritage assessment have been retained as guidelines for the Town's master plan.

3.2 SPAIP SECTORS



(Amendment—By-law775-3, section 1)

3.3 DESCRIPTION OF TERRITORY

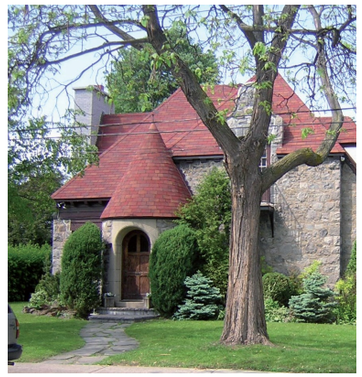
3.3.1 Sector A

- Built environment dating mainly from 1920-1950
- Mature trees
- Original street layout
- Brick and stone buildings
- Numerous buildings with heritage value
- Most buildings have two (2) floors
- Uniform setbacks
- English-style architecture
- Planning influence of the original garden suburb
- Several medium-density residential structures: semi-detached houses on Dufferin Street
- Strong architecture elements: roofs, soffits, openings








3.3.2 Sector B

- Built environment dating mainly from 1970 to present
- Mature trees
- Varied building materials
- Several buildings with heritage value
- Most buildings have one (1) or two (2) storeys
- Uniform setback
- Various architectural styles
- Several medium-density residential structures located near the area's borders











3.3.3 Sector C

- Many high-density residential structures: apartments on Côte-St-Luc Road
- Built environment dating mainly from 1970 to present
- Mature trees
- Varied building materials
- Most buildings have four (4) or five (5) storeys
- Uniform setback
- Various architectural styles







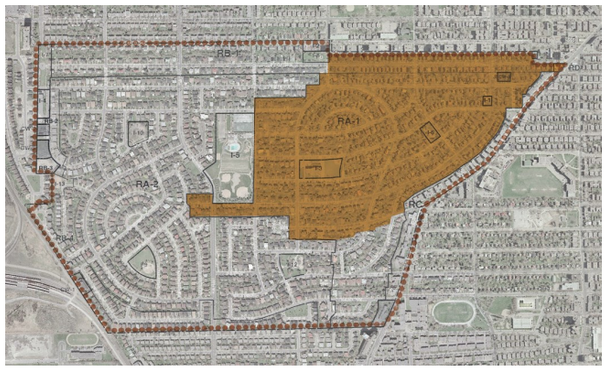




3.4 PLANNING GOALS

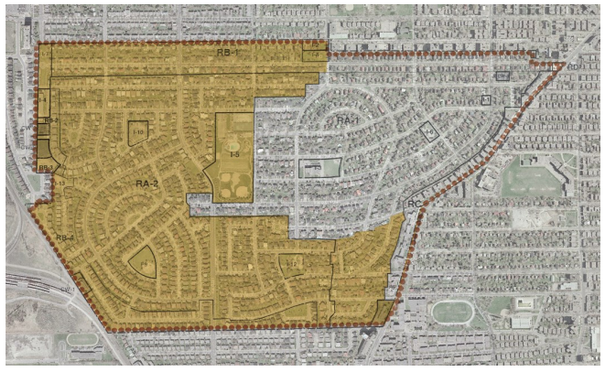
Sector A

- Preserve the character of **heritage buildings**
- Ensure the **superior quality** of new projects to promote their integration with the existing built environment
- Provide a framework for projects involving construction, renovation, restoration and expansion of the built environment
- Preserve existing mature vegetation
- Favour architectural styles and details characteristic of the immediate surroundings.



Sector B

- Preserve the character of buildings of **architectural interest**
- Ensure the **quality** of new projects to promote their integration with the existing built environment
- Provide a framework for projects involving construction, renovation, restoration and expansion of the built environment
- Preserve existing mature vegetation



Sector C

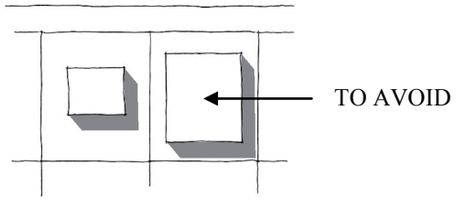
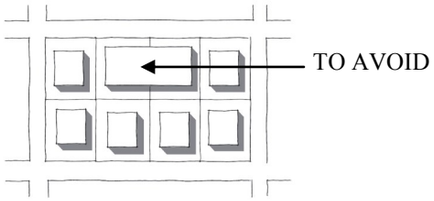
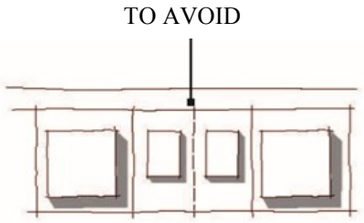
- Preserve the character of buildings of **architectural interest**
- Ensure the **integration** of new projects with the existing built environment
- Provide a framework for projects involving construction, renovation, restoration and expansion of the built environment reserve existing mature vegetation



(Amendment—By-law 775-3, section 2)

4.1 SUBDIVISION

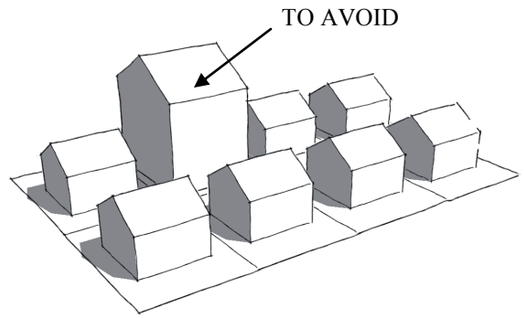
4.1.1 Prepare subdivision plans that respect original development

PAIP sector			Objectives and evaluation criteria
A	**B**	**C**	
■	■	■	1) The project respects the land's accommodation capacity, both in normative and aesthetic terms. 
■	■	□	2) The project preserves the outlines of any parcel plan of heritage or historical interest.
■	■	□	3) Assembly of lots for new construction is to be avoided. 
■	■	□	4) The subdivision plan favours the construction of smaller buildings.
□	□	■	5) The subdivision plan favours the construction of larger buildings. 

(Amendment—By-law 775-3, section 3)

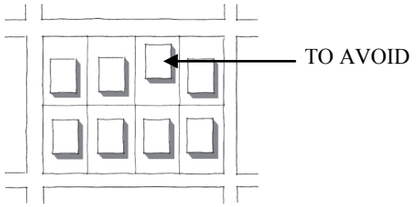
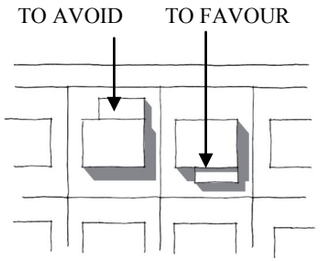
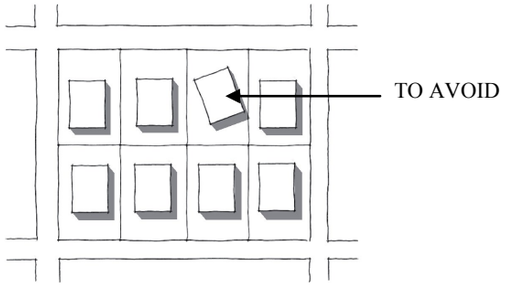
4.2 INTEGRATION

4.2.1 Ensure that the integration of buildings results in a coherent, harmonious urban whole.

SPAIP sector			Objectives and evaluation criteria	
A	**B**	**C**		
☐	☐	☐	1) The height of new construction or addition is similar than that of the surrounding built environment.	
☐	☐	☐	2) The footprint of new buildings is similar than that of the original building on the site.	

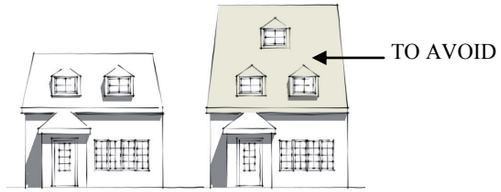
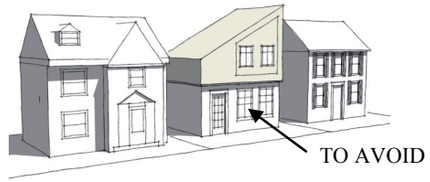
(Amendment—By-law 775-3, section 4)

4.2.2 Promote alignment of buildings in order to ensure optimal streetscapes

SPAIP sector			Objectives and evaluation criteria
A	**B**	**C**	
■	■	■	1) New construction must respect the alignment of neighbouring buildings. 
■	■	■	2) Expansion of an existing building is preferably to be done on the rear or the side, rather than on the front. 
■	■	■	3) Buildings located at the intersection of two (2) streets are to have front and side setbacks suited to that position.
■	■	■	4) New buildings are to be situated parallel to the street or according to the original orientations. 

4.3 ARCHITECTURE

4.3.1 Ensure coherent integration of the building with the existing built environment.

SPAIP sector			Objectives and evaluation criteria
A	**B**	**C**	
■	■	□	1) The building's architecture uses characteristic elements of the surrounding built environment (e.g. windows, doors, roofs, materials, architectural details, etc.) *[see technical data sheets #1 to #5]*
■	■	□	2) The height of buildings is equivalent to two and a half (2 ½) storeys. 
■	■	□	3) The volumetric measurement of the roof is balanced in relation to the total volume of the building. 
■	■	□	4) The roof slope and materials resemble those of surrounding roofs. *[see technical data sheet #3]* *(Amendment—By-law775-3, article 5)* 
■	■	□	5) The type and colour of the exterior envelope materials harmonize with materials used on other buildings in the sector. *[see technical data sheet #4]*
□	■	■	6) When buildings in the sector have no common characteristics or do not form a homogeneous entity, the composition of the building contributes to enhance the sector's built environment.

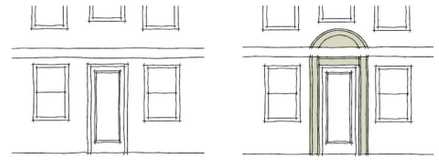
4.3.1 Ensure coherent integration of the building with the existing built environment (continued)

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
■	■	□	7) The architectural characteristics of a new building erected between two (2) buildings that have preserved their original components are compatible with those of the existing buildings.
□	■	■	8) All work on a semi-detached housing must respect the integrity of the entire group of houses, or contribute to a return to such integrity if previously compromised.  TO FAVOUR TO AVOID

(Amendment—By-law 775-3, section 5)

4.3 ARCHITECTURE

4.3.2 Promote a durable, distinctive, superior-quality built environment.

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			1) The building's architectural details and materials must be of equal or greater quality than those of the building characteristics of the sector *[see technical data sheet #4]*.
			2) The main entrance to the building must be highlighted by a distinctive architectural treatment [*see technical data sheet #2]*.  TO FAVOUR
			3) Ornamental elements such as awnings, porticos, balconies, overhangs, brick patterns or cornices, are recommended in order to prevent a facade from being rendered plain. *[see technical data sheet #5]*.  TO FAVOUR
			4) The composition of façades on new structures includes a maximum of two (2) distinct types of exterior cladding *[see technical data sheet #4]*.
			5) The number of exterior cladding materials used on an expansion does not exceed the number used on the main buildings *[see technical data sheet #4]*.
			6) The colours of the roof and building exterior are sober and harmonize with each other on all facades.

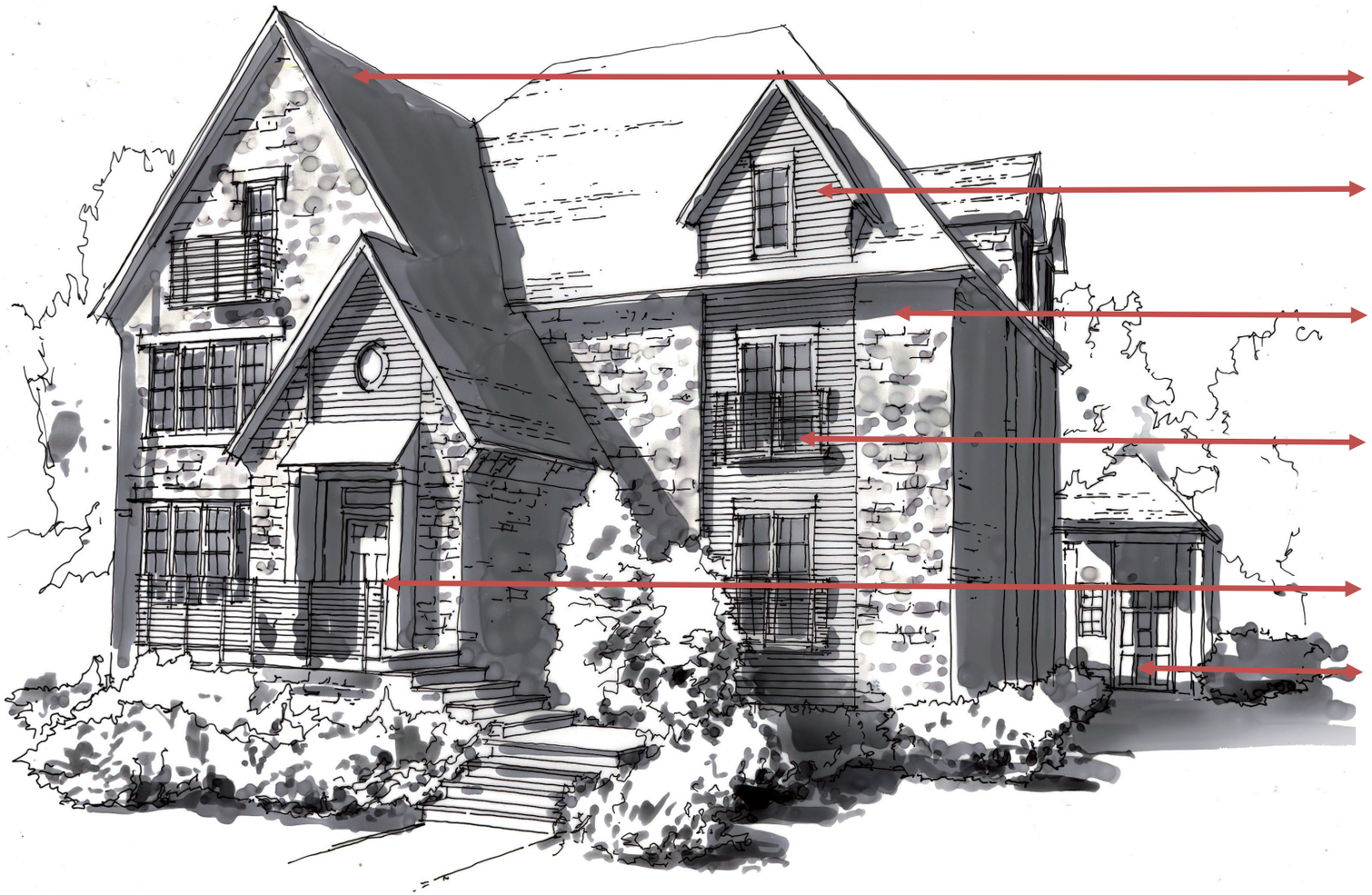
4.3.2 Promote a durable, distinctive, superior-quality built environment (continued)

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			7) The building's architectural composition should include relief elements (e.g. projections, interesting roof lines, complex rooflines, recessed facades, etc.) *[see technical data sheets #3 and #4]*.  TO FAVOUR
			8) Architectural and ornamental details may be in a contrasting colour, but not garish or fluorescent colours *[see technical data sheet #5]*.  
			9) The favoured exterior envelope materials, such as clay brick, stone, wood, granite, marble, parging and glass, are noble and a of superior quality. The use of comparable substitute materials may be evaluated on a case-by-case basis *[see technical data sheet #4]*.
			10) The side of the building situated on a corner lot presents an architectural treatment similar to that of the building front.
			11) Side and rear elevations of new buildings as well as additions are given an architectural treatment equivalent to that of the front.

4.3.2 Promote a durable, distinctive, superior-quality built environment (continued)

SPAIP sector			Objectives and evaluation criteria
A	**B**	**C**	
			12) Accessory buildings (e.g.: sheds, detached garages, etc.) use exterior envelope materials that are compatible or of equal quality to those of the main building *[see technical data sheet #4]*
			13) Third floor attic should be incorporated into roof area *(Amendment—By-law775-3, section 6)*
			14) Varied heights of soffits are encouraged to add interest at street level.

4.3.2 Promote a durable, distinctive, superior quality built environment (continued)



The building's architectural composition should include relief elements (e.g.: projections, interesting roof lines, complex rooflines, recessed facades, etc.).

Third floor attic should be incorporated into the roof area and varied heights of soffits are encouraged to add interest at street level.

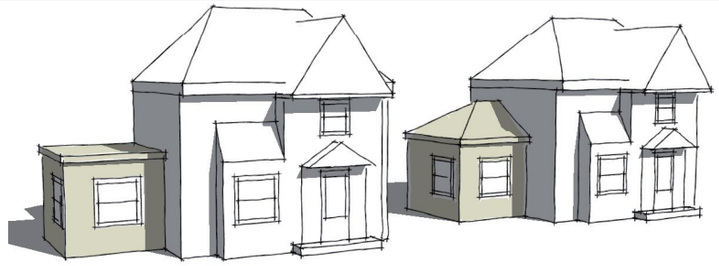
The composition of facades on new structures includes a maximum of two (2) distinct types of exterior cladding.

Ornamental elements such as awnings, porticos, balconies, overhangs, brick patterns or cornices, are recommended in order to prevent a façade from being rendered plain.

The main entrance to the building must be highlighted by a distinctive architectural treatment.

Accessory buildings (e.g.: sheds, etc.) use exterior envelope materials that are compatible or of equal quality to those of the main building.

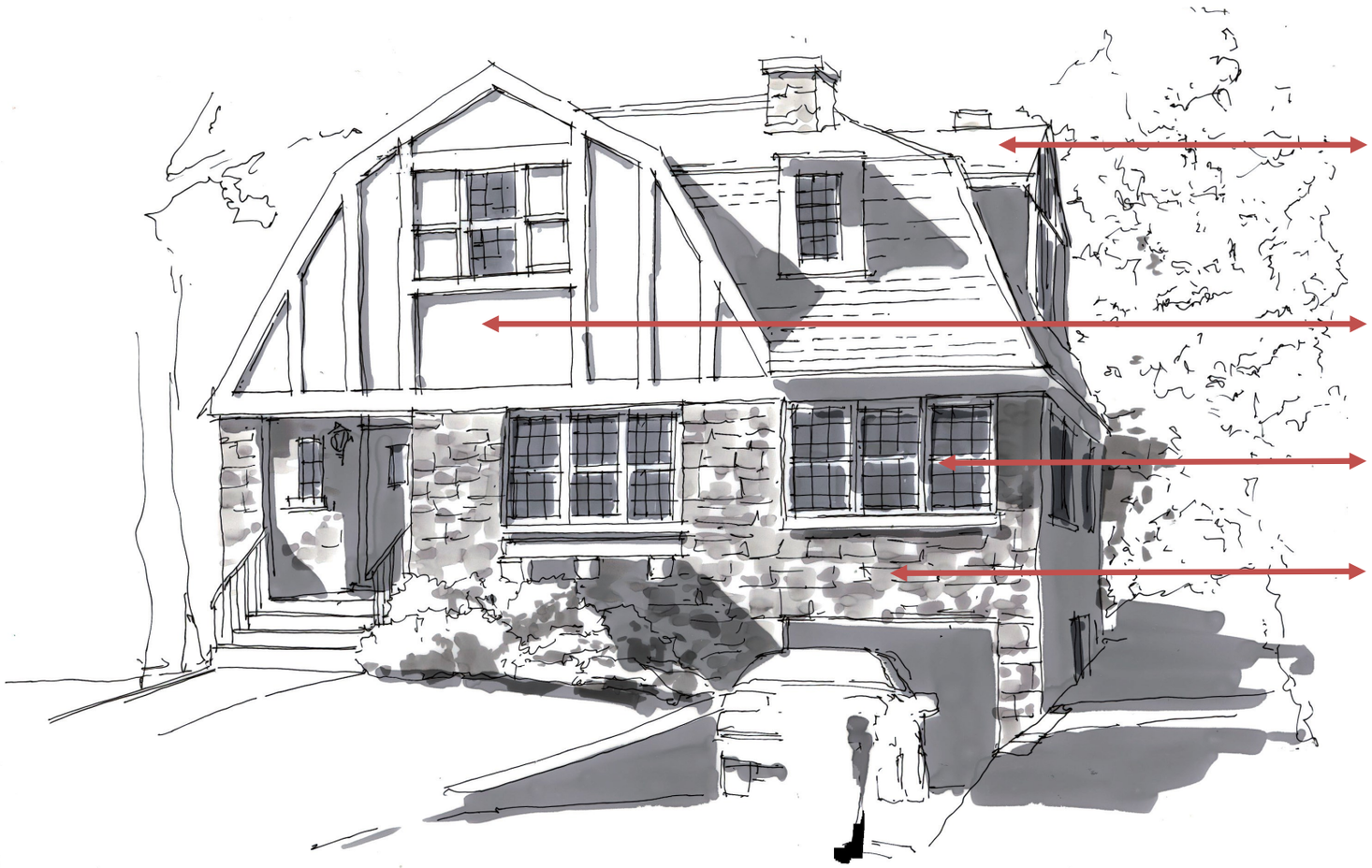
4.3.3 Ensure integration of additions or other modifications to existing buildings.

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			1) For additions, a roof slope similar to that of the main building is preferred.  TO AVOID TO FAVOUR
			2) The preservation of the original number, size and placement of window openings is preferred *[see technical data sheet #1]*.
			3) For all additions, exterior envelope and roofing materials must harmonize with those of the main building *[see technical data sheets #3 and #4]*
			4) The height of additions is proportional to the height and volume of the existing building.  TO AVOID TO FAVOUR

4.3.4 Ensure conservation of the building's heritage characteristics.

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
■	■	□	1) The conservation of authentic volumetric elements of the building is a priority (e.g.: height, roofs, facade shape, etc.) *(Amendment—By-law 775-3, section 7)*
■	■	□	2) In the case of an altered building, the transformation of an architectural characteristic is intended to restore the building's original character or to improve its integration into its urban context.
■	□	□	3) Work on exterior materials prioritizes restoration rather than replacement *[see technical data sheet #4]*
■	□	□	4) If an exterior covering material is to be replaced, the same material as the original, or a similar replacement, should be used *[see technical data sheet #4]*
■	□	□	5) All architectural ornamentation elements must be conserved and restored in keeping with their original character *[see technical data sheet #5]*
■	■	□	6) The preservation and improvement of accessory buildings and appendages with heritage value is a priority.
■	□	□	7) Doors and windows that replace the originals resemble the originals in their shape, type and materials *[see technical data sheet #1 and #2]*
■	■	■	8) Only the application of safety or accessibility standards can justify modifications that affect a building's heritage characteristics.

4.3.4 Ensure conservation of the building's heritage characteristics (continued)



The conservation of authentic volumetric elements of the building is a priority (e.g.: height, roofs, facade shape, etc.).

All architectural ornamentation elements must be conserved and restored in keeping with their original character.

Doors and windows that replace the originals resemble the originals in their shape, type and materials.

If an exterior covering material is to be replaced, the same material as the original, or a similar replacement, should be used.

4.4 SITE PLANNING

4.4.1 Preserve green spaces and mature trees on the site.

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			1) New buildings and expansion work are done while preserving mature trees.
			2) Landscaping and front lawns must contribute positively to the appeal of the property.



BEFORE AFTER



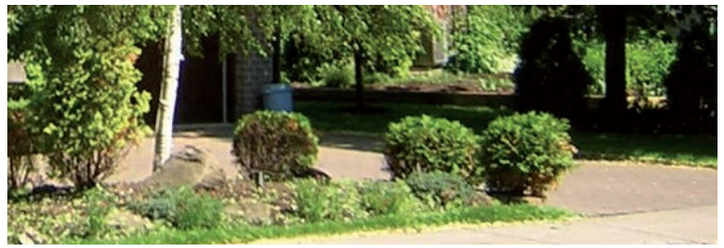
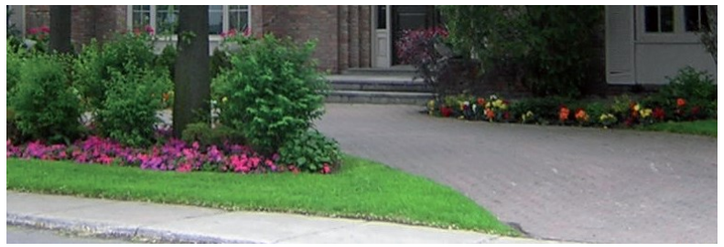






SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			3) The conservation and integration of existing vegetation in new landscape designs is strongly recommended.
			4) Trees planted in front of the building are preferably to be aligned with those on adjacent properties.

4.4.2 Plan parking spaces so as to minimize their visual impact

SPAIP sectors			Objectives and evaluation criteria	
A	**B**	**C**		
			1) Parking areas are bordered by landscape improvements (e.g.: hedges, curbs, embankments, trees, shrubs, etc.)	  

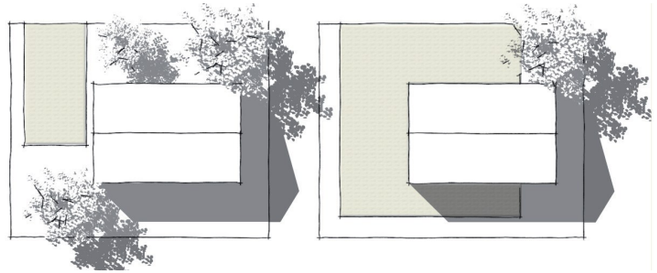
4.4.3 Hide building and/or public utility equipment

Secteurs du PIIA			Objectifs et critères d'évaluation
A	**B**	**C**	
			1) Building equipment (e.g.: ventilation, heat pump, oil tank, antennas, etc.) should not be visible from public space.

4.4.4 Plan lighting that enhances the buildings and contributes to the project's signature

Secteurs du PIIA			Objectifs et critères d'évaluation
A	**B**	**C**	
			1) Site plans should provide for decorative lighting, with the same type to be used throughout a property.
			2) Exterior lighting does not illuminate adjoining properties and is preferably directed downward.

4.4.5 Plan the site in a manner that improves the buildings' appeal.

SPAIP sectors			Objectives and evaluation criteria
A	**B**	**C**	
			1) Fences are made of materials such as wrought iron, masonry and painted wood or other materials of similar appearance. 
			2) Front yard landscaping (e.g.: trees, scrubs, flowers) is strongly encouraged.
			3) Fences, walls and other landscaping-related construction do not overwhelm the landscaping.
			4) Paved areas are to be avoided and, if created, should have a minimal surface area in relation to the exterior landscape elements as a whole  TO FAVOUR TO AVOID

4.4.6 The architectural design of any building shall attempt to facilitate universal access to such building

1) Encourage development with same level access to the building;

2) Encourage the development of safe, well-marked, and lighted direct walkways, free of obstacles between the building and the roadway;

3) Plan the parking site for persons with reduced mobility to be as close the main entrance as possible, avoiding where possible a separate of the parking area from the building by a roadway;

4) In the case of a building having significant heritage characteristics, encourage the integration of the criteria of this section while respecting the significant architectural characteristics of the building and avoiding significant discrepancy with the built-up portion of the heritage area.

(Amendment—By-law1005, section 2)

4.5 SUPPLEMENTARY CRITERIA APPLICABLE TO PLACES OF WORSHIP WITH A HERITAGE INTEREST

4.5.1 Seek to preserve the architectural and landscaping characteristics of the place of worship

1) Any intervention shall favor the conservation, enhancement and restoration of architectural and landscaping elements of interest and, when possible, should contribute to revitalizing them. Any proposed change of use, enlargement, subdivision or change in the architectural or landscaping characteristics shall be carried out without compromising the historic or symbolic value of the place of worship and shall ensure same in conformity with an evaluation of the heritage interest:

   a. Conservation, enhancement and restoration of architectural and landscaping elements of interest;

   b. The protection of perspectives and sight lines on places of worship;

   c. The protection and promotion of interior spaces that are worth protecting;

   d. The integration, affirmation and reversibility of contemporary interventions.

3) In addition, when an implementation project for a new occupancy involves an amendment or the demolition of an architectural or landscaping characteristic, it must be shown that these interventions are restricted to portions having less value and seek to improve the place of worship and its site.

(Amendment—By-law1005, section 3)

4.6 CRITERIA WITH RESPECT TO BUILDINGS SITUATED ON MUNICIPAL BOUNDARIES

4.6.1 Promote a harmonious continuity of projects situated on land bordering a municipal boundary

1) The project shall take into consideration the characteristics (height, alignment, location, landscaping of the front yard, location of accesses, parking areas, facings, signs) of buildings situated in front of or beside it in the other municipality when such buildings are representative of buildings situated in said municipality or when they have architectural value. Otherwise, the regulations affecting such properties shall serve as a guide to establish compatibility.

2) Any construction or expansion project on a lot adjacent to a municipal boundary on which only residential use is permitted shall tend to have the same impact on sunlight as a project which would be built at one half of the height permitted on a lot situated in the other municipality.

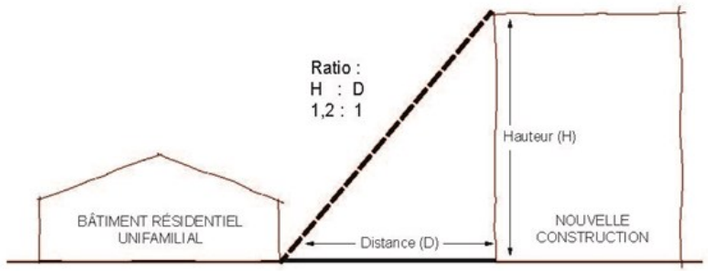
(Amendment—By-law 1005, section 3)

5.1 BUILDING OUTLINE OF NEW CONSTRUCTION SECTOR C

5.1.1 Promote a harmonious insertion of new construction within the existing buildings in this sector

Objectives and evaluation criteria
1) The building outline of a new construction higher than 15.3 m. shall tend toward a maximum ratio of 1.2:1 between its height and the distance that separates it from any residential single family building built on a contiguous lot.
2) A commercial first floor shall have a storefront window to promote activity on the public street and shall be situated on the principal facade of the building.
3) Takes into account the potential of the neighboring properties on Côte-St-Luc Road to assure a harmonizing development.

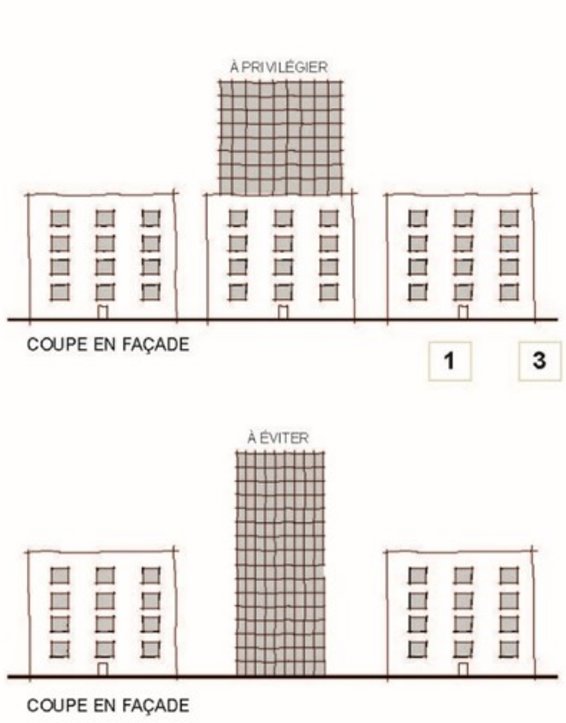
COUPE LATÉRALE



(Amendment—By-law775-3, section 8)

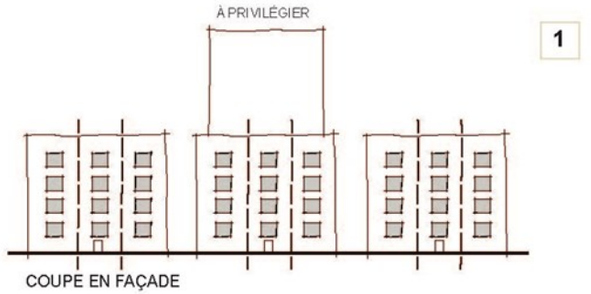
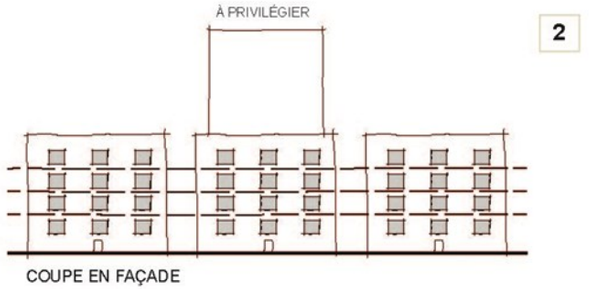
5.2 ARCHITECTURAL INTEGRATION OF NEW CONSTRUCTION IN A SECTOR WITH SIGNIFICANT ARCHITECTURAL VALUE, AS DELINEATED ON SITE PLANS OF THE SECTORS OF THE SPAIP

5.2.1 Preserve the volumetric composition of the architectural whole

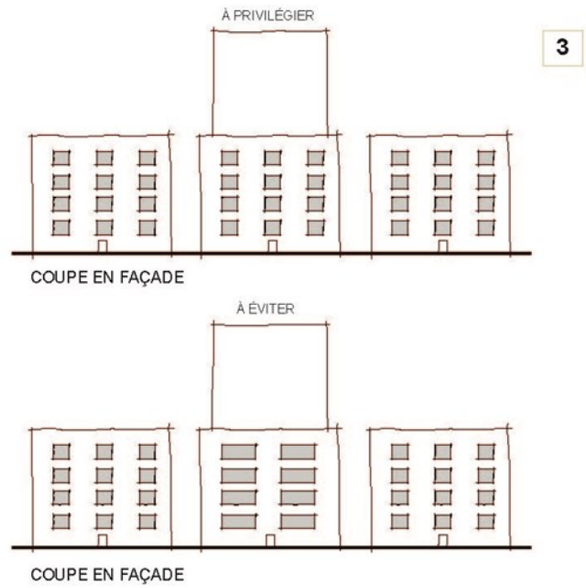
Objectives and evaluation criteria	
1) The volume of the first four storeys of the building shall be similar to that of the buildings in the architectural whole.	
2) The volume is rectangular with projections and set-backs.	
3) The volume of the building which extends beyond the height of neighbouring buildings shall be set back to approximately 4 to 5 meters and shall be distinguished by the use of different building materials.	

(Amendment—By-law 775-3, section 8)

5.2.2 Maintain the regular and orderly rhythm of the architectural surroundings

Objectives and evaluation criterias	
1) The architectural composition of the building shall coincide with the rythmic continuity of the vertical facades of the surrounding buildings.	
2) The architectural composition of the building shall follow the linearity of the adjoining buildings.	

5.2.3 Promote elements and architectural characteristics in harmony with the buildings in the sector

Objectives and evaluation criteria	
1) The external overlay material of the first four storeys shall be similar to that of the whole sector of interest.	
2) The architectural characteristics of the first four storeys shall be related to the other characteristics of the buildings in the area, in particular as to bricks, cornices, decorative trim, balconies, etc.	
3) The openings on the first four storeys shall align with and be of the same dimension as the openings on neighboring buildings.	

(Amendment—By-law775-3, section 8)

6. 1 COMING INTO FORCE OF THE BY-LAW

The present by-law will come into force in accordance with the Act.

Adopted on July 7th, 2009

Signed at the Town of Hampstead by:

_____

Mayor, William Steinberg

_____

Town Clerk, Pierre Tapp

Sheet 1—Windows

GOOD EXAMPLES

Casement windows



Fixed windows

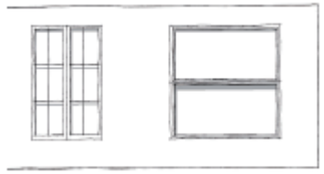


Sash windows



EXAMPLES TO BE AVOIDED

More than one type of window on a facade



Horizontal sliding windows



Windows with asymmetrical shapes



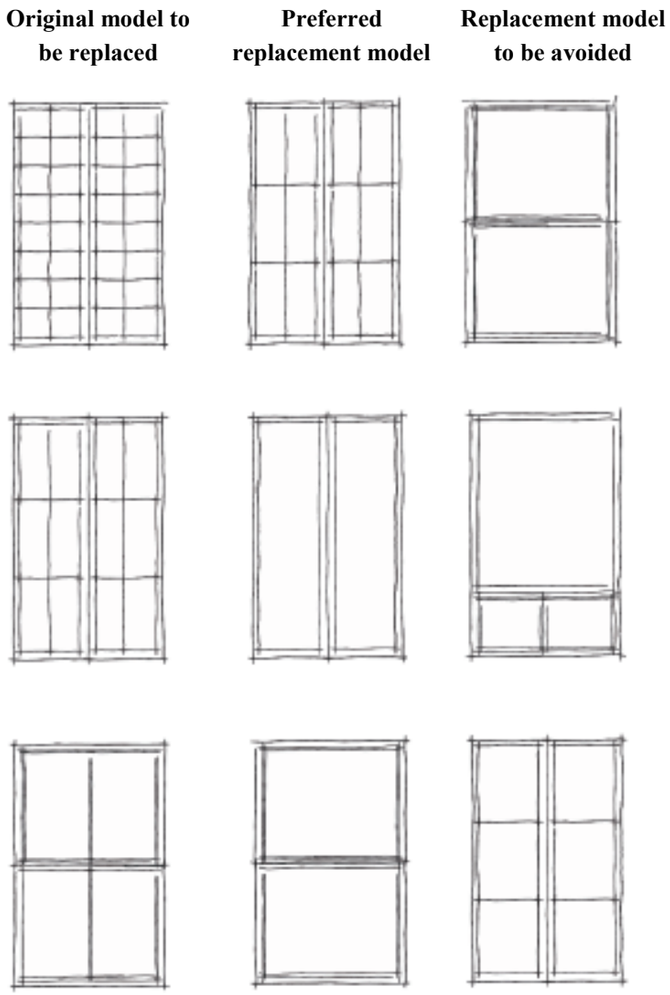
Windows without mullions



SHEET 1—Windows (continued)

REPLACEMENT SCENARIOS

In cases where one (1) or more windows need to be replaced, **the original window model is always to be preferred**. If this is not possible, replacement scenarios should be considered in order to preserve the character and proportions of the windows:



Sheet 2—Doors

GOOD EXAMPLES

Doors with windows



Solid doors



Doors with transom / horizontal windows

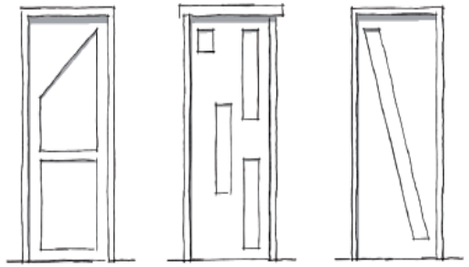


Garage doors

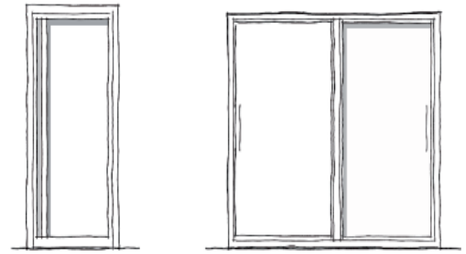


EXAMPLES TO BE AVOIDED

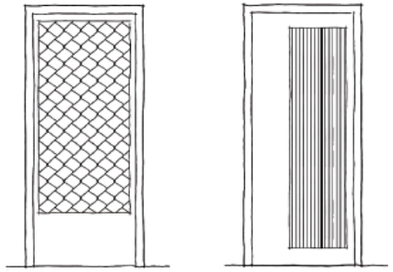
Doors with windows of non-traditional shape



Glass doors / patio doors



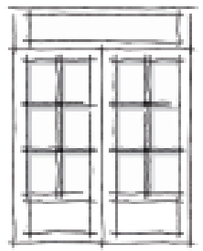
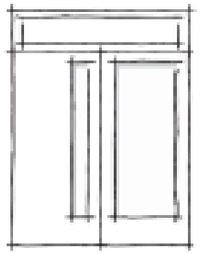
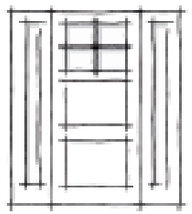
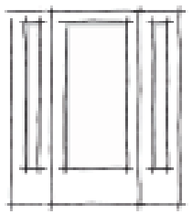
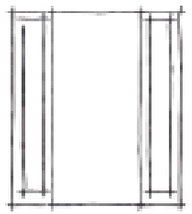
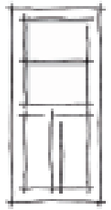
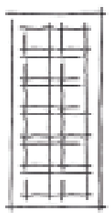
Glass doors with grilles



Sheet 2—Doors (continued)

REPLACEMENT SCENARIOS

In cases where one (1) or more doors need to be replaced, **the original door model is always to be preferred**. If this is not possible, replacement scenarios should be considered in order to preserve the character and proportions of the door:

Original model to be replaced	Preferred replacement model	Replacement model to be avoided
		
		
		
		

Sheet 3— Roofing

GOOD EXAMPLES

Asphalt shingles



Roofs with traditional metal cladding



Tile roofs (terra cotta or concrete)

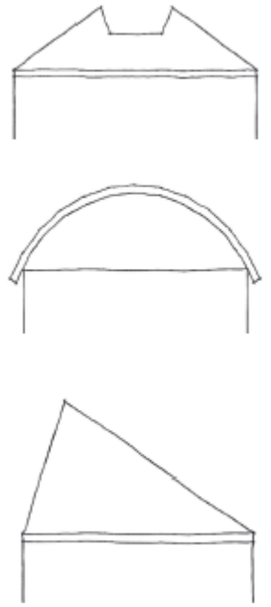


EXAMPLES TO BE AVOIDED

Varied materials on a single roof



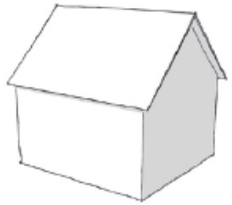
Roofs with irregular shapes



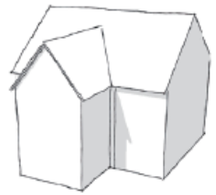
Sheet 3—Roofing (continued)

MAIN TYPES OF ROOFS AND DORMERS

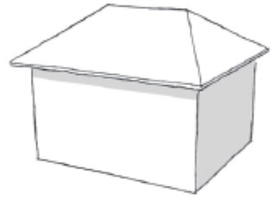
Single-gable roof



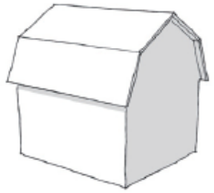
Roof with multiple gables



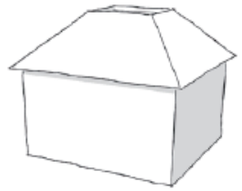
Anglo-Normand roof



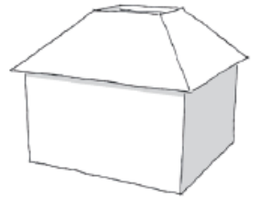
Dutch gable roof



False pavillon roof



Pavillon roof



Gable dormer



Shed dormer



Dutch dormer



Pitched dormer



Sheet 4—Colors and materials

GOOD EXAMPLES

Brick masonry



Stone masonry

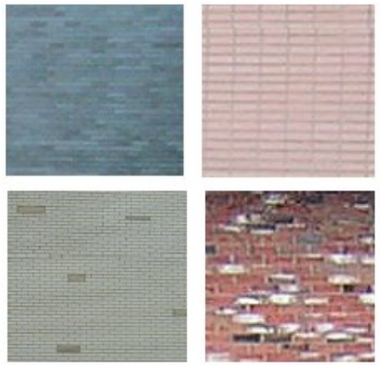


Wood and parging

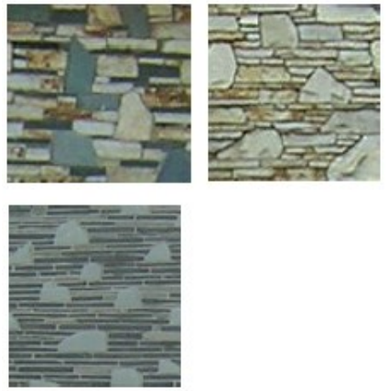


EXAMPLES TO BE AVOIDED

Pastel bricks / randomly inserted coloured bricks



Disparate linking elements



Coloured corrugated metal



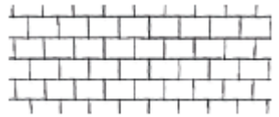
MAIN MASONRY PATTERNS

Brick masonry



Stretcher

Brick laid with the long side parallel to the wall.



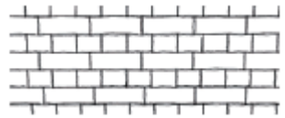
Header

Brick laid with the long side perpendicular to the wall.



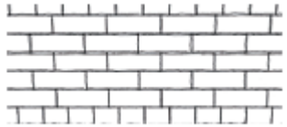
Flemish

Bricks in each row are laid in alternating stretchers and headers.



English

Alternating rows of stretchers and headers.



Common

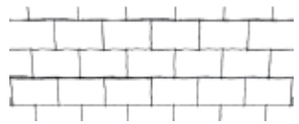
One row of headers for every six (6) rows of stretchers.

Stone masonry



Ruled

Rough or dressed stones, with elements of each row having more or less the same height.



Regular

Stones of the same width and height, laid in regular rows.



Alternating regular rows

Stones laid in alternating rows of different heights.

Sheet 5—Details

GOOD EXAMPLES

Lintel



Porch



Bull's eye



Shutters



Balcony / railings



For further information, do not hesitate to contact us at:

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